

File No. 250490

Committee Item No. 6

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date June 4, 2025

Board of Supervisors Meeting Date _____

Cmte Board

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

OTHER (Use back side if additional space is needed)

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| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>Request for Proposal 4/12/2024</u> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>HSH Retroactive Memo 4/23/2025</u> |
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Completed by: Brent Jalipa Date May 29, 2025

Completed by: Brent Jalipa Date _____

1 [Execute Grant Agreement and Accept and Expend Grant - Retroactive - California Board of
2 State and Community Corrections - Proposition 47 Grant Program, Cohort 4 - Not to Exceed
3 \$7,999,999]

4 **Resolution authorizing the Department of Homelessness and Supportive Housing**
5 **(“HSH”) to execute a Grant Agreement with the California Board of State and**
6 **Community Corrections (“BSCC”) for a total amount not to exceed \$7,999,999 of**
7 **Proposition 47 Grant Program, Cohort 4 grant funds; to retroactively accept and**
8 **expend those funds for a program, entitled “Housing, Expungement and Recovery**
9 **through Treatment and Support Services” or “HEARTTSS,” for costs incurred**
10 **October 3, 2024, through June 30, 2028; and authorizing HSH to enter into any**
11 **additions, amendments, or other modifications to the Grant Agreement that do not**
12 **materially increase the obligations or liabilities of the City or materially decrease the**
13 **benefits to the City.**

14
15 WHEREAS, The Department of Homelessness and Supportive Housing’s (“HSH”) mission is to prevent homelessness when possible and to make homelessness a rare, brief, and one-time experience in San Francisco through the provision of coordinated, compassionate, and high-quality services; and

19 WHEREAS, In April 2023, HSH released the five-year strategic plan “Home by the Bay: An Equity-Driven Plan to Prevent and End Homelessness in San Francisco” which includes goals related to working with other city agencies to support more coordinated, comprehensive and equitable pathways to housing from those involved in the criminal justice system; and

24 WHEREAS, The California Board of State and Community Corrections (“BSCC”) issued a Request for Proposals (“RFP”) dated April 12, 2024, for the Proposition 47 Grant

1 Program, Cohort 4 (“Proposition 47”), a copy of which is on file with the Clerk of the Board of
2 Supervisors (the “Clerk”) in File No. 250490; and

3 WHEREAS, The overall goal of Proposition 47 is to reduce incarceration and recidivism
4 by bolstering citywide initiatives focused on jail diversion, recovery and community re-entry;
5 and

6 WHEREAS, On June 10, 2024, HSH as the lead agency for Cohort 4, submitted a
7 proposal to BSCC for Proposition 47 grant funding for a project titled, “Housing, Expungement
8 and Recovery through Treatment and Support Services” (“HEARTTSS”), on behalf of
9 participating city agencies including HSH, Department of Public Health, San Francisco Public
10 Defender’s Office and the San Francisco Sherriff’s Office, copy of the Grant Application
11 (“Application”) is on file with the Clerk in File No. 250490; and

12 WHEREAS, HEARTTSS is focused on serving a priority population of criminal justice-
13 involved adults with substance abuse disorder and/or mental health issues, including but not
14 limited to Latin and Spanish monolingual members of the program’s target population, with the
15 goal of reducing incarceration and recidivism and advancing stability through housing and
16 recovery; and

17 WHEREAS, In an award notice (“Award Notice”) dated October 3, 2024, BCSS agreed
18 to award Proposition 47 grant funds to HSH in an amount not to exceed \$7,999,999, subject
19 to the terms and conditions of the Grant Agreement (“Agreement”); copies of the Award
20 Notice and Agreement are on file with the Clerk in File No. 250490; and

21 WHEREAS, The City included \$1,188,656 of leveraged contributions including existing
22 staff positions and contracts that support implementation and impact of HEARTSS as
23 reflected in the Agreement; and
24
25

1 WHEREAS, A request for retroactive approval is being sought because HSH received
2 the Award Notice on October 3, 2024, for a project start date of October 3, 2024; and

3 WHEREAS, The Proposition 47 grant does not create any new positions, and does not
4 require an amendment to the Annual Salary Ordinance; and

5 WHEREAS, The Charter, Section 9.118 requires contracts entered into by a
6 Department having anticipated revenue to the City of \$1,000,000 or more to be approved by
7 the Board of Supervisors; and

8 WHEREAS, The grant budget ("Grant Budget") includes the provision for indirect costs
9 of \$86,657, a copy of the Grant Budget is on file with the Clerk in File No. 250490; now,
10 therefore, be it

11 RESOLVED, The Executive Director of HSH or their designee is hereby authorized, in
12 consultation with the City Attorney, to enter into, execute, and deliver a Grant Agreement for a
13 total amount not to exceed \$7,999,999 and any and all other documents required or deemed
14 necessary or appropriate to secure Proposition 47 grant funds from BSCC and to participate
15 in Proposition 47, and any further amendments thereto (collectively, the "Proposition 47
16 Documents"); and, be it

17 FURTHER RESOLVED, HSH is hereby authorized to retroactively accept and expend
18 up to \$7,999,999 of Proposition 47 grant funds for the HEARTTSS program; and, be it

19 FURTHER RESOLVED, HSH is hereby authorized and directed to ensure that any
20 Proposition 47 grant funds awarded are spent by June 30, 2028; and, be it

21 FURTHER RESOLVED, The City acknowledges that is shall be subject to the terms
22 and conditions specified in the Grant Agreement; and, be it

23 FURTHER RESOLVED, That all actions authorized and directed by this Resolution and
24 heretofore taken are ratified, approved, and confirmed by this Board of Supervisors; and, be it
25

1 FURTHER RESOLVED, That within thirty days of the execution of the Grant
2 Agreement by all parties, HSH shall provide a copy of the fully executed Grant Agreement to
3 the Clerk for inclusion in the official file.
4
5
6
7

8 RECOMMENDED:
9

10 _____/s/_____
11

12 Shireen McSpadden
13 Homelessness and Supportive Housing
14 Executive Director
15

16 Approved: _____/s/_____
17

18 Controller's Office
19
20

21 Approved: _____/s/_____
22

23 Mayor's Office
24
25

| | |
|---|---|
| Item 6 File 25-0490 | Department: Homelessness and Supportive Housing |
| EXECUTIVE SUMMARY | |
| <p style="text-align: center;">Legislative Objectives</p> <ul style="list-style-type: none"> The proposed resolution retroactively authorizes HSH to accept and expend \$7,999,999 in grant funding from the California Board of State and Community Corrections (BSCC) to fund the “Housing, Expungement and Recovery through Treatment and Support Services” (HEARTTSS). The resolution also authorizes HSH to enter into the related grant agreement with the BSCC. <p style="text-align: center;">Key Points</p> <ul style="list-style-type: none"> Proposition 47 reclassified specific certain criminal offences from felonies to misdemeanors and redirected a portion of the savings back to counties. The City received three prior Proposition 47 awards, all administered by the Department of Public Health (DPH). The three prior Proposition 47 grant program cohorts have focused on substance use treatment. This proposed fourth grant cohort continues to fund treatment beds but adds funding for transitional housing and legal expungement for, but not limited to, Latine and Spanish-monolingual justice involved adults. Despite an evaluation plan for cohort 3 to perform ongoing evaluation and produce quarterly reports to BSCC, a two-year program evaluation by September 2024, and annual updates to the Reentry Council, DPH was unable to provide any evaluation data of cohort 3. <p style="text-align: center;">Fiscal Impact</p> <ul style="list-style-type: none"> The total grant award amount received from BSCC is \$7,999,999. The grant did not require matching funds, however, the City voluntarily included \$1,188,656 (existing positions and contracts) in the grant application to make it more competitive. <p style="text-align: center;">Policy Consideration</p> <ul style="list-style-type: none"> Grant-funded services could include case-management, housing support, behavioral health, legal services, and peer navigation. However, the composition of program units is still being developed and is not consistent with the original grant application. <p style="text-align: center;">Recommendations</p> <ul style="list-style-type: none"> Request HSH report back on the final grant plan that identifies the service providers, contract amounts, service type, unit count, location, anticipated start dates, the procurement process used for each subgrant. The report should be included in the legislative file for this item. Approve the proposed resolution. | |

MANDATE STATEMENT

City Administrative Code Section 10.170-1 states that accepting Federal, State, or third-party grant funds in the amount of \$100,000 or more, including any City matching funds required by the grant, is subject to Board of Supervisors approval.

City Charter Section 9.118(a) states that contracts entered into by a department, board, or commission that (i) have anticipated revenues of \$1 million or more, or (ii) have anticipated revenues of \$1 million or more and require modifications, are subject to Board of Supervisors approval.

BACKGROUND**Proposition 47 Framework**

Approved by California voters in November 2014, Proposition 47 reclassified specific non-violent drug and property offences from felonies to misdemeanors. Sixty-five percent of resulting State savings is annually transferred to California Board of State and Community Corrections (BSCC) for competitive grants that support mental-health treatment, substance-use disorder treatment, diversion and housing services for justice-involved individuals.

Previous Cohorts

The City received three prior Proposition 47 awards, all administered by the Department of Public Health (DPH): (1) 2017 – Promoting Recovery & Services for the Prevention of Recidivism (PRSPR), (2) 2019 – Supporting Treatment & Reducing Recidivism (STARR), and (3) an award in 2022 that continued the STARR program.

These grants funded detox beds¹, residential substance use treatment beds², and wrap-around services for parolees or pre-trial defendants diverted from the County Jail who presented high-risk of co-occurring disorders.

Previous Actions

On April 12, 2024, the California Board of State and Community Corrections (BSCC) issued a Request-For-Proposals (RFP) for the Proposition 47 Grant. On June 10, 2024, HSH submitted a proposal to BSCC as the lead agency for San Francisco's Cohort 4 of Proposition 47 grant funding for a project titled, "Housing, Expungement and Recovery through Treatment and Support Services" (HEARTTSS). On October 3, 2024, BCSS awarded Proposition 47 grant funds to HSH in

¹ This is otherwise known as withdrawal management. This is a detox service with an average stay of 4-10 days and includes 21 hours of treatment/week.

² This is a residential substance use disorder (SUD) service with an average stay of 3-6 months, and includes individual and group counseling, case management, SUD and mental health classes, and physical wellness.

an amount not-to-exceed \$7,999,999, with a project term of October 3, 2024, through June 30, 2028.

DETAILS OF PROPOSED LEGISLATION

The proposed resolution retroactively authorizes HSH to accept and expend \$7,999,999 in grant funding from the California Board of State and Community Corrections Cohort 4 Proposition 47 grant program. The grant would fund the “Housing, Expungement and Recovery through Treatment and Support Services” (HEARTTSS) program. The resolution also authorizes HSH to enter into the related grant agreement with the BSCC.

Grant Agreement

The proposed grant agreement has a term October 3, 2024, through June 30, 2028. The grant requires quarterly reporting to the BSCC, a financial audit at the end of the grant, and provides for quarterly reimbursement for grant-eligible expenses. Changes to the grant program require approval of the BSCC.

A request for retroactive approval is being sought because the award notice was received on October 3, 2024, for a project start date of October 3, 2024. However, the final draft agreement was not received until January 2025. BSCC approved a schedule adjustment to shift the first service delivery year to April 2025 through April 2026. Program components can launch during this time; however, no grant activities may commence until the Board adopts the resolution, BSCC executes the agreement, and funds are appropriated.

The grant did not require matching funds, however, the City voluntarily included \$1,188,656 in matching funds in the grant application to make it more competitive. According to HSH, the matching funds consist of existing positions and contracts.

Grant Program

The purpose of the grant is to reduce incarceration and recidivism and support stability for justice-involved adults experiencing homelessness, with Cohort 4 including but not limited to Latine and Spanish-monolingual members of the target population. There are six main service areas described in the grant application: (1) a resource hub (2) case-management services, (3) Coordinated Entry (housing support), (4) behavioral health assessment and treatment, (5) legal services (CleanSlate program), (6) and peer navigation. According to HSH, the composition of the providers and program units are still being developed and are not consistent with the application submitted to Board of State and Community Corrections. Any change will be vetted with the Board of State and Community Corrections and reflected in the final agreement. As of May 29, 2025, HSH reports the following planned components.

1. Resource Hub

The San Francisco Pretrial Diversion Project, a non-profit primarily funded by the Sheriff, will serve as the resource hub for Cohort 4’s program services. SF Pretrial staff will conduct assessments to determine needs and connect clients to the necessary resources.

2. Case-Management Services

The grant will fund housing case management services to help clients find housing. Case managers will develop individualized plans, track progress, and coordinate service referrals. Although not funded by the grant, the grant application notes that SF Pretrial may also refer clients to the Central American Resource Center and Instituto Familiar de la Raza, both non-profits, for additional re-entry support.

3. Behavioral Health Treatment

The grant will fund substance use and/or mental health residential or outpatient treatment. HSH reports that Latino Commission, the provider named in the grant application, no longer has the capacity to operate this program. DPH is identifying an alternate contractor to provide similar services in alignment with the scope of the grant without issuing a new RFP to maintain grant timelines.

4. Transitional Housing

The grant will also fund transitional housing beds for clients in treatment or recently completing treatment. The bridge housing program will be operated by a non-profit. The Sheriff plans to procure a site operator through a request for proposal process to begin in Summer 2025.

5. Legal Services

The Public Defender's Office operates an expungement clinic that files post-conviction relief motions to remove record-based barriers to housing, employment, and treatment. According to the grant application, current Public Defender does not have sufficient Spanish-speaking staff to meet client needs. The grant will pay for one full-time Spanish-speaking "Clean Slate" Attorney position at the Public Defender's Office.

6. Peer Navigation

Peer navigators have experiences that mirror those of participants, and guide clients through services and remain engaged for up to three months after permanent housing is secured. According to HSH, additional peer-support capacity will be procured in the anticipated RFP through the Sheriff's Office.

A comparison of services and providers throughout each cohort is detailed below in Exhibit 1.

Exhibit 1: Prop 47 Providers and Services Cohorts 1-4

| Exhibit 1: Cohort Services and Budgets | Cohort 1 (6/16/17–8/15/21) | Cohort 2 (10/1/19–5/15/23) | Cohort 3 (9/1/22–6/1/26) | Cohort 4 (10/3/24–6/30/28) |
|---|--|--|--|---|
| Program | Promoting Recovery & Services for the Prevention of Recidivism (PRSPR) | Supporting Treatment & Reducing Recidivism (STARR) | Supporting Treatment & Reducing Recidivism (STARR) | Housing, Expungement and Recovery through Treatment and Support Services (HEARTTSS) |
| Award Amount | \$6 Million | \$6 Million | \$6 Million | \$8 million |
| Amount Passed to CBOs | \$4.9 Million | \$4.3 Million | \$5.5 Million | \$7.5 Million |
| Withdrawal Management (Detox) | Salvation Army (5 beds) | Salvation Army (10 beds) | Salvation Army (10 beds) | TBD |
| Residential SUD Treatment | Salvation Army (32 beds) | Salvation Army (40 beds) | Salvation Army (18 beds) | TBD |
| Case Management | Felton Institute | Felton Institute | Felton Institute | Re-entry: SF Pretrial; Housing: TBD |
| Housing Support | None | None | None | TBD |
| Legal Services (Expungement) | None | None | None | Public Defender's Office |
| Peer Navigation | Richmond Area Multi-Services | None | None | TBD |
| Matching Funds | \$6 Million | \$2.9 Million | \$3.1 Million | \$1.2 Million |

Sources: BLA, DPH, and HSH

Note: TBD refers to items that are to be decided at a later date.

As shown above, the three prior Proposition 47 grant program cohorts have focused on substance use treatment. This proposed fourth grant cohort continues to fund treatment beds but adds funding for transitional housing and legal expungement. The providers, service composition, and units of service are still under development.

Performance

The grant application includes performance goals for each service area; however, the City is revising its service plan for these grant funds and as a result, the performance metrics may differ from what is listed in that document.

Third Party Evaluation

Each cohort is evaluated by Hatchuel Tabernik & Associates (HTA), an external firm retained for all four Prop 47 cycles. HTA submits an evaluation plan and provides quarterly updates

throughout implementation. Process monitoring oversees the startup activities, service utilization data, meeting minutes, and staff or partner interviews, while outcome monitoring uses program records, participant focus groups, and three-year recidivism tracking.

Cohort 3 is still ongoing (September 1, 2022 – June 1, 2026) and results are expected to be available after June 1, 2026. Despite an evaluation plan detailed in the grant application to perform ongoing evaluation and produce quarterly reports to BSCC, a two-year program evaluation by September 2024, and annual updates to the Reentry Council, DPH was unable to provide evaluation data of Cohort 3 to the Budget and Legislative Analyst office.

FISCAL IMPACT

The total grant award amount received from BSCC is \$7,999,999. As of this writing, approximately 87 percent of the award is allocated towards community-based organizations providing direct service to clients. The remaining funds support data collection and analysis, and indirect City costs. The budget breakdown is detailed below in Exhibit 2. Funds will be evenly distributed across three fiscal years.

Exhibit 2: Cohort 4 Total Project Budget (FY 2025-26 – FY 2027-28)

| Program Area | Grant Funds | Matching Funds | Total |
|--|--------------------|--------------------|--------------------|
| City Staff (Matching Funds) | \$0 | \$151,517 | \$151,517 |
| Paralegal at Public Defender | \$537,526 | \$0 | \$537,526 |
| Pretrial Diversion Project - Intake, Peer Support (HSH and SHF Subgrantee) | \$1,136,325 | \$1,037,139 | \$2,173,464 |
| SUD/MH Beds - DPH Subgrantee | \$4,927,500 | \$0 | \$4,927,500 |
| Transitional Housing - SHF Subgrantee | \$293,825 | \$0 | \$293,825 |
| Housing Case Management – SHF Subgrantee | \$618,166 | \$0 | \$618,166 |
| Project Evaluation & Monitoring | \$400,000 | \$0 | \$400,000 |
| Indirect Costs (≤10 %) | \$86,657 | \$0 | \$86,657 |
| Total | \$7,999,999 | \$1,188,656 | \$9,188,655 |

Source: HSH

Funding Source

62 percent of matching funds will come from Homelessness Gross Receipts Tax, 25.2 percent from the General Fund, and 12.7 percent from private and state grants³. The grant does not require an Annual Salary Ordinance amendment.

³ Matching funds are pre-existing dollars that have already been allocated to existing positions and contracts.

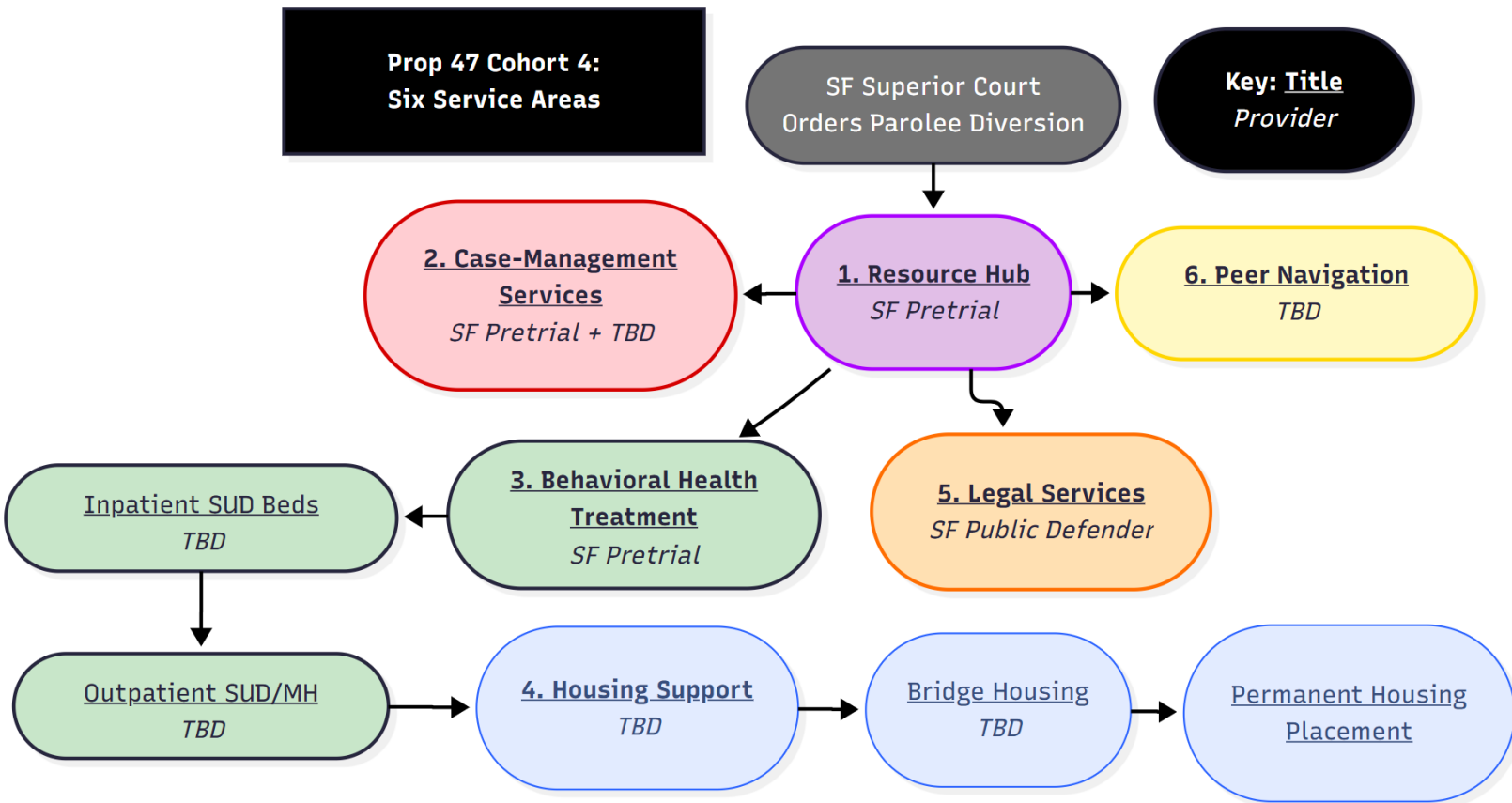
POLICY CONSIDERATION

As noted above, the composition of providers and unit count are still under development and differ from the program structure described in the City's original grant application. The Board of Supervisors should request that HSH, within 60 days of the execution of the grant agreement, provide a written report that identifies the service providers, contract amounts, service type, unit count, location, anticipated start dates, and the procurement process used for each subgrant. The report should be included in the legislative file for this item.

RECOMMENDATIONS

- Request HSH report back on the final grant plan that identifies the service providers, contract amounts, service type, unit count, location, anticipated start dates, the procurement process used for each subgrant. The report should be included in the legislative file for this item.
- Approve the proposed resolution.

APPENDIX A:
Cohort 4 Scope of Work Schematic



File Number: 250490
(Provided by Clerk of Board of Supervisors)

Grant Resolution Information Form
(Effective July 2011)

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

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

1. **Grant Title:** Proposition 47 Grant Program, Cohort 4 - \$7,999,999
2. **Department:** Department of Homelessness and Supportive Housing
3. **Contact Person:** Dylan Schneider **Telephone:** 628.652.7742
4. **Grant Approval Status (check one):**

[X] Approved by funding agency
[] Not yet approved
5. **Amount of Grant Funding Approved or Applied for:** not to exceed \$7,999,999
6. a. **Matching Funds Required:** Matching funds were not required, however the City included leveraged funds in the grant budget application totaling \$1,188,656.
 b. **Source(s) of matching funds (if applicable):** Private & State grant, Prop C and General Fund
7. a. **Grant Source Agency:** State of California, Board of State and Community Corrections (BSCC)
 b. **Grant Pass-Through Agency (if applicable):** n/a
8. **Proposed Grant Project Summary:** The San Francisco Department of Homelessness and Supportive Housing has received funding for a program called Housing, Expungement and Recovery through Treatment and Support Services ("HEARTTSS"), focused on serving a priority population of criminal justice-involved adults with substance abuse disorders and/or mental health disorders, including but not limited to Latine and Spanish monolingual members of this target population. In addition to providing culturally responsive treatment to individuals in their preferred language, the overall goal of the program is to reduce incarceration and recidivism and advance stability through housing and recovery. The project will achieve its goals by connecting individuals with culturally and linguistically competent, trauma-informed housing assistance, treatment, diversion, expungement services and peer navigation support delivered by City departments and community-based organizations.
9. **Grant Project Schedule, as allowed in approval documents, or as proposed:**

Start-Date: October 3, 2024
End-Date: June 30, 2028
10. a. **Amount budgeted for contractual services:** \$7,713,342
 b. **Will contractual services be put out to bid?** \$293,825 will be put out to bid by the Sheriff's Office.
 c. **If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements?** No
 d. **Is this likely to be a one-time or ongoing request for contracting out?** One-time.
11. a. **Does the budget include indirect costs?**

[X] Yes
[] No

STANDARD AGREEMENT

STD 213 (Rev 03/2019)

AGREEMENT NUMBER

BSCC 1330-24

PURCHASING AUTHORITY NUMBER (If Applicable)

BSCC-5227**1. This Agreement is entered into between the Contracting Agency and the Contractor named below:**

CONTRACTING AGENCY NAME

BOARD OF STATE AND COMMUNITY CORRECTIONS

CONTRACTOR NAME

SAN FRANCISCO DEPARTMENT OF HOMLESSNESS & SUPPORTIVE HOUSING**2. The term of this Agreement is:**

START DATE

OCTOBER 3, 2024

THROUGH END DATE

JUNE 30, 2028**3. The maximum amount of this Agreement is:****\$7,999,999.00****4. The parties agree to comply with the terms and conditions of the following exhibits, attachments, and appendices which are by this reference made a part of the Agreement.**

| EXHIBITS | TITLE | PAGES |
|---------------|--|-------|
| Exhibit A | Scope of Work | 3 |
| Exhibit B | Budget Detail and Payment Provisions | 4 |
| Exhibit C | General Terms and Conditions (04/2017) | 4 |
| Exhibit D | Special Terms and Conditions | 4 |
| Attachment 1* | Proposition 47 Grant Program Request for Proposals | * |
| Attachment 2 | Proposition 47 Grant Program Proposal | 45 |
| Appendix A | Proposition 47 Grant Program Scoring Panel Roster | 1 |
| Appendix B | Criteria for Non-Governmental Organizations Receiving BSCC Program Funds | 2 |

** This item is hereby incorporated by reference and can be viewed at: https://www.bscc.ca.gov/s_bsccprop47/***IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.****CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

SAN FRANCISCO DEPARTMENT OF HOMLESSNESS & SUPPORTIVE HOUSING

CONTRACTOR BUSINESS ADDRESS

440 Turk St

CITY

San Francisco

STATE

CA

ZIP

94102

PRINTED NAME OF PERSON SIGNING

GIGI WHITLEY

TITLE

Chief of Finance and Administration

CONTRACTOR AUTHORIZED SIGNATURE



DATE SIGNED

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME

BOARD OF STATE AND COMMUNITY CORRECTIONS

CONTRACTING AGENCY ADDRESS

2590 Venture Oaks Way, Suite 200

CITY

Sacramento

STATE

CA

ZIP

95833

PRINTED NAME OF PERSON SIGNING

COLLEEN CURTIN

TITLE

Deputy Director

CONTRACTING AGENCY AUTHORIZED SIGNATURE



DATE SIGNED

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL: EXEMPT PER SCM, VOLUME 1, CH. 4.06

Approved as to Form: _____

EXHIBIT A: SCOPE OF WORK

1. GRANT AGREEMENT – PROPOSITION 47 GRANT PROGRAM

This Grant Agreement is between the State of California, Board of State and Community Corrections (hereafter referred to as BSCC) and San Francisco Department of Homelessness & Supportive Housing (hereafter referred to as the Grantee or Contractor).

2. PROJECT SUMMARY AND ADMINISTRATION

- A. The SFHSH HEARTTSS program is focused on serving a priority population of criminal justice-involved adults with substance abuse disorder and/or mental health issues, with a particular emphasis on Latine and Spanish monolingual members of this target population. In addition to providing culturally responsive treatment to individuals in their preferred language, the overall goal of the program is to reduce incarceration and recidivism and advance stability through housing & recovery. The project will achieve its goals by connecting individuals with culturally and linguistically competent, trauma-informed housing assistance, treatment, diversion, expungement services & peer navigation support delivered by city agencies/departments & CBOs rooted in the community.
- B. Grantee agrees to administer the project in accordance with Attachment 1: Proposition 47 Grant Program Request for Proposals (incorporated by reference) and Attachment 2: Proposition 47 Grant Program Proposal, which are attached and hereto and made part of this agreement.

3. PROJECT OFFICIALS

- A. The BSCC's Executive Director or designee shall be the BSCC's representative for administration of the Grant Agreement and shall have authority to make determinations relating to any controversies that may arise under or regarding the interpretation, performance, or payment for work performed under this Grant Agreement.
- B. The Grantee's project officials shall be those identified as follows:

Authorized Officer with legal authority to sign:

Name: Gigi Whitley
Title: Chief of Finance and Administration
Address: 440 Turk St, San Francisco, CA 94102
Phone: 628-652-7739
Email: gigi.whitley@sfgov.org

Designated Financial Officer authorized to receive warrants:

Name: Christine Rolan
Title: Manager – Budget Director
Address: 440 Turk St, San Francisco, CA 94102
Phone: 628-652-7917
Email: Christine.rolan@sfgov.org

Project Director authorized to administer the project:

Name: Jocelyn Everroad
Title: Manager II – Planning, Performance and Strategy Division
Address: 440 Turk St, San Francisco, CA 94102
Phone: 628-652-7707
Email: Jocelyn.everroad@sfgov.org

EXHIBIT A: SCOPE OF WORK

- C. Either party may change its project representatives upon written notice to the other party.
- D. By signing this Grant Agreement, the Authorized Officer listed above warrants that he or she has full legal authority to bind the entity for which he or she signs.

4. DATA COLLECTION

Grantees will be required to comply with all data collection and reporting requirements as described in Attachment 1: Proposition 47 Grant Program Request for Proposals and Attachment 2: Proposition 47 Grant Program Proposal.

5. REPORTING REQUIREMENTS

- A. Grantee will submit quarterly progress reports in a format prescribed by the BSCC. These reports, which will describe progress made on program objectives and include required data, shall be submitted according to the following schedule:

Quarterly Progress Report Periods

1. October 3, 2024 to December 31, 2024
2. January 1, 2025 to March 31, 2025
3. April 1, 2025 to June 30, 2025
4. July 1, 2025 to September 30, 2025
5. October 1, 2025 to December 31, 2025
6. January 1, 2026 to March 31, 2026
7. April 1, 2026 to June 30, 2026
8. July 1, 2026 to September 30, 2026
9. October 1, 2026 to December 31, 2026
10. January 1, 2027 to March 31, 2027
11. April 1, 2027 to June 30, 2027
12. July 1, 2027 to September 30, 2027
13. October 1, 2027 to December 31, 2027
14. January 1, 2028 to March 31, 2028

Due no later than:

- February 15, 2025
- May 15, 2025
- August 15, 2025
- November 15, 2025
- February 15, 2026
- May 15, 2026
- August 15, 2026
- November 15, 2026
- February 15, 2027
- May 15, 2027
- August 15, 2027
- November 15, 2027
- February 15, 2028
- May 15, 2028

Note: Project activity period ends March 31, 2028. The period of April 1, 2028 to June 30, 2028 is for completion of Final Local Evaluation Report and financial audit only.

B. Evaluation Documents

1. Local Evaluation Plan
2. Final Local Evaluation Report

Due no later than:

- March 31, 2025
- June 30, 2028

C. Other

- Financial Audit Report

Due no later than:

- June 30, 2028

6. PROJECT RECORDS

- A. The Grantee shall establish an official file for the project. The file shall contain adequate documentation of all actions taken with respect to the project, including copies of this Grant Agreement, approved program/budget modifications, financial records and required reports.
- B. The Grantee shall establish separate accounting records and maintain documents and other evidence sufficient to properly reflect the amount, receipt, and disposition of all project funds, including grant funds and any matching funds by the Grantee and the total cost of the project.

EXHIBIT A: SCOPE OF WORK

Source documentation includes copies of all awards, applications, approved modifications, financial records and narrative reports.

- C. Personnel and payroll records shall include the time and attendance reports for all individuals reimbursed under the grant, whether they are employed full-time or part-time. Time and effort reports are also required for all subcontractors and consultants.
- D. The grantee shall maintain documentation of donated goods and/or services, including the basis for valuation.
- E. Grantee agrees to protect records adequately from fire or other damage. When records are stored away from the Grantee's principal office, a written index of the location of records stored must be on hand and ready access must be assured.
- F. All Grantee records relevant to the project must be preserved a minimum of three (3) years after closeout of the grant project and shall be subject at all reasonable times to inspection, examination, monitoring, copying, excerpting, transcribing, and auditing by the BSCC or designees. If any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the three-year period, the records must be retained until the completion of the action and resolution of all issues which arise from it or until the end of the regular three-year period, whichever is later.

7. CONFLICT OF INTEREST

- A. Existing law prohibits any grantee, subgrantee, partner or like party who participated on the Proposition 47 Grant Program Scoring Panel Roster (see Appendix A) from receiving funds from the Proposition 47 Grant Program grants awarded under this RFP, except under authorized conditions, approved by BSCC. Applicants who are awarded grants under this RFP are responsible for reviewing the Proposition 47 Grant Program Scoring Panel Roster (see Appendix A) and ensuring that no grant dollars are passed through to any entity represented by the members of the scoring panel.
- B. In cases of an actual conflict of interest with a scoring panelist, the Board may revoke the grant award and legal consequences could exist for the parties involved, including, but not limited to, repayment of the grant award.

8. FINANCIAL AUDIT

Grantees are required to provide the BSCC with a financial audit no later than the end of the contract term, June 30, 2028. The financial audit shall be performed by a Certified Public Accountant or a participating county or city auditor that is organizationally independent from the participating county's or city's project financial management functions. Expenses for this final audit may be reimbursed for actual costs up to \$25,000.

EXHIBIT B: BUDGET DETAIL AND PAYMENT PROVISIONS

1. INVOICING AND PAYMENTS

- A. The Grantee shall be paid in quarterly in arrears by submitting an invoice (Form 201) to the BSCC that outlines actual expenditures claimed for the invoicing period.

Quarterly Invoicing Periods:

1. October 3, 2024 to December 31, 2024
2. January 1, 2025 to March 31, 2025
3. April 1, 2025 to June 30, 2025
4. July 1, 2025 to September 30, 2025
5. October 1, 2025 to December 31, 2025
6. January 1, 2026 to March 31, 2026
7. April 1, 2026 to June 30, 2026
8. July 1, 2026 to September 30, 2026
9. October 1, 2026 to December 31, 2026
10. January 1, 2027 to March 31, 2027
11. April 1, 2027 to June 30, 2027
12. July 1, 2027 to September 30, 2027
13. October 1, 2027 to December 31, 2027
14. January 1, 2028 to March 31, 2028

Due no later than:

- February 15, 2025
May 15, 2025
August 15, 2025
November 15, 2025
February 15, 2026
May 15, 2026
August 15, 2026
November 15, 2026
January 15, 2027
May 15, 2027
August 15, 2027
November 15, 2027
February 15, 2028
May 15, 2028

Final Invoicing Period*:

14. April 1, 2028 to June 30, 2028

Due no later than:

- August 15, 2028

**Note: Only expenditures associated with completion of the Final Local Evaluation Report and the financial audit may be included on these last two invoices.*

- B. All project expenditures (excluding costs associated with the completion of the Final Local Evaluation Report and the financial audit) and all obligated match contributions must be incurred by the end of the grant project period, March 31, 2028, and included on the invoice due May 15, 2028. Project expenditures incurred after March 31, 2028 will not be reimbursed.
- C. The Final Local Evaluation Report is due to BSCC by June 30, 2028. Expenditures incurred for the completion of the Final Local Evaluation Report during the period of April 1, 2028 to June 30, 2028 must be submitted during the Final Invoicing Period(s), with the final invoice due on August 15, 2028. Supporting fiscal documentation will be required for all expenditures claimed on during the Final Invoicing Periods and must be submitted with the final invoice.
- D. The financial audit is due to BSCC by June 30, 2028. Expenditures incurred for the completion of the financial audit during the period of April 1, 2028 to June 30, 2028 must be submitted during the Final Invoicing Periods, with the final invoice due on August 15, 2028. Supporting fiscal documentation will be required for all expenditures claimed during the Final Invoicing Periods and must be submitted with the final invoice.
- E. Grantee shall submit an invoice to the BSCC each invoicing period, even if grant funds are not expended or requested during the invoicing period.
- F. Upon the BSCC's request, supporting documentation must be submitted for project expenditures. Grantees are required to maintain supporting documentation for all expenditures on the project site for the life of the grant and make it readily available for review during BSCC site visits. See Exhibit A. Scope of Work, Item 6. Project Records.

EXHIBIT B: BUDGET DETAIL AND PAYMENT PROVISIONS

2. GRANT AMOUNT AND LIMITATION

- A. In no event shall the BSCC be obligated to pay any amount in excess of the grant award. Grantee waives any and all claims against the BSCC, and the State of California on account of project costs that may exceed the sum of the grant award.
- B. Under no circumstance will a budget item change be authorized that would cause the project to exceed the amount of the grant award identified in this Grant Agreement.

3. BUDGET CONTINGENCY CLAUSE

- A. This grant agreement is valid and enforceable only if sufficient funds are made available through the annual transfer of savings generated by Proposition 47 from the General Fund to the Safe Neighborhoods and Schools Fund and subsequent transfer from the Safe Neighborhoods and Schools Fund to the Second Chance Fund. (Gov. Code, § 7599.1 & Pen. Code, § 6046.2.) On or before July 31st of each fiscal year the Department of Finance will calculate the state savings associated with Proposition 47 and certify the calculation to the State Controller who shall transfer those funds to the Safe Neighborhoods and Schools Fund. (Gov. Code, § 7599.1.) The grantee agrees that the BSCC's obligation to pay any sum to the grantee under any provision of this agreement is contingent upon the availability of sufficient funding transferred to the Safe Neighborhoods and Schools Fund and subsequent transfer to the Second Chance Fund.
- B. If Proposition 47 funding is reduced or falls below estimates contained within the Proposition 47 Request for Proposals, the BSCC shall have the option to either cancel this Grant Agreement with no liability occurring to the BSCC or offer an amendment to this agreement to the Grantee to reflect a reduced amount.
- C. If BSCC cancels the agreement pursuant to Paragraph 3(B) or Grantee does not agree to an amendment in accordance with the option provided by Paragraph 3(B), it is mutually agreed that the Grant Agreement shall have no further force and effect. In this event, the BSCC shall have no liability to pay any funds whatsoever to Grantee or to furnish any other considerations under this Agreement and Grantee shall not be obligated to perform any provisions of this Grant Agreement except that Grantee shall be required to maintain all project records required by Paragraph 6 of Exhibit A for a period of three (3) years following the termination of this agreement.

4. PROJECT COSTS

- A. Grantee is responsible for ensuring that actual expenditures are for eligible project costs. "Eligible" and "ineligible" project costs are set forth in the [July 2023 BSCC Grant Administration Guide](#).
- B. The provisions of the BSCC Grant Administration Guide are incorporated by reference into this agreement and Grantee shall be responsible for adhering to the requirements set forth therein. To the extent any of the provisions of the BSCC Grant Administration Guide and this agreement conflict, the language in this agreement shall prevail.
- C. Grantee is responsible for ensuring that invoices submitted to the BSCC claim actual expenditures for eligible project costs.
- D. Grantee shall, upon demand, remit to the BSCC any grant funds not expended for eligible project costs or an amount equal to any grant funds expended by the Grantee in violation of the terms, provisions, conditions or commitments of this Grant Agreement.
- E. Grant funds must be used to support new program activities or to augment existing funds that expand current program activities. Grant funds shall not replace (supplant) any federal, state and/or local funds that have been appropriated for the same purpose. Violations can result in

EXHIBIT B: BUDGET DETAIL AND PAYMENT PROVISIONS

recoupment of monies provided under this grantor suspension of future program funding through BSCC grants.

5. PROMPT PAYMENT CLAUSE

Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with Section 927.

6. WITHHOLDING OF GRANT DISBURSEMENTS

- A. The BSCC may withhold all or any portion of the grant funds provided by this Grant Agreement in the event the Grantee has materially and substantially breached the terms and conditions of this Grant Agreement.
- B. At such time as the balance of state funds allocated to the Grantee reaches five percent (5%), the BSCC may withhold that amount as security, to be released to the Grantee upon compliance with all grant provisions, including:
 - 1) submittal and approval of the final invoice;
 - 2) submittal and approval of the final progress report; and
 - 3) submittal and approval of any additional required reports, including but not limited to the Final Local Evaluation Report and the financial audit.
- C. The BSCC will not reimburse Grantee for costs identified as ineligible for grant funding. If grant funds have been provided for costs subsequently deemed ineligible, the BSCC may either withhold an equal amount from future payments to the Grantee or require repayment of an equal amount to the State by the Grantee.
- D. In the event that grant funds are withheld from the Grantee, the BSCC's Executive Director or designee shall notify the Grantee of the reasons for withholding and advise the Grantee of the time within which the Grantee may remedy the failure or violation leading to the withholding.

7. EXECUTIVE ORDER N-6-22 – RUSSIA SANCTIONS

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law. The EO directs state agencies to terminate contracts with, and to refrain from entering any new contracts with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the State determine Contractor is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. The State shall provide Contractor advance written notice of such termination, allowing Contractor at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the State.

EXHIBIT B: BUDGET DETAIL AND PAYMENT PROVISIONS

8. PROJECT BUDGET

| BUDGET LINE ITEMS | GRANT FUNDS | LEVERAGED FUNDS | TOTAL |
|--|--------------------|--------------------|--------------------|
| 1. Salaries and Benefits | \$0 | \$151,517 | \$151,517 |
| 2. Services and Supplies | \$0 | \$0 | \$0 |
| 3. Professional Services or Public Agency Subcontracts | \$537,526 | \$0 | \$537,526 |
| 4. Non-Governmental Organization (NGO) Subcontracts (minimum 50%) | \$6,975,816 | \$1,037,139 | \$8,012,955 |
| 5. Project Evaluation and Monitoring [minimum 5% (or \$50,000, whichever is greater) but not more than 10% of total requested funds] | \$400,000 | \$0 | \$400,000 |
| 6. Equipment/Fixed Assets | \$0 | \$0 | \$0 |
| 7. Compliance Audit (must not exceed \$25,000 in grant funds) | \$0 | \$0 | \$0 |
| 8. Other (Travel, Training, etc.) | \$0 | \$0 | \$0 |
| 9. Indirect Costs (may not exceed 10% of grant award) | \$86,657 | \$0 | \$86,657 |
| TOTAL | \$7,999,999 | \$1,188,656 | \$9,188,655 |

EXHIBIT C: GENERAL TERMS AND CONDITIONS (04/2017)

- 1. APPROVAL:** This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. Contractor may not commence performance until such approval has been obtained.
- 2. AMENDMENT:** No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.
- 3. ASSIGNMENT:** This Agreement is not assignable by the Contractor, either in whole or in part, without the consent of the State in the form of a formal written amendment.
- 4. AUDIT:** Contractor agrees that the awarding department, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).
- 5. INDEMNIFICATION:** Contractor agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Contractor in the performance of this Agreement.
- 6. DISPUTES:** Contractor shall continue with the responsibilities under this Agreement during any dispute.
- 7. TERMINATION FOR CAUSE:** The State may terminate this Agreement and be relieved of any payments should the Contractor fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State. All costs to the State shall be deducted from any sum due the Contractor under this Agreement and the balance, if any, shall be paid to the Contractor upon demand.
- 8. INDEPENDENT CONTRACTOR:** Contractor, and the agents and employees of Contractor, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the State.
- 9. RECYCLING CERTIFICATION:** The Contractor shall certify in writing under penalty of perjury, the minimum, if not exact, percentage of post-consumer material as defined in the Public Contract Code Section 12200, in products, materials, goods, or supplies offered or sold to the State regardless of whether the product meets the requirements of Public Contract Code Section 12209. With respect to printer or duplication cartridges that comply with the requirements of Section 12156(e), the certification required by this subdivision shall specify that the cartridges so comply (Pub. Contract Code §12205).
- 10. NON-DISCRIMINATION CLAUSE:** During the performance of this Agreement, Contractor and its subcontractors shall not deny the contract's benefits to any person on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic

EXHIBIT C: GENERAL TERMS AND CONDITIONS (04/2017)

information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. Contractor shall insure that the evaluation and treatment of employees and applicants for employment are free of such discrimination. Contractor and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12900 et seq.), the regulations promulgated thereunder (Cal. Code Regs., tit. 2, §11000 et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Gov. Code §§11135-11139.5), and the regulations or standards adopted by the awarding state agency to implement such article. Contractor shall permit access by representatives of the Department of Fair Employment and Housing and the awarding state agency upon reasonable notice at any time during the normal business hours, but in no case less than 24 hours' notice, to such of its books, records, accounts, and all other sources of information and its facilities as said Department or Agency shall require to ascertain compliance with this clause. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement. (See Cal. Code Regs., tit. 2, §11105.)

Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

- 11. CERTIFICATION CLAUSES:** The CONTRACTOR CERTIFICATION CLAUSES contained in the document CCC 04/2017 are hereby incorporated by reference and made a part of this Agreement by this reference as if attached hereto.
- 12. TIMELINESS:** Time is of the essence in this Agreement.
- 13. COMPENSATION:** The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel, per diem, and taxes, unless otherwise expressly so provided.
- 14. GOVERNING LAW:** This contract is governed by and shall be interpreted in accordance with the laws of the State of California.
- 15. ANTITRUST CLAIMS:** The Contractor by signing this agreement hereby certifies that if these services or goods are obtained by means of a competitive bid, the Contractor shall comply with the requirements of the Government Codes Sections set out below.
 - A. The Government Code Chapter on Antitrust claims contains the following definitions:
 - 1) "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of Section 16750 of the Business and Professions Code.
 - 2) "Public purchasing body" means the State or the subdivision or agency making a public purchase. Government Code Section 4550.
 - B. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective

EXHIBIT C: GENERAL TERMS AND CONDITIONS (04/2017)

at the time the purchasing body tenders final payment to the bidder. Government Code Section 4552.

- C. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. Government Code Section 4553.
- D. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. See Government Code Section 4554.

16. CHILD SUPPORT COMPLIANCE ACT: For any Agreement in excess of \$100,000, the contractor acknowledges in accordance with Public Contract Code 7110, that:

- A. The contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and
- B. The contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

17. UNENFORCEABLE PROVISION: In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

18. PRIORITY HIRING CONSIDERATIONS: If this Contract includes services in excess of \$200,000, the Contractor shall give priority consideration in filling vacancies in positions funded by the Contract to qualified recipients of aid under Welfare and Institutions Code Section 11200 in accordance with Pub. Contract Code §10353.

19. SMALL BUSINESS PARTICIPATION AND DVBE PARTICIPATION REPORTING REQUIREMENTS:

- A. If for this Contract Contractor made a commitment to achieve small business participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) report to the awarding department the actual percentage of small business participation that was achieved. (Govt. Code § 14841.)
- B. If for this Contract Contractor made a commitment to achieve disabled veteran business enterprise (DVBE) participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) certify in a report to the awarding department: (1) the total amount the prime Contractor received under the Contract; (2) the name and address of the DVBE(s) that participated in the performance of the Contract; (3) the amount each DVBE received from the prime Contractor; (4) that all payments under the Contract have been made to the DVBE; and (5) the actual

EXHIBIT C: GENERAL TERMS AND CONDITIONS (04/2017)

percentage of DVBE participation that was achieved. A person or entity that knowingly provides false information shall be subject to a civil penalty for each violation. (Mil. & Vets. Code § 999.5(d); Govt. Code § 14841.)

- 20. LOSS LEADER:** If this contract involves the furnishing of equipment, materials, or supplies then the following statement is incorporated: It is unlawful for any person engaged in business within this state to sell or use any article or product as a “loss leader” as defined in Section 17030 of the Business and Professions Code. (PCC 10344(e).)

EXHIBIT D: SPECIAL TERMS AND CONDITIONS

1. GRANTEE'S GENERAL RESPONSIBILITY

- A. Grantee agrees to comply with all terms and conditions of this Grant Agreement. Review and approval by the BSCC are solely for the purpose of proper administration of grant funds and shall not be deemed to relieve or restrict the Grantee's responsibility.
- B. Grantee is responsible for the performance of all project activities identified in Attachment 1: Proposition 47 Grant Program Request for Proposals and Attachment 2: Proposition 47 Grant Program Proposal.
- C. Grantee shall immediately advise the BSCC of any significant problems or changes that arise during the course of the project.

2. GRANTEE ASSURANCES AND COMMITMENTS

- A. Compliance with Laws and Regulations
This Grant Agreement is governed by and shall be interpreted in accordance with the laws of the State of California. Grantee shall at all times comply with all applicable State laws, rules and regulations, and all applicable local ordinances.
- B. Fulfillment of Assurances and Declarations
Grantee shall fulfill all assurances, declarations, representations, and statements made by the Grantee in Attachment 1: Proposition 47 Grant Program Request for Proposal and Attachment 2: Proposition 47 Grant Program Proposal, documents, amendments, approved modifications, and communications filed in support of its request for grant funds.
- C. Permits and Licenses
Grantee agrees to procure all permits and licenses necessary to complete the project, pay all charges and fees, and give all notices necessary or incidental to the due and lawful proceeding of the project work.

3. POTENTIAL SUBCONTRACTORS

- A. In accordance with the provisions of this Grant Agreement, the Grantee may subcontract for services needed to implement and/or support program activities. Grantee agrees that in the event of any inconsistency between this Grant Agreement and Grantee's agreement with a subcontractor, the language of this Grant Agreement will prevail.
- B. Nothing contained in this Grant Agreement or otherwise, shall create any contractual relation between the BSCC and any subcontractors, and no subcontract shall relieve the Grantee of his responsibilities and obligations hereunder. The Grantee agrees to be as fully responsible to the BSCC for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by the Grantee. The Grantee's obligation to pay its subcontractors is an independent obligation from the BSCC's obligation to make payments to the Grantee. As a result, the BSCC shall have no obligation to pay or to enforce the payment of any moneys to any subcontractor.
- C. Grantee shall ensure that all subcontractors comply with the eligibility requirements stated in the Proposition 47 RFP and described in Appendix B.
- D. Grantee assures that for any subcontract awarded by the Grantee, such insurance and fidelity bonds, as is customary and appropriate, will be obtained.
- E. Grantee agrees to place appropriate language in all subcontracts for work on the project requiring the Grantee's subcontractors to:

EXHIBIT D: SPECIAL TERMS AND CONDITIONS

1) Books and Records

Maintain adequate fiscal and project books, records, documents, and other evidence pertinent to the subcontractor's work on the project in accordance with generally accepted accounting principles. Adequate supporting documentation shall be maintained in such detail so as to permit tracing transactions from the invoices, to the accounting records, to the supporting documentation. These records shall be maintained for a minimum of three (3) years after the acceptance of the final grant project audit under the Grant Agreement and shall be subject to examination and/or audit by the BSCC or designees, state government auditors or designees, or by federal government auditors or designees.

2) Access to Books and Records

Make such books, records, supporting documentations, and other evidence available to the BSCC or designee, the State Controller's Office, the Department of General Services, the Department of Finance, California State Auditor, and their designated representatives during the course of the project and for a minimum of three (3) years after acceptance of the final grant project audit. The Subcontractor shall provide suitable facilities for access, monitoring, inspection, and copying of books and records related to the grant-funded project.

4. PROJECT ACCESS

Grantee shall ensure that the BSCC, or any authorized representative, will have suitable access to project activities, sites, staff and documents at all reasonable times during the grant period including those maintained by subcontractors. Access to program records will be made available by both the grantee and the subcontractors for a period of three (3) years following the end of the grant period.

5. ACCOUNTING AND AUDIT REQUIREMENTS

- A. Grantee agrees that accounting procedures for grant funds received pursuant to this Grant Agreement shall be in accordance with generally accepted government accounting principles and practices, and adequate supporting documentation shall be maintained in such detail as to provide an audit trail. Supporting documentation shall permit the tracing of transactions from such documents to relevant accounting records, financial reports and invoices.
- B. The BSCC reserves the right to call for a program or financial audit at any time between the execution of this Grant Agreement and three years following the end of the grant period. At any time, the BSCC may disallow all or part of the cost of the activity or action determined to not be in compliance with the terms and conditions of this Grant Agreement or take other remedies legally available.

6. DEBARMENT, FRAUD, THEFT OR 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 grantees 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.

EXHIBIT D: SPECIAL TERMS AND CONDITIONS

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.

All Grantees must have on file with the BSCC a completed and signed Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft and Embezzlement (Required as Attachment E of the original Proposal Package).

7. MODIFICATIONS

No change or modification in the project will be permitted without prior written approval from the BSCC. Changes may include modification to project scope, changes to performance measures, compliance with collection of data elements, and other significant changes in the budget or program components contained in Attachment 1: Proposition 47 Grant Program Request for Proposal and Attachment 2: Proposition 47 Grant Program Proposal.

8. TERMINATION

- A. This Grant Agreement may be terminated by the BSCC at any time after grant award and prior to completion of project upon action or inaction by the Grantee that constitutes a material and substantial breach of this Grant Agreement. Such action or inaction includes but is not limited to:
- 1) substantial alteration of the scope of the grant project without prior written approval of the BSCC;
 - 2) refusal or inability to complete the grant project in a manner consistent with Attachment 1: Proposition 47 Grant Program Request for Proposal and Attachment 2: Proposition 47 Grant Program Proposal, or approved modifications;
 - 3) failure to provide the required local match share of the total project costs; and
 - 4) failure to meet prescribed assurances, commitments, recording, accounting, auditing, and reporting requirements of the Grant Agreement.
- B. Prior to terminating the Grant Agreement under this provision, the BSCC shall provide the Grantee at least 30 calendar days written notice stating the reasons for termination and effective date thereof. The Grantee may appeal the termination decision in accordance with the instructions listed in Exhibit D: Special Terms and Conditions, Number 8. Settlement of Disputes.

9. SETTLEMENT OF DISPUTES

- A. The parties shall deal in good faith and attempt to resolve potential disputes informally. If the dispute persists, the Grantee shall submit to the BSCC Corrections Planning and Grant Programs Division Deputy Director a written demand for a final decision regarding the disposition of any dispute between the parties arising under, related to, or involving this Grant Agreement. Grantee's written demand shall be fully supported by factual information. The BSCC Corrections Planning and Grant Programs Division Deputy Director shall have 30 days after receipt of Grantee's written demand invoking this Section "Disputes" to render a written decision. If a written decision is not rendered within 30 days after receipt of the Grantee's demand, it shall be deemed a decision adverse to the Grantee's contention. If the Grantee is not satisfied with the decision of the BSCC Corrections Planning and Grant Programs Division Deputy Director, the Grantee may appeal the decision, in writing, within 15 days of its issuance.

EXHIBIT D: SPECIAL TERMS AND CONDITIONS

(or the expiration of the 30-day period in the event no decision is rendered), to the BSCC Executive Director, who shall have 45 days to render a final decision. If the Grantee does not appeal the decision of the BSCC Corrections Planning and Grant Programs Division Deputy Director, the decision shall be conclusive and binding regarding the dispute and the Contractor shall be barred from commencing an action in court, or with the Victims Compensation Government Claims Board, for failure to exhaust Grantee's administrative remedies.

- B. Pending the final resolution of any dispute arising under, related to or involving this Grant Agreement, Grantee agrees to diligently proceed with the performance of this Grant Agreement, including the providing of services in accordance with the Grant Agreement. Grantee's failure to diligently proceed in accordance with the State's instructions regarding this Grant Agreement shall be considered a material breach of this Grant Agreement.
- C. Any final decision of the State shall be expressly identified as such, shall be in writing, and shall be signed by the Executive Director, if an appeal was made. If the Executive Director fails to render a final decision within 45 days after receipt of the Grantee's appeal for a final decision, it shall be deemed a final decision adverse to the Grantee's contentions. The State's final decision shall be conclusive and binding regarding the dispute unless the Grantee commences an action in a court of competent jurisdiction to contest such decision within 90 days following the date of the final decision or one (1) year following the accrual of the cause of action, whichever is later.
- D. The dates of decision and appeal in this section may be modified by mutual consent, as applicable, excepting the time to commence an action in a court of competent jurisdiction.

9. UNION ACTIVITIES

For all agreements, except fixed price contracts of \$50,000 or less, the Grantee acknowledges that applicability of Government Code §§16654 through 16649 to this Grant Agreement and agrees to the following:

- A. No State funds received under the Grant Agreement will be used to assist, promote or deter union organizing.
- B. Grantee will not, for any business conducted under the Grant Agreement, use any State property to hold meetings with employees or supervisors, if the purpose of such meetings is to assist, promote or deter union organizing, unless the State property is equally available to the general public for holding meetings.
- C. If Grantee incurs costs or makes expenditures to assist, promote or deter union organizing, Grantee will maintain records sufficient to show that no reimbursement from State funds has been sought for these costs, and that Grantee shall provide those records to the Attorney General upon request.

10. WAIVER

The parties hereto may waive any of their rights under this Grant Agreement unless such waiver is contrary to law, provided that any such waiver shall be in writing and signed by the party making such waiver.

APPENDIX A: PROPOSITION 47 GRANT PROGRAM SCORING PANEL ROSTER

| | Name | Title/Organization |
|---|-------------------|---|
| 1 | Edgar Campos | Chief Advancement Officer / LA Promise Fund |
| 2 | Efrat Sharony | Criminal Justice Advocate & Consultant |
| 3 | Ellen McDonnell | Public Defender / Contra Costa Public Defenders |
| 4 | Jennifer Jennison | Chief Deputy Public Defender / Stanislaus County Public Defender |
| 5 | Jon Trochez | Administrative Deputy / LA County Public Defender |
| 6 | Mack Jenkins | Chief of the Criminal Division / U.S Attorney's Office Central District of California |
| 7 | Mary Green | Chief Investigator / Placer County District Attorney |
| 8 | Rachel Katz | Finance & Administration Director / California Pan-Ethnic Health Network |

APPENDIX B: CRITERIA FOR NON-GOVERNMENTAL ORGANIZATIONS RECEIVING PROPOSITION 47 GRANT FUNDS

The Proposition 47 Request for Proposals (RFP) includes requirements that apply to non-governmental organizations (NGOs)¹ providing services with grant funds. Grantees are responsible for ensuring that all contracted third parties continually meet these requirements as a condition of receiving any Proposition 47 funds. The RFP describes these requirements as follows:

Any non-governmental organization that receives Proposition 47 grant funds (as either a direct grantee, subgrantee, or subcontractor) must:

- Have been duly organized, in existence, and in good standing for at least six (6) months prior to the effective date of its Proposition 47 Grant Agreement with the BSCC or with the start date of the grantee's subcontract agreement;
 - Non-governmental entities that have recently reorganized or have merged with other qualified non-governmental entities that were in existence prior to the six (6) month date are also eligible, provided all necessary agreements have been executed and filed with the [California Secretary of State](#) prior to the start date of the Grant Agreement with the BSCC or the start date of the grantee's subcontract agreement;
- Be registered with the [California Secretary of State's Office](#), if applicable;
- Be registered with the [California Office of the Attorney General, Registry of Charitable Trusts](#), if applicable;
- Have a valid Employer Identification Number (EIN) or Taxpayer ID (if sole proprietorship);
- Have a valid business license, if applicable;
- Have no outstanding civil judgements or liens; and
- Have any other state of local licenses or certifications necessary to provide services requested (e.g., facility licensing by the Department of Health Care Services) if applicable.

Completing the NGO Assurance (next page)

1. Provide the name of Applicant Agency (the Grantee).
2. List all contracted parties (if known*).
3. Check Yes or No to indicate if each contracted party meets the requirements.
4. Sign and submit with the proposal.

***Note:** If the name of the contracted party is unknown, write TBD in the "Name of Contracted Party" field and sign the document.

In addition to the administrative criteria listed above, any non-governmental, community-based organization that receives Proposition 47 grant funds must have a proven track records working with the target population and the capacity to support data collection and evaluation efforts.

¹ Non-Governmental Organizations (NGOs) include community-based organizations, faith-based organizations, non-profit organizations/501(c)(3)s, for profit service providers, evaluators (except government institutions such as universities), grant management companies and any other non-governmental agency or individual.

APPENDIX B: CRITERIA FOR NON-GOVERNMENTAL ORGANIZATIONS RECEIVING PROPOSITION 47 GRANT FUNDS

| Name of Applicant: San Francisco Department of Homelessness & Supportive Housing | | | |
|--|--|---|---|
| Name of Subcontracted Party | Address | Email/Phone | Meets All Requirements |
| San Francisco Pretrial Diversion Project | 1200 Folsom Street @8th San Francisco, CA 94103 | monicap@sfpreatrial.org / (415) 626-4995 | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| TBD | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |

Grantees are required to update this list and submit it to BSCC any time a new third-party contract is executed after the initial assurance date. Grantees shall retain (on-site) applicable source documentation for each contracted party that verifies compliance with the requirements listed in the Proposition 47 RFP. These records will be subject to the records and retention language found in the Standard Agreement. The BSCC will not reimburse for costs incurred by any third party that does not meet the requirements listed above and for which the BSCC does not have a signed grantee assurance on file.

A signature below is an assurance that all requirements listed above have been met.

| AUTHORIZED SIGNATURE | | | |
|---|-------|------------------|---------------|
| This document must be signed by the person who is authorized to sign the Grant Agreement. | | | |
| NAME OF AUTHORIZED OFFICER | TITLE | TELEPHONE NUMBER | EMAIL ADDRESS |
| | | | |
| STREET ADDRESS | CITY | STATE | ZIP CODE |
| | | | |
| APPLICANT'S SIGNATURE (e-signature acceptable) | | | DATE |
| X | | | |

Title

Department of Homelessness & Supportive Housing

by **Aaqilah Islam** in **Proposition 47 Grant Program, Cohort 4 - Request for Proposals**

aaqilah.islam@sfgov.org

06/10/2024

id. 46740819

Original Submission

06/10/2024

| | |
|--|---|
| Proposition 47 | checked |
| SUBMITTING A PROPOSAL FOR PROPOSITION 47 GRANT FUNDS | <p>The Proposition 47, Safe Neighborhoods and Schools Act Grant Program, Request for Proposals is divided into four sections: Applicant Information, Project Title and Project Summary Proposal Narrative and Budget (with key Attachments) Key Project Contacts Other Attachments: Mandatory and Optional Each section has fields that require a response. Applicants will be prompted to provide written text, numerical input, radial button choices, and upload attachments. Documents in Word, Excel, and/or PDF are allowable formats for upload attachments. Some responses requiring narrative text input have a limited number of allowable characters for those fields. If a character limit has been enabled for a specific response field, a character counter will display the number of characters allowed and will then show the number of characters remaining as text is entered into the response field. Character limits include all text, punctuation, and spaces. If the character limit is exceeded, a red prompt will appear with the message "You have exceeded the character limit." Applicants may start and stop their application, as needed, during the solicitation period. However, to save the information entered into the BSCC-Submittable Application, applicants must select "Save Draft" at the bottom of the application before existing. Applicants are prohibited from submitting the Proposition 47, Safe Neighborhoods and Schools Act Grant Program application until all mandatory fields are completed (those with a red asterisk), character limits are in compliance, and required documents have been uploaded. Applicants should read the Proposition 47, Safe Neighborhoods and Schools Act RFP Instruction Packet prior to completing this application process. The RFP Instruction Packet contains all the necessary information to successfully complete and submit the Proposition 47, Safe Neighborhoods and Schools Act application. This document can be found at: https://www.bscc.ca.gov/s_bsccprop47/</p> |
| CONFIDENTIALITY NOTICE: | <p>All documents submitted as a part of the Proposition 47, Safe Neighborhoods and Schools Act Grant Program proposal are public documents and may be subject to a request pursuant to the California Public Records Act. The BSCC cannot ensure the confidentiality of any information submitted in or with this proposal. (Gov. Code, § 6250 et seq.)</p> |

| | |
|--|---|
| APPLICANT INFORMATION, PROJECT TITLE AND PROJECT SUMMARY | This section requires information about the applicant and the proposed project. |
| Name of Applicant | Department of Homelessness & Supportive Housing |
| Tax Identification Number | 94-600417 |
| Applicant's Physical Address | 440 Turk San Francisco CA 94102 US |
| Applicant's Mailing Address (if different than physical address) | |
| Mailing Address For Reimbursement Payments | 440 Turk San Francisco CA 94102 US |
| Project Title | SFHSB Housing, Expungement and Recovery through Treatment & Support Services (HEARTTSS) Program |
| Project Summary | The SFHSB HEARTTSS program is focused on serving a priority population of criminal justice-involved adults with substance abuse disorder and/or mental health issues, with a particular emphasis on Latine and Spanish monolingual members of this target population. In addition to providing culturally-responsive treatment to individuals in their preferred language, the overall goal of the program is to reduce incarceration and recidivism and advance stability through housing & recovery. The project will achieve its goals by connecting individuals with culturally and linguistically competent, trauma-informed housing assistance, treatment, diversion, expungement services & peer navigation support delivered by city agencies/departments & CBOs rooted in the community. |
| PROJECT NARRATIVE AND BUDGET | Complete the following sections: Section 1. Project Need Section 2. Community Engagement Including: Proposition 47 Local Advisory Committee Membership Roster (Attachment E) and Proposition 47 Local Advisory Committee Letter(s) of Agreement (Attachment F) Section 3. Project Description Including : Proposition 47 Project Work Plan (Attachment H) Section 4. Project Evaluation and Monitoring Section 5: Project Budget Attachment (Project Budget Table and Budget Narrative) The required attachments are stand-alone documents available on the BSCC Proposition 47 Homepage: https://www.bscc.ca.gov/s_bsccprop47/ . Download, complete, and upload where prompted. |

Section 1. Project Need

In San Francisco, a significant sub-segment of justice-involved individuals are at particularly acute risk of homelessness, poor health outcomes, and recidivism. UC Berkeley California Policy Lab (CPL) and the UCSF Benioff Homelessness and Housing Initiative issued a report establishing that the vast majority (80-90%) of San Francisco's (SF's) high users in the jail and emergency health systems have substance use disorders (SUD), often have co-occurring mental and physical health disorders, and overall have a high risk of death within 10 years (26%) (Cawley, Henderson, et al., 2022). Furthermore, a 2019 SF Health Commission resolution cited data showing approximately 22% of individuals in SF County Jail have a diagnosis of serious mental illness (SMI), and 80% of bookings involve individuals who report substance use (Kagan, 2019). Since that time, the situation in San Francisco has become more dire in terms of homelessness, substance abuse, and the number of people incarcerated in jail.

-Homelessness: According to the latest Point-in-Time (PIT) count, the number of people experiencing homelessness in SF has increased by 7% citywide since 2022, from 7,754 to 8,323 (SF-HSH, 2024).

-Substance Abuse: According to the San Francisco Chronicle and the Office of the Medical Examiner Center on Substance Use & Health, SF saw a 190% increase in accidental drug overdose deaths between 2018 and 2023 (Jung, 2023).

-Jailing's: Arrests and jailings have also increased, with a 33% rise in jailings between 2023 and 2024. An average of 700-800 people in custody in 2023 rose to 1100 and above 1200 people in custody in 2024 (Cassidy & Vainshtein, 2024). The average number of days spent in pretrial detention has also increased, from 296 in 2011 to 407 in 2020 (Cawley, Henderson, et al., 2022).

The target population for this project is justice-involved individuals in San Francisco who have mental health (MH) and/or SUD, with a particular emphasis on those who are Latine and monolingual Spanish speakers. Spanish-monolingual justice-involved individuals are particularly underserved in San Francisco due to a documented shortage of Spanish-speaking reentry program providers (Sturm, 2024). The problem has worsened as Latine incarcerations have been on the rise, resulting from an arrest-based crackdown on drugs in the Tenderloin and South of Market neighborhoods, which includes arresting people for drug use (Sturm, 2023, 2024). These current law enforcement trends have disproportionately affected Latine community members. Publicly available data from the Safety & Justice Challenge show that, between 2019 and 2024, the proportion of Latine individuals jailed in San Francisco has grown from 17% to 24%, despite no change in their proportional representation in the San Francisco population (SJC Data, 2024). Furthermore, according to recent data from the Sheriff's Office, 42% of people booked in San Francisco County Jail on drug-related charges were Latine (Sturm, 2024). This is consistent with historical trends -- a review of 900 drug-related cases from 2017-2019 revealed that 74% of people arrested in buy-busts were Latine (Razzaq, 2019), compared to 16% representation in the SF population (U.S. Census, 2023).

The proposed program will provide housing navigation & assistance, expungement services, substance abuse treatment, bridge housing, mental health care, and other case management services to defendants during both the pretrial and reentry phases to support positive diversion outcomes. The project will leverage existing resources such as SF's Collaborative Courts and San Francisco Pretrial Diversion Project, and programs operated by community-based organizations (CBOs) in partnership with the Department of Homelessness and Supportive Housing (HSH), the Sheriff's Department, Adult Probation, Behavioral Health providers, and the Department of Public Health (SFDPH) including Jail Health Services. The project will build the capacity of these programs to deliver trauma-informed, linguistically responsive, and culturally congruent services to the target population.

The intent of Prop 47 is to ensure alternatives for less serious crimes and redirect savings into prevention and support programs. The proposed program will ensure that defendants in criminal cases who struggle with mental health and/or substance use issues will be diverted from jail in order to receive community-based support, including housing assistance, which is a particular challenge for the target population in San Francisco. This work is important because incarceration is associated with multiple adverse outcomes, particularly for individuals who already struggle with mental illness or substance use disorder. A Social Policy Data Lab report demonstrates clear evidence of the harm caused by pretrial incarceration, including increases in risk of trauma, mental health crisis, conviction, financial hardship, and future legal system involvement (Smith, Shirley, et al., 2021). Research consistently shows that obtaining housing is particularly onerous for this population in general (Dorazio, 2023), and a study published by the San Francisco Reentry Council shows that justice-involved adults with mental illness and/or substance abuse issues experience heightened barriers to housing, which leave them more vulnerable to recidivism (Reentry Council, 2022). In addition to the strong correlation between jail time and poor outcomes, there are well-established racial/ethnic disparities in pretrial detention (Sawyer, 2019), making this a health equity issue.

Justice involvement, mental illness, and addiction already present significant obstacles to housing stability, treatment access, systems navigation, and associated life outcomes. Language barriers exacerbate these challenges. Given the evidence suggesting that Latine inmates do not have equitable access to mental health care in jail (Appel, Stephens, et al., 2020), it is particularly important to offer diversion, housing services, treatment, and case management that is culturally and linguistically competent and seamlessly accessible.

Section 2. Community Engagement

The SF Reentry Council will serve as the Local Advisory Committee (LAC) (please see Attachment E). This council was created in 2009 to coordinate support for adults reentering the community from incarcerated settings, including San Francisco County Jail, San Francisco juvenile justice out-of-home placements, the California Department of Corrections and Rehabilitation facilities, and the United States Federal Bureau of Prison facilities. The council coordinates information sharing, planning, and

engagement among all interested private and public stakeholders to the extent permissible under federal and state law. It comprises senior leadership from public agencies working with the justice-involved population, community-based providers, and individuals with lived experience. Public agencies represented on the Council include SF's: Department of Homelessness and Supportive Housing, Adult Probation Department, Office of the Mayor, Juvenile Probation Department, Sheriff's Office, Police Department, District Attorney's Office, Public Defender's Office, Department of Public Health, Human Services Agency, Office of Economic and Workforce Development, Superior Court of California - County of San Francisco, Department of Children, Youth & Their Families, and Department of Child Support Services, California Department of Corrections & Rehabilitation, and United States Probation. The San Francisco Pretrial Diversion Project (SF Pretrial) is a community-based organization that is a member of the Reentry Council. In addition to their supervision, case management, and in-custody referral programs which are embedded in the criminal legal system, SF Pretrial is a "Coordinated Entry Access Point" for the Homelessness Response System, offering pathways to housing for justice-involved individuals experiencing homelessness and CalAIM Enhanced Care Management provider.

The Council also includes seven dedicated seats for community members with lived experience with incarceration, addiction, and/or crime victimization. When individuals leave these dedicated lived experience slots, they are replaced through an application process - applications are reviewed during public meetings of the Board of Supervisors or the Mayor's Office, which then make the appointments. The community members serving on the council are deeply-rooted in the issues and cultures of the target population. Some have personal experience with the criminal justice system and with SUD or MH issues. Most of the community members work in CBOs that directly inform their work on the council.

The Council's size is designed to ensure that stakeholder agencies are well represented, and to allow significant representation by individuals who have been directly impacted by the criminal justice system. Membership, roles, authority, and duties of the council were determined by ordinance (San Francisco Administrative, Chapter 5, Article 1, Reentry Council), and therefore it is a durable body with public accountability. The Reentry Council meets quarterly and is facilitated by one of five co-chairs, following Robert's Rules of Order. Meetings are governed by the Brown Act and the San Francisco Sunshine Ordinance, which requires all agendas and materials be posted 72 hours in advance and minutes be posted within two weeks on the Council's website and at the SF Main Library.

The council operates under a deep commitment to public engagement; all meetings are open to the public and public comment is invited before every vote. The council maintains an email address for public input. This program shall be a standing agenda item at council meetings, ensuring consistent oversight and transparency.

As the Prop 47 project described here concerns the same populations and agencies as the SF Reentry Council, this council is a natural collaborative body to ensure that the project is executed with authentic stakeholder

representation. Furthermore, the council has served as the Local Advisory Committee on Prop 47 grants for Cohorts 1, 2, and 3, which were led by SFDPH, so the council is equipped to serve in this capacity for the proposed project to ensure cross-agency collaboration, transparency, effective use of resources, and public accountability.

Proposition 47 Local Advisory Committee Membership Roster (Attachment E)

[Attachment-D_SF_Local-Advisory-Committee-Membership-Roster.pdf](#)

Proposition 47 Local Advisory Committee Letter(s) of Agreement (Attachment F)

[Appendix_E_San_Francisco_Proposition_47_Local_Advisory_Committee_Letter.pdf](#)

Section 3. Project
Description

HSH will use Prop 47 Cohort 4 funds to augment SF's prior Prop 47 cohort grant programs with a greater focus on housing, diversion, and cultural congruence. The goals of the project are to serve adults with SUD and/or MH needs who have had contact with the criminal justice system (i.e. arrested, released, or diverted from jail), with a particular emphasis on reaching Latine and Spanish-monolingual individuals, by providing direct access to Spanish-language residential treatment for behavioral health/SUD; Spanish-language access to the Public Defender's Clean Slate program; housing navigation through the Homelessness Response System with bridge housing between treatment and permanent housing; case management and peer navigation; and, diversion services. The overall goal of the project is to reduce incarceration and recidivism and advance stability through housing and recovery. The project will achieve its goals by connecting individuals with culturally and linguistically competent, trauma-informed housing assistance, treatment, and peer navigation, delivered by CBOs rooted in the community.

Project objectives relate to housing, diversion, treatment, and legal services.

- Reducing recidivism through access to housing and barrier removal
 - Support 75 people who are formerly incarcerated and have a history of homelessness to obtain and retain stable housing each year
 - Assess at least 300 people through Coordinated Entry via SF Pretrial
 - Provide bridge housing to the target population, with a maximum 10% vacancy in available placements
 - Support 100 people with culturally-congruent peer support to navigate and succeed in housing opportunities in or out of publicly-funded housing
 - File expungement motions for 800 people served through the Clean Slate program
- Diversion
 - Pretrial diversion - 80% success rate for people enrolled in mental health diversion
 - Maintain a safety rate of 90% - no new charges filed during the duration of the program for enrollees
 - Maintain an appearance (in court) rate of 90% during the duration of the

program

- Mental Health diversion for Parole Reentry
- Develop treatment plans for at least 20 parole-eligible formerly incarcerated men over the course of the grant period
- At least 80% of program enrollees will remain in the program for the full 30 months and will not return to prison
- Substance Use Disorder and Mental Health Treatment
- Maintain a 90% occupancy rate or better for the 12 withdrawal management/residential treatment beds funded by Cohort 4
- Connect at least 20 individuals in the target population per year with culturally-responsive outpatient treatment in their preferred language
- Begin connection with peer navigators within one week of referral in the individual's language

The target numbers represent referrals rather than unduplicated individuals -- some individuals may be referred more than once.

Stable housing is one of the biggest contributors to successful reentry. HSH joins Cohort 4 as a key partner. Leading the Homelessness Response System, HSH provides housing for more than 16,000 formerly homeless individuals every year. It will be the lead agency, coordinating the project, administering grants, and leading evaluations. HSH will work with the other system partners and CBOs to promote connections, reduce barriers, and provide supportive services for justice-involved individuals.

System partners provide the following:

Pretrial Diversion: SF Pretrial will be the project's front door, providing a hub for supportive services that reduce recidivism and eliminate barriers to permanent housing. Individuals are referred to Pretrial Diversion by the SF Superior Court and are released to their supervision directly from the County Jail. SF Superior Courts operate 7 collaborative adult courts, designed to minimize incarceration and provide support to avoid re-offending. SF Pretrial conducts a thorough needs & strengths assessment that informs treatment decisions, including whether the individual requires in-patient or outpatient treatment, immediate shelter/housing, a referral for immigration services, etc. They are dedicated to reducing unnecessary incarceration and promoting public safety through client-centered, trauma-informed clinical case management and peer navigation services.

Connection to Housing: Connection to housing is an essential protective factor in preventing recidivism. HSH partners with community-based organizations to operate "Coordinated Entry Access Points" where people experiencing homelessness can connect to housing assistance and other community services. SF Pretrial serves as HSH's "Coordinated Entry Access Point" for the justice-involved population and works to provide housing assistance to those who lack stable housing. Adults with SUD and/or MH needs who have had contact with the criminal justice system are among the city's hardest to house. HSH sees holistic support as critical to housing retention. SF Pretrial's case managers and peer navigators will

enroll project clients into appropriate housing programs and will provide bridge housing while they wait for long term placement. Bridge housing is at The Inn on Folsom, a 17-bed residence that SF Pretrial operates with onsite case management and clinical services. These beds are important to a client's housing journey. Securing permanent housing often takes months and is particularly difficult to synchronize with inpatient stays for mental health or substance use or stays in jail. Bridge housing relieves the stress of housing instability and allows the client to focus on other areas which will improve their chances of finding and retaining stable housing. This in turn reduces their likelihood of recidivism.

Peer Navigation: SF Pretrial's peer navigators support clients as they move through the steps to acquire housing, engage in treatment, and secure other forms of support designed to prevent further justice involvement and homelessness. The length of time a client remains in programming depends on a variety of factors, including how their court case goes (to be improved by the additional paralegal at the PD's office), whether they are able to resolve homelessness using flexible funding, if they are prioritized for permanent supportive housing and when a unit is available, and when they are able to build upon resiliencies and achieve enough stability to step down supports. After move-in to permanent supportive housing, SF Pretrial peer navigators provide continued support for an additional 3 months as an individual transitions to on-site services funded by HSH. SF Pretrial's peer navigators reflect the experiences and demographics of the individuals they serve.

Behavioral Health Treatment: SUD treatment will be delivered by The Latino Commission, a culturally-specific organization with which SFDPH partners. The Latino Commission will provide 12 residential treatment beds for up to nine month stays and also offers outpatient addiction treatment which uses evidence-based approaches such as cognitive-behavioral therapy, Seeking Safety, and Motivational Interviewing. Additional outpatient mental health clinical services will be delivered through SF Pretrial by Instituto Familiar de la Raza, which also offers psychiatric/medication management care.

Case Management: Culturally-specific CBOs, Central American Resource Center (CARECEN) and Instituto Familiar de la Raza, will provide culturally-congruent and linguistically competent case management services to Latine adults in the target population, linked through SF Pretrial. SF Pretrial will also offer bilingual case management directly, as well as navigation from peers with lived experience. Case managers and peer navigators will help clients build on strengths and access supports based on their individual needs and assets.

Public Defender Reentry: SF Public Defender (PD) provides legal representation to over 25000 indigent defendants each year and operates Clean Slate, providing expungement and other post-conviction relief to thousands of eligible people, reducing barriers to a myriad of opportunities including employment, housing, and professional licensing. The PD office is an essential player in minimizing jail exposure for people in the justice system and current staffing does not ensure that monolingual Spanish-speaking clients receive equitable services. The grant will pay for one full-

time Spanish-speaking Clean Slate paralegal position.

SFDPH has been operating Prop 47 programming since 2017. While the proposed HSH-led project differs from the SFDPH-led program, it leverages existing structures, enabling expedient project start up. For example, the current proposal introduces different community-based partners (with a more deliberate focus on Latine and Spanish monolingual clients), and focuses more sharply on improving housing outcomes for people in the target population. But it also relies upon the Reentry Council infrastructure for inter-agency collaboration and transparency, and leverages evaluation infrastructure and an established relationship with local evaluator Hatchuel, Tabernik & Associates (HTA) (see Data Collection & Evaluation).

Furthermore, all public partners have established connections within SF's robust network of CBOs. Some program components will require start-up activities, such as hiring new bilingual personnel in the Public Defender's office and SF Pretrial, and establishing memoranda of understanding for new partnerships. Other program activities will begin immediately upon receipt of funds, such as court and jail-based client referrals, connection to housing solutions, bridge housing at the Inn on Folsom, and outpatient behavioral health treatment.

The ultimate intended impact of the project is to improve community safety by reducing recidivism. This will be accomplished by addressing some of the underlying criminogenic needs that propel members of the target population into the justice system. The proposed project is consistent with the intent of Prop 47 which mandates that a portion of dollars saved by reducing the use of incarceration for lower-level offenses be reallocated toward mental health, drug abuse treatment, and other programs designed to keep people out of prison and jail. Specifically, the proposed project addresses issues known to promote criminal justice system involvement, including: inadequate or unstable housing (Brown, et al., 2021), untreated mental illness (DeAngelis, 2022), untreated substance use disorder (Zhang, et al., 2022), and incarceration (Petrich, et al., 2021).

Leveraged Funding: To help ensure project sustainability, the project will leverage a variety of additional funding sources, including CalAim, Medi-Cal, the Drug Medi-Cal Treatment Program, the Mental Health Services Act, Sheriff's Office and other sources named in Assembly Bill No. 1056, Second Chance Program. Providers listed in this proposal receive support from these programs and are qualified to enroll clients or bill these programs directly.

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Sturm,S. 2024. Service Providers Demand Access to Latinx Jail Inmates. SFPublicPress, Feb 9

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Zhang,A., Balles,J.A. et al. 2022. The relationship between police contacts for drug use-related crime and future arrests, incarceration, and overdoses. Harm Reduction Journal, 19 (67)

Section 4. Project Evaluation and Monitoring

The Reentry Council has been working successfully with local external evaluation firm, Hatchuel Tabernik and Associates (HTA), for the implementation and evaluation of Prop 47 Cohorts 1, 2, and 3. They will continue to serve in that capacity due in large part to their exemplary rating from BSCC evaluations of those previous projects. During the start-up period HSH leadership will meet with HTA to establish contractual agreements and review and renew data sharing agreements and other data access and reporting expectations. HTA will provide HSH with an evaluation plan that details deliverables and timelines through the life of the grant and in alignment with BSCC reporting requirements and deadlines. During program implementation, HTA will provide quarterly progress reports on both process and outcome measures (as available).

HTA's process evaluation will monitor fidelity to the program plan and measure the extent to which specific program goals are met (i.e., number assessed, number referred, services received, etc.). Process data will include: 1) Start up activity monitoring (e.g., hires made, systems set up, initiation of collaborative processes, timely subcontract awards); 2) Service utilization records (e.g., intake forms, assessments, treatment plans, services, referrals, exits); 3) Minutes from meetings and check-in calls with project staff; 4) Interviews/focus groups with key staff from Reentry Commission partners and funded community-based organizations.

To fully track the breadth of services being offered, HTA will use a database that they created to collect case management, treatment, and other supplemental data related to Cohorts 1-3. HTA will also leverage data systems operated by public agency partners where clinical, service and billing information are tracked. On a quarterly basis, HTA will assemble data on the amount/types of service, engagement, and retention in treatment. Data sharing across agencies is made possible through existing agreements among Reentry Council agencies and their community-based provider partners. Additionally, the evaluation will utilize informed consent procedures established during earlier Prop 47 Cohorts.

To monitor fidelity to the program plan, HTA will participate in quarterly Reentry Council meetings, and conduct regular check-ins with project staff and interviews/focus groups with staff and partners to discuss program developments. Data collected through these activities will be used to document program successes/challenges; program coordination; client recruitment, engagement, and progress; areas for program improvement, and sustainable practices.

Process evaluation questions are as follows:

- Is the target population being reached? What are the characteristics of individuals being referred to program services?
- How equitably are services being delivered?
- What is the experience of a program participant? What standard of care do they receive?
- What is the experience of a peer navigator? A case manager?
- Do Pretrial Diversion staff have professional development needs that should be addressed?

- What services are being delivered in the program?
- How much of each service type is being delivered (e.g., outpatient case management, outpatient MH treatment, outpatient SUD treatment, in-patient detox, residential treatment, housing services)?
- How are transitions between engagement levels going?
- Do program participants experience housing assistance and other services as a single intervention? How holistic is the experience for them?
- How is inter-agency collaboration managed? If problems arise, how are they addressed?
- What are the successes and challenges that emerge throughout the implementation of the program?
- Are there any barriers encountered throughout the continuum of the program, from referral to assessment, to program delivery, to program retention, to program exit? If so, how are they addressed?

The outcome evaluation will utilize a mixed methods evaluation design to study whether the program achieved its stated aims. At a minimum, data sources will include 1) staff administered assessments of client need and goals (e.g., housing, behavioral health assessment, education and employment status); 2) staff and participant focus groups; and 3) annual recidivism (defined as a conviction of a new felony or misdemeanor committed within 3 years of release from custody or committed within 3 years of placement on supervision for a previous criminal conviction) data for three years prior to participation and up to three years after (dates, arrests, convictions, prior or new offenses).

Outcome Evaluation questions are as follows:

- What are the baseline characteristics of individuals on key outcomes when they start the program?
- Do these characteristics differ by level of engagement?
- What proportion of clients achieve positive program outcomes, such as improvements in housing stability, behavioral health indicators, safety rates, and avoiding new criminal charges (recidivism)?
 - How equitably are these outcomes experienced?
 - Do positive program outcomes differ according to client characteristics?

Most client outcome data will be stored in and pulled from secure Reentry Council partner databases. HTA will also use its own database to track demographics (e.g., age, gender, race/ethnicity) and data on criminogenic factors known to impact recidivism (e.g., education, employment, substance use). Recidivism data will be sourced from the District Attorney's Office, with whom HTA has a current working relationship.

To inform continuous program improvement, analyses will be conducted quarterly and findings presented in quarterly progress reports for BSCC which will be shared with administrative leadership. Significant data will also be presented at quarterly Reentry Council meetings. Annual reports,

including the required Two-Year and Final Local Evaluation Reports, will be presented to the Reentry Council to ensure the involvement of all stakeholders. These presentations will provide a forum to discuss interpretation of findings and direction for project improvements and additional data collection and analysis.

Section 5. Budget Attachment (Project Budget Table and Budget Narrative)

[Prop-47_San_Francisco_Cohort_4_Budget_Table_and_Budget_Narrative.xlsx](#)

| | |
|--------------------------------------|--|
| KEY PROJECT CONTACTS | This sub-section requires information about the key project contact individuals that will be acting as the project administrators of the grant. This section requires names and contact information for the individuals identified as the Project Director, Financial Officer, Day-to-Day Project Contact, Day-to-Day Fiscal Contact, and the Authorized Officer with signing authority. |
| Project Director | Jocelyn Everroad |
| Project Director's Title | Manger II - Planning, Performance and Strategy Division |
| Project Director's Physical Address | 440 Turk San Francisco CA 94102 US |
| Project Director's Email Address | jocelyn.everroad@sfgov.org |
| Project Director's Phone Number | +16286527707 |
| Financial Officer | Christine Rolan |
| Financial Officer's Title | Manager - Budget Director / San Francisco Department of Homelessness & Supportive Housing |
| Financial Officer's Physical Address | 440 Turk San Francisco CA 94102 US |
| Financial Officer's Email Address | christine.rolan@sfgov.org |
| Financial Officer's Phone Number | +16286527917 |

Day-To-Day Program Aaqilah
Contact Islam

Day-To-Day Program Principal Analyst - Manager of Housing Justice System Initiatives / San
Contact's Title and Francisco Department of Homelessness & Supportive Housing
Agency/Department/Organization

Day-To-Day Program 440 Turk
Contact's Physical San Francisco
Address CA
(628) 652-7917
US

Day-To-Day Program aaqilah.islam@sfgov.org
Contact's Email
Address

Day-To-Day Program +16286527865
Contact's Phone
Number

Day-To-Day Fiscal Emily
Contact Derenthal

Day-To-Day Fiscal Principal Administrative Analyst - Grants & Compliance Manager / San
Contact's Title with Francisco Department of Homelessness & Supportive Housing
Agency/Department/Organization

Day-To-Day Fiscal 440 Turk
Contact's Physical San Francisco
Address CA
94102
US

Day-To-Day Fiscal emily.derenthal@sfgov.org
Contact's Email
Address

Day-To-Day Fiscal +16286527917
Contact's Phone
Number

Name of Authorized Gigi
Officer* Whitely

I hereby certify I am checked
vested by the
Applicant with the
authority to enter into
contract with the
BSCC, and the
grantee and any
subcontractors will
abide by the laws,
policies, and
procedures
governing this
funding.

Date of Assurance 6/10/2024

Authorized Officer's Title and Agency/Department Deputy Director - Chief of Finance and Administration / San Francisco Department of Homelessness & Supportive Housing

Authorized Officer's Physical Address 440 Turk
San Francisco
CA
94102
US

Authorized Officer's Email Address gigi.whitley@sfgov.org

Authorized Officer's Phone Number +16286527739

OTHER ATTACHMENTS: MANDATORY AND OPTIONAL The following attachments are mandatory: Appendix B: Criteria for Non-Governmental Organizations Receiving BSCC Funds Appendix C: Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft, and Embezzlement The following attachment is optional at time of submission, but will be required if the grant is awarded: Attachment G: Governing Board Resolution attachment upload is optional at Application submission. These documents are stand-alone documents available on the BSCC Proposition 47 Homepage: https://www.bscc.ca.gov/s_bsccprop47/ . Download, complete, and upload where prompted.

Appendix B: Criteria for Non-Governmental Organizations Receiving BSCC Grant Subaward

[Appendix-B_San_Francisco_Criteria-for-NGOs.pdf](#)

Appendix C: Certification of Compliance with BSCC Policies Regarding Debarment, Fraud, Theft, and Embezzlement

[Appendix-C_San_Francisco_Prop_47_Certification-of-Compliance.pdf](#)

Attachment G:
Governing Board
Resolution (Optional)



Shireen McSpadden, Executive Director

Daniel Lurie, Mayor

| Proposition 47 Grant Program - Cohort 4 | | |
|---|---------------------------|---------------------------|
| City and County of San Francisco | | |
| Agreement No. BSCC 1330-24 | | |
| Sources: | Grant Funds: | Leveraged Funds: |
| 2024 Proposition 47 Grant Program | \$7,999,999 | |
| Private/State Grant, Prop C, General Fund | | \$1,188,656 |
| Total Sources: | <u>\$7,999,999</u> | <u>\$1,188,656</u> |
| Uses: | | |
| <u>Dept of Homelessness and Supportive Housing</u> | | |
| Salaries and Benefits | | \$151,517 |
| Non-Governmental Organization (NGO) Subcontracts | \$1,136,325 | \$737,139 |
| Project Evaluation and Monitoring | \$200,000 | |
| Indirect | \$86,657 | |
| <u>San Francisco Public Defender's Office</u> | | |
| Professional Services or Public Agency Subcontracts | \$537,526 | |
| <u>San Francisco Dept of Public Health</u> | | |
| Non-Governmental Organization (NGO) Subcontracts | \$4,927,500 | |
| Project Evaluation and Monitoring | \$200,000 | |
| <u>San Francisco Sheriff's Office</u> | | |
| Non-Governmental Organization (NGO) Subcontracts | \$911,991 | \$300,000 |
| Total Uses: | <u>\$7,999,999</u> | <u>\$1,188,656</u> |

From: Renault, Dameion@BSCC <Dameion.Renault@bscc.ca.gov>
Sent: Thursday, October 3, 2024 12:21 PM
To: Abucay, Amanda@BSCC
Cc: Leeson, Camina@BSCC; Rilea, Stacy@BSCC
Subject: Prop 47 - Cohort 4 funded

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Good afternoon Prop 47 – Cohort 4 grantees,

Firstly, I wanted to take a moment to officially congratulate you all on being approved for funding. This was a very competitive grant this round, awarding approximately \$167 million to communities like yours, all over the state.

As I am working on transitioning out of the BSCC into a new role, our staff will help with expediting next steps for your teams. Soon you will hear from Cami in regard to the requirements for executing the agreement. Be sure to communicate with her for any questions. Having any deliverables received by us expeditiously supports our agency in finalizing your contracts.

I wish all of you teams the absolute best in the coming years and know from experience, your teams will greatly impact your communities. Thank you for all you do.

Your time is appreciated,

Dameion Renault

Field Representative – Corrections Planning and Grant Programs Division
BOARD OF STATE AND COMMUNITY CORRECTIONS
2590 Venture Oaks Way, Suite 200, Sacramento, CA 95833
Phone 916-508-7233
website <http://www.bscc.ca.gov>
email dameion.renault@bscc.ca.gov
LEADERSHIP ★ EXCELLENCE ★ SUPPORT



Proposition 47 Grant Program: Safe Neighborhoods and Schools Act

Cohort 4 Request for Proposals (RFP)

Grant Purpose: Mental Health Services, Substance Use Disorder Treatment and Diversion Programs for People in the Criminal Justice System.

Grant Period: October 1, 2024 to June 30, 2028

Eligible Applicants: Public Agencies as Lead, in Partnership with Community-Based Organizations

RFP Released: April 12, 2024
Notice of Intent to Apply Due: May 10, 2024

Proposals Due: June 10, 2024
****May 1, 2024 - Revision made on page 43**



BOARD OF STATE & COMMUNITY CORRECTIONS
2590 VENTURE OAKS WAY, SUITE 200
SACRAMENTO CA 95833
WWW.BSCC.CA.GOV



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CONFIDENTIALITY NOTICE:

All documents submitted as a part of the Proposition 47 Cohort 4 Grant Program proposal are public documents and may be subject to a request pursuant to the California Public Records Act. The BSCC cannot ensure the confidentiality of any information submitted in or with this proposal. (Gov. Code, §§ 6250 et seq.)

PART I: BACKGROUND AND GRANT INFORMATION

Background

Proposition 47 was a voter-approved initiative on the November 4, 2014 general election ballot. As stated in the ballot measure:

The people enact the Safe Neighborhoods and Schools Act to ensure that prison spending is focused on violent and serious offenses, to maximize alternatives for nonserious, nonviolent crime, and to invest the savings generated from this act into prevention and support programs in K–12 schools, victim services, and mental health and drug treatment (**Attachment A**).

As further stated in the proposition, the BSCC's responsibilities are to:

Administer a grant program to public agencies aimed at supporting mental health treatment, substance abuse treatment, and diversion programs for people in the criminal justice system, with an emphasis on programs that reduce recidivism of people convicted of less serious crimes, such as those covered by this measure, and those who have substance abuse and mental health problems. (Gov. Code, § 7599.2, subd. (a)(3).)

Assembly Bill 1056 (Statutes of 2015, Chapter 438) added additional priorities to the grant program including housing-related assistance and community-based supportive services such as job skills training, case management and civil legal services (**Attachment B**).

Contact Information

This Request for Proposals (RFP) provides the information necessary to prepare a proposal to the Board of State and Community Corrections (BSCC) for grant funds available through the Proposition 47 Cohort 4 Grant Program.

The BSCC staff cannot assist the applicant or its partners with the actual preparation of the proposal. Any technical questions concerning the RFP, the proposal process or programmatic issues must be submitted by email to: Prop47Cohort4@bscc.ca.gov.

BSCC will create a Frequently Asked Questions page and update it periodically up to the proposal submission deadline. See the [Proposition 47 website](#) for more information.

Proposal Due Date and Submission Instructions

Proposal Due Date

The Proposition 47 Grant Program Proposal Package submission is available through an online portal submission process. Applicants must submit proposals through the BSCC Submittable portal by **5:00 P.M. (PST) on June 10, 2024**, at which time the portal will close and no longer accept proposals.

****Please allow sufficient time to begin and submit your proposal. Be advised that completing the proposal and uploading the required documents into the Submittable portal may take a significant amount of time. If the BSCC does not receive a submission by 5:00 p.m. (PST) on June 10, 2024, the proposal will not be considered for funding. Applicants are strongly advised to submit proposals in advance of the due date and time to avoid disqualification.**

Submission Instructions

READ THIS ENTIRE RFP DOCUMENT PRIOR TO INITIATING THE RFP PROCESS.

This RFP Instruction Packet contains all the necessary information to successfully complete and submit the Proposition 47 Grant Program Proposal. As part of the online BSCC Submittable process, applicants will be required to download several mandatory forms that must be completed, signed, and uploaded at specific prompts within the BSCC Submittable portal prior to submission. These documents, listed below, are available for download at the BSCC [Proposition 47 website](#):

1. Proposition 47 Local Advisory Committee Membership Roster
2. Proposition 47 Local Advisory Committee Letter of Agreement
3. Project Work Plan
4. Criteria for Non-Governmental Organizations Receiving BSCC Grant Subawards
5. Certification of Compliance with BSCC Policies Regarding Debarment, Fraud, Theft, and Embezzlement
6. Budget Attachment (Project Budget Table and Budget Narrative)

Proposals for the Proposition 47 Grant Program **must be submitted through the BSCC Submittable Portal**. The link to the BSCC Submittable Application portal, Proposition 47 Grant Program Application Instruction Packet, and all required attachments are available on the BSCC [Proposition 47 website](#).

The Proposition 47 Grant Program RFP is accessible by clicking the “Click here to Submit; Powered by Submittable” button located on the BSCC [Proposition 47 website](#). You will be prompted to create a free Submittable account and log-in (or sign into an existing account) prior to accessing the online RFP. Once the account has been established, applicants may proceed with the submission process. Additional RFP instructions are provided within the online BSCC Submittable Portal.

****Note:** You must click the “Save Draft” button at the end of the proposal page to save any updates and/or changes you have made to your proposal prior to applying, each time you log in to your proposal. In addition, most of the fields within the RFP require information to

be entered; therefore, the system will not allow proposal submission if all mandatory fields are not completed.

If the BSCC does not receive a submission by the deadline, the proposal will not be considered for funding. Applicants are strongly advised to submit proposals well in advance of the due date and time to avoid disqualification.

Once you have successfully submitted your application and all required attachments, you will receive an email acknowledging your application has been received.

If you experience technical difficulties with submitting your proposal through the Submittable portal, you should submit a Help Ticket through Submittable, as the BSCC does not control that site. Please also email the BSCC at Prop47Cohort4@bscc.ca.gov and/or call the BSCC main line at (916) 445-5073 and ask to speak to someone about the Proposition 47 Grant.

Be advised that applicants contacting Submittable and/or the BSCC on the due date may not receive timely responses.

Please allow sufficient time for Submittable and BSCC to provide technical assistance.

Prospective Applicant Information Session

Prospective applicants are invited – but not required – to attend a virtual Grant Information Session. The purpose of this session is to provide clarity on RFP instructions and answer technical questions from prospective applicants. BSCC staff will review proposal submission instructions, funding information, eligible grant activities, and the rating process. Details for the virtual Grant Information Session are listed below:

Proposition 47 Cohort 4 **Virtual Grant Information Session for Prospective Applicants** **Tuesday, April 30, 2024 at 10:00 A.M.**

Public access options for this meeting include:

Join by Zoom:

<https://us02web.zoom.us/j/87362215592>

Meeting ID: 873 6221 5592

Call In:

646-931-3860

Meeting ID: 873 6221 5592

Applicants interested in attending the Grant Information Session are asked to submit an RSVP to Prop47Cohort4@bscc.ca.gov. Please include the name, title, and agency the attendee(s) will be representing. Please note: The Proposition 47 Grant Information Session will be recorded and posted to the BSCC [Proposition 47 website](#) for future reference.

Letter of Intent to Apply

Prospective applicants are asked, but not required, to submit a non-binding letter indicating their intent to apply. These letters will aid the BSCC in planning for the proposal review process. Please submit the letter as a Microsoft Word or PDF file.

There is no formal template for the Letter of Intent, but it should include the following information:

- Name of the applicant entity;
- Name and title of a contact person from the applicant entity that can be posted and shared with interested members of the public; and
- A brief statement indicating the applicant's intent to submit a proposal.

Failure to submit a Letter of Intent is not grounds for disqualification. Prospective applicants who submit a Letter of Intent and decide later not to apply will not be penalized.

Please email your non-binding Letter of Intent by **May 10, 2024**. Please identify the email subject line as "Proposition 47 Cohort 4 Letter of Intent to Apply" and submit the letter to: Prop47Cohort4@bscc.ca.gov.

Proposition 47 Executive Steering Committee & Scoring Panel

The BSCC uses Executive Steering Committees (ESC) and Scoring Panels to inform decision-making related to the Board's programs. ESCs and Scoring Panels are composed of subject matter experts, community partners, and interested parties representing both the public and private sectors. The BSCC makes every attempt to include a diverse representation on its ESCs and Scoring panels, in breadth of experience, geography and demographics.

In November 2021, BSCC convened an ESC that performed a comprehensive evaluation of grant requirements and subsequently developed recommendations for the Proposition 47 Cohort 3 RFP. In February 2022, BSCC released the Cohort 3 RFP to the public.

To increase the BSCC's understanding of the needs of its stakeholders in relation to appropriate uses for Proposition 47 grant funds, BSCC conducted a statewide survey in November 2023. The results of the survey indicated that the RFP previously developed by the Proposition 47 ESC still aligns with the needs and priorities of California's communities, but that there is a greater need for residential treatment options. Therefore, this RFP contains increased funding thresholds to meet those needs.

The BSCC will use a Scoring Panel process to complete the reading and rating of the Proposition 47 Cohort 4 proposals and to develop funding recommendations for the Board. The Board may approve, reject, or revise those recommendations.

Members of the Scoring Panel are not paid for their time but are reimbursed for travel expenses incurred to attend meetings. If the BSCC is unable to convene a full Scoring Panel, BSCC staff may participate in the rating process.

Conflicts of Interest

Existing law prohibits any grantee, subgrantee, partner, or like party who participated on the Scoring Panel from receiving funds from the Proposition 47 grants awarded under this RFP. Applicants who are awarded grants under this RFP are responsible for reviewing the Scoring Panel membership roster and ensuring that no grant dollars are passed through to any entity represented by any member of the Scoring Panel. Please check the BSCC [Proposition 47 website](#) for updated information on the Scoring Panel.

Guiding Principles for the Proposition 47 Grant

In developing the original Proposition 47 RFP, the ESC agreed on the guiding principles listed below, which reflect the priorities and values of the Proposition 47 Grant Program. They are woven throughout the RFP and incorporated into the rating criteria. Applicants should develop proposals that reflect these principles.

GUIDING PRINCIPLES for BSCC's PROPOSITION 47 GRANT

- Incorporate community partnerships and collaborations.
- Encourage culturally competent services and approaches that foster the principles of restorative justice.
- Define target populations, especially those populations that are:
 - traditionally underserved or inappropriately served through mental health and substance use disorder service providers, or
 - overrepresented within the criminal justice system, or
 - experiencing or at risk for homelessness
- Expand access to culturally congruent quality mental health and substance use disorder services, including services for co-occurring mental health and substance use disorder needs and the use of evidence-based or community defined practices.
- Identify and address known barriers to serving target populations, such as:
 - Lack of jobs, housing, or employment
- Prioritize client-focused/client-centered holistic programs and approaches, including healing strategies and trauma-informed care.
- Expand and improve on efforts to divert individuals away from criminal justice involvement through increased diversion programs and improved behavioral health services or community supports.
- Include community-based organizations with diverse staffing, including those who are system-impacted individuals, or who have varying educational levels and life experiences.
- Demonstrate capacity building for service providers at every level.
- Be mindful of regional equity and geographic diversity, including smaller and rural counties.
- Collect program data and measure/evaluate outcomes and publish and share information.
- Encourage community engagement, where members of the community participate in the identifying, informing, and shaping of policies, goals, services, and solutions.

Eligibility to Apply

Eligible Applicants

Eligible applicants are **public agencies** located in the State of California. For the purposes of this RFP a public agency is defined as:

A county, city, whether a general law city or a chartered city, or city and county, the duly constituted governing body of an Indian reservation or Rancheria, a school district, municipal corporation, district, political subdivision, or any board, commission, or agency thereof, entities that are legislative bodies of a local agency pursuant to subdivision (c) or (d) of Section 54952 of the Government Code, a housing authority organized pursuant to Part 2 (commencing with Section 34200) of Division 24 of the Health and Safety Code, a state agency, public district, or other political subdivision of the state, or any instrumentality thereof, which is authorized to engage in or assist in the development or operation of housing for persons and families of low or moderate income. (Pen. Code, § 6046.1, subd. (c).)

Current Cohort 3 Grantees Are Not Eligible to Apply

Public agencies currently receiving a Cohort 3 Proposition 47 grant (as the Lead Agency) **are not eligible to apply** for Cohort 4 funding (see **Attachment C**).

- **Los Angeles County:** Because Los Angeles County received a \$20 million award in Cohort 3, **all** county agencies within Los Angeles County are ineligible to apply for Cohort 4. Note that city public agencies and non-county public agencies within Los Angeles County **are** eligible to apply.

A public agency from the same city or county as a Cohort 3 grantee may still apply (with the exception of county agencies in Los Angeles County, as noted in the bullet above).

Definition of Lead Agency

For the purposes of this RFP, the public agency applicant will be considered the **Lead Agency**. Lead agencies (i.e., individual agencies or departments within a city, county, or other jurisdiction) may not submit more than one proposal.

Non-lead agencies (including community-based organizations, faith-based organizations, non-governmental or governmental entities, etc.) may serve as a partner on more than one proposal, as long as they have the capacity to separately track the services provided to each.

Required Pass-Through to Community-Based Organizations

In order to be eligible, a Lead Agency **must**:

- Subcontract with one or more non-governmental, community-based organizations for a **minimum of 50 percent** of the total grant award in order to demonstrate a shared partnership rooted in community engagement and economic equity.

Note: Additional points will be awarded to applicants that pass-through 60 to 69 percent or 70 percent and higher of the total grant award (See *Preference Points* section, later in this document).

Joint Proposals

Two or more public agencies may partner to submit a joint proposal, but one must be designated as Lead Agency for contracting purposes. Joint proposals must comply with all other eligibility criteria. A public agency may apply on both an individual and a joint proposal. There is no funding or scoring incentive for joint proposals.

Funding Information

The Proposition 47 Grant is funded from savings generated from the enactment of the Safe Neighborhoods and Schools Act of 2014. Each year, the Department of Finance calculates the savings and distributes funding to the BSCC, State Department of Education, and California Victim Compensation and Government Claims Board. By law, the BSCC receives 65 percent of the state savings to administer a grant program.

Approximately **\$152 million** in funding is available for the Proposition 47 Cohort 4 RFP.

This funding is contingent on:

- 1) The amount of funds available in the Safe Neighborhoods and Schools Fund;
- 2) Grantee's adherence to the Proposition 47 RFP requirements and applicable statutes; and
- 3) Grantee's ability to demonstrate that annual implementation goals and objectives (as listed on the Proposition 47 Project Work Plan – described later on) have been met.

The BSCC may select additional proposals for awards from the ranked list if the deposits into the Safe Neighborhoods and Schools Fund significantly increase the BSCC's expected allocation.

Funding Categories and Corresponding Funding Thresholds

Recognizing that different-sized jurisdictions have different capacities, resources, and needs, there are two categories within which public agency applicants will compete.

Maximum funding thresholds have been set within each category. These categories were established so that projects of a smaller scope do not compete against projects of a larger scope. Applicants will **self-select a funding category**, depending on the size of the proposed project. See the table below:

| Funding Category | Applicants in this Category may Request: | Funds Available in this Category |
|------------------------|--|----------------------------------|
| 1) Small Scope | Up to \$2 million for the entire grant period. | \$60,800,000 |
| 2) Large Scope | More than \$2 million and up to \$8 million for the entire grant period. | \$91,200,000 |
| Total Available Funds: | | \$152,000,000 |

Applicants are strongly encouraged to apply for only the amount of funding needed to meet their program goals within the grant period. The Scoring Panel will rate proposals based in part on the reasonableness of the proposed budget.

Note: Applicants must earn at least 65 percent of the total weighted score to be considered for funding (more information on scoring is provided later in this document). If there are not sufficient qualified applicants in one category to exhaust all funds, those funds will be recommended for qualified applicants in the other category.

Financial Leveraging

Assembly Bill 1056 (2015) calls for the BSCC to prioritize Proposition 47 funding to public agency applicants that demonstrate how they plan to leverage other federal, state, and local funds or other social investments, such as the following:

- A. The Drug Medi-Cal Treatment Program (22 Cal. Code Regs. 51341.1, 51490.1, and 51516.1).
- B. The Mental Health Services Act, enacted by Proposition 63 at the November 2, 2004, general election, as amended.
- C. Funds provided for in connection with the implementation of Chapter 15 of the Statutes of 2011.
- D. The Community Corrections Performance Incentives Act (Stats. 2009, Ch. 608; Chapter 3 (commencing with Section 1228) of Title 8 of Part 2).
- E. The tax credits established pursuant to Sections 12209, 17053.57, and 23657 of the Revenue and Taxation Code.
- F. The federal Department of Housing and Urban Development funds, such as the Emergency Solutions Grant program (42 U.S.C. Sec. 11371 et seq.).
- G. The federal Department of Veterans Affairs Supportive Services for Veteran Families program (38 U.S.C. Sec. 2044).
- H. Social Innovation Funds established by the Corporation for National and Community Service pursuant to Section 12653k of Title 42 of the United States Code.
- I. The Edward Byrne Memorial Justice Assistance Grant Program (42 U.S.C. Sec. 3750 et seq.).

Leveraged Contributions

Grantees must maintain documentation that support all leveraged contributions to the grant. Expenditures for leverage funds must be reported on the BSCC invoice as the expenditures occur. Grantees are responsible for ensuring budgeted leverage contributions are made and grantees should not reduce or waive contributions once the grant agreement is fully executed. Failure to account for or provide budgeted leverage funds may result in a commensurate reduction in BSCC grant funds or termination of the grant agreement.

Supplanting

BSCC grant funds shall be used to support new program activities and/or to augment existing funds that expand current program activities. BSCC grant funds shall not be used to replace existing funds.

Supplanting is strictly prohibited for all BSCC grants. When leveraging outside funds, public agency applicants must be careful not to supplant. Supplanting is the deliberate reduction

in the amount of federal, state, or local funds being appropriated to an existing program or activity because grant funds have been awarded for the same purposes.

It is the responsibility of the Grantee to ensure that supplanting does not occur. The Grantee must keep clear and detailed financial records to show that grant funds are used only for allowable costs and activities.

Denial of Future Funding

The BSCC reserves the right to consider the denial of future funding to any project and its officers based on its failure to comply with any term or condition of a current or previous Grant Award, poor past performance in a previous Grant Award, or failure to cooperate with state auditors/monitors.

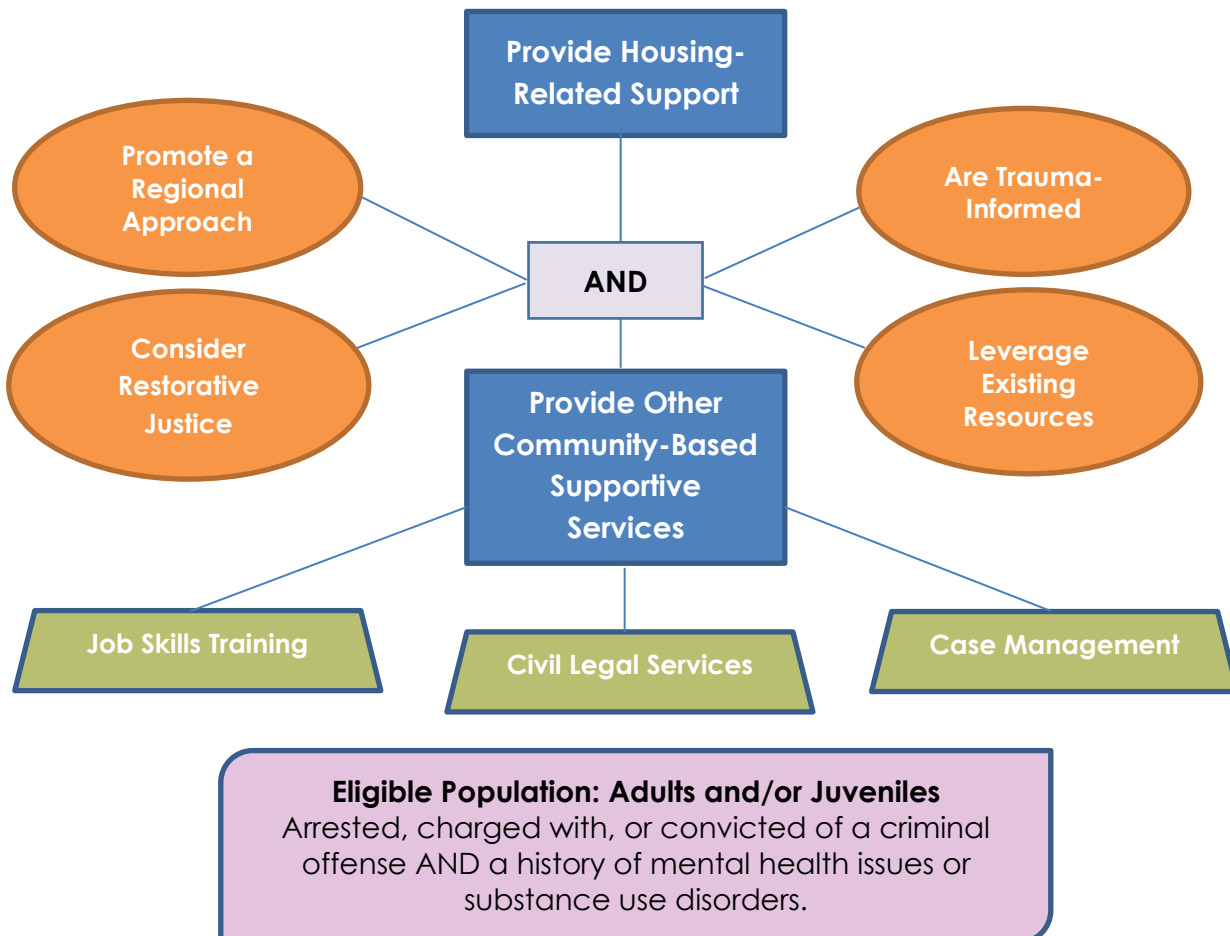
Eligible Grant Activities and Target Population

The following flowchart provides a visual representation of types of services that can be funded under the Proposition 47 Grant Program. Additional information is provided on the following pages.

REQUIRED for ALL APPLICANTS



With PRIORITY given to projects that also:



As shown above, Proposition 47 grant funds must be used for mental health services, substance use disorder treatment, diversion programs, or some combination thereof for people in the criminal justice system, defined further in the Target Population section.

In addition to these required services and programs, applicants are encouraged to provide supplemental housing-related services and other community-based supportive services, such as job skills training, case management, and civil legal services.

The grant can fund programs that serve adults and/or juveniles. Examples of substance use disorder treatment and diversion programs can be found in **Attachment D: Glossary of Key Terms**.

Public agency applicants will be allowed to implement new services or programs and/or expand existing services or programs.

Ineligible Grant Expenditures

Grant funds may be used to implement new activities and programs and/or augment existing funds dedicated to a project but may not replace or supplant funds that have been appropriated for the same purpose.

Proposition 47 grant funds may not be used for:

- the acquisition of real property, or
- programs or services provided in a custodial setting (with the exception of outreach and reentry planning)¹.

For information on eligible and ineligible costs, refer to the *BSCC Grant Administration Guide*, found on the BSCC [website](#).

Target Population

Services and programs proposed in response to this RFP must be designed to serve people who:

- Have been arrested, charged with, or convicted of a criminal offense **and** have a history of mental health or substance use disorders.

For purposes of this RFP, a person has a history of mental health issues or substance use disorders if the person:

- has a mental health issue or substance use disorder that limits one or more of their life activities;
- has received services for a mental health issue or substance use disorder;
- has self-reported to a provider that they have a history of mental health issues, substance use disorders, or both; or
- has been regarded as having a mental health issue or substance use disorder.

¹ For the purposes of this RFP, a locked facility (e.g., jail, prison, etc.) is considered a custodial setting. The intent of this RFP is to prohibit the use of grant funds for programs or services provided in a custodial setting with the exception of outreach and reentry planning.

In addition, the target population of Proposition 47 should have been convicted of less serious crimes such as those covered by Proposition 47 and have substance abuse and/or mental health problems.

If services and programs are provided to juveniles, juveniles must fall under the jurisdiction of the juvenile court pursuant to Welfare and Institutions Code section 602. Juveniles that come under the jurisdiction of the juvenile court under Welfare and Institutions Code section 601 (i.e., status offenses, truancy) should not be considered arrested for or charged with criminal offenses.

Public agency applicants are required to describe how they will ensure that this target population is the one to be served by the proposed program. This could include a description of the program's referral, engagement to services, screening, assessment, and documentation processes.

Service Delivery Approach

Applicants will be required to describe the service delivery approach, i.e., who will deliver the services and how, and why it is most appropriate for the community and target population. Key questions to consider include:

- What are the needs of your community and how does your project provide services reflective of the racially and ethnically diverse communities served?
- How does your project ensure services will be provided in locations accessible to the community?
- How does your project ensure services will be tailored to meet an individual's holistic needs, e.g., wraparound services?
- How does your project provide services in a culturally competent manner?
- How does your approach ensure that services and programs adhere to the principles of trauma-informed care?
- How does your project provide services in a collaborative manner with the community, governmental and nongovernmental agencies?
- How does your project take steps to advance the principles of Restorative Justice and reduce recidivism in your community?
- How will this project change or improve the lives of participants?

Grant Period

Proposals selected for funding will be under contract agreement with the BSCC from **October 1, 2024 to June 30, 2028**. The term of the grant agreement includes a 3-½-year service delivery period (October 1, 2024 through March 31, 2028) and an additional three (3) months (April 1, 2028 through June 30, 2028) to finalize and submit the required Local Evaluation Report and program-specific compliance audit.

A visual illustration of the grant agreement period is provided in the table below:

| Implementation | Service Delivery | Service Delivery | Service Delivery | Evaluation and Close-Out |
|---|---------------------------------------|---------------------------------------|---------------------------------------|---|
| 6 months | Year 1 | Year 2 | Year 3 | 3 months |
| October 1, 2024 - March 31, 2025 | April 1, 2025 - March 31, 2026 | April 1, 2026 - March 31, 2027 | April 1, 2027 - March 31, 2028 | April 1, 2028 - June 30, 2028 |
| <p>Implementation period to allow for local procurement, hiring, and other activities that can facilitate a timely start.</p> <p>Grantees who <u>do not need</u> the full implementation period can begin service delivery at any time once under contract.</p> | Service delivery and data collection. | Service delivery and data collection. | Service delivery and data collection. | <p>Compile and analyze data gathered from three full years of service delivery.</p> <p>Complete Local Evaluation Report.</p> <p>Complete program-specific compliance audit.</p> |

Important note: The service delivery period ends on March 31, 2028. From April 1, 2028 to June 30, 2028, only expenses associated with completion of the Local Evaluation Report and the required program-specific compliance audit may be incurred. Additional information about the invoicing process and reporting requirements will be provided later in this RFP.

Proposition 47 Local Advisory Committee

In order to apply for Proposition 47 funding, the Lead Agency must develop a Proposition 47 Local Advisory Committee that includes local stakeholders who have experience and expertise in the prospective programs and/or services to be implemented by the proposal. This advisory committee will, at a minimum, advise on:

- How to identify and prioritize the most pressing needs to be addressed (to include target population, target area, etc.);
- How to identify the strategies, programs and/or services to be undertaken to address those needs;
- The development of the grant project; and

- Ongoing implementation of the grant project.

The Proposition 47 Local Advisory Committee must include a broad range of stakeholders from within the communities, organizations, departments, etc. impacted by the proposal. Examples include behavioral health professionals, educators, community-based and faith-based organizations, individuals impacted by the justice system, law enforcement, probation, prosecutors, defense attorneys, courts, social service providers, advocacy groups, housing providers, housing navigators and citizens.

Lead Agencies should consider state and local conflict of interest laws when selecting members of the Proposition 47 Local Advisory Committee. The Lead Agency is advised to check with its counsel about potential conflicts. The Lead Agency may use an existing body, but it must include individuals with the appropriate experience and expertise and address all the requirements listed in this section.

The Lead Agency must host regular community meetings to invite ongoing feedback and non-confidential updates from the Proposition 47 Local Advisory Committee and the community.

Throughout the duration of the grant, Lead Agencies must maintain documentation of:

- Public outreach efforts soliciting committee membership and publicizing community meeting information;
- Attendance at both committee and community meetings;
- Agendas and minutes of committee and community meetings;
- Examples of processes for collaboration plan; and
- Partnering agencies' details of their plans for collaboration.

As a part of the application, each Lead Agency will be required to include a Membership Roster for the Proposition 47 Local Advisory Committee and a Letter of Agreement signed by all members (see **Attachments E and F**).

Evidence-Based, Data-Driven and Innovative Strategies

The BSCC is committed to supporting a focus on better outcomes in the justice system and for those involved in it. Applicants are therefore encouraged to use data to drive decision-making in the development, implementation, and appraisal of their overall projects. Applicants should be able to demonstrate that their proposal is linked to the implementation of practices and strategies supported by data. In developing a proposal, applicants should focus on the following three basic principles:

1. **Is there evidence or data to suggest that the intervention or strategy is likely to work, i.e., produce a desired benefit?** *For example, was the intervention or strategy you selected used by another jurisdiction with documented positive results? Is there published research on the intervention you are choosing to implement showing its effectiveness? Is the intervention or strategy being used by another jurisdiction with a similar problem and similar target population?*

2. **Once an intervention or strategy is selected, will you be able to demonstrate that it is being carried out as intended?** *For example, does this intervention or strategy provide for a way to monitor quality control or continuous quality improvement? If this intervention or strategy was implemented in another jurisdiction, are there procedures in place to ensure that that you are following the model closely (so that you are more likely to achieve the desired outcomes)?*
3. **Is there a plan to collect evidence or data that will allow for an evaluation of whether the intervention or strategy worked?** *For example, will the intervention or strategy you selected allow for the collection of data or other evidence so that outcomes can be measured at the conclusion of the project? Do you have processes in place to identify, collect and analyze that data/evidence?*

Public agency applicants are encouraged to develop an overall project that incorporates these principles but is tailored to fit the needs of the communities they serve. Innovation and creativity are encouraged, but projects that have not been validated must demonstrate a promising approach using existing data and research such as best practices in the field. Plans to measure the effectiveness of a project should include the use of both qualitative and quantitative research. While quantitative research is based on numbers and mathematical calculations, qualitative research is based on written or spoken narratives. The purpose of quantitative research is to explain, predict and/or control events through focused collection of numerical data, while the purpose of qualitative research is to explain and gain insight and understanding of events through intensive collection of narrative data.

Data Collection, Reporting and Evaluation Requirements

Projects selected for funding will be required to submit the following to the BSCC:

- Quarterly Progress Reports
- A Local Evaluation Plan (due **March 31, 2025**) and
- A Local Evaluation Report (due **June 30, 2028**).

Required Set-Aside for Evaluation Efforts

To ensure that grantees can comply with BSCC's data collection and reporting requirements in a meaningful way that benefits the applicants, their communities, and the State of California, grantees are required to budget **a minimum of 5 percent (or \$50,000, whichever is greater), but not more than 10 percent**, of the total grant award for data collection and evaluation efforts. These efforts include development of the Local Evaluation Plan, completion of Quarterly Progress Reports and completion of Local Evaluation Report.

Applicants are encouraged, but not required, to use outside evaluators to ensure objective and impartial evaluations. Specifically, applicants are encouraged to partner with institutions of higher learning universities, state universities and community colleges. See **Attachment D** for key definitions related to project evaluation.

Applicants are also strongly encouraged to identify research partners early on and include them in the development of the proposal, so that the goals and objectives listed in the Proposition 47 Project Work Plan are measurable.

Quarterly Progress Reports

Grant recipients are required to submit Quarterly Progress Reports (QPRs) to the BSCC. Progress reports are a critical element in BSCC's monitoring and oversight process. Grantees that are unable to demonstrate that they are making sufficient progress toward project goals and objectives and that funds are being spent in accordance with the Grant Agreement and Proposition 47 Work Plan could be subject to the withholding of funds. Once grants are awarded, BSCC staff will work with grantees to create custom progress reports. Applicable forms and instructions will be available to grantees on the BSCC's website after the Grantee Orientation.

As part of the QPRs, grantees will be required to submit de-identified individual level data in a Microsoft Excel file located in a secure cloud storage platform. **BSCC will not request or retain personal identifying information.** Grantees will be required to provide the following information for each participant:

- Age at enrollment
- Gender
- Race/Ethnicity
- Level of education at enrollment
- Employment and housing status at enrollment
- Employment and housing status at completion
- Prior arrests and convictions (yes/no responses)
- Probation, Parole, or PRCS status at enrollment
- Participation status (e.g., active participant, received one-time intervention services, exited program without completing program requirements, completed program requirements, etc.)
- Number of days between program enrollment and program completion (for participants who complete program requirements)
- Services the participant received during the quarter (checkbox).
- Recidivism
 - Due to the complexity of obtaining recidivism information for many grantees, this information will only be requested annually, instead of quarterly.
 - The definition of recidivism, as established in AB 1056, will be used for reporting purposes.
 - Recidivism data must be obtained from a reliable source, such as local law enforcement. Self-report will not be accepted. Note that obtaining this information from a reliable source may require the establishment of data sharing agreements.
 - Grantees will be required to report the following recidivism information:
 - Number of days between program enrollment/services received and the recidivating event.
 - Whether the conviction was a misdemeanor or felony

Local Evaluation Plan

The purpose of the Local Evaluation Plan is to ensure that projects funded by the BSCC can be evaluated. Grantees will be expected to include a detailed description of how the public agency applicant will assess the effectiveness of the proposed program in relationship to each of its goals and objectives. A relationship between the goals and objectives identified in the Proposition 47 Project Work Plan should be apparent in the Local Evaluation Plan.

The Local Evaluation Plan should describe the evaluation design or model that will be used to evaluate the effectiveness of the project component(s), with the project goals and the project objectives clearly stated. Public agency applicants should include criteria for both process and outcome evaluations. Once submitted, any modifications to the Local Evaluation Plan must be approved in advance by the BSCC. More detailed instructions on the Local Evaluation plan will be made available to successful applicants.

Local Evaluation Report

Following project completion, grantees are required to complete a Local Evaluation Report. The Local Evaluation Report must be in a format prescribed by the BSCC. More detailed instructions on the Local Evaluation Plan will be made available to successful applicants. The purpose of the Final Local Evaluation Report is to determine whether the overall project (including each individual component) was effective in meeting the goals laid out in the Local Evaluation Plan. To do this, the grantee must assess and document the effectiveness of the activities that were implemented within each individual project component. These activities should have been identified in the previously submitted Local Evaluation Plan. More detailed instructions on the Local Evaluation Report will be made available to successful applicants.

Evaluation Dissemination

The BSCC will make public the Local Evaluation Plan and Local Evaluation Report from each grantee. Reports may be posted to the BSCC website and information from them may be incorporated into a Statewide Evaluation Report to be shared with the Administration, the Legislature, and the public.

Projects selected for funding are encouraged to make public (e.g., post online, disseminate, share at meetings) the Local Evaluation Report to the community and the grantee's Governing Board (e.g., Board of Supervisors, City Council, etc.).

If the grantee plans to publish the Local Evaluation Report, it must be submitted to the BSCC for review prior to publication.

General Grant Requirements

Governing Board Resolution

Successful applicants will be required to submit a Resolution from their Governing Boards before the grant award can be finalized and funds awarded. A signed resolution is not required at the time of proposal submission, but public agency applicants are advised that no financial invoices will be processed for reimbursement until the Governing Board Resolution has been received by the BSCC. A sample Governing Board Resolution can be found in **Attachment G**.

Grant Agreement

Public agency applicants approved for funding by the BSCC Board are required to enter into a Grant Agreement with the BSCC. Grantees must agree to comply with all terms and conditions of the Grant Agreement. A sample BSCC Grant Agreement can be found on the BSCC [Proposition 47 website](#).

The Grant Agreement start date is expected to be **October 1, 2024**. Grant Agreements are considered fully executed only after they are signed by both the Grantee and the BSCC, and the BSCC is in receipt of all required attachments including documentation of signing authority (i.e., Governing Board Resolution). Work, services, and encumbrances cannot begin prior to the Grant Agreement start date. Any work, services, and encumbrances that occur after the start date but prior to Grant Agreement execution may not be reimbursed. Grantees and all subgrantees are responsible for maintaining their Grant Agreement, all invoices, records, and relevant documentation for at least three (3) years after the final payment under the Grant Agreement.

Debarment, Fraud, Theft or 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.

All applicants must complete **Appendix C** certifying they are in compliance with the BSCC's policies on debarment, fraud, theft, and embezzlement.

Criteria for Non-Governmental Organizations Receiving Grant Funds

This RFP includes requirements that apply to non-governmental organizations² that receive funds under this grant. All grantees are responsible for ensuring that any contracted third parties continually meet these requirements as a condition of receiving grant funds. These requirements are described in the box below:

Eligibility Criteria for Non-Governmental Organizations Providing Services with BSCC Grant Funds

Any non-governmental organization (NGO) that receives Proposition 47 grant funds (as either a direct grantee, subgrantee, or subcontractor) must:

- Have been duly organized, in existence, and in good standing for at least six (6) months prior to the effective date of its Grant Agreement with the BSCC or with the start date of the grantee's subcontract agreement;

Note: Non-governmental entities that have recently reorganized or have merged with other qualified non-governmental entities that were in existence prior to the six (6) month date are also eligible, provided all necessary agreements have been executed and filed with the [California Secretary of State](#) prior to the start date of the Grant Agreement with the BSCC or the start date of the grantee's subcontract agreement.

- Be registered with the [California Secretary of State's Office](#), if applicable;
- Be registered with the [California Office of the Attorney General, Registry of Charitable Trusts](#), if applicable;
- Have a valid Employer Identification Number (EIN) or Taxpayer ID (if sole proprietorship);
- Have a valid business license, if applicable;
- Have no outstanding civil judgments or liens; and
- Have any other state or local licenses or certifications necessary to provide the services requested (e.g., facility licensing by the Department of Health Care Services), if applicable.

In addition to the administrative criteria listed above, any non-governmental, community-based organization service provider that receives Proposition 47 grant funds must have a proven track record working with the target population and the capacity to support data collection and evaluation efforts.

² Non-Governmental Organizations (NGOs) include community-based organizations, faith-based organizations, non-profit organizations/501(c)(3)s, for profit service providers, evaluators (except government institutions such as universities), grant management companies and any other non-governmental agency or individual.

NOTE: These criteria do not apply to government organizations (e.g., counties, cities, school districts, etc.).

All applicants must complete, sign, and submit the *Criteria for Non-Governmental Organizations Receiving BSCC Grant Subawards* form (see **Appendix A**), even if there are no plans to subcontract at the time of submission or if the name of the subcontracted party is unknown. A signature on this form provides an assurance to BSCC that the signing authority has read and acknowledged these terms, should the applicant choose to enter into an agreement with an NGO at a later date.

Once under contract, grantees must submit an updated *Criteria for Non-Governmental Organizations Receiving BSCC Grant Funds* form throughout the life of the grant agreement for any additional NGOs that receive funds through subcontracts after awards are made. The BSCC will not reimburse for costs incurred by NGOs that do not meet the BSCC's requirements.

Audit Requirement

Grantees are required to provide the BSCC with a program-specific compliance audit that covers the service delivery period of the grant. The audit report will be due no later than **June 30, 2028**. The program-specific compliance audit shall be performed by a Certified Public Accountant or a participating county or city auditor that is organizationally independent from the participating county or city's project financial management functions. Expenses for the final audit may be reimbursed for actual costs up to \$25,000.

In addition, BSCC reserves the right to call for a program or financial audit at any time between the execution of the grant agreement and three (3) years following the end of the grant period. The Department of General Services, State Controller³, the California State Auditor, the Department of Finance, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this grant.

Grantee Orientation

Following the start of the grant period, BSCC staff will conduct a mandatory Virtual Grantee Orientation (date to be determined). The purpose of this mandatory session is to review the program requirements, invoicing, and budget modification processes, data collection and reporting requirements, as well as other grant management and monitoring activities. Typically, the Project Director, Financial Officer, and Day-to-Day Contact must attend. Grantees are also strongly encouraged to include the individual tasked with Data Collection and Evaluation and a minimum of one community partner.

Invoicing for Grant Expenditures

Disbursement of grant funds occurs on a reimbursement basis for costs incurred during a reporting period. The State Controller's Office (SCO) will issue the warrant (check) to the individual designated as the Financial Officer for the grant. Grantees will submit invoices to the BSCC on quarterly basis through an online process no later than 45 days following the end of the invoicing period (**grantees wishing to invoice on a monthly basis must request an exception prior to entering into Grant Agreement**).

³ The State Controller has independent authority to audit Proposition 47 grant programs administered by the BSCC. (Gov. Code, § 7599.2, subd. (c).)

Grantees must maintain adequate supporting documentation for all costs claimed on invoices. BSCC staff will conduct a desk review process which requires grantees to submit electronic documentation to support all grant funds claimed during the invoicing period. In addition, BSCC staff will conduct on-site monitoring visits that will include a review of documentation maintained as substantiation for project expenditures with grant funds.

Additional information about invoicing can be found in the BSCC Grant Administration Guide located on the BSCC [website](#).

Travel

Travel is usually warranted when personal contact by project staff is the most appropriate method of conducting project-related business. Travel to and from training conferences may also be allowed. The most economical method of transportation, in terms of direct expenses to the project and the employee's time away from the project, must be used. Projects are required to include sufficient per diem and travel allocations for project-related personnel, as outlined in the Grant Award, to attend any mandated BSCC training conferences or workshops outlined in the terms of the program.

- **Units of Government**

Units of government may follow either their own written travel and per diem policy or the State's policy. Units of government that plan to use cars from a state, county, city, district carpool, or garage may budget either the mileage rate established by the carpool or garage, or the state mileage rate, not to exceed the leasing agency rate.

- **Non-Governmental Organizations (NGOs)**

An NGO receiving BSCC funds must use the State travel and per diem policy, unless the Grantee's written travel policy is more restrictive than the State's, in which case it must be used. Reimbursement is allowed for the cost of commercial carrier fares, parking, bridge, and road tolls, as well as necessary taxi, bus, and streetcar fares.

- **Out-of-State Travel**

Out-of-state travel is restricted and only allowed in exceptional situations. Grantees must receive written BSCC approval prior to incurring expenses for out-of-state travel. Even if previously authorized in the Grant Award, Grantees must submit to the BSCC a separate formal request (on Grantee letterhead) for approval. Out-of-state travel requests must include a detailed justification and budget information.

Compliance Monitoring Visits

The BSCC staff will monitor each project to assess whether the project is in compliance with grant requirements and making progress toward grant objectives. As needed, monitoring visits may also occur to provide technical assistance on fiscal, programmatic, evaluative, and administrative requirements. For your reference, a sample Comprehensive Monitoring Visit checklist can be found on the Corrections Planning and Grant Programs [website](#).

Overview of the RFP Process

Confirmation of Receipt of Proposal

Upon submission of a proposal in the BSCC Submittable Application Portal, applicants will receive a confirmation email from the BSCC stating that the proposal has been received.

Disqualification

Disqualification” means the proposal will not move forward to the Scoring Panel for the Proposal Rating Process and, therefore, will NOT be considered for funding under this grant.

■■■■ STOP ■■■■ PLEASE READ CAREFULLY!

The following will result in an automatic disqualification:

- Proposal submission is not received by **5:00 P.M. (PST) Monday, June 10, 2024.** *(Allow sufficient time to upload all required documents in the BSCC Submittable Application portal. Do not wait until the last minute!)*
- Proposal is not submitted via the BSCC Submittable portal. **Email submissions will not be accepted.**
- Applicant is not a public agency as defined in Penal Code section 6046.1, subdivision (c).
- Proposal does not address one or more of the program areas required by Proposition 47: mental health services, substance use disorder treatment, and/or diversion.
- Budget Attachment (Excel attachment) is not submitted through the BSCC Submittable Portal.
- Budget Attachment does not clearly show the mandatory 50 percent pass-through to one or more community-based organizations.
- Funding request exceeds allowable amount in the Large Scope funding category.
- Applicant is proposing to provide services in a custodial setting (with the exception of in-reach and reentry planning).
- Attachments are illegible.
- Attachments will not open or the files are corrupted.

Proposal Rating Process

Unless disqualified, proposals will advance to the Scoring Panel for the Proposal Rating Process. Proposals will be evaluated in accordance with the BSCC's [Grant Proposal Evaluation Process](#) and as described below. The Scoring Panel will read and assign ratings to each proposal in accordance with the prescribed rating factors listed in the table below. Scoring Panel members will base their points on how well an applicant addresses the criteria listed under each rating factor within the Proposal Narrative and Budget Sections. Scoring Panel ratings, once submitted to the BSCC, will be final.

At the conclusion of this process, applicants will be notified of the Scoring Panel's funding recommendations. It is anticipated that the Board will act on the recommendations at its meeting in September 2024. Applicants and partners are not to contact members of the Scoring Panel or the BSCC Board to discuss proposals.

Rating Factors

The Rating Factors that will be used and the maximum points allocated to each factor are shown in the table below. Applicants are asked to address each of these factors as part of their proposal. The Proposition 47 ESC assigned a percent value to each Rating Factor, correlating to its importance within the overall project (see Percent of Total Value column).

| | Rating Factors | Point Range | Percent of Total Value | Weighted Rating Factor Score |
|---|--------------------------------|-------------|------------------------|------------------------------|
| 1 | Project Need | 0 - 5 | 25% | 50 |
| 2 | Community Engagement | 0 - 5 | 15% | 30 |
| 3 | Project Description | 0 - 5 | 30% | 60 |
| 4 | Data Collection and Evaluation | 0 - 5 | 15% | 30 |
| 5 | Project Budget | 0 - 5 | 15% | 30 |
| Total Score (before Preference Points): | | | 100% | 200 |
| Preference Points: Applicants are required to dedicate a minimum of 50 percent of the grant funds requested to subcontracts with non-governmental, community-based organizations. Additional points will be added to the final score if an applicant dedicates 60 percent or more, as follows: <div>60-69 percent of grant funds = 2 additional points 70+ percent of grant funds = 4 additional points</div> | | | | |
| Maximum Possible Score with Preference Points: | | | | 204 |

Scoring Panel members will rate an applicant's response to each Rating Factor on a scale from 0 to 5, according to the Six-Point Rating Scale shown below. For each Rating Factor, the rating point received is then weighted according to the "Percent of Total Value" column associated with the Rating Factor to arrive at the final Weighted Rating Factor Score. The Weighted Rating Factor Scores are then added together for a Total Score. Preference points are added to the Total Score, as applicable. The Maximum Possible Proposal Score is **204**.

Preference Points

An applicant may earn up to four additional points based on the amount of grant funds that are dedicated to non-governmental, community-based organizations. Specifically, applicants are required to dedicate a minimum of 50 percent of their grant funds to subcontracts with non-governmental, community-based organizations. An additional two points will be added to the final score if an applicant dedicates 60 to 69 percent of grant funds to a non-governmental, community-based organization, and an additional four points if the applicant dedicates 70 percent or more.

Six Point Rating Scale

| Not Responsive 0 | Poor 1 | Fair 2 | Satisfactory 3 | Good 4 | Excellent 5 |
|--|--|---|--|--|---|
| The response fails to address the criteria. | The response addresses the criteria in a very inadequate way. | The response addresses the criteria in a non-specific or unsatisfactory way. | The response addresses the criteria in an adequate way. | The response addresses the criteria in a substantial way. | The response addresses the criteria in an outstanding way. |

Minimum Scoring Threshold

To be considered for funding, a proposal must meet a threshold of **65 percent (65%)**, or a minimum Proposal Score of **130** total points.

Funding Decisions

Applicants will compete for funds within either the Small or Large Scope category. Once the proposals have been scored and ranked, BSCC will move down the ranked lists to fund all qualified applicants (i.e., proposals that meet the scoring threshold requirements) in each category until all funds in that category are exhausted. Applicants that fall at the cut-off point may be offered a partial award if there are not sufficient remaining funds to make a full award.

If there are not sufficient qualified applicants to exhaust all funds in one category, those funds will be recommended for qualified applicants in the other category. Any funds remaining after all possible qualified applicants have been funded will be held for the next Proposition 47 Request for Proposal.

Summary of Key Dates

The following table shows a timeline of key dates related to the Proposition 47 Cohort 4 Grant Program.

| Activity | Tentative Timeline |
|--|-------------------------------|
| Release Request for Proposals | April 12, 2024 |
| Optional “Letter of Intent to Apply” Due | May 10, 2024 |
| Rater Panel Recruitment and Formation | April to June 2024 |
| Grant Information Session for Prospective Applicants | April 30, 2024 |
| Proposals Due to the BSCC | June 10, 2024 |
| Proposal Rating Process and Development of Funding Recommendations | June to August 2024 |
| BSCC Board Considers Funding Recommendation | September 12, 2024 |
| Grant Period Begins | October 1, 2024 |
| Mandatory New Grantee Orientation | TBD, October or November 2024 |
| Grant Service Period Ends | March 31, 2028 |
| Final Evaluation Report and Audit Report Due and Grant End Date | June 30, 2028 |

PART II: PROPOSAL INSTRUCTIONS

The following section contains pertinent information on how to complete the Proposition 47 Grant Proposal Package. The proposal and all required attachments are provided on the BSCC [Proposition 47 website](#).

Proposal Narrative and Budget Instructions

The five rating factors will be addressed in two separate parts, the Proposal Narrative and the Proposal Budget Section, as shown here:

| Section | Rating Factors | Percent of Total Value | Addressed in: |
|---------|--------------------------------|------------------------|---|
| 1 | Project Need | 25% | Proposal Narrative |
| 2 | Community Engagement | 15% | |
| 3 | Project Description | 30% | |
| 4 | Data Collection and Evaluation | 15% | |
| 5 | Project Budget | 15% | Budget Attachment (Excel Attachment) |

Proposal Narrative Instructions

Applicants will complete the Proposal Narrative by accessing the BSCC Submittable Application Portal (see Submittable Instructions on page 2) and responding to a series of prompts. The Proposal Narrative section must address Rating Factors 1-4, as listed in the table above. Within each section, address the Rating Criteria (found on the following pages) in a cohesive, comprehensive narrative format.

Within the Proposal Narrative, each Rating Factor has a character limit as shown below:

| Rating Factor | | Total Characters | Microsoft Word Equivalent* |
|---------------|--------------------------------|------------------|----------------------------|
| 1 | Project Need | 8,948 | Up to four (4) pages |
| 2 | Community Engagement | 6,711 | Up to three (3) pages |
| 3 | Project Description | 11,185 | Up to five (5) pages |
| 4 | Data Collection and Evaluation | 6,711 | Up to three (3) pages |

**Assumes text is in a Microsoft Word document in Arial 12-point font with one-inch margins on all four sides and at 1.5-line spacing.*

Character Counter

The BSCC Submittable Application portal includes an automatically enabled character counter. This feature shows the number of characters used and the remaining number of characters before the limit is met. If the limit is exceeded, a red prompt will appear with the message "You have exceeded the character limit." The Submittable Application portal will not allow applicants to submit the Proposition 47 Cohort 4 Proposal Narrative until they comply with all character limit requirements.

Bibliography

Applicants may, but are not required to, include a bibliography containing citations, using either the Modern Language Association (MLA) or American Psychological Association (APA) style in the "OPTIONAL Bibliography" field on the BSCC Submittable Application page. The bibliography may not exceed **2,218 total characters** (includes punctuation, numbers, spaces, and any text). In Microsoft Word, this is approximately one (1) page in Arial 12-point font with one-inch margins on all four sides and at 1.5-line spacing.

Required Attachments

In addition to the Proposal Narrative, the following attachments, located on the BSCC [Proposition 47 website](#), must be completed and uploaded in the identified fields in the BSCC Submittable portal at the time of submission (unless noted as "if applicable" below):

- Budget Attachment (Project Budget Table and Budget Narrative)
- Proposition 47 Cohort 4 Work Plan (**Attachment H**)
- Criteria for Non-Governmental Organizations Receiving BSCC Grant Subawards (**Appendix B**)
- Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft, and Embezzlement (**Appendix C**)
- Proposition 47 Local Advisory Committee Membership Roster (**Attachment E**)
- Proposition 47 Local Advisory Committee Letter of Agreement (**Attachment F**)
- Governing Board Resolution – Sample (*not required at time of submission; however, must be submitted if awarded grant funds*) (**Attachment G**)

Note: Letters of general support (i.e., from elected officials, community members, etc.) from individuals not actually working on the grant project will not be accepted. If these are uploaded to Submittable, they will be discarded.

Proposal Narrative Rating Factors

Section 1: Project Need (Percent Value – 25%)

Within this section, address the criteria that defines the Project Need Rating Factor (see table below) in a cohesive, comprehensive, and concise narrative format.

| | |
|---|--|
| Project Need: The applicant described a community need that is pertinent to the intent of the grant program. The elements that comprise the Rating Factor are listed below. Addressing each element does not in itself merit a high rating; rather, although each element is to be addressed (when applicable), it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5. | |
| 1.1 | Identify and describe the need to be addressed by the Proposition 47 program. Include: <ul style="list-style-type: none">• Quantitative and qualitative data to support the need,• Gaps in services that contribute to the need, and• Citations of data sources. |
| 1.2 | Identify and describe the target population. The description should: <ul style="list-style-type: none">• Demonstrate that the target population is measurable,• How it correlates to the need,• Include quantitative and qualitative data to support the description, and• Include citations of data sources. |
| 1.3 | Describe the steps that will be taken to address the needs of underserved populations in the community, including disparities based on race, ethnicity, gender, sexual orientation, immigration status, etc. |
| 1.4 | Describe how the need(s) and target population align with the intent of Proposition 47 (see Attachment A). |

Section 2: Community Engagement (Percent Value – 15%)

Within this section address the criteria that defines the Community Engagement Rating Factor (see table below) in a cohesive, comprehensive, and concise narrative format.

| | |
|---|--|
| Community Engagement: The applicant provided a description of the community engagement process that is related to the need(s) and intent of the grant. The elements that comprise the Rating Factor are listed below. Addressing each element does not in itself merit a high rating; rather, although each element is to be addressed, it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5. | |
| 2.1 | <p>The Proposition 47 Local Advisory Committee Membership Roster (Attachment E), as is the Letter of Agreement (Attachment F) signed by all members. The make-up of the committee should:</p> <ul style="list-style-type: none">• Include a diverse group of stakeholders and other interested parties, and• Reflect the make-up and culture of the community and identified need. |
| 2.2 | <p>Describe the engagement process used to solicit membership to the Proposition 47 Local Advisory Committee. The description should address:</p> <ul style="list-style-type: none">• How input was obtained from a cross-section of stakeholders and other interested parties,• How and why certain community partners were selected, and• Steps taken to ensure the process was fair, inclusive, comprehensive, and transparent. |
| 2.3 | <p>Describe the process of ensuring the Proposition 47 Local Advisory Committee meetings are sufficiently noticed, accessible to the public and include opportunities for participation.</p> |

Section 3: Project Description (Percent Value – 30%)

Within this section address the criteria that defines the Project Description Rating Factor (see table below) in a cohesive, comprehensive, and concise narrative format.

| Project Description: The applicant provided a description of the project that is related to the need(s) and intent of the grant. The elements that comprise the Rating factor are listed below. Addressing each element does not in itself merit a high rating; rather, although each element is to be addressed, it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5. | |
|---|--|
| 3.1 | <p>Describe the proposed program goals, objectives and impacts that includes the relationship to the need and intent of the Prop 47 program. In addition:</p> <ul style="list-style-type: none">• Complete the Project Work Plan (Attachment H), identifying the top three goals and objectives of the project and how these will be achieved in terms of the activities, responsible staff/partner agencies, outcome measures, data sources and start and end dates. |
| 3.2 | <p>Describe how the target population will be identified according to the following criteria:</p> <ul style="list-style-type: none">• Referral process,• Risk/needs assessments, and• Having a mental health or substance use disorder need. |
| 3.3 | <p>Describe the types of service, sources of service, and method of delivery that will be made available to the target population, including:</p> <ul style="list-style-type: none">• The plan for selecting the types and kinds of services to be provided to each participant (e.g., risk and needs assessments).• The projected number of the target population to be served and a plan for ensuring that individuals who have been most impacted by Proposition 47, with an emphasis on racial and ethnic disparities, receive the proposed services.• How the services will be delivered, including length and duration.• How the design and implementation plan of the project demonstrates value in community partnerships and collaboration.• The roles, responsibilities and activities of the case managers, system navigators or other staff delivering services. |
| 3.4 | <p>Describe how the service delivery approach:</p> <ul style="list-style-type: none">• Is culturally competent and responsive, trauma-informed, gender responsive, and provides for accessibility,• Advances principles of Restorative Justice, and• Acknowledges and addresses known barriers to serving target populations. |

Section 3: Project Description (continued)

| | |
|-----|---|
| 3.5 | <p>Describe the process used to determine who will provide services, including:</p> <ul style="list-style-type: none">• How providers address the needs and interests of the target population• How the providers' administration (staff, leadership, etc.) involves people with lived experience, have been system impacted, or have varying educational levels and life experiences. |
| 3.6 | <p>Describe the plan to minimize start-up time so that services can be delivered as soon as possible.</p> |
| 3.7 | <p>Describe how the project meets the spirit and intent behind the statute and the Proposition 47 Guiding Principles.</p> |
| 3.8 | <p>If your agency plans to leverage outside funds, include a brief description of which "other federal, state, and local funds or other social investments" will be leveraged and how they will contribute toward the success of the proposed project. If you do not plan to leverage outside funds, explain why.</p> |

Section 4: Project Evaluation and Monitoring (Percent Value – 15%)

Within this section, address the criteria that define the Project Evaluation and Monitoring Rating Factor (see table below) in a cohesive, comprehensive, and concise narrative format.

| | |
|---|--|
| Project Evaluation and Monitoring: The applicant described how it will monitor and evaluate the effectiveness of the proposed project. The elements that comprise the Rating Factor are listed below. Addressing each element does not in itself merit a high rating; rather, although each element is to be addressed, it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5. | |
| 4.1 | Describe the plan to determine the staff and/or entity that will conduct the project evaluation and how monitoring activities to ensure that interventions are implemented as intended will be incorporated in the various phases of the project; for example, start-up, implementation, service delivery period, etc. |
| 4.2 | Identify the process and outcome measures that are quantifiable and in line with the intent of Proposition 47, the proposed project, and the goals and objectives listed in the Work Plan. Recidivism, as defined by the BSCC, must be included as an outcome measure. |
| 4.3 | Describe the preliminary research plan for how the applicant will collect and evaluate baseline and outcome data related to the process and outcome indicators identified in 4.2. Describe a plan for entering into data sharing agreements, including agreements to obtain recidivism data. |

Proposal Budget Instructions

As part of the application process, applicants are required to complete and upload a Proposal Budget with Budget Narrative (“Proposition 47 Budget Attachment”) in the identified field on the BSCC Submittable Application portal. The Proposition 47 Budget Attachment (an Excel workbook) is provided on the BSCC [Proposition 47 website](#).

- *Detailed instructions for completing the Budget Attachment are listed in the **Instructions tab** of the Excel workbook.*
- *Remember: Grantees are required to budget a minimum of 5 percent (or \$50,000, whichever is greater), but not more than 10 percent, of the total grant funds requested in the Data Collection and Evaluation budget category.*

Applicants are solely responsible for the accuracy and completeness of the information entered in the Budget Attachment. All project costs must be directly related to the objectives and activities in the project. **Do not submit an annual budget; the grant funds requested in the Budget Attachment must cover the entire grant period.**

Generally, once an award is approved by the Board, the proposed budget becomes the approved grant budget and will be incorporated in the Standard Grant Agreement. However, applicants should be aware that budgets *will be subject to review and approval by the BSCC staff to ensure all proposed costs listed within the Proposal Budget are allowable and eligible for reimbursement*. In these situations, the revised grant budget will be used for the Grant Agreement. For additional guidance related to grant budgets, refer to the July 2023 [BSCC Grant Administration Guide](#).

Proposal Budget Rating Factor

The following items are rated as part of this section and must be addressed by the applicant in the Budget Attachment.

Section 5: Budget Attachment (Percent Value – 15%)

| Proposal Budget: The applicant provided a complete Budget Attachment (Budget Table with Budget Narrative) for the proposed project. The elements against which the Budget Attachment will be rated are listed below. Addressing each element does not itself merit a high rating; rather, although each element is to be addressed, it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5. | |
|---|--|
| 5.1 | Provide complete and detailed budget information in each section of the Proposition 47 Budget Attachment that includes: <ul style="list-style-type: none">• A brief explanation supporting each expense.• Expenses that are appropriate for the project’s goals and planned activities. |
| 5.2 | In the “Leveraged Funds” column, show outside funds if any, including “other federal, state, and local funds or other social investments” that you plan to include as a part of the proposed grant project. |

PART III: ATTACHMENTS and APPENDICES

This section includes the following Attachments and Appendices:

- **Attachment A:** Proposition 47 Ballot Measure (*reference only*)
- **Attachment B:** Assembly Bill 1056 (2015) (*reference only*)
- **Attachment C:** Proposition 47 Cohort 3 Grantees (*reference only*)
- **Attachment D:** Glossary of Key Terms (*reference only*)
- **Attachment E:** Proposition 47 Local Advisory Committee Membership Roster **(REQUIRED)**
- **Attachment F:** Proposition 47 Local Advisory Committee Letter of Agreement, signed by all members **(REQUIRED)**
- **Attachment G:** Sample Governing Board Resolution (*must be submitted once grant funds are awarded*)
- **Attachment H:** Proposition 47 Project Work Plan **(REQUIRED)**
- **Appendix A:** Proposition 47 Executive Steering Committee Roster (*reference only*)
- **Appendix B:** Criteria for Non-Governmental Organizations Receiving BSCC Grant Subawards **(REQUIRED)**
- **Appendix C:** Certification of Compliance with BSCC Policies Regarding Debarment, Fraud, Theft, and Embezzlement **(REQUIRED)**

Attachment A: Proposition 47 Ballot Measure

Proposition 47 – In Pertinent Part

THE SAFE NEIGHBORHOODS AND SCHOOLS ACT

SEC. 4. Chapter 33 (commencing with Section 7599) is added to Division 7 of Title 1 of the Government Code, to read:

Chapter 33. Creation of Safe Neighborhoods and Schools Fund

7599. (a) A fund to be known as the "Safe Neighborhoods and Schools Fund" is hereby created within the State Treasury and, notwithstanding Section 13340 of the Government Code, is continuously appropriated without regard to fiscal year for carrying out the purposes of this chapter. (b) For purposes of the calculations required by Section 8 of Article XVI of the California Constitution, funds transferred to the Safe Neighborhoods and Schools Fund shall be considered General Fund revenues which may be appropriated pursuant to Article XIII B.

7599.1. Funding Appropriation.

(a) On or before July 31, 2016, and on or before July 31 of each fiscal year thereafter, the Director of Finance shall calculate the savings that accrued to the state from the implementation of the act adding this chapter ("this act") during the fiscal year ending June 30, as compared to the fiscal year preceding the enactment of this act. In making the calculation required by this subdivision, the Director of Finance shall use actual data or best available estimates where actual data is not available. The calculation shall be final and shall not be adjusted for any subsequent changes in the underlying data. The Director of Finance shall certify the results of the calculation to the Controller no later than August 1 of each fiscal year.

(b) Before August 15, 2016, and before August 15 of each fiscal year thereafter, the Controller shall transfer from the General Fund to the Safe Neighborhoods and Schools Fund the total amount calculated pursuant to subdivision (a).

(c) Moneys in the Safe Neighborhoods and Schools Fund shall be continuously appropriated for the purposes of this act. Funds transferred to the Safe Neighborhoods and Schools Fund shall be used exclusively for the purposes of this act and shall not be subject to appropriation or transfer by the Legislature for any other purpose. The funds in the Safe Neighborhoods and Schools Fund may be used without regard to fiscal year.

7599.2. Distribution of Moneys from the Safe Neighborhoods and Schools Fund.

(a) By August 15 of each fiscal year beginning in 2016, the Controller shall disburse moneys deposited in the Safe Neighborhoods and Schools Fund as follows:

(1) Twenty-five percent to the State Department of Education, to administer a grant program to public agencies aimed at improving outcomes for public school pupils in kindergarten and grades 1 to 12, inclusive, by reducing truancy and supporting students who are at risk of dropping out of school or are victims of crime.

(2) Ten percent to the California Victim Compensation and Government Claims Board, to make grants to trauma recovery centers to provide services to victims of crime pursuant to Section 13963.1 of the Government Code.

(3) Sixty-five percent to the Board of State and Community Corrections, to administer a grant program to public agencies aimed at supporting mental health treatment, substance abuse treatment, and diversion programs for people in the criminal justice system, with an emphasis on programs that reduce recidivism of people convicted of less serious crimes, such as those covered by this measure, and those who have substance abuse and mental health problems.

(b) For each program set forth in paragraphs (1) to (3), inclusive, of subdivision (a), the agency responsible for administering the programs shall not spend more than 5 percent of the total

funds it receives from the Safe Neighborhoods and Schools Fund on an annual basis for administrative costs.

(c) Every two years, the Controller shall conduct an audit of the grant programs operated by the agencies specified in paragraphs (1) to (3), inclusive, of subdivision (a) to ensure the funds are disbursed and expended solely according to this chapter and shall report his or her findings to the Legislature and the public.

(d) Any costs incurred by the Controller and the Director of Finance in connection with the administration of the Safe Neighborhoods and Schools Fund, including the costs of the calculation required by Section 7599.1 and the audit required by subdivision (c), as determined by the Director of Finance, shall be deducted from the Safe Neighborhoods and Schools Fund before the funds are disbursed pursuant to subdivision (a).

(e) The funding established pursuant to this act shall be used to expand programs for public school pupils in kindergarten and grades 1 to 12, inclusive, victims of crime, and mental health and substance abuse treatment and diversion programs for people in the criminal justice system. These funds shall not be used to supplant existing state or local funds utilized for these purposes.

(f) Local agencies shall not be obligated to provide programs or levels of service described in this chapter above the level for which funding has been provided.

Attachment B: Assembly Bill 1056 (2015)

[Approved by Governor October 02, 2015. Filed with Secretary of State October 02, 2015.]

AB 1056, Atkins. Second Chance Program.

(1) Existing law, until January 1, 2020, establishes the Social Innovation Financing Program, and requires the Board of State and Community Corrections to administer the program. Existing law, among other things, authorizes the board, upon appropriation of funds by the Legislature for deposit into the Recidivism Reduction Fund, to award grants in amounts of not less than \$500,000 and not more than \$2,000,000 to each of 3 counties, selected as specified, for the purpose of entering into a pay for success or social innovation financing contract, pursuant to which private investors agree to provide financing to service providers to achieve social outcomes agreed upon in advance and the government agency that is a party to the contractual agreement agrees to pay a return on the investment to the investors if successful programmatic outcomes are achieved by the service provider. Existing law limits the total amount of the grants awarded to \$5,000,000. Existing law requires each county receiving an award to report annually to the Governor and Legislature on the status of its program. Existing law requires the board to compile the county reports and submit a summary report to the Governor and the Legislature annually.

This bill would extend the operation of that program and the reporting requirements until January 1, 2022.

This bill would also require the board to administer a competitive grant program that focuses on community-based solutions for reducing recidivism. The bill would establish minimum criteria for the grant program and would require the board to establish an executive steering committee, as specified, to make recommendations regarding the design, efficacy, and viability of proposals and to make recommendations on guidelines for the submission of proposals for the grant program, including threshold or scoring criteria, or both. Among other things, the bill would require those guidelines to prioritize proposals that advance principles of restorative justice while demonstrating a capacity to reduce recidivism, and that leverage certain other federal, state, and local funds or social investments. The bill would define recidivism, for the purposes of these provisions, as a conviction of a new felony or misdemeanor committed within 3 years of release from custody or committed within 3 years of placement on supervision for a previous criminal conviction.

(2) The Safe Neighborhoods and Schools Act establishes within the State Treasury the Safe Neighborhoods and Schools Fund to receive moneys transferred from the General Fund in an amount equal to the savings resulting from the implementation of the act, as specified. The act requires that 65% of the moneys in the Safe Neighborhoods and Schools Fund be allocated the Board of State and Community Corrections to administer a grant program to public agencies aimed at supporting specified types of programs, including diversion programs, for people in the criminal justice system with an emphasis on programs that reduce recidivism, as specified.

This bill would create the Second Chance Fund in the State Treasury for the purpose of funding the above-described recidivism reduction program. The bill would require the Controller, upon order of the Director of Finance, to transfer the moneys available to the Board of State and Community Corrections from the Safe Neighborhoods and Schools Fund into the Second Chance Fund. The bill would also authorize the Second Chance Fund to receive moneys from any other federal, state, or local grant, or from any private donation. The bill would prohibit the board from using the moneys in the fund to supplant existing programs and from spending more than 5% per year of the total moneys in the fund for administrative purposes.

The bill would require the board to administer these provisions, and moneys in the fund would be continuously appropriated to the board for expenditure for these purposes. By creating a continuously appropriated fund, this bill would make an appropriation.

(3) The Safe Neighborhoods and Schools Act provides that its provisions may be amended by a statute, passed by a $\frac{2}{3}$ vote of each house of the Legislature and signed by the Governor, that is consistent with and furthers the intent of the act.

This bill would declare that its provisions further the intent of the Safe Neighborhoods and Schools Act.

BILL TEXT

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1.

The Legislature finds and declares all of the following:

(a) California voters approved Proposition 47, known as the Safe Neighborhoods and Schools Act of 2014. The measure was enacted to ensure that prison spending is focused on violent and serious offenses, to maximize alternatives for nonviolent and nonserious crime, and to invest the resulting savings into prevention and support programs.

(b) Research has shown that people in the criminal justice system disproportionately suffer from mental health issues and substance use disorders. Nationally, over one-half of all people in prisons or jails have experienced a mental health issue within the last year, and over one-half of women and 44 percent of men in jail have a drug or alcohol dependency.

(c) People in the criminal justice system and formerly incarcerated individuals have difficulty securing housing and employment following their incarceration. These challenges are compounded for people living with mental health issues or substance use disorders. As a result, many formerly incarcerated people, especially those with mental health issues or substance abuse disorders experience homelessness. Experiencing homelessness greatly increases the likelihood that a formerly incarcerated person will recidivate.

(d) Offering people in the criminal justice system and formerly incarcerated individuals meaningful access to mental health services, substance use treatment services, housing, housing-related job assistance, job skills training, and other community-based supportive services has been shown to decrease the likelihood of future contact with law enforcement and the criminal justice system.

(e) Prioritizing the state savings realized by the implementation of the Safe Neighborhoods and Schools Act of 2014 for projects that combine mental health services, substance use treatment services, housing, housing-related job assistance, job skills training, and other community-based supportive services will help the state meaningfully reduce recidivism.

(f) By prioritizing projects that offer comprehensive interventions, the Legislature intends for public agencies, nonprofits, and other community-based providers of services to people in the criminal justice system and formerly incarcerated individuals to leverage additional federal, state, and local funds for social investment resources.

(g) The Legislature intends to promote the use of restorative justice principles in addressing recidivism.

SEC. 2.

Section 97013 of the Government Code is amended to read:

97013.

(a) Each county receiving an award shall report annually to the board on the status of its ongoing social innovation financing program. The report shall also contain an accounting of the moneys awarded.

(b) The board shall compile the county reports and submit a summary report to the Governor and Legislature annually.

(c) A report made pursuant to this section shall be made in accordance with the requirements of Section 9795.

(d) This section shall remain in effect only until January 1, 2022, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2022, deletes or extends that date.

SEC. 3.

Section 97015 of the Government Code is amended to read:

97015.

This title shall remain in effect only until January 1, 2022, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2022, deletes or extends that date.

SEC. 4.

Article 5 (commencing with Section 6046) is added to Chapter 5 of Title 7 of Part 3 of the Penal Code, to read:

Article 5. Second Chance Program

6046.

(a) The purpose of this article is to build safer communities by investing in community-based programs, services, and initiatives for formerly incarcerated individuals in need of mental health and substance use treatment services.

(b) The program established pursuant to this article shall be restricted to supporting mental health treatment, substance use treatment, and diversion programs for persons in the criminal justice system, with an emphasis on programs that reduce recidivism of persons convicted of less serious crimes, such as those covered by the Safe Neighborhoods and Schools Act of 2014, and those who have substance use and mental health problems.

(c) The Board of State and Community Corrections shall administer a grant program established pursuant to this article.

6046.1.

For the purposes of this article, the following definitions shall apply:

(a) "Board" means the Board of State and Community Corrections.

(b) "Fund" means the Second Chance Fund established pursuant to Section

6046.2.

(c) "Public agency" means a county, city, whether a general law city or a chartered city, or city and county, the duly constituted governing body of an Indian reservation or rancheria, a school district, municipal corporation, district, political subdivision, or any board, commission, or agency thereof, entities that are legislative bodies of a local agency pursuant to subdivision (c) or (d) of Section 54952 of the Government Code, a housing authority organized pursuant to Part 2 (commencing with Section 34200) of Division 24 of the Health and Safety Code, a state agency, public district, or other political subdivision of the state, or any instrumentality thereof, which is authorized to engage in or assist in the development or operation of housing for persons and families of low or moderate income.

(d) "Recidivism" means a conviction of a new felony or misdemeanor committed within three years of release from custody or committed within three years of placement on supervision for a previous criminal conviction.

6046.2.

(a) The Second Chance Fund is hereby created in the State Treasury. The board shall be responsible for administering the fund. Moneys in the fund are hereby continuously appropriated without regard to fiscal year for the purposes of this article.

(b) (1) The Controller, upon order of the Director of Finance, shall transfer moneys available to the Board of State and Community Corrections pursuant to paragraph (3) of subdivision (a) of Section 7599.2 of the Government Code into the Second Chance Fund.

(2) The Second Chance Fund may receive moneys from any other federal, state, or local grant, or from any private donation or grant, for the purposes of this article.

(c) The board shall not spend more than 5 percent annually of the moneys in the fund for administrative costs.

6046.3.

(a) The board shall administer a competitive grant program to carry out the purposes of this article that focuses on community-based solutions for reducing recidivism. The grant program shall, at minimum, do all of the following:

(1) Restrict eligibility to proposals designed to serve people who have been arrested, charged with, or convicted of a criminal offense and have a history of mental health or substance use disorders.

(2) Restrict eligibility to proposals that offer mental health services, substance use disorder treatment services, misdemeanor diversion programs, or some combination thereof.

(3) Restrict eligibility to proposals that have a public agency as the lead applicant.

(b) The board shall form an executive steering committee that includes, but is not limited to, a balanced and diverse membership from relevant state and local government entities, community-based treatment and service providers, and the formerly incarcerated community. The committee shall have expertise in homelessness and housing, behavioral health and substance abuse treatment, and effective rehabilitative treatment for adults and juveniles. The committee shall make recommendations regarding the design, efficacy, and viability of proposals, and make recommendations on guidelines for the submission of proposals, including threshold or scoring criteria, or both, that do all of the following:

(1) Prioritize proposals that advance principles of restorative justice while demonstrating a capacity to reduce recidivism.

(2) Prioritize proposals that leverage other federal, state, and local funds or other social investments, such as the following sources of funding:

(A) The Drug Medi-Cal Treatment Program (22 Cal. Code Regs. 51341.1, 51490.1, and 51516.1).

(B) The Mental Health Services Act, enacted by Proposition 63 at the November 2, 2004, general election, as amended.

(C) Funds provided for in connection with the implementation of Chapter 15 of the Statutes of 2011.

(D) The Community Corrections Performance Incentives Act (Stats. 2009, Ch. 608; Chapter 3 (commencing with Section 1228) of Title 8 of Part 2).

(E) The tax credits established pursuant to Sections 12209, 17053.57, and 23657 of the Revenue and Taxation Code.

(F) The federal Department of Housing and Urban Development funds, such as the Emergency Solutions Grant program (42 U.S.C. Sec. 11371 et seq.).

(G) The federal Department of Veterans Affairs Supportive Services for Veteran Families program (38 U.S.C. Sec. 2044).

(H) Social Innovation Funds established by the Corporation for National and Community Service pursuant to Section 12653k of Title 42 of the United States Code.

(I) The Edward Byrne Memorial Justice Assistance Grant Program (42 U.S.C. Sec. 3750 et seq.).

(3) Prioritize proposals that provide for all of the following:

(A) Mental health services, substance use disorder treatment services, misdemeanor diversion programs, or some combination thereof.

(B) Housing-related assistance that utilizes evidence-based models, including, but not limited to, those recommended by the federal Department of Housing and Urban Development. Housing-related assistance may include, but is not limited to, the following:

(i) Financial assistance, including security deposits, utility payments, moving-cost assistance, and up to 24 months of rental assistance.

(ii) Housing stabilization assistance, including case management, relocation assistance, outreach and engagement, landlord recruitment, housing navigation and placement, and credit repair.

(C) Other community-based supportive services, such as job skills training, case management, and civil legal services.

(4) Prioritize proposals that leverage existing contracts, partnerships, memoranda of understanding, or other formal relationships to provide one or more of the services prioritized in paragraph (3).

(5) Prioritize proposals put forth by a public agency in partnership with a philanthropic or nonprofit organization.

(6) Prioritize proposals that promote interagency and regional collaborations.

(7) Consider ways to promote services for people with offenses identical or similar to those addressed by the Safe Neighborhoods and Schools Act of 2014, without precluding assistance to a person with other offenses in his or her criminal history.

(8) Consider geographic diversity.

(9) Consider appropriate limits for administrative costs and overhead.

(10) Consider proposals that provide services to juveniles.

(11) Permit proposals to expand the capacity of an existing program and prohibit proposals from using the fund to supplant funding for an existing program.

SEC. 5.

The Legislature finds and declares that this act furthers the intent of the Safe Neighborhoods and Schools Act enacted by Proposition 47 at the November 4, 2014, general election.

Attachment C: Proposition 47 Cohort 3 Grantees

The following Public Agencies are current Proposition 47 Cohort 3 Grantees and are INELIGIBLE to apply for Proposition 47 Cohort 4 Grant Funds:

| |
|--|
| Alameda County Health Care Services Agency |
| Contra Costa County Office of the Public Defender |
| Corona-Norco Unified School District |
| Kern County Behavioral Health & Recovery Services |
| Los Angeles, City of, City Attorney's Office |
| Los Angeles, City of, Mayor's Office of Economic Opportunity |
| Los Angeles County – All County Public Agencies* |
| Marin County Department of Health and Human Services |
| Merced County Probation Department |
| Monterey County Health Department |
| Pasadena, City of, Public Health Department |
| Placer County Health & Human Services |
| San Diego County Chief Administrative Office |
| San Francisco Department of Public Health |
| Santa Barbara County Department of Behavioral Wellness |
| Santa Clara County Behavioral Health Services Department |
| Santa Cruz County Probation Department |
| Siskiyou County Health and Human Services Agency |
| Solano County Department of Health & Social Services |
| Sonoma County Health Department |
| Tehama County Department of Education |
| Vallejo City Police Department |
| Yolo County District Attorney |
| Yolo County Health & Human Services Agency |

**While LA County public agencies are ineligible, city public agencies and non-county public agencies within Los Angeles County are eligible. Please contact the BSCC with questions.*

Attachment D: Glossary of Key Terms

Behavioral Health Services

The promotion of mental health, resilience, and wellbeing; the treatment of mental and substance use disorders; and the support of those who experience and/or are in recovery from these conditions, along with their families and communities.

Case Management

A collaborative process which assesses, plans, implements, coordinates, monitors, and evaluates the options and services required to meet an individual's health needs, using communications and available resources to promote quality, cost effective outcomes⁴.

Community Defined Practices

A set of practices that communities have used and determined by community consensus over time and which may or may not have been measured empirically but have reached a level of acceptance by the community (Martinez, 2008). CDE practices are bottom-up/ground-up practices that come from the community and the organizations or providers who serve them. Unlike most EBPs, CDE practices are developed specifically to address the unmet needs and strengths of a cultural group; they are rooted in the community's worldview and its historical and social contexts (Community Defined Evidence Project [CDEP] Preliminary Quantitative and Qualitative Findings, 2009). CDEPs often incorporate cultural activities, cultural education, and exploration of strengths and skill development, rather than focusing solely or primarily on symptoms and health challenges (Swart, Friesen, Holman, & Aue, 2009)⁵.

Cultural Competence

Cultural competency is a developmental process in which one achieves increasing levels of awareness, knowledge, and skills along a continuum, improving one's capacity to work and communicate effectively in cross-cultural situations. Strategies for practicing cultural competency include:

- Learning about your own and others' cultural identities
- Combating bias and stereotypes
- Respecting others' beliefs, values, and communication preferences
- Adapting your services to each patient's unique needs
- Gaining new cultural experiences

Cultural Humility

Cultural humility is a reflective process of understanding one's biases and privileges, managing power imbalances, and maintaining a stance that is open to others in relation to aspects of their cultural identity that are most important to them⁶.

Strategies for practicing cultural humility include:

- Practicing self-reflection, including awareness of your beliefs, values, and implicit biases
- Recognizing what you don't know and being open to learning as much as you can

⁴ Source: Case Management Society of America

⁵ <https://cars-rp.org/MHTTC/docs/CDE-Evaluation-Resource-Compendium-PS-MHTTC.pdf>

⁶ <https://thinkculturalhealth.hhs.gov/assets/pdfs/resource-library/clas-clc-ch.pdf>

- Being open to other people's identities and empathizing with their life experiences
 - Acknowledging that the patient is their own best authority, not you
 - Learning and growing from people whose beliefs, values, and worldviews differ from yours

Crisis Residential Treatment Programs

A short-term residential program that provides a less restrictive alternative hospitalization. Provides treatment for adults with mental health crisis that require 24-hour support in order to return to community living.

Diversion Programs

In the context of criminal law, diversion refers to diverting an individual out of the criminal justice system by having them complete a diversion program rather than be incarcerated or serve another alternative sentence. Criminal charges are typically dropped when an individual successfully completes a diversion program. The purpose of a diversion program is to effect rehabilitation while avoiding the stigma of a criminal conviction.

A diversion program allows the individual to avoid prosecution by completing various requirements for the program. These requirements could include:

1. Education aimed at preventing future offenses by the offender;
2. Restitution to victims of the offense;
3. Completion of community service hours;
4. Avoiding situations for a specified period of time in the future that may lead to committing another such offense.

Diversion programs are usually only available to individuals charged with misdemeanors and nonviolent felonies involving drugs or alcohol. In some jurisdictions, diversion may be available to individuals charged with domestic violence, child abuse or neglect, traffic-related offenses, or even writing bad checks. Diversion programs are primarily governed by state laws, which vary by state.

Goals and Objectives

Goals and objectives are terms in common use, sometimes used interchangeably because both refer to the intended results of program activities. Goals are longer-term than objectives, more broadly stated and govern the specific objectives to which program activities are directed.

In proposals, goals are defined by broad statements of what the program intends to accomplish, representing the long-term intended outcome of the program⁷.

Examples of goal statements⁸:

- To reduce the number of serious and chronic juvenile offenders.
- To divert nonviolent juvenile offenders from state juvenile correctional institutions.
- To restore the losses suffered by the victims of crimes.

⁷ Justice Research and Statistics Association, Juvenile Justice Evaluation Center. (2003, June). *Juvenile Justice Program Evaluation: An overview (Second Edition)*. Retrieved from <http://www.jrsa.org/nijec/publications/program-evaluation.pdf>. See also New York State Division of Criminal Justice Services. *A Guide to Developing Goals and Objectives for Your Program*. Retrieved from <http://www.criminaljustice.ny.gov/ofpa/goalwrite.htm>.

⁸ *Id.* at p. 4.

Objectives are defined by statements of specific, measurable aims of program activities⁹. Objectives detail the tasks that must be completed to achieve goals¹⁰. Descriptions of objectives in the proposals should include three elements¹¹:

1. Direction – the expected change or accomplishment (e.g., improve, maintain);
2. Timeframe – when the objective will be achieved; and
3. Target Population– who is affected by the objective.

Examples of program objectives¹²:

- By the end of the program, young, drug-addicted juveniles will recognize the long-term consequences of drug use.
 - To place eligible juveniles in an intensive supervision program within two weeks of adjudication to ensure offender accountability and community safety.
- To ensure that juvenile offenders carry out all of the terms of the mediation agreements they have worked out with their victims by program completion.

Housing Models (Examples)

A. Bridge Housing

Transitional housing that is used as a short-term stay when an individual has been offered and accepted a permanent housing intervention, but access to that permanent housing is still being arranged.

Source: Department of Veterans Affairs

B. Housing First

An approach that centers on providing homeless people with housing quickly and then providing services as needed. What differentiates a Housing First approach from other strategies is that there is an immediate and primary focus on helping individuals and families quickly access and sustain permanent housing. This approach has the benefit of being consistent with what most people experiencing homelessness want and seek help to achieve. Housing First programs share critical elements.

- There is a focus on helping individuals and families access and sustain rental housing *as quickly as possible and the housing is not time-limited*;
- A variety of services are delivered primarily following a housing placement to promote housing stability and individual well-being;
- Such services are time-limited or long-term depending upon individual need; and
- Housing is not contingent on compliance with services – instead, participants must comply with a standard lease agreement and are provided with the services and supports that are necessary to help them do so successfully.

Source: National Alliance to End Homelessness

C. Permanent Supportive Housing

⁹ National Center for Justice Planning. Overview of Strategic Planning. *Where Do We Want to Be? Goals and Objectives*. Retrieved from <http://ncjp.org/strategic-planning/overview/where-do-we-want-be/goals-objectives>.

¹⁰ *Id.*; see *supra* fn 1.

¹¹ Justice Research and Statistics Association, Juvenile Justice Evaluation Center. (2003, June). *Juvenile Justice Program Evaluation: An overview (Second Edition)* p. 5. Retrieved from <http://www.jrsa.org/njjec/publications/program-evaluation.pdf>.

¹² *Id.*

Supportive housing is an evidence-based housing intervention that combines non-time-limited affordable housing assistance with wrap-around supportive services for people experiencing homelessness, as well as other people with disabilities. Research has proven that supportive housing is a cost-effective solution to homelessness, particularly for people experiencing chronic homelessness. Study after study has shown that supportive housing not only resolves homelessness and increases housing stability, but also improves health and lowers public costs by reducing the use of publicly funded crisis services, including shelters, hospitals, psychiatric centers, jails, and prisons.

Source: U.S. Interagency Council on Homelessness

D. Rapid Rehousing

Rapid re-housing is an intervention designed to help individuals and families quickly exit homelessness and return to permanent housing. Rapid re-housing assistance is offered without preconditions — like employment, income, absence of criminal record, or sobriety — and the resources and services provided are tailored to the unique needs of the household.

- Rapid re-housing has the following core components:
 - Housing Identification
 - Recruit landlords to provide housing opportunities for individuals and families experiencing homelessness.
 - Address potential barriers to landlord participation such as concern about short term nature of rental assistance and tenant qualifications.
 - Assist households to find and secure appropriate rental housing.
 - Rent and Move-In Assistance
 - Provide assistance to cover move-in costs, deposits, and the rental and/or utility assistance (typically six months or less) necessary to allow individuals and families to move immediately out of homelessness and to stabilize in permanent housing.
 - Rapid Re-Housing Case Management and Services
 - Help individuals and families experiencing homelessness identify and select among various permanent housing options based on their unique needs, preferences, and financial resources.
 - Help individuals and families experiencing homelessness address issues that may impede access to housing (such as credit history, arrears, and legal issues).
 - Help individuals and families negotiate manageable and appropriate lease agreements with landlords.
 - Make appropriate and time-limited services and supports available to families and individuals to allow them to stabilize quickly in permanent housing.
 - Monitor participants' housing stability and be available to resolve crises, at a minimum during the time rapid re-housing assistance is provided.
 - Provide or assist the household with connections to resources that help them improve their safety and well-being and achieve their long-term goals. This includes providing or ensuring that the household has access to resources related to benefits, employment, and community-based services (if needed and appropriate), so that they can sustain rent payments independently when rental assistance ends.

- Ensure that services provided are client-directed, respectful of individuals' right to self-determination, and voluntary. Unless basic program-related case management is required by statute or regulation, participation in services should not be required to receive rapid re-housing assistance.
Source: U.S. Interagency Council on Homelessness

E. Recovery Residence:

For the purposes of this section, "recovery residence" means a residential dwelling that provides primary housing for individuals who seek a cooperative living arrangement that supports personal recovery from a substance use disorder and that does not require licensure by the department or does not provide licensable services. A recovery residence may include, but is not limited to, residential dwellings commonly referred to as "sober living homes," "sober living environments," or "unlicensed alcohol and drug free residences." *** (HSC 11833.05. (c))

F. Sober Living Homes

A supportive alcohol and drug free living environment for individuals attempting to maintain abstinence from alcohol or drugs in their life. Such programs do not mandate treatment but strongly encourage participation in 12-step support groups. These group living environments offer transitional space for people living incarceration, formal addiction treatment centers or other residential placement. They typically employ house rules which may include curfews, house chores or duties and other rules related to conduct. The participant is generally responsible for their rent and encouraged to work and engage in all other normal life functions from within a peer-supported environment.

G. Transitional Housing

Transitional Housing: a project that is designed to provide housing and appropriate supportive services to homeless persons to facilitate movement to independent living. The housing is short-term, typically less than 24 months. In addition to providing safe housing for those in need, other services are available to help participants become self-sufficient.

Source: U.S. Department of Housing and Urban Development

Process Evaluation¹³

The purpose of the process evaluation is to assess how program activities are being carried out in accordance with goals and objectives. Process measures are designed to answer the question: "What is the program actually doing and is this what we planned it to do?"

Examples of process measures could include:

- Project staff have been recruited, hired and trained according to the proposal.
- Activities/strategies have been implemented on time according to the proposal.
- Number of interagency agreements entered into by the program compared to the number planned.
- Number of trainings conducted.
- Number of neighborhood meetings conducted.

¹³Justice Research and Statistics Association, Juvenile Justice Evaluation Center. (2003, June). *Juvenile Justice Program Evaluation: An overview (Second Edition)* p. 7. Retrieved from <http://www.jrsa.org/njjec/publications/program-evaluation.pdf>.

Outcome Evaluation¹⁴

The purpose of the outcome evaluation is to identify whether the program “worked” in terms of achieving its goals and objectives. Outcome measures are designed to answer the question: “What results did the program produce?”

Examples of outcome measures include:

- Results of pre/post surveys (e.g., changes in the reported confidence/trust in law enforcement among community members).
- Implementation of regular, ongoing community forums where law enforcement/community dialogue takes place.
- Changes in policies at the Lead Agency level to reflect procedural justice principles.

In an evidence-based practice approach, outcome evaluations must include not only the measures but also analysis of the extent to which the measured results can be attributed to the program rather than to coincidence or alternative explanations

Mental Health Services (Examples)

- Outreach and Engagement
- Precrisis and Crisis Services.
- Comprehensive Evaluation and Assessment.
- Individual Service Plan.
- Medication Education and Management.
- Case Management.
- Twenty-four Hour Treatment Services.
- Rehabilitation and Support Services.
- Individual and Group Counseling
- Day treatment programs
- Collateral services
- Peer support specialist services
- Community health worker services
- Vocational Rehabilitation.
- Inpatient and residential Services, including adult residential, crisis residential, and peer residential services.

Recidivism

Recidivism is defined as conviction of a new felony or misdemeanor committed within three years of release from custody or committed within three years of placement on supervision for a previous criminal conviction.¹⁵

Restorative Justice

Restorative practice is a social science that studies how to improve and repair relationships between people and communities. The purpose is to build healthy communities, increase

¹⁴ *Id* at pp. 7-8.

¹⁵ Pen. Code, § 6046.1 subd. (d). “Committed” refers to the date of offense, not the date of conviction.

social capital, decrease crime and antisocial behavior, repair harm and restore relationships.¹⁶

Substance Use Disorder Treatment (Examples)

According to the Substance Abuse and Mental Health Services Administration, a treatment system for substance use disorders could be comprised of multiple service components, including, but not limited to the following:

- Individual and group counseling
- Inpatient and residential treatment
- Intensive outpatient treatment
- Partial hospital programs
- Narcotic treatment program/opioid treatment program
- Contingency management
- Case or care management
- Medication
- Recovery support services
- 12-Step fellowship
- Peer supports

Other services that may qualify could include:

- Withdrawal management
- Culturally rooted community healing practices

Trauma-Informed Care¹⁷

According to the Substance Abuse and Mental Health Services Administration, “A program, organization, or system that is trauma-informed:

- Realizes the widespread impact of trauma and understands potential paths for recovery;
- Recognizes the signs and symptoms of trauma in clients, families, staff, and others involved with the system;
- Responds by fully integrating knowledge about trauma into policies, procedures, and practices; and
- Seeks to actively resist re-traumatization

SAMHSA’s concept of trauma-informed care is guided by six key principles:

- Safety
- Trustworthiness and transparency
- Peer support
- Collaboration and mutuality
- Empowerment, voice and choice
- Cultural, historical, and gender issues

¹⁶ Braithwaite, John (2004-01-01). "Restorative Justice and De-Professionalization". The Good Society. 13 (1): 28–31. doi:10.1353/gso.2004.0023. ISSN 1538-9731. S2CID 143707224.

¹⁷ Substance Abuse and Mental Health Services Administration, U.S. Department of Health and Human Services. *Trauma-informed Approach and Trauma-Specific Interventions*. Retrieved July 22, 2016, from <http://www.samhsa.gov/hctict/trauma-interventions>

Attachment E: Proposition 47 Local Advisory Committee Membership Roster

Required Attachment: Applicants will be prompted to upload this document from the BSCC [Proposition 47 webpage](#) to the BSCC Submittable Application Portal.

Lead Public Agency:

| Individual Name | Job Title | Agency/Organization |
|-----------------|-----------|---------------------|
| | | |
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Attachment F: Proposition 47 Local Advisory Committee Letter of Agreement

Required Attachment: Applicants will be prompted to upload this document from the BSCC [Proposition 47 webpage](#) to the BSCC Submittable Application Portal.

Note: This letter is to be signed by Lead Agency and all members of the Proposition 47 Local Advisory Committee. Photocopies of signatures and/or e-signatures are acceptable. Include additional signature lines as necessary.

(Date)

This is a letter of agreement between **(Lead Agency)** and all organizations listed herein for the purposes of applying for the Proposition 47 Grant. All organizations listed herein agree to participate on the local **Proposition 47 Local Advisory Committee** led by **(Lead Agency)** using a collaborative approach. This advisory body will, at a minimum, advise the Lead Agency on:

- How to identify and prioritize the most pressing needs to be addressed (to include target population, target area, etc.);
- How to identify the strategies, programs and/or services to be undertaken to address those needs;
- The development of the grant project; and
- Ongoing implementation of the grant project.

(Note: Applicants may provide additional information; e.g., explain the detail of collaboration, list the services or support, provide dates and timelines, etc.)

Signed in mutual agreement,

LEAD PUBLIC AGENCY SIGNATURE

X_____

Signature

Name, Title

Name of Lead Agency

Address

PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES

X_____

Signature

Name, Title

Name of Partner Organization

Address

X_____

Signature

Name, Title

Name of Partner Organization

Address

Attachment G: Sample Governing Board Resolution

Instructions: Before grant funds can be reimbursed, a prospective grantee must either (1) submit a resolution from its Governing Board that delegates authority to the individual authorized to execute the grant agreement or (2) provide sufficient documentation indicating that the prospective grantee has been vested with plenary authority to execute grant agreements (e.g., a municipal ordinance or county ordinance/charter delegating such authority to a city manager or county executive officer or other governing board resolution delegating authority).

Below is assurance language that, at a minimum, must be included in the resolution submitted to the Board of State and Community Corrections.

A Governing Board Resolution does not have to be uploaded at the time of submission but must be submitted in order for the Grant Agreement to be executed.

WHEREAS the ***(insert name of Lead Agency)*** desires to participate in the Proposition 47 Grant administered by the Board of State and Community Corrections (hereafter referred to as BSCC).

NOW, THEREFORE, BE IT RESOLVED that the ***(insert title of designated official)*** be authorized on behalf of the ***(insert name of Governing Board)*** to submit the grant proposal for this funding and sign the Grant Agreement with the BSCC, including any amendments thereof.

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

BE IT FURTHER RESOLVED that the ***(insert name of Lead Agency)*** agrees to abide by the terms and conditions of the Grant Agreement as set forth by the BSCC.

Passed, approved, and adopted by the ***(insert name of Governing Board)*** in a meeting thereof held on ***(insert date)*** by the following:

Ayes:

Notes:

Absent:

Signature: _____ Date: _____

Typed Name and Title: _____

ATTEST: Signature: _____ Date: _____

Typed Name and Title: _____

Attachment H: Proposition 47 Project Work Plan

Required Attachment: Applicants will be prompted to upload this document from the BSCC [Proposition 47 webpage](#) to the BSCC Submittable Application Portal.

Instructions: Applicants must complete a Project Work Plan, using the format below. Completed Project Work Plans should (1) identify the project's top goals and objectives; (2) identify how the top goals will be achieved in terms of the activities, responsible staff/partners, and start and end dates; and (3) provide goals, objectives, and measures with a clear relationship to the need and intent of the grant. A minimum of three goal and corresponding objectives, process measures, etc. must be identified.

| | | | |
|---|-----------------------------|------------|----------|
| (1) Goal: | > | | |
| Objectives (A., B., etc.) | > | | |
| Process Measures and Outcome Measures: | > | | |
| Project activities that support the identified goal and objectives: | Responsible staff/partners: | Timeline | |
| | | Start Date | End Date |
| > | > | > | > |
| List data and sources to be used to measure outcomes: > | | | |

| | | | |
|---------------------------|---|--|--|
| (2) Goal: | > | | |
| Objectives (A., B., etc.) | > | | |

| | | | |
|---|-----------------------------|------------|----------|
| Process Measures and Outcome Measures: | > | | |
| Project activities that support the identified goal and objectives: | Responsible staff/partners: | Timeline | |
| | | Start Date | End Date |
| > | > | > | > |
| List data and sources to be used to measure outcomes: > | | | |

| | | | |
|---|-----------------------------|------------|----------|
| (3) Goal: | > | | |
| Objectives (A., B., etc.) | > | | |
| Process Measures and Outcome Measures: | > | | |
| Project activities that support the identified goal and objectives: | Responsible staff/partners: | Timeline | |
| | | Start Date | End Date |
| > | > | > | > |
| List data and sources to be used to measure outcomes: > | | | |

Appendix A: Proposition 47 Executive Steering Committee Roster

Proposition 47 Executive Steering Committee

| | Name | Title / Organization |
|----|-------------------------|---|
| 1 | Gaard, Janet | Retired Judge, BSCC Board Member, Chair |
| 2 | Barnes-Lopez, Naomi | Mental Health CSU, Orange County, Team Lead/Clinician II |
| 3 | Brooks, D'Andre | The Children's Initiative, San Diego, Juvenile Justice Associate |
| 4 | Brown-Taylor, Christine | San Diego County Sheriff's Department, Retired |
| 5 | Cabrera, Michelle | Behavioral Health Directors Association of CA, Sacramento, Executive Director |
| 6 | Dzubay, Jeremy | Monterey County Public Defender's Office, Assistance Public Defender |
| 7 | Hanna, Sylvia | Tulare County Superior Court, Judge |
| 8 | Jenkins, Mack | Council on Criminal Justice & Behavioral Health, Retired Probation Chief |
| 9 | Kuhns, Richard | County of Trinity, County Administrative Office (CAO) |
| 10 | McClain, Kevin | Community Housing Partnership, Sacramento, Exec Administrative Manager |
| 11 | Miramontes, Amber | Tulare County Public Defender's office, Supervising Attorney |
| 12 | Villamil, Denise | Southern California Crossroads, Executive Director |
| 13 | White, Dorothea | Valley State Prison, CDCR, SSMI, Employee Relations officer |

Appendix B: Criteria for Non-Governmental Organizations Receiving BSCC Grant Subawards

Required Attachment: Applicants will be prompted to upload this document from the BSCC [Proposition 47 webpage](#) to the BSCC Submittable Application Portal.

Instructions: The form on the following page must be submitted with the proposal even if there are no plans to subcontract at the time of submission, or if the name of the subcontract party is unknown. In either of these cases, the applicant should write “N/A” in the Name of Subcontracted Party column and complete the signature box. A signature on this form provides an assurance to BSCC that the signing authority has read and acknowledged these terms.

The Proposition 47 Request for Proposals (RFP) includes requirements that apply to non-governmental organizations (NGOs)¹⁸ providing services with grant funds. Grantees are responsible for ensuring that all contracted third parties continually meet these requirements as a condition of receiving any Proposition 47 funds. The RFP describes these requirements as follows:

Any non-governmental organization that receives Proposition 47 grant funds (as either a direct grantee, subgrantee, or subcontractor) must:

- Have been duly organized, in existence, and in good standing for at least six (6) months prior to the effective date of its MAT Grant Agreement with the BSCC or with the start date of the grantee’s subcontract agreement;
 - Non-governmental entities that have recently reorganized or have merged with other qualified non-governmental entities that were in existence prior to the six (6) month date are also eligible, provided all necessary agreements have been executed and filed with the [California Secretary of State](#) prior to the start date of the Grant Agreement with the BSCC or the start date of the grantee’s subcontract agreement;
- Be registered with the [California Secretary of State’s Office](#), if applicable;
- Be registered with the [California Office of the Attorney General, Registry of Charitable Trusts](#), if applicable;
- Have a valid Employer Identification Number (EIN) or Taxpayer ID (if sole proprietorship);
- Have a valid business license, if applicable;
- Have no outstanding civil judgments or liens; and
- Have any other state or local licenses or certifications necessary to provide the services requested (e.g., facility licensing by the Department of Health Care Services), if applicable.

Completing the NGO Assurance

1. Provide the name of the Applicant Agency (the Grantee).
2. List all contracted parties (if known*).
3. Check Yes or No to indicate if each contracted part meets the requirements.
4. Sign and submit with the proposal.

***Note:** If the name of the contracted part is unknown, write TBD in the “Name of Contracted Party” field and sign the document.

¹⁸ Non-Governmental Organizations (NGOs) include community-based organizations, faith-based organizations, non-profit organizations/501(c)(3)s, for profit service providers, evaluators (except government institutions such as universities), grant management companies and any other non-governmental agency or individual.

NOTE: These criteria do not apply to government organizations (e.g., counties, cities, school districts, etc.).

In addition to the administrative criteria listed above, any non-governmental, community-based organization that receives Proposition 47 grant funds must have a proven track record working with the target population and the capacity to support data collection and evaluation efforts.

In the table below, provide the name of the Lead Public Agency (the Grantee) and list all contracted parties (if known).

| Proposition 47 Grant Program Non-Governmental Organization Assurances | | | |
|--|---------|-------------|--|
| Name of Applicant: | | | |
| Name of Subcontracted Party | Address | Email/Phone | Meets All Requirements |
| | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |

Grantees are required to update this list and submit it to BSCC any time a new third-party contract is executed after the initial assurance date. Grantees shall retain (on-site) applicable source documentation for each contracted party that verifies compliance with the requirements listed in the RFP. These records will be subject to the records and retention language found in the Standard Agreement.

The BSCC will not reimburse for costs incurred by any third party that does not meet the requirements listed above and for which the BSCC does not have a signed grantee assurance on file.

A signature below is an assurance that all requirements listed above have been met.

| AUTHORIZED SIGNATURE This document must be signed by the person who is authorized to sign the Grant Agreement. | | | |
|---|-------|------------------|---------------|
| NAME OF AUTHORIZED OFFICER | TITLE | TELEPHONE NUMBER | EMAIL ADDRESS |
| | | | |
| STREET ADDRESS | CITY | STATE | ZIP CODE |
| | | | |
| APPLICANT'S SIGNATURE (e-signature acceptable) X | | | DATE |
| | | | |

Appendix C: Certification of Compliance with BSCC Policies Regarding Debarment, Fraud, Theft, and Embezzlement

Required Attachment: Applicants will be prompted to upload this document from the BSCC [Proposition 47 webpage](#) to the BSCC Submittable Application Portal

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.

| AUTHORIZED SIGNATURE <small>(This document must be signed by the person who is authorized to sign the Grant Agreement.)</small> | | | |
|---|-------|------------------|---------------|
| NAME OF AUTHORIZED OFFICER | TITLE | TELEPHONE NUMBER | EMAIL ADDRESS |
| STREET ADDRESS | CITY | STATE | ZIP CODE |
| APPLICANT'S SIGNATURE (Blue Ink Only) <div style="font-size: 1.5em; font-weight: bold;">X</div> | | | DATE |



To: Honorable Members of the San Francisco Board of Supervisors

From: San Francisco Department of Homelessness and Supportive Housing

Date: April 23, 2025

Subject: Proposition 47 Grant Agreement and Accept and Expend Legislation - Retroactive Request

This Resolution seeks approval for the Department of Homelessness and Supportive Housing (“HSH”) to enter into a grant agreement with the California Board of State and Community Corrections (“BSCC”) for a term of October 3, 2024, through June 30, 2028 with anticipated revenue to the City of \$7,999,999 in Proposition 47 Cohort 4 grant funds for participation in a program entitled “Housing, Expungement and Recovery through Treatment and Support Services” (“HEARTTSS”).

HEARTTSS is focused on serving a priority population of criminal justice involved adults with substance abuse disorder and/or mental health issues, including but not limited to Latine and Spanish monolingual members of the program’s target population, with the goal of reducing incarceration and recidivism and advancing stability through housing and recovery. In addition to providing culturally responsive treatment to individuals in their preferred language, the overall goal of the program is to reduce incarceration and recidivism and advance stability through housing and recovery. The project will achieve its goals by connecting individuals with culturally and linguistically competent, trauma-informed housing assistance, treatment, diversion, expungement services and peer navigation support delivered by City departments and community-based organizations.

A request for retroactive approval is being sought because the effective date of the Grant Agreement is October 3, 2024. HSH received the Award Notice from BSCC on October 3, 2024 and a final draft Agreement on January 24, 2025. This Resolution would approve HSH to retroactively accept and expend funds for eligible expenses incurred as of the Grant Agreement start date of October 3, 2024.

The grant expenditure start date is the only component of this legislation that is retroactive. HSH will not enter into the Grant Agreement with BSCC until authorization is received from the Board of Supervisors through this Resolution.

If you have questions about this grant or the retroactive request for approval, please contact Dylan Rose Schneider, HSH Manager of Legislative Affairs, at dylan.schneider@sfgov.org.



TO: Angela Calvillo, Clerk of the Board of Supervisors

FROM: Dylan Schneider, HSH Manager of Legislative Affairs

DATE: April 23, 2025

SUBJECT: Retroactive Accept and Expend Resolution for Proposition 47 Grant Program, Cohort 4

GRANT TITLE: Proposition 47 Grant Program, Cohort 4 - \$7,999,999

Attached please find each of the following:

- ☐ Proposed grant resolution approved by Department, Mayor, Controller (Doc 2)
- ☐ Grant information form, including disability checklist (Doc 3)
- ☐ Grant budget (Doc 4)
- ☐ Grant application (Doc 5)
- ☐ Grant award letter from funding agency (Doc 6)
- ☐ Ethics Form 126 (if applicable) (Doc 10)
- ☐ Contracts, Leases/Agreements (if applicable): Grant Agreement (Doc 7)
- ☐ Other (Explain):
 - Request for Proposals (RFP) (Doc 8)
 - HSH Retroactive Memo (Doc 9)

Special Timeline Requirements:

Respectfully request scheduling at earliest convenience.

Departmental representative to receive a copy of the adopted resolution:

Name: Dylan Schneider

Phone: 628.652.7742

Interoffice Mail Address: 440 Turk Street, San Francisco, CA 94102

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).



San Francisco Ethics Commission

25 Van Ness Avenue, Suite 220, San Francisco, CA 94102

Phone: 415.252.3100 . Fax: 415.252.3112

ethics.commission@sfgov.org . www.sfethics.org

Received On:

File #: 250490

Bid/RFP #:

Notification of Contract Approval

SFEC Form 126(f)4

(S.F. Campaign and Governmental Conduct Code § 1.126(f)4)

A Public Document

Each City elective officer who approves a contract that has a total anticipated or actual value of \$100,000 or more must file this form with the Ethics Commission within five business days of approval by: (a) the City elective officer, (b) any board on which the City elective officer serves, or (c) the board of any state agency on which an appointee of the City elective officer serves. For more information, see: <https://sfethics.org/compliance/city-officers/contract-approval-city-officers>

1. FILING INFORMATION

| | |
|---|---|
| TYPE OF FILING | DATE OF ORIGINAL FILING (for amendment only) |
| Original | |
| AMENDMENT DESCRIPTION – Explain reason for amendment | |
| | |

2. CITY ELECTIVE OFFICE OR BOARD

| | |
|------------------------|--------------------------------------|
| OFFICE OR BOARD | NAME OF CITY ELECTIVE OFFICER |
| Board of Supervisors | Members |

3. FILER'S CONTACT

| | |
|----------------------------------|--------------------------------|
| NAME OF FILER'S CONTACT | TELEPHONE NUMBER |
| Angela Calvillo | 415-554-5184 |
| FULL DEPARTMENT NAME | EMAIL |
| Office of the Clerk of the Board | Board.of.Supervisors@sfgov.org |

4. CONTRACTING DEPARTMENT CONTACT

| | |
|---|--|
| NAME OF DEPARTMENTAL CONTACT | DEPARTMENT CONTACT TELEPHONE NUMBER |
| Dylan Schneider | 628.652.7742 |
| FULL DEPARTMENT NAME | DEPARTMENT CONTACT EMAIL |
| HSB Homelessness and Supportive Housing | dylan.schneider@sfgov.org |

| 5. CONTRACTOR | |
|--|---|
| NAME OF CONTRACTOR San Francisco Pretrial Diversion Project | TELEPHONE NUMBER 415-626-4995 |
| STREET ADDRESS (including City, State and Zip Code) 1200 Folsom Street | EMAIL |

| 6. CONTRACT | | |
|--|--------------------------------|--|
| DATE CONTRACT WAS APPROVED BY THE CITY ELECTIVE OFFICER(S) | ORIGINAL BID/RFP NUMBER | FILE NUMBER (If applicable) 250490 |
| DESCRIPTION OF AMOUNT OF CONTRACT \$1,136,325 | | |
| NATURE OF THE CONTRACT (Please describe) \$1,136,325 in Prop 47 State Grant Funds will support the San Francisco Pretrial Diversion Project's work to support collaborative court participants to successfully navigate recovery and the courts. | | |

| 7. COMMENTS |
|-------------|
| |

| 8. CONTRACT APPROVAL | |
|-------------------------------------|--|
| This contract was approved by: | |
| <input type="checkbox"/> | THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM |
| <input checked="" type="checkbox"/> | A BOARD ON WHICH THE CITY ELECTIVE OFFICER(S) SERVES Board of Supervisors |
| <input type="checkbox"/> | THE BOARD OF A STATE AGENCY ON WHICH AN APPOINTEE OF THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM SITS |

9. AFFILIATES AND SUBCONTRACTORS

List the names of (A) members of the contractor's board of directors; (B) the contractor's principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

| # | LAST NAME/ENTITY/SUBCONTRACTOR | FIRST NAME | TYPE |
|----|--------------------------------|------------|--------------------|
| 1 | Mauroff | David | CEO |
| 2 | Serrano-Quan | Carlos | Board of Directors |
| 3 | Patel | Doc | Board of Directors |
| 4 | Green | Geri | Board of Directors |
| 5 | Loyce | Jimmy | Board of Directors |
| 6 | walker | Tamara | Board of Directors |
| 7 | Jones | Philip | Board of Directors |
| 8 | Baggal | Pankaj | Board of Directors |
| 9 | Chaplin | Toney | Board of Directors |
| 10 | Fewer | Sandra Lee | Board of Directors |
| 11 | Stein | Bobbie | Board of Directors |
| 12 | Inst. Familiar de la Raza | | Subcontractor |
| 13 | CARECEN | | Subcontractor |
| 14 | MHASF | | Subcontractor |
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9. AFFILIATES AND SUBCONTRACTORS

List the names of (A) members of the contractor's board of directors; (B) the contractor's principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

| # | LAST NAME/ENTITY/SUBCONTRACTOR | FIRST NAME | TYPE |
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9. AFFILIATES AND SUBCONTRACTORS

List the names of (A) members of the contractor's board of directors; (B) the contractor's principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

| # | LAST NAME/ENTITY/SUBCONTRACTOR | FIRST NAME | TYPE |
|----|--------------------------------|------------|------|
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☐ Check this box if you need to include additional names. Please submit a separate form with complete information. Select "Supplemental" for filing type.

10. VERIFICATION

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information I have provided here is true and complete.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

SIGNATURE OF CITY ELECTIVE OFFICER OR BOARD SECRETARY OR CLERK

DATE SIGNED

BOS Clerk of the Board

OFFICE OF THE MAYOR
SAN FRANCISCO



DANIEL LURIE
MAYOR

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Adam Thongsavat, Liaison to the Board of Supervisors
RE: [Execute Grant Agreement and Accept and Expend Grant – Retroactive - California Board of State and Community Corrections – Proposition 47 Grant Program, Cohort 4 - \$7,999,999]
DATE: May 6, 2025

Resolution authorizing the Department of Homelessness and Supportive Housing ("HSH") to execute a Grant Agreement with the California Board of State and Community Corrections ("BSCC") for a total amount not to exceed \$7,999,999 of Proposition 47 Grant Program, Cohort 4 grant funds; to retroactively accept and expend those funds for a program entitled "Housing, Expungement and Recovery through Treatment and Support Services" or "HEARTTSS" for costs incurred October 3, 2024, through June 30, 2028; and authorizing HSH to enter into any additions, amendments, or other modifications to the Grant Agreement that do not materially increase the obligations or liabilities of the City or materially decrease the benefits to the City.

Should you have any questions, please contact Adam Thongsavat at adam.thongsavat@sfgov.org