

File No. 091440

Committee Item No. 2
Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Public Safety Committee

Date: January 4, 2010

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 type="checkbox"/> | <input type="checkbox"/> | Budget Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form (for hearings) |
| <input type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
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| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |
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OTHER

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Completed by: Victor Young

Date December 30, 2009

Completed by: Victor Young

Date _____

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

1 [Accept and expend grant – Second Chance Act Prisoner Reentry Initiative.]

2

3 **Resolution authorizing the San Francisco Department of Public Health (DPH) to accept**
4 **and expend retroactively a grant from the Bureau of Justice Assistance in the amount**
5 **of \$600,000 to provide direct services for adult state prisoners and parolees; for the**
6 **period of October 1, 2009 through September 30, 2010.**

7

8 WHEREAS, DPH was awarded a grant from the Bureau of Justice Assistance in the
9 amount of \$600,000 to fund the project entitled Second Chance Act Prisoner Reentry
10 Initiative; for the period October 1, 2009 through September 30, 2010; and,

11 WHEREAS, The amount of matching funds required from in-kind donations and a cash
12 match from the San Francisco Reentry Center totals \$858,887; and,

13 WHEREAS, DPH will subcontract with the Homeless Prenatal Program, the Iris Center,
14 SF Clean City Coalition, SFDPH Housing and Urban Health, and Walden House, for a total
15 amount of \$572,660 for the period of October 1, 2009 through September 30, 2010; and,

16 WHEREAS, The grant does not require an ASO amendment and reimburses DPH for
17 three existing positions, including Manager I (job class #0922) at 0.10 FTE, Epidemiologist II
18 (job class #2803) at 0.10 FTE, and Health Worker II (job class # 2586) at 0.25 FTE; and,

19 WHEREAS, The budget does not include a provision for indirect costs in order to
20 maximize the use of grant funds on direct services; now therefore, be it

21 **RESOLVED**, That DPH is hereby authorized to accept and expend retroactively the
22 grant from the Bureau of Justice Assistance in the amount of \$600,000; and, be it

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

25

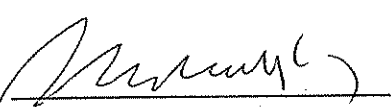
1 FURTHER RESOLVED, That DPH is hereby authorized to retroactively accept and
2 expend the grant funds pursuant to San Francisco Administrative Code section 10.170-1; and,
3 be it

4 FURTHER RESOLVED, That the Controller is directed to designate the positions
5 funded under this agreement as a "G" or grant-funded position which would terminate when
6 the agreement expires.

7 FURTHER RESOLVED, That the Director of Health is authorized to enter into the
8 agreement on behalf of the City.

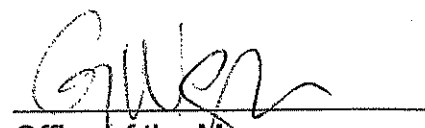
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RECOMMENDED:



Mitchell Katz, M.D.
Director of Health

APPROVED:



Office of the Mayor



Office of the Controller



Gavin Newsom
Mayor

Mitchell H. Katz, MD
Director of Health

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Mitchell H. Katz, M.D.
Director of Health *[Signature]*
DATE: November 24, 2009
SUBJECT: Accept and Expend Resolution for Subject Allocation
GRANT TITLE: Second Chance Act Prisoner Reentry Initiative

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

- Proposed grant resolution, original signed by Department, Health Commission
- Grant information form, including disability checklist
- Grant budget and justification
- Grant Award Letter from funding agency

Special Timeline Requirements:

Departmental representative to receive a copy of the adopted resolution:

Name: Grace Alderson

Phone: 554-2655

Interoffice Mail Address: Dept. of Public Health, 101 Grove St., Room 330

Certified copy required Yes

No

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

Grant Information Form
(Effective January 2000)

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:** San Francisco Second Chance Act Prisoner Reentry Initiative (SF Second Chance)

2. **Department:** Public Health, Community Behavioral Health Services (CBHS)

3. **Contact Person:** Ann Santos, MPH **Telephone:** (415) 255-3546

4. **Grant Approval Status** (check one):

Approved by funding agency

Not yet approved

5. **Amount of Grant Funding Approved or Applied for:** \$600,000

6a. **Matching Funds Required:** \$858,887

b. **Source(s) of matching funds** (if applicable): In-Kind Support and Cash Match from the San Francisco Reentry Center

7a. **Grant Source Agency:** Bureau of Justice Assistance

b. **Grant Pass-Through Agency** (if applicable): N/A

8. **Proposed Grant Project Summary:**

SF Second Chance will reduce recidivism by efficiently directing intensive services toward those at highest risk and will address the need for ongoing pre-release services through case management during incarceration in partnership with available in-custody programs. SF Second Chance will serve adult state prisoners and parolees serving their parole in San Francisco. Each year 150 participants will be served, including 100 new female offenders and parole violators in County Jail pending sentencing or return to State Prison who will be serving sentences at Valley State Prison for Women (VSPW) and Central California Women's Facility (CCWF) (both in Chowchilla, CA, 150 miles from San Francisco); and 50 male prisoners in the State-funded SF Reentry Center located at the SF County Jail. The San Francisco Department of Public Health's Community Behavioral Health Services (CBHS) and its partners will implement the project.

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

Start-Date: 10/1/2009 **End-Date:** 09/30/2010

10. **Number of new positions created and funded:** No new positions will be created therefore an ASO amendment is not required, because funds are being used to support existing positions, including the following:

- 0.10 FTE (job class # 0922) Manager I
- 0.10 FTE (job class #2803) Epidemiologist II
- 0.25 FTE (job class # 2586) Health Worker II

11. If new positions are created, explain the disposition of employees once the grant ends? : N/A

12a. Amount budgeted for contractual services: \$572,660

b. Will contractual services be put out to bid? : No. Contracts are with The Homeless Prenatal Program, the Iris Center, SF Clean City Coalition, SFDPH Housing and Urban Health, and the Walden House

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

d. Is this likely to be a one-time or ongoing request for contracting out? Ongoing for 3 years.

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

b1. If yes, how much? N/A

b2. How was the amount calculated? N/A

c. If no, why are indirect costs not included? N/A

Not allowed by granting agency To maximize use of grant funds on direct services
 Other (please explain):

14. Any other significant grant requirements or comments:

15.

DPH respectfully requests retroactive approval because DPH needed to complete additional paperwork after it was granted the award on September 16, 2009. This paperwork needed to be completed in order for DPH to formally accept the award by mid-October.

****Disability Access Checklist****

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

Existing Site(s) Existing Structure(s) Existing Program(s) or Service(s)
 Rehabilitated Site(s) Rehabilitated Structure(s) New Program(s) or Service(s)
 New Site(s) New Structure(s)

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

Comments:

Departmental or Mayor's Office of Disability Reviewer: for Jason Hashimoto
Matteo For Jason Hashimoto

Date Reviewed: 11/24/09

Department Approval: _____
Mitchell H. Katz, MD – Director of Health

(Signature) 11/24/09

**Second Chance Act Prisoner Reentry Initiative
San Francisco Department of Public Health
Budget Summary**

Budget Category	Federal Funds	Cash Match	In-kind Support	TOTAL
A. Personnel	\$ 21,500	\$ 0	\$ 58,650	\$ 80,150
B. Fringe Benefits	5,840	0	17,600	23,440
C. Travel	0	0	0	0
D. Equipment	0	0	0	0
E. Supplies	0	0	630	630
F. Construction	0	0	0	0
G. Consultants-Contracts	572,660	692,157	69,080	1,333,897
H. Other Costs	0	0	6,930	6,930
TOTAL DIRECT COSTS	600,000	692,157	152,890	1,445,047
I. Indirect Costs	0	0	13,840	13,840
TOTAL PROJECT COSTS	\$ 600,000	\$ 692,157	\$ 166,730	\$ 1,458,887
Federal Request	\$ 600,000	\$ 0	\$ 0	\$ 600,000
Non-Federal Amount	\$ 0	\$ 692,157	\$ 166,730	\$ 858,887
TOTAL PROJECT COSTS	\$ 600,000	\$ 692,157	\$ 166,730	\$ 1,458,887



Department of Justice
Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

September 16, 2009

Dr. Barbara Garcia
San Francisco Department of Public Health
101 Grove Street
Room 323
San Francisco, CA 94102

Dear Dr. Garcia:

On behalf of Attorney General Eric Holder, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the FY 09 Second Chance Act Prisoner Reentry Initiative in the amount of \$600,000 for San Francisco Department of Public Health.

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

If you have questions regarding this award, please contact:

- Program Questions, Kerri Vitale-Logan, Program Manager at (202) 353-9074; and
- Financial Questions, the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at ask.ocfo@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read "Mary Lou Leary".

Mary Lou Leary
Acting Assistant Attorney General

Enclosures



Department of Justice
Office of Justice Programs
Office for Civil Rights

Washington, D.C. 20531

September 16, 2009

Dr. Barbara Garcia
San Francisco Department of Public Health
101 Grove Street
Room 323
San Francisco, CA 94102

Dear Dr. Garcia:

Congratulations on your recent award. In establishing financial assistance programs, Congress linked the receipt of Federal funding to compliance with Federal civil rights laws. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice is responsible for ensuring that recipients of financial aid from OJP, its component offices and bureaus, the Office on Violence Against Women (OVW), and the Office of Community Oriented Policing Services (COPS) comply with applicable Federal civil rights statutes and regulations. We at OCR are available to help you and your organization meet the civil rights requirements that come with Justice Department funding.

Ensuring Access to Federally Assisted Programs

As you know, Federal laws prohibit recipients of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in respect to employment practices but also in the delivery of services or benefits. Federal law also prohibits funded programs or activities from discriminating on the basis of age in the delivery of services or benefits.

Providing Services to Limited English Proficiency (LEP) Individuals

In accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of Federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website at <http://www.lep.gov>.

Ensuring Equal Treatment for Faith-Based Organizations

The Department of Justice has published a regulation specifically pertaining to the funding of faith-based organizations. In general, the regulation, Participation in Justice Department Programs by Religious Organizations; Providing for Equal Treatment of all Justice Department Program Participants, and known as the Equal Treatment Regulation 28 C.F.R. part 38, requires State Administering Agencies to treat these organizations the same as any other applicant or recipient. The regulation prohibits State Administering Agencies from making award or grant administration decisions on the basis of an organization's religious character or affiliation, religious name, or the religious composition of its board of directors.

The regulation also prohibits faith-based organizations from using financial assistance from the Department of Justice to fund inherently religious activities. While faith-based organizations can engage in non-funded inherently religious activities, they must be held separately from the Department of Justice funded program, and customers or beneficiaries cannot be compelled to participate in them. The Equal Treatment Regulation also makes clear that organizations participating in programs funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. For more information on the regulation, please see OCR's website at <http://www.ojp.usdoj.gov/ocr/etfbo.htm>.

State Administering Agencies and faith-based organizations should also note that the Safe Streets Act, as amended; the Victims of Crime Act, as amended; and the Juvenile Justice and Delinquency Prevention Act, as amended, contain prohibitions against discrimination on the basis of religion in employment. Despite these nondiscrimination provisions, the Justice Department has concluded that the Religious Freedom Restoration Act (RFRA) is reasonably construed, on a case-by-case basis, to require that its funding agencies permit faith-based organizations applying for funding under the applicable program statutes both to receive DOJ funds and to continue considering religion when hiring staff, even if the statute that authorizes the funding program generally forbids considering of religion in employment decisions by grantees.

Questions about the regulation or the application of RFRA to the statutes that prohibit discrimination in employment may be directed to this Office.

Enforcing Civil Rights Laws

All recipients of Federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, are subject to the prohibitions against unlawful discrimination. Accordingly, OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that their employment practices meet equal employment opportunity standards.

Complying with the Safe Streets Act or Program Requirements

In addition to these general prohibitions, an organization which is a recipient of financial assistance subject to the nondiscrimination provisions of the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, 42 U.S.C. § 3789d(c), or other Federal grant program requirements, must meet two additional requirements: (1) complying with Federal regulations pertaining to the development of an Equal Employment Opportunity Plan (EEO Plan), 28 C.F.R. § 42.301-308, and (2) submitting to OCR Findings of Discrimination (see 28 C.F.R. §§ 42.205(5) or 31.202(5)).

1) Meeting the EEO Plan Requirement

In accordance with Federal regulations, Assurance No. 6 in the Standard Assurances, COPS Assurance No. 8.B, or certain Federal grant program requirements, your organization must comply with the following EEO Plan reporting requirements:

If your organization has received an award for \$500,000 or more and has 50 or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare an EEO Plan and submit it to OCR for review within 60 days from the date of this letter. For assistance in developing an EEO Plan, please consult OCR's website at <http://www.ojp.usdoj.gov/ocr/eeop.htm>. You may also request technical assistance from an EEO Plan specialist at OCR by dialing (202) 616-3208.

If your organization received an award between \$25,000 and \$500,000 and has 50 or more employees, your organization still has to prepare an EEO Plan, but it does not have to submit the EEO Plan to OCR for review. Instead, your organization has to maintain the EEO Plan on file and make it available for review on request. In addition, your organization has to complete Section B of the Certification Form and return it to OCR. The Certification Form can be found at <http://www.ojp.usdoj.gov/ocr/eeop.htm>.

If your organization received an award for less than \$25,000; or if your organization has less than 50 employees, regardless of the amount of the award; or if your organization is a medical institution, educational institution, nonprofit organization or Indian tribe, then your organization is exempt from the EEO Plan requirement. However, your organization must complete Section A of the Certification Form and return it to OCR. The Certification Form can be found at <http://www.ojp.usdoj.gov/ocr/eeop.htm>.

2) Submitting Findings of Discrimination

In the event a Federal or State court or Federal or State administrative agency makes an adverse finding of discrimination against your organization after a due process hearing, on the ground of race, color, religion, national origin, or sex, your organization must submit a copy of the finding to OCR for review.

Ensuring the Compliance of Subrecipients

If your organization makes subawards to other agencies, you are responsible for assuring that subrecipients also comply with all of the applicable Federal civil rights laws, including the requirements pertaining to developing and submitting an EEO Plan, reporting Findings of Discrimination, and providing language services to LEP persons. State agencies that make subawards must have in place standard grant assurances and review procedures to demonstrate that they are effectively monitoring the civil rights compliance of subrecipients.

If we can assist you in any way in fulfilling your civil rights responsibilities as a recipient of Federal funding, please call OCR at (202) 307-0690 or visit our website at <http://www.ojp.usdoj.gov/ocr/>.

Sincerely,



Michael L. Alston
Director

cc: Grant Manager
Financial Analyst



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

Grant

PAGE 1 OF 3

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) San Francisco Department of Public Health 101 Grove Street Room 323 San Francisco, CA 94102		4. AWARD NUMBER: 2009-CZ-BX-0049	
		5. PROJECT PERIOD: FROM 10/01/2009 TO 09/30/2010 BUDGET PERIOD: FROM 10/01/2009 TO 09/30/2010	
1A. GRANTEE IRS/VENDOR NO. 946000455		6. AWARD DATE 09/16/2009	7. ACTION Initial
		8. SUPPLEMENT NUMBER 00	
3. PROJECT TITLE San Francisco Second Chance (SF Second Chance)		9. PREVIOUS AWARD AMOUNT \$ 0	
		10. AMOUNT OF THIS AWARD \$ 600,000	
		11. TOTAL AWARD \$ 600,000	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under FY09(BJA - Offender Reentry Demonstration Programs) 42 USC 3797w			
15. METHOD OF PAYMENT FAPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Mary Lou Leary Acting Assistant Attorney General		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Barbara Garcia Deputy Director of Health	
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL 	19A. DATE 10/27/09
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT X B CZ 80 00 00 600000		21. ICZUGT5580	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

**AWARD CONTINUATION
SHEET**
Grant

PAGE 2 OF 3

PROJECT NUMBER 2009-CZ-BX-0049

AWARD DATE 09/16/2009

SPECIAL CONDITIONS

1. The recipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
2. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.
3. The recipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from OMB Circular A-133 audits (and any other audits of OJP grant funds) are not satisfactorily and promptly addressed, as further described in the current edition of the OJP Financial Guide, Chapter 19.
4. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of OJP.
5. The recipient must promptly refer to the DOJ OIG any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either 1) submitted a false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. This condition also applies to any subrecipients. Potential fraud, waste, abuse, or misconduct should be reported to the OIG by -

mail:

Office of the Inspector General
U.S. Department of Justice
Investigations Division
950 Pennsylvania Avenue, N.W.
Room 4706
Washington, DC 20530

e-mail: oig.hotline@usdoj.gov

hotline: (contact information in English and Spanish): (800) 869-4499

or hotline fax: (202) 616-9881

Additional information is available from the DOJ OIG website at www.usdoj.gov/oig.

6. The award recipient agrees to participate in a data collection process measuring program outputs and outcomes. The data elements for this process will be outlined by the Office of Justice Programs.



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

**AWARD CONTINUATION
SHEET**
Grant

PAGE 3 OF 3

PROJECT NUMBER 2009-CZ-BX-0049

AWARD DATE 09/16/2009

SPECIAL CONDITIONS

7. Grantee agrees that assistance funds awarded under this grant will not be used to support any inherently religious activities, such as worship, religious instruction, or proselytization. If the grantee refers participants to, or provides, a non-Federally funded program or service that incorporates such religious activities, (1) any such activities must be voluntary for program participants, and (2) program participants may not be excluded from participation in a program or otherwise penalized or disadvantaged for any failure to accept a referral or services. If participation in a non-Federally funded program or service that incorporates inherently religious activities is deemed a critical treatment or support service for program participants, the grantee agrees to identify and refer participants who object to the inherently religious activities of such program or service to, or provide, a comparable secular alternative program or service.
8. The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.
9. All contracts under this award should be competitively awarded unless circumstances preclude competition. When a contract amount exceeds \$100,000 and there has been no competition for the award, the recipient must comply with rules governing sole source procurement found in the current edition of the OJP Financial Guide.
10. Recipient agrees that funds provided under this award may not be used to operate a "pay-to-stay" program in any local jail. Recipient further agrees not to subaward funds to local jails which operate "pay-to-stay" programs.
11. No portion of these federal grant funds shall be used towards any part of the annual cash compensation of any employee of the grantee whose total annual cash compensation exceeds 110% of the maximum salary payable to a member of the Federal government's Senior Executive Service at an agency with a Certified SES Performance Appraisal System for that year.
12. The recipient may not obligate, expend or draw down funds until the Office of the Chief Financial Officer (OCFO) has approved the budget and budget narrative and a Grant Adjustment Notice (GAN) has been issued to remove this special condition.
13. Approval of this award does not indicate approval of any consultant rate in excess of \$450 per day. A detailed justification must be submitted to and approved by the Office of Justice Programs (OJP) program office prior to obligation or expenditure of such funds.
14. The recipient agrees expeditiously to obtain active registration with the Central Contractor Registration (CCR) database, and to notify the program office in writing of its registration. Following satisfaction of this requirement, a Grant Adjustment Notice will be issued to remove this special condition.



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

Washington, D.C. 20531

Memorandum To: Official Grant File

From: Maria A. Berry, Environmental Coordinator

Subject: Categorical Exclusion for San Francisco Department of Public Health

Awards under this program will be used to develop national demonstration, training, and technical assistance programs.

None of the following activities will be conducted whether under the Office of Justice Programs federal action or a related third party action:

- (1) New construction.
- (2) Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including property (a) listed on or eligible for listing on the National Register of Historic Places, or (b) located within a 100-year flood plain, a wetland, or habitat for an endangered species;
- (3) A renovation which will change the basic prior use of a facility or significantly change its size.
- (4) Research and technology whose anticipated and future application could be expected to have an effect on the environment.
- (5) Implementation of a program involving the use of chemicals.

Additionally, the proposed action is neither a phase nor a segment of a project which when reviewed in its entirety would not meet the criteria for a categorical exclusion. Consequently, the subject federal action meets the Office of Justice Programs' criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of the Code of Federal Regulations.



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

**GRANT MANAGER'S MEMORANDUM, PT. I:
PROJECT SUMMARY**

Grant

PROJECT NUMBER

2009-CZ-BX-0049

PAGE 1 OF 1

This project is supported under FY09(BJA - Offender Reentry Demonstration Programs) 42 USC 3797w

1. STAFF CONTACT (Name & telephone number)

Kerri Vitalo-Logan
(202) 353-9074

2. PROJECT DIRECTOR (Name, address & telephone number)

Toni Rucker
Director
1380 Howard Street, 4th Floor
San Francisco, CA 94103
(415) 255-3522

3a. TITLE OF THE PROGRAM

BJA FY 2009 Second Chance Act Prisoner Reentry Initiative

3b. POMS CODE (SEE INSTRUCTIONS
ON REVERSE)

4. TITLE OF PROJECT

San Francisco Second Chance (SF Second Chance)

5. NAME & ADDRESS OF GRANTEE

San Francisco Department of Public Health
101 Grove Street Room 323
San Francisco, CA 94102

6. NAME & ADDRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 10/01/2009 TO: 09/30/2010

8. BUDGET PERIOD

FROM: 10/01/2009 TO: 09/30/2010

9. AMOUNT OF AWARD

\$ 600,000

10. DATE OF AWARD

09/16/2009

11. SECOND YEAR'S BUDGET

12. SECOND YEAR'S BUDGET AMOUNT

13. THIRD YEAR'S BUDGET PERIOD

14. THIRD YEAR'S BUDGET AMOUNT

15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)

The Second Chance Act of 2007 (Pub. L. 110-199) reflects a comprehensive response to the increasing number of people who are released from prison and jail and returning to communities. There are currently 2.3 million people serving time in our federal and state prisons, and millions of people cycling through local jails every year. Ninety-five percent of all prisoners incarcerated today will eventually be released and will return to communities. The Second Chance Act will help ensure the transition people make from prison or jail to the community is safe and successful. Section 101 of the Act, in addition to providing grants to state and local governments and federally recognized Indian tribes that may be used for demonstration reentry projects, also allows for the establishment of a National Adult and Juvenile Offender Reentry Resource Center.

The Second Chance Act Prisoner Reentry Initiative provides funding to state and local governments and federally recognized Indian tribes for demonstration projects to promote the safe and successful reintegration into the community of individuals who have been incarcerated. Funded demonstration projects will use validated and dynamic assessment tools to determine the risks and needs of offenders. Projects will provide offenders in prisons or jails with all necessary services to facilitate reentry into the community. In addition, the projects will develop procedures to ensure that dangerous felons are not released from prison prematurely and provide services that address treatment needs and protect communities against dangerous offenders. Allowable uses of funds to enhance a successful transition include: pre-release assessment and case planning, mentoring, housing, education, substance abuse treatment, mental health treatment, services to enhance family reunification, job training and readiness, and post-release case management and supervision.

San Francisco Department of Public Health will use the FY 2009 Second Chance Act Prisoner Reentry Initiative funds to support the San Francisco Second Chance (SF Second Chance) project. As lead agency for San Francisco Second Chance program, the SF Department of Public Health (DPH) will contract with community-based agencies to provide a range of services responsive to the assessed needs of clients. Offender services will include pre-release case planning, housing, job training readiness, substance abuse and mental health treatment, family reunification and mentoring. The grantee will serve adult state prisoners and parolees serving their parole in San Francisco. Each year, 150 participants will be served, including 100 new female offenders and parole violators in County Jail pending sentencing or return to State Prison. Also, the grantee will serve 50 male prisoners in the state-funded San Francisco Reentry Center located at the San Francisco County Jail. Walden House will serve as the single point of responsibility. Its team of Intensive Case Managers (ICMs) will partner with female clients from enrollment through the end of parole. Case managers will connect offenders with services and counseling to break the cycle of substance abuse relapse and criminal behavior. Male clients will receive case management and pre-release services through the San Francisco Reentry Center. At the time of release, all participants will be matched with structured programs and housing according to their needs.

CA/NCF

1380 Howard Street, 4th Floor
San Francisco, CA 94103
(415) 255-3500
(415) 255-3529 FAX



FAX

To: Office of Justice Programs From: Dr. Toni Rucker
Company: Dept. of Justice Pages: 10 (Including Cover Page)
FAX: 1-866-388-3055 Date: 10/27/09
Re: Accepting Grant Award CC: _____

Urgent For Review Please Comment Please Reply Please Recycle

This communication is privileged and confidential, intended only for the use of the individual or entity named above. Any use, dissemination, distribution, or copying of the communications is strictly prohibited. If this communication has been received in error, please notify us immediately by telephone.

Note:

To whom It May Concern:
Please find attached the documents needed
To accept the grant award from the Office of Justice
Programs at the Dept. of Justice.
Award #: 2009-CZ-BX-0049
Project title: San Francisco Second Chance (SF Second Chance)
Please contact me if you should have any questions or are in need
of further documents.

Sincerely,

Toni Rucker, Ph.D.

(415)-255-3522, Email: toni.Rucker@sfdph.org

From: "Vitalo-Logan, Kerri" <Kerri.Vitalo-Logan@usdoj.gov>
To: "John Fordham" <John.Fordham@sfdph.org>
cc: "Toni Rucker" <Toni.Rucker@sfdph.org>

Date: Thursday, October 29, 2009 11:11AM
Subject: RE: Grant 2009-CZ-BX-0049, SF Second Chance, 10/01/09-09/30/10

Hello John,

Thank you for sending the acceptance in. I checked on the status just now and miraculously, the acceptance has made it into GMSI. I also checked to see if you have any special conditions that require attention, and you do: #14, which says that you do not have a CCR registration. I will forward an email on how to resolve this.

Otherwise, no other action is required at this time. You have a conditional clearance on your budget, so you are not able to even obligate funds until the budget is cleared. Our financial office has a deadline of 12/31 to do so for the 1800 budgets that are still outstanding.

Let me know if you have any other questions.

Thanks,
 Kerri

From: John Fordham [mailto:John.Fordham@sfdph.org]
Sent: Thursday, October 29, 2009 1:29 PM
To: Vitalo-Logan, Kerri
Cc: Toni Rucker
Subject: Grant 2009-CZ-BX-0049, SF Second Chance, 10/01/09-09/30/10

Kerri Vitalo-Logan, Grant Manager
 Office of Justice Programs
 US Department of Justice
 Phone 202-353-9074

Dear Ms. Vitalo-Logan:

Thank you for assisting Dr. Toni Rucker and me with the award acceptance process for the referenced grant.

The grant award and special conditions pages were signed/initialed by Barbara Garcia, Deputy Director of Health; then faxed to OJP on Tuesday 10/27/09. (An electronic copy of the documents and fax cover sheet are attached for reference.)

Also, you informed us that no other action is required on our part at this time for the grant acceptance process; however the grant budget has not been fully reviewed by OJP yet, and SFDPH should not incur grant expenditures until the budget review is complete.

Thank you again for your assistance.

Sincerely,

John Fordham, Administrative Analyst
 Community Behavioral Health Services
 San Francisco Department of Public Health
 1380 Howard Street, 4th Floor
 San Francisco, CA 94103
 Phone 415-255-3530

Fax 415-255-3529
Email john.fordham@sfdph.org

cc: Toni Rucker, PhD, Director of Grants, Training, & Development
Community Behavioral Health Services
San Francisco Department of Public Health
Phone 415-255-3522