

File No. 260241

Committee Item No. 4

Board Item No. 15

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date April 8, 2026

Board of Supervisors Meeting Date April 14, 2026

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#### OTHER (Use back side if additional space is needed)

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|-------------------------------------|-------------------------------------|---|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>Request for Proposals 4/11/2025</u>              |
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| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>DPH Statement on Retroactivity 4/2/2026</u>      |
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Completed by: Brent Jalipa Date April 2, 2026

Completed by: Brent Jalipa Date April 9, 2026

1 [Accept and Expend Grant - Retroactive - California Board of State and Community  
2 Corrections - Proposition 47 - Cohort 5 - \$7,958,078]

3 **Resolution retroactively authorizing the Department of Public Health to accept and**  
4 **expend a grant in the amount of \$7,958,078 from the California Board of State and**  
5 **Community Corrections for participation in a program, entitled “Proposition 47 -**  
6 **Cohort 5,” for the period of October 1, 2025, through June 30, 2029; and approving the**  
7 **Notice of Award agreement, pursuant to Charter, Section 9.118(a).**

8  
9 WHEREAS, The California Board of State and Community Corrections (BSCC) has  
10 agreed to fund the Department of Public Health (DPH) in the amount of \$7,958,078 for  
11 participation in a program, entitled “Proposition 47 - Cohort 5,” for the period of October 1,  
12 2025, through June 30, 2029; and

13 WHEREAS, The DPH Prop 47 Cohort 5 program meets one of the most critical  
14 community care needs in San Francisco, providing residential withdrawal management,  
15 treatment, and residential step down beds to support justice-involved adults with co-occurring  
16 substance use and mental health needs; and

17 WHEREAS, The overall goal is to reduce incarceration and recidivism by bolstering  
18 city-wide initiatives focused on jail diversion, recovery, and community re-entry; and

19 WHEREAS, Charter, Section 9.118(a), requires Board of Supervisors’ approval by  
20 Resolution of any contract, which when entered into has anticipated revenue of \$1 million  
21 dollars or more; and

22 WHEREAS, The grant does not require an Annual Salary Ordinance Amendment; and

23 WHEREAS, The grant terms requires a minimum cost sharing of \$1,970,791; and

24 WHEREAS, The cost sharing will be funded from the San Francisco City and County  
25 General Fund; and

1           WHEREAS, A request for retroactive approval is being sought because DPH received  
2 the award notice on September 11, 2025, for a project start date of October 1, 2025; and

3           WHEREAS, The Department proposes to maximize use of available grant funds on  
4 program expenditures by not including indirect costs in the grant budget; now, therefore, be it

5           RESOLVED, DPH is hereby authorized to retroactively accept and expend a grant in  
6 the amount of \$7,958,078 from the BSCC; and, be it

7           FURTHER RESOLVED, That under Charter Section 9.118(a), the Board of  
8 Supervisors approves the Notice of Award agreement for these funds; and, be it

9           FURTHER RESOLVED, That DPH is hereby authorized to retroactively accept and  
10 expend the grant funds pursuant to Administrative Code, Section 10.170-1; and, be it

11           FURTHER RESOLVED, That the Board of Supervisors hereby authorizes the Director  
12 of Health or the Director's designee to enter into any amendments or modifications to the  
13 Grant Agreement that the Department determines, in consultation with the City Attorney, are  
14 in the best interests of the City, do not otherwise materially increase the obligations or  
15 liabilities of the City, are necessary to effectuate the purposes of the Grant, and are in  
16 compliance with all applicable laws; and, be it

17           FURTHER RESOLVED, That within thirty (30) days of the Grant Agreement being fully  
18 executed by all parties, the Director of Health shall provide a copy to the Clerk of the Board of  
19 Supervisors for inclusion in the official file.

1 Recommended:  
2  
3 /s/Jenny Louie

4 Daniel Tsai  
5 Director of Health  
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Approved: /s/Sophia Kittler

Mayor

Approved: /s/Carmen LeFranc

Controller

<p><b>Item 4</b> <b>File 26-0241</b></p>	<p><b>Department:</b> Public Health</p>
<p><b>EXECUTIVE SUMMARY</b></p>	
<p style="text-align: center;"><b>Legislative Objectives</b></p> <ul style="list-style-type: none"> <li>• The proposed resolution retroactively authorizes DPH to accept and expend a \$7,958,078 California Board of State and Community Corrections (BSCC) Cohort 5 Proposition 47 grant agreement to fund the Supporting Treatment &amp; Reducing Recidivism (STARR) program for the period of October 1, 2025, through June 30, 2029.</li> </ul> <p style="text-align: center;"><b>Key Points</b></p> <ul style="list-style-type: none"> <li>• Proposition 47 reduced penalties for certain crimes and redirected savings to funds mental health services, substance use disorder treatment, and/or diversion programs for criminal justice involved individuals. DPH has been a grant recipient in three previous cohorts of these grants in 2017, 2019, and 2022. (A Cohort 4 grant was awarded to the Department of Homelessness and Supportive Housing in 2025 for a different program.) This Cohort 5 grant agreement continues funding the Supporting Treatment &amp; Reducing Recidivism (STARR) program, initially funded by the 2019 grant.</li> <li>• Cohort 5 of the STARR program continues to provide 10 detox beds and 18 residential substance use disorder treatment beds through Salvation Army; and adds 15 residential step-down beds through HealthRIGHT360—with these two community-based providers offering case management for clients.</li> </ul> <p style="text-align: center;"><b>Fiscal Impact</b></p> <ul style="list-style-type: none"> <li>• The total grant award is nearly \$8 million, and \$6.4 million of the award will be passed through to the community-based service providers. The remaining funds support 2.0 FTE DPH staff, including a Prop. 47 Program Manager (Health Worker IV) and a Criminal Justice Specialist (Health Program Coordinator III).</li> <li>• The total amount of matching funds, sourced from the General Fund, is \$1,970,791, which funds 11.17 FTE of existing DPH staff supporting the STARR program.</li> </ul> <p style="text-align: center;"><b>Policy Consideration</b></p> <ul style="list-style-type: none"> <li>• By identifying specific community-based organizations within the State Proposition 47 grant application, DPH can effectively pre-select vendors. Once the BSCC approves the grant, the Department may successfully petition the Office of Contract Administration for a sole-source waiver, arguing that the state-approved grant plan mandates these specific providers. However, in this case, the Board of Supervisors has already provided a waiver from competitive procurement requirements for residential beds through March 2029.</li> </ul> <p style="text-align: center;"><b>Recommendation</b></p> <ul style="list-style-type: none"> <li>• Approve the proposed resolution.</li> </ul>	

**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**

In November 2014, California voters approved Proposition 47, an initiative reducing specific low-level drug and property crimes from felonies to misdemeanors. Sixty-five percent of the state savings generated by Proposition 47 are set aside annually for the California Board of State and Community Corrections (BSCC) to administer a competitive grant program. Proposition 47 funds are awarded to public agencies providing mental health services, substance use disorder treatment, and/or diversion programs for criminal justice-involved individuals. These funds may serve both adults and juveniles through housing-related assistance and other community-based supportive services.

There have been four previous cohorts of Proposition 47 grant recipients, and the San Francisco Department of Public Health (DPH) has been awarded a grant in the first three cohorts: 2017, 2019, and 2022. The Department of Homelessness and Supportive Housing (HSH) was awarded a grant for Cohort 4 in 2025.<sup>1</sup> For the Cohort 1, 2, and 3 grants awarded to DPH, the Department serves as the lead agency responsible for project coordination, grant administration, and facilitating connections among the DPH system of care. Additionally, each grant has a minimum cost-sharing requirement, which is mainly provided by existing DPH staff that are supporting the program. Prior grants have required that at least 50 percent of the award must be passed through to community-based service providers. Out of the total \$18 million awarded from all three cohorts, DPH has allocated \$14.7 million, or approximately 82 percent to community-based providers. The remaining funds have supported DPH positions, data collection and analysis, financial auditing, and supplies.

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<sup>1</sup> The San Francisco Department of Homelessness and Supportive Housing was awarded a grant for Cohort 4 in 2025 in the amount of \$7,999,999 to fund the “Housing, Expungement and Recovery through Treatment and Support Services” (HEARTTS). For Cohort 4, treatment beds continued to be funded, alongside new funding for transitional housing and legal expungement for, but not limited to, Latine and Spanish-monolingual justice-involved adults.

## Procurement

For Proposition 47 grant cycles, DPH has specified the community-based organizations with which it intends to contract and has utilized sole-source agreements with those organizations.

## Cohorts

The 2017 cohort funded the Promoting Recovery & Services for the Prevention of Recidivism (PRSPR) program, and the 2019 cohort funded the Supporting Treatment & Reducing Recidivism (STARR) program. These two Proposition 47 grants funded detox beds,<sup>2</sup> residential substance use disorder (SUD) treatment beds,<sup>3</sup> and various supportive services. According to DPH staff, programming focuses on jail diversion, recovery, and community reentry for individuals with high-risk co-occurring disorders and criminal justice involvement. DPH continued to fund the STARR program with a third cohort of awarded Proposition 47 grant funding.

## Cohort 3 Evaluation

On July 26, 2022, DPH received an award notice from the BSCC for Proposition 47 grant funds in the amount of \$6,000,000 to fund Cohort 3 of the STARR program from September 1, 2022, through June 1, 2026. The Cohort 3 program is currently ongoing and its final results are expected to be available after the grant period ends in June 2026. According to DPH, Cohort 3 has exceeded its annual performance targets for Fiscal Year 2024-25, with 317 individuals referred to the program (surpassing the goal of 150) and 231 individuals enrolled (surpassing the goal of 100). DPH also reports exceeding its goals related to withdrawal management, case management, and an Individualized Interagency Plan:

- 73 percent of clients enrolled in withdrawal management successfully completed their treatment goals (surpassing the goal of 50 percent);
- 96 percent of clients engaged in case management met with a case manager at least once (surpassing the goal of 60 percent); and
- 93 percent of clients met three times with a grant-funded case manager to receive an Individualized Interagency Plan (surpassing the goal of 50 percent).

However, as of June 2025, our report for the Cohort 4 grant (File No. 25-0490) reported that DPH was unable to provide results from a two-year program evaluation (expected by September 2024) or any quarterly reports—both of which were part of the stated evaluation plan. Those evaluation reports were also not made available for the preparation of this report.

## Cohort 4

Services associated with the Cohort 4 grant awarded to HSH have been delayed, according to HSH. The program was originally intended to begin in October 2024. HSH reports that it is in the

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<sup>2</sup> 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. According to DPH, the average stay has recently increased to up to two weeks

<sup>3</sup> 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. According to DPH, the average stay has recently increased to 6-9 months.

process of completing remaining prerequisites to begin work, including but not limited to executing Memoranda of Understanding with other project partners and City departments, and plans to launch services in June 2026.

## DETAILS OF PROPOSED LEGISLATION

The proposed resolution retroactively authorizes DPH to accept and expend a \$7,958,078 California Board of State and Community Corrections (BSCC) Cohort 5 Proposition 47 grant agreement to fund the STARR program for the period of October 1, 2025, through June 30, 2029. The proposed resolution would also approve the grant agreement between DPH and BSCC and allow DPH to amend the grant agreement, so long as the amendments do not materially increase the obligations or liabilities of the City. The final grant agreement was received from the State on January 21, 2026, and the program has begun providing services, which can be paid for via grant funds retroactively, according to DPH.

The local match of \$1,970,791 General Fund will support existing Department of Public Health (DPH) positions supporting the STARR program. The grant does not require an Annual Salary Ordinance amendment.

### Grant Agreement

The proposed grant agreement has a maximum value of \$7,958,078 and a term October 1, 2025 to June 30, 2029. The City will be reimbursed for eligible expenses in arrears on a quarterly basis. Further, the grant requires quarterly reporting of start-up activities, service delivery, and overall progress to the BSCC; a final evaluation report to the BSCC; annual recidivism tracking; and a final financial audit.

### Continuation of STARR Program

As noted above, the Supporting Treatment & Reducing Recidivism program provides residential treatment beds, case management, and wraparound support services for criminal justice involved adults with co-occurring substance use disorder and mental health issues. Of the \$7,958,078, a total of \$6,438,600 will be passed through to community-based service providers to fund 10 detox beds and 18 residential SUD treatment beds at Salvation Army Harbor Light Center, 15 Residential Step-Down Beds at HealthRIGHT360, and wraparound support services from the broader DPH support system.

DPH has proposed modifications for Cohort 5 from Cohort 3. Cohort 5 will specifically target justice-involved adults who are experiencing homelessness. While DPH will continue to fund 10 withdrawal management beds and 18 residential treatment beds, the Department will expand its continuum of care by funding 15 new residential step-down beds in a supportive housing environment for stays of up to two years—delivered by the newly added community-based provider HealthRIGHT360. While Cohort 3 utilized the Felton Institute as a standalone community-based provider of low-threshold case management, Cohort 5 integrates case management directly into the residential programs at the Salvation Army and HealthRIGHT360. Additionally, Cohort 5 programming will continue to build on the decentralized approach for intake and assessment by leveraging the Department's new Office of Coordinated Care (OCC) and

introducing immediate drop-off options at the withdrawal management center to facilitate low-barrier entry. Further, DPH will fund a new Criminal Justice Specialist to serve as a liaison with the Adult Probation Department to coordinate eligibility assessments, system-wide referrals, and linkages through the Community Assessment and Services Center (CASC).

Exhibit 1 below demonstrates the similarities and differences between Cohorts 1, 2, 3, and 5.

### Exhibit 1: DPH Cohort Services and Budgets

	Cohort 1	Cohort 2	Cohort 3	Cohort 5
Grant Program Dates	06/16/17-08/15/21 <sup>4</sup>	10/1/19-05/15/23 <sup>5</sup>	09/01/22-06/01/26	10/1/25-06/30/29
Program	PRSPR	STARR	STARR	STARR
Award Amount	\$6 Million	\$6 Million	\$6 Million	\$8.0 Million
Amount Passed to CBOs	\$4.9 Million	\$4.3 Million	\$5.5 Million	\$6.4 Million
	<u>Services Provided</u>			
Salvation Army	5 Detox Beds, 32 Residential SUD Treatment Beds	10 Detox Beds <sup>6</sup> , 40 Residential SUD Treatment Beds <sup>7</sup>	10 Detox Beds, 18 Residential SUD Treatment Beds	10 Detox Beds, 18 Residential SUD Treatment Beds (with case management)
Richmond Area Multi-Services	Peer counselors to support participants 60 days after discharge from Salvation Army	-	-	-
Felton Institute	TAY-Specific Clinical Support and Curriculum Development <sup>8</sup>	Low Threshold Case Management	Low Threshold Case Management	-
HealthRIGHT 360				15 Residential Step-Down Beds (with case management)
Amount of Matching Funds	\$6 Million	\$2.9 Million	\$3.1 Million	\$2.0 Million
Use of Matching Funds	18 DPH FTE 5 Probation FTE CASC Rent	3.4 DPH FTE for years 1-2 and 12.9 DPH FTE in year 3. CASC Rent 5 Probation FTE	7.19 DPH FTE	11.17 DPH FTE

Source: DPH

<sup>4</sup> Includes a no-cost extension approving the program for an additional year (August 15, 2020-August 15, 2021)

<sup>5</sup> PRSPR and STARR program dates overlap from 10/1/19-08/15/21

<sup>6</sup> Increase in Detox Beds from 5 to 10.

<sup>7</sup> According to DPH, a budget modification in early 2022 reallocated cost savings to increase the Residential SUD Beds from 32 to 40. The 40 beds will remain until Cohort 3.

<sup>8</sup> the TAY-specific services did not continue after Cohort 1 funding, because, according to DPH, those services were underutilized by the target population.

For the Cohort 3 grant period, there was a six-month implementation phase, three years for service delivery (from March 2, 2023 through March 1, 2026), followed by a three-month data evaluation period. Similarly, for Cohort 5, there is a three-month start-up and implementation phase, three years of service delivery (January 1, 2026 through December 31, 2028), followed by a six-month evaluation and close-out period.

### **Third Party Evaluation**

Each cohort is evaluated by Hatchuel Tabernik & Associates (HTA), an external firm retained for all five Proposition 47 grant cycles. For Cohort 5, HTA will develop a Local Evaluation Plan and provide quarterly progress reports throughout implementation, along with a two-year preliminary report and a final evaluation report. Process monitoring will oversee startup activities, service utilization data drawn from the Department's Avatar system, meeting minutes, and interviews or focus groups with staff and partners, specifically including DPH, Salvation Army, and HealthRIGHT360. Meanwhile, outcome monitoring will utilize a mixed-methods design that draws on program records, HTA's custom tracking database, participant focus groups, and three-year pre- and post-program recidivism tracking using data sourced from the District Attorney's Office.

## **FISCAL IMPACT**

The total grant award amount received from BSCC is \$7,958,078. Most of that award (81%) is allocated to Salvation Army and HealthRIGHT360 for direct service to clients. The remaining funds support data collection and project evaluation, financial auditing, supplies, travel, and 2.0 FTE DPH staff. The total amount of matching funds is \$1,970,791 from the General Fund for 11.17 existing DPH FTEs supporting the STARR program.

### **Community-Based Organizations**

As shown in Exhibit 2 below, approximately \$6.4 million of the award will be passed through to Salvation Army and HealthRIGHT360 for direct service to clients. Under the 2025 RFP from the State, Proposition 47 grant recipients are required to pass through a minimum of 50 percent of the award to community-based service providers.

- \$4.1 million is allocated to the Salvation Army to provide 10 detox beds (for stabilization stays of up to two weeks) and 18 residential treatment beds (for recovery stays of up to nine months) at the Harbor Light Center. The allocation is calculated using a fixed daily rate of \$135 per bed for all 28 beds over the three-year service delivery period. The funded services include participants co-developing an Individualized Interagency Plan with a certified counselor, individual and group counseling, on-site case management, behavioral health classes, job placement services, and physical wellness support.
- \$2.3 million is allocated to HealthRIGHT360 to provide 15 residential step-down beds in a supportive housing environment for recovery stays of up to two years. The allocation is calculated using a fixed daily rate of \$140 per bed for 15 beds over the three-year service period. The funded services mandate that residents continue their engagement in

treatment, and include the provision of case management, linkages to job placement services, and other community referrals.

**Exhibit 2: Fiscal Impact: 2025 STARR Grant & Matching Funds (Three Years, Nine Months Term)**

Budget Line Item	Grant Funds	Matching Funds	Total
City Salaries and Benefits	\$1,076,538	\$1,970,791	\$3,047,329
Services and Supplies	17,940	0	17,940
Professional Services or Public Agency Subcontracts	0	0	0
Community-Based Organization Contracts*	6,438,600	0	6,438,600
Data Collection and Evaluation	400,000	0	400,000
Equipment/Fixed Assets	0	0	0
Financial Audit**	25,000	0	25,000
Other***	0	0	0
Indirect Cost	0	0	0
<b>Total</b>	<b>\$7,958,078</b>	<b>\$1,970,791</b>	<b>\$9,928,869</b>

\*Required minimum of 50% of grant funds

\*\*Must not exceed \$25,000

\*\*\*Travel, Training, etc.

Source: DPH, 2025 Proposition 47 Grant Program Budget Application

**Funding DPH Staff**

As shown in Exhibit 3 below, the total amount of \$1.97 million in matching funds is allocated to 11.17 FTE of existing DPH staff supporting the STARR program across the three years and nine months grant term. The grant funds 2.0 FTE for a total of \$1.08 million across the three years and nine months. The DPH staff duties include client triage, navigation, and assessments; project supervision; and DPH referral oversight.

**Exhibit 3: DPH Staff FTE Funds, STARR 2025**

Personnel	Matching Funds		Grant Funding	
	Total Salary and Benefits	FTE	Total Salary and Benefits	FTE
Prop. 47 Program Manager (Health Worker IV)	\$0	0.00	\$452,331	1.00
Criminal Justice Specialist (Health Program Coordinator III)	0	0.00	624,207	1.00
SUD System of Care Director	20,399	0.02	0	0.00
SUD Project Director	38,053	0.05	0	0.00
SUD Program Manager	65,312	0.10	0	0.00
Behavioral Health Clinicians	1,204,744	6.00	0	0.00
Health Workers	642,283	5.00	0	0.00
<b>Total</b>	<b>\$1,970,791</b>	<b>11.17</b>	<b>\$1,076,538</b>	<b>2.00</b>

Source: DPH STARR Budget, Received from Department

**POLICY CONSIDERATION**

By identifying specific community-based organizations, including the Salvation Army and HealthRIGHT360, within the State Proposition 47 grant application, DPH can effectively “pre-select” vendors. Once the BSCC approves the grant, the Department may successfully petition

the Office of Contract Administration (OCA) for a sole-source waiver, arguing that the state-approved grant plan mandates these specific providers. This practice circumvents the typical requirement for a Request for Proposals (RFP) in Administrative Code Chapter 21 and 21G and adds risks associated with sole-source contracting, including the possibility of reduced cost-efficiency and a lack of transparency in provider selection. However, in this case, these risks are mitigated somewhat by the requirement for a program evaluation. Further, in this case, the Board of Supervisors has provided DPH a waiver from competitive procurement requirements for residential beds through March 2029 (Administrative Code Section 21A.4), which could be relied upon in this case. Finally, the BSCC's RFP used to award grant funds evaluated proposals based on their service delivery approach, including how providers address the needs of the target population, including staff with lived experience, and minimized start-up time. The Department reported engaging CBOs with long-standing community relationships, histories of serving the target population, and practices of hiring staff with lived experience in order to minimize start up time. The Department's inclusion of specific non-profit providers strengthened its grant application, according to DPH.

#### **RECOMMENDATION**

Approve the proposed resolution.

**File Number:** 260241  
(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 - Cohort 5**
- 2. Department: **Department of Public Health  
Behavioral Health Services**
- 3. Contact Person: **Kellee Hom** Telephone: **(628) 754-9364**
- 4. Grant Approval Status (check one):  
 Approved by funding agency  Not yet approved
- 5. Amount of Grant Funding Approved or Applied for: **\$7,958,078**
- 6a. Matching Funds Required: **\$1,970,791**  
b. Source(s) of matching funds (if applicable): **Mental Health General Fund**
- 7a. Grant Source Agency: **Board of State and Community Corrections**  
b. Grant Pass-Through Agency (if applicable): **N.A.**

8. Proposed Grant Project Summary

**The San Francisco Department of Public Health Prop 47 Cohort 5 program meets one of the most critical community care needs in San Francisco - providing residential withdrawal management, treatment, and residential step down beds to support justice-involved adults with co-occurring substance use and mental health needs. The overall goal is to reduce incarceration and recidivism by bolstering city-wide initiatives focused on jail diversion, recovery, and community re-entry.**

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

Start-Date: **10/1/2025** End-Date: **6/30/2029**

10a. Amount budgeted for contractual services: **\$6,438,600**

- b. Will contractual services be put out to bid? **No**
- c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? **N.A.**
- d. Is this likely to be a one-time or ongoing request for contracting out? **One-Time**

11a. Does the budget include indirect costs?  Yes  No

- b1. If yes, how much? **\$0**
- b2. How was the amount calculated? **N.A.**

- c1. If no, why are indirect costs not included?  
 Not allowed by granting agency  To maximize use of grant funds on direct services  
 Other (please explain):

c2. If no indirect costs are included, what would have been the indirect costs? **24.678% of salaries and benefits**

12. Any other significant grant requirements or comments:

**We respectfully request for approval to accept and expend these funds retroactively to October 1, 2025. The Department received the subaward notification on September 11, 2025.**

**This grant does not require an ASO amendment, does not create net new positions, and partially reimburses the Department for two positions:**

No.	Class	Job Title	FTE	Start Date	End Date
1	2588	Health Worker IV	1.00	10/01/2025	06/30/2029
2	2593	Health Program Coordinator III	1.00	10/01/2025	06/30/2029

**Proposal ID**                    **CTR00005219**  
**Dept ID**                        **240646**  
**Project Description:**       **SA110 2629 Proposition 47 Cohort 5**  
**Project ID**                    **10043096**  
**Fund ID**                        **11580**  
**Activity ID**                   **0001**  
**Version**                        **V101**

**Matching Funds:**  
**Dept ID**                        **240646**  
**Project Description:**       **HB SUD - Community Care**  
**Project ID**                    **10001681**  
**Fund ID**                        **10000**  
**Activity ID**                   **0003**  
**Version**                        **V101**

**\*\*Disability Access Checklist\*\*\*(Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

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

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

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

Comments:

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

Toni Rucker, PhD  
(Name)

DPH ADA Coordinator  
(Title)

Date Reviewed: 12/30/2025 | 5:14 PM PST

DocuSigned by:  
*Toni Rucker*  
AC4292F7331F44D...  
(Signature Required)

**Department Head or Designee Approval of Grant Information Form:**

Daniel Tsai  
(Name)

Director of Health  
(Title)

Date Reviewed: 2/13/2026 | 8:53 AM PST

Signed by:  
*Jenny Louie for Daniel Tsai*  
40CFE25DD8B4464...  
(Signature Required)

**STANDARD AGREEMENT**

STD 213 (Rev 03/2019)

AGREEMENT NUMBER

**BSCC 1414-25**

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 PUBLIC HEALTH**

2. The term of this Agreement is:

START DATE

**OCTOBER 1, 2025**

THROUGH END DATE

**JUNE 30, 2029**

3. The maximum amount of this Agreement is:

**\$7,958,078.00**

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 Cohort 5 Request for Proposals	*
Attachment 2	Proposition 47 Grant Program Proposal	74
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/](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 PUBLIC HEALTH**

CONTRACTOR BUSINESS ADDRESS 1145 Market Street, 10 <sup>th</sup> Floor	CITY San Francisco	STATE CA	ZIP 94103
PRINTED NAME OF PERSON SIGNING DANIEL TSAI	TITLE Director of Health		
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		

## 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 the San Francisco Department of Public Health (hereafter referred to as the Grantee or Contractor).

### 2. PROJECT SUMMARY AND ADMINISTRATION

- A. The SFDPH STARR Program provides a critical component towards breaking the cycle of homelessness and addiction in San Francisco by providing additional residential treatment and residential step-down beds for criminal justice involved adults with co-occurring substance use disorder and mental health issues. The overall goal is to reduce incarceration and recidivism by bolstering city-wide initiatives focused on jail diversion, recovery, and community re-entry.
- B. Grantee agrees to administer the project in accordance with Attachment 1: Proposition 47 Grant Program Cohort 5 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: Daniel Tsai  
Title: Director of Health  
Address: 1145 Market Street, 10<sup>th</sup> Floor, San Francisco, CA 94103  
Phone: (415) 254-8739  
Email: [Daniel.tsai@sfdph.org](mailto:Daniel.tsai@sfdph.org)

**Designated Financial Officer** authorized to receive warrants:

Name: Miguel Quinonez  
Title: Grant Fund Accountant  
Address: 1380 Howard St., 4<sup>th</sup> Floor, San Francisco, CA 94103  
Phone: (415) 255-3465  
Email: [Miguel.quinonez@sfdph.org](mailto:Miguel.quinonez@sfdph.org)

**Project Director** authorized to administer the project:

Name: Kellee Hom  
Title: SUS SOC Director  
Address: 1380 Howard St., Suite 313, San Francisco, CA 94103  
Phone: (628) 754-9364  
Email: [Kellee.hom@sfdph.org](mailto:Kellee.hom@sfdph.org)

- 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.

**EXHIBIT A: SCOPE OF WORK**

**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 Cohort 5 Request for Proposals and Attachment 2: Proposition 47 Grant Program Proposal.

**5. REPORTING REQUIREMENTS**

A. The 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 1, 2025 to December 31, 2025	<b>Due no later than:</b> February 16, 2026
2. January 1, 2026 to March 31, 2026	May 15, 2026
3. April 1, 2026 to June 30, 2026	August 17, 2026
4. July 1, 2026 to September 30, 2026	November 16, 2026
5. October 1, 2026 to December 31, 2026	February 15, 2027
6. January 1, 2027 to March 31, 2027	May 17, 2027
7. April 1, 2027 to June 30, 2027	August 16, 2027
8. July 1, 2027 to September 30, 2027	November 15, 2027
9. October 1, 2027 to December 31, 2027	February 15, 2028
10. January 1, 2028 to March 31, 2028	May 15, 2028
11. April 1, 2028 to June 30, 2028	August 15, 2028
12. July 1, 2028 to September 30, 2028	November 15, 2028
13. October 1, 2028 to December 31, 2028	February 15, 2029

*Note: Project activity period ends December 31, 2028. The period of January 1, 2029 to June 30, 2029 is for completion of Final Local Evaluation Report and financial audit only.*

**B. Evaluation Documents**

1. Local Evaluation Plan	<b>Due no later than:</b> March 31, 2026
2. Final Local Evaluation Report	June 30, 2029

**C. Other**

Financial Audit Report	<b>Due no later than:</b> June 30, 2029
------------------------	--

**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. 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.

## **EXHIBIT A: SCOPE OF WORK**

- 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, 2029. 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.

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

**Due no later than:**

- February 16, 2026
- May 15, 2026
- August 17, 2026
- November 16, 2026
- February 15, 2027
- May 17, 2027
- August 16, 2027
- November 15, 2027
- February 15, 2028
- May 15, 2028
- August 15, 2028
- November 15, 2028
- February 15, 2029

**Final Invoicing Period\*:**

14. January 1, 2029 to March 31, 2029
15. April 1, 2029 to June 30, 2029

**Due no later than:**

- May 15, 2029
- August 15, 2029

*\*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, December 31, 2028, and included on the invoice due February 15, 2029. Project expenditures incurred after December 31, 2028 will not be reimbursed.

C. The Final Local Evaluation Report is due to BSCC by June 30, 2029. Expenditures incurred for the completion of the Final Local Evaluation Report during the period of January 1, 2029 to June 30, 2029 must be submitted during the Final Invoicing Period(s), with the final invoice due on August 15, 2029. 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, 2029. Expenditures incurred for the completion of the financial audit during the period of January 1, 2029 to June 30, 2029 must be submitted during the Final Invoicing Periods, with the final invoice due on August 15, 2029. 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**

<b>BUDGET CATEGORIES</b>	<b>GRANT FUNDS</b>	<b>LEVERAGED FUNDS</b>	<b>TOTAL</b>
1. Salaries and Benefits	\$1,076,538	\$1,970,791	\$3,047,329
2. Services and Supplies	\$17,940	\$0	\$17,940
3. Professional Services or Public Agency Contracts	\$0	\$0	\$0
4. Non-Governmental Organization (NGO)	\$6,438,600	\$0	\$6,438,600
5. Data Collection and Project Evaluation	\$400,000	\$0	\$400,000
6. Equipment/Fixed Assets	\$0	\$0	\$0
7. Other (Travel, Training, etc.)	\$25,000	\$0	\$25,000
8. Indirect Costs	\$0	\$0	\$0
<b>TOTAL</b>	\$7,958,078	\$1,970,791	\$9,928,869

**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).)

**21. GENERATIVE AI DISCLOSURE OBLIGATIONS:**

- A. The following terms are in addition to the defined terms and shall apply to the Contract:
  - 1) "Generative AI (GenAI)" means an artificial intelligence system that can generate derived synthetic content, including text, images, video, and audio that emulates the structure and characteristics of the system's training data. (Gov. Code § 11549.64.)
- B. Contractor shall immediately notify the State in writing if it: (1) intends to provide GenAI as a deliverable to the State; or (2), intends to utilize GenAI, including GenAI from third parties, to complete all or a portion of any deliverable that materially impacts: (i) functionality of a State system, (ii) risk to the State, or (iii) Contract performance. For avoidance of doubt, the term "materially impacts" shall have the meaning set forth in State Administrative Manual (SAM) § 4986.2 Definitions for GenAI.
- C. Notification shall be provided to the State designee identified in this Contract.
- D. At the direction of the State, Contractor shall discontinue the provision to the State of any previously unreported GenAI that results in a material impact to the functionality of the System, risk to the State, or Contract performance, as determined by the State.
- E. If the use of previously undisclosed GenAI is approved by the State, then Contractor will update the Deliverable description, and the Parties will amend the Contract accordingly, which may include incorporating the GenAI Special Provisions into the Contract, at no additional cost to the State.
- F. The State, at its sole discretion, may consider Contractor's failure to disclose or discontinue the provision or use of GenAI as described above, to constitute a material breach of Contract when such failure results in a material impact to the functionality of the System, risk to the State, or Contract performance. The State is entitled to seek any and all remedies available to it under law as a result of such breach, including but not limited to termination of the contract.

## 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 Cohort 5 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 Cohort 5 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 Cohort 5 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 Cohort 5 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.

Title	<p><b>San Francisco Department of Public Health</b></p> <p>by <b>Kellee Hom</b> in <b>Proposition 47 Grant Program, Cohort 5 - Request for Proposals</b></p> <p>kellee.hom@sfdph.org</p>	<p>06/23/2025</p> <p>id. 50893237</p>
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<b>Original Submission</b>	06/23/2025
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Score	n/a
Proposition 47 Cohort 5	checked
Proposition 36 Activities	checked
Applicant Category	Large Scope Project - applying for more than \$2 million and up to \$8 million
SUBMITTING A PROPOSAL FOR PROPOSITION 47 GRANT FUNDS	<p>The Proposition 47, Safe Neighborhoods and Schools Act Grant Program, Request for Proposals (RFP) 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 prior to completing this application process. The RFP 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: <a href="https://www.bscc.ca.gov/s_bsccprop47/">https://www.bscc.ca.gov/s_bsccprop47/</a></p>

**CONFIDENTIALITY NOTICE:** 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.)

**APPLICANT INFORMATION, PROJECT TITLE AND PROJECT SUMMARY** This section requires information about the applicant and the proposed project.

**Name of Applicant** San Francisco Department of Public Health

**Tax Identification Number** 946000417

**Applicant's Physical Address** 101 Grove Street  
 San Francisco  
 CA  
 94102  
 US  
 37.7780627  
 -122.4186592

**Applicant's Mailing Address (if different than physical address)** 1380 Howard Street, 2nd Floor  
 San Francisco  
 CA  
 94103  
 US  
 37.7744147  
 -122.4143598

**Mailing Address For Reimbursement Payments** 1380 Howard Street, 4th Floor  
 San Francisco  
 CA  
 94103  
 US  
 37.7744147  
 -122.4143598

**Project Title** Supporting Treatment & Reducing Recidivism (STARR)

**Project Summary** The SFDPH STARR Program provides a critical component towards breaking the cycle of homelessness and addiction in San Francisco by providing additional residential treatment and residential step down beds for criminal justice involved adults with co-occurring substance use disorder and mental health issues. The overall goal is to reduce incarceration and recidivism by bolstering city-wide initiatives focused on jail diversion, recovery, and community re-entry.

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 C) and Proposition 47 Local Advisory Committee Letter(s) of Agreement (Attachment D) Section 3. Project Description Including: Proposition 47 Project Work Plan (Attachment B) Section 4. Data Collection and Project Evaluation Section 5: Budget Attachment - Proposal Budget Table and Budget Narrative (Attachment A) The required attachments are stand-alone documents available on the BSCC Proposition 47 Homepage: [https://www.bscc.ca.gov/s\\_bsccprop47/](https://www.bscc.ca.gov/s_bsccprop47/) . Download, complete, and upload where prompted.

Section 1. Project  
Need

A significant sub-segment of San Francisco’s justice-involved residents are disproportionately impacted by multiple public health crises—homelessness, opioid overdose, and unmet behavioral health needs. Trapped in intersecting cycles of homelessness and addiction, more than 8,000 people experience homelessness in the city nightly, according to the 2024 Homelessness Point in Time (PIT) count (up by 7% from 2022). Over one-third report chronic homelessness—multiple bouts of homelessness for long stretches of time—and 51% self-report mental health challenges, addiction, or both. SF Mayor Daniel Lurie underscored the human cost and urgent need for effective intervention pathways in an Executive Directive in March 2025 and called for increased coordination of street teams, expanded treatment capacity, and improved case management to address gaps. (Lurie 2025) This Cohort 5 proposal, which addresses multiple, complex health and housing needs by providing critical interventions—including substance use treatment beds, transitional housing, and care coordination—aims to save lives and aligns with the mayor’s directive and recent research.

SF has been grappling with a rise in overdose deaths that began in 2018 and correlates with an increase in synthetic opioid use, primarily fentanyl. (SF CHA, 2024) During the first year of the pandemic, while COVID-19 was the leading cause of death among unhoused people in major U.S. cities, In SF, fentanyl overdose was the leading cause of death, claiming 331 lives. (Cawley et al., 2022a) Since August 2023, the number of drug overdose deaths has declined, but still remains higher than 2018 levels. Black residents face the highest mortality rate at 215 deaths per 100,000—more than four times the rate of deaths due to Drug Use Disorders for all other race/ethnic groups combined in SF (52 deaths per 100,000).

The University of California and California Policy Lab published a landmark study in 2022 that analyzed two cohorts (2011 and 2020) of people in SF with high utilization of both the criminal legal and emergency healthcare systems and found:

- Almost all the individuals in both cohorts experienced homelessness (98–99%)
- Between 80–90% of individuals in both cohorts have substance use disorders (SUDs), and many also have co-occurring mental health and physical health disorders
- High utilization is linked to premature death: more than one quarter of the 2011 cohort died within 10 years (Cawley et al., 2022b)

To improve outcomes for this group, the researchers identified the need for stable housing with appropriate services and care coordination at specific moments, such as when a person is released from jail or an emergency department: “Ideally, interventions and appropriately targeted, evidence-based, low-barrier resources should be available for individuals when they reach a threshold of contact with a given system, to prevent the escalation of need and cycling that we observe in this study.”

With Cohort 5 funding, the SF Department of Public Health (SFDPH) will answer that call and target adults who are experiencing homelessness, have had contact with the criminal justice system, and have SUD and/or mental health needs. The bidirectional co-occurrence of behavioral health issues and homelessness is well documented. (Dones 2025) We propose to expand and augment our expiring Cohort 3 Prop 47 program: Supporting Treatment & Reducing Recidivism (STARR) by focusing specifically on people experiencing homelessness and adding step-down transitional housing to a continuum of SUD treatment options that includes withdrawal management and residential treatment.

The need for the proposed STARR services is significant. Between 2010 and 2020, SF saw a 76% increase in the number of people who are unsheltered, a period during which the state’s increase was 31%. This staggering rise in California occurred as homelessness nationwide actually decreased by nine percent. Indeed, roughly 30 percent of the growth in homelessness occurring in the U.S. since 2017 can be attributed to just the Bay Area, with San Francisco “virtually tied with New York City and the District of Columbia for the highest concentration of homelessness in the nation.” (Bay Area Council Economic Institute, 2021) Of the 7,754 people unstably housed (sheltered and unsheltered) in the 2022 PIT count, 57% were completely unsheltered (n=4,397). Males (62%), single adults aged 25 and older (78%), Whites (43%), and Black/African Americans (38%) were disproportionately represented. In the general population, people identifying as male make up 51%, White 50.8%, Black 5.7%, and Hispanic 16.4%.

The intent of Prop 47 is to ensure alternatives for less serious crimes and redirect savings into prevention and support programs. The proposed Cohort 5 programming will ensure that defendants in criminal cases who struggle with mental health and/or substance use issues and experience homelessness will be diverted from jail to receive community-based support, including supplemental housing-related services, job skills training, case management, and civil legal services. 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.

For the first time, STARR will offer transitional housing. Research consistently shows that obtaining housing is particularly onerous for the target population generally (Dorazio, 2023), and a study published by the SF 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). Current program data collected by our external STARR evaluator also

points to the need for step-down supportive housing for the target population. For example, among the 846 participants who enrolled between Feb. 2021 and Mar. 2025, 18% were homeless when they exited the program.

SFDPH has collaborated with other agencies and community-based organizations (CBO) for many years to reduce incarceration and recidivism by using a harm reduction approach to provide low-threshold supports through several initiatives, including our three prior Prop 47-funded programs—Promoting Recovery & Services for the Prevention of Recidivism (PRSPR) and STARR—and the Law Enforcement Assisted Diversion Program. With each program, we have focused on jail diversion, recovery, and community reentry for individuals with high-risk co-occurring disorders by building upon the strengths of earlier cohorts and making modifications based on community feedback, outside evaluations, and on-the-ground realities.

PRSPR and Cohort 2 STARR were able to engage and refer clients in the target population while building and strengthening a coordinated system of care among service provider partners. Importantly, evaluators found a statistically significant reduction in arrests and convictions—much less recidivism than would be expected in this population—among individuals who completed our program. (HTA August 2021, September 2021) These outcomes are particularly noteworthy because the target population served by STARR is incredibly hard to reach, with many barriers to successful program participation.

Cohort 5 STARR will build upon foundations created in the Cohort 4 HEARTS program, which is focused on housing navigation, streamlining coordinated entry including assessment and referral to housing options, as well as providing wrap-around services including rental assistance and bridge housing. However, without sufficient supports, individuals may end up losing housing due to relapse or financial instability. The intention of Cohort 5 STARR is that by adding Residential Step-Down beds, individuals will have a longer opportunity for sustained recovery, building sufficient social and professional support, and achieve financial stability that enables clients to attain and sustain permanent housing.

Cohort 3 STARR has already exceeded the annual goals of the program: A total of 317 individuals have been referred to STARR to date in FY24/25, more than double the goal of 150, and 231 individuals have been enrolled during FY24/25, more than double the goal of 100. Additionally, the program is well on track to meet treatment programming goals: 96% of clients engaged in case management have met with a case manager at least once, exceeding the goal of 60%. 93% of clients who have met three times with a grant-funded case manager have received an IIP, exceeding the goal of 50% of clients. 73% of clients enrolled in withdrawal management successfully complete their treatment by meeting their individualized treatment goals, exceeding the goal of 50%.

SF County Jail, SF 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. Meetings are held in person (and simultaneously online) on the third Thursday of the month, every quarter, at City Hall.

#### INPUT FROM CROSS SECTION

The Council, created in 2009 to coordinate supports for adults leaving incarceration, is comprised of community members with lived experience as well as senior leadership from a broad range of public agencies that work with the target population, including San Francisco's Adult Probation; Board of Supervisors; Community Assessment and Services Center; Child Support Services; Department of Children, Youth and their Families; Corrections & Rehabilitation; District Attorney; Economic and Workforce Development; Homelessness & Supportive Housing; Human Services Agency; Juvenile Probation; Office of the Mayor; Parole Operations; Police Department; Public Defender; Public Health; Sheriff's Office; Superior Court; and U.S. Probation.

#### COMMUNITY PARTNERS

The Council also includes seven community members who are either formerly incarcerated, survivors of violence or crime, or have expertise serving the reentry population (or a combination). The community members serving on the Council are deeply rooted in the issues and cultures of the target population and often have personal experience with the criminal justice system, substance use disorder (SUD), and/or mental health (MH) issues. Often the community members work in CBOs that directly inform their work on the Council, including Westside Community Services and the SF Pretrial Diversion Project. The Council's size is designed to ensure that not only is there broad representation from key stakeholder agencies but also significant representation by individuals who have been directly impacted by the criminal justice system.

The Reentry Council encourages all those who are interested in supporting individuals who are returning from incarceration to get involved and offers different entry points to ensure members of the community participating in identifying, informing, and shaping policies, goals, services, and solutions. The Reentry Council is committed to providing a platform for community building. All meetings are open to the public. People who are unable to attend may submit written comments in advance of meetings. These comments will be made a part of the official public record and brought to the attention of the Reentry Council.

At each Reentry Council meeting, time is built into the meeting's agenda for public comment. All members of the public are encouraged to tell the Council how San Francisco can better support reentry. Those who cannot attend a meeting in person but would like to provide feedback are encouraged to send comments by email to: [reentry.council@sfgov.org](mailto:reentry.council@sfgov.org). All information regarding participation is on the Reentry Council's web page with the proviso: "Your voice matters - use it!"

The Reentry Council has three subcommittees that focus on direct services (including organizing an overdose prevention summit); legislation and policy (which addresses institutional barriers to reentry by investigating legislation and policy solutions); and women first (which focuses on addressing barriers to accessing reentry services). Subcommittee meetings offer the opportunity to learn more about the reentry process, dig into issue areas, and develop initiatives. Ideas and recommendations generated in the subcommittees are brought before the full Reentry Council for consideration. Everyone is welcome to attend and participate in subcommittee meetings.

#### FAIR AND TRANSPARENT PROCESS

Reentry Council candidates must submit applications, which are reviewed during public meetings of the Board of Supervisors or the Mayor's Office, which are the bodies that make Council appointments. The membership, roles, authority, and duties of the Council were determined by ordinance. The Reentry Council meets quarterly and is facilitated by one of five co-chairs, following Robert's Rules of Order.

The Council has 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. The STARR program is a standing agenda item at Council meetings, ensuring constant oversight. Meetings, decisions, and activities are also publicly shared out at the San Francisco Community Corrections Partnership and the San Francisco Sentencing Commission which are also public policy bodies that meet regularly.

#### HISTORY OF REENTRY COUNCIL

From 2005 until 2008, two ad hoc reentry councils focused on different aspects of reentry for people leaving prisons and jails: the Safe Communities Reentry Council (SCRC), co-chaired by Supervisor Ross Mirkarimi and Public Defender Jeff Adachi; and the San Francisco Reentry Council (SFRC), co-chaired by District Attorney Kamala D. Harris and Sheriff Michael Hennessey. In September 2008, these efforts were unified with the formal creation of the Reentry Council of the City and County of San Francisco. The new Reentry Council was established by Ordinance 215-08, which was signed into law in September 2008, and amended in February 2009 by Ordinance 26-09 and in February 2011 by Ordinance 44-11. The first meeting of the Reentry Council was held on July 17, 2009.

#### NOTICES AND ACCESSIBILITY

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. Copies of agendas, minutes, and explanatory documents are available through the Reentry Council's website or members of the public can contact Reentry staff.

Interpreters for languages other than English, including sign language, are available on request. Disability-related modifications or accommodations, including auxiliary aids or services, are also available. To request assistance or accommodations, members of the public are asked to

contact Reentry staff at least two business days before the meeting.

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Proposition 47 Local Advisory Committee Membership Roster (Attachment C)

[SFDPH\\_Attachment-C-Prop-47-Advisory-Committee-Membership-Roster.docx](#)

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

[Signed\\_Letters\\_of\\_Agreement.pdf](#)

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Section 3. Project  
Description

Grant activities will target people in SF experiencing homelessness and build on the strengths of prior Prop 47 cohorts by continuing to provide culturally congruent substance use services for people traditionally underserved and overrepresented in the criminal justice system. With Cohort 5 funding, STARR will be expanded to not only provide withdrawal management for short-term stabilization and residential treatment as a next step, but also step-down supportive housing for individuals who require longer periods to chart durable paths to self-sufficiency, security, and stability. Additionally, a new Criminal Justice Specialist (CJS) will fortify navigation and linkages through the city's Community Assessment Service Center (CASC) to facilitate successful reintegration and prepare for increased demand resulting from Prop 36. There will be no start-up lag time since we will be building on our existing Cohort III program.

The overall goal of STARR is to reduce incarceration and recidivism by filling service gaps and strengthening citywide initiatives focused on jail diversion, recovery, and community reentry for the target population. We will leverage all available resources to connect the city's most vulnerable individuals to navigation services, supportive housing, and treatment grounded in harm reduction.

#### REFERRALS & ASSESSMENTS

SFDPH has built a city-wide referral network by training providers throughout SF on Prop 47 eligibility requirements and STARR services. STARR candidates identified by law enforcement partners will be assessed by STARR or CASC staff, including the new CJS, who will coordinate with Deputy Probation Officers to connect eligible individuals diverted or discharged from jail with services. Crisis service providers; hospitals and health providers; street outreach providers; resource centers; and other members of our referral network will also identify STARR candidates. Clinicians at these partner organizations have been trained to conduct needs assessments and will connect eligible participants with SUD and/or mental health (MH) challenges to STARR programming. Additionally, individuals can drop-in to the CASC to be assessed for risk and needs.

Assessments will be conducted over the phone, by Zoom, or at locations in the community, including the CASC, which is operated by the SF Adult Probation Department. New with Cohort 5, immediate drop-off at the program's designated withdrawal management center will be available. Our goal is to support people "wherever and whenever" they need.

Cohort 5 will leverage SFDPH's new Office of Coordinated Care (OCC). Launched in May 2022 to ensure user-friendly, low barrier, culturally

appropriate, person-centered access to care, the OCC is open seven days per week for drop-in. Services include screenings, referrals, navigation, an on-site pharmacy, and Medi-Cal enrollment. STARR and the OCC will work in tandem, supporting clients transitioning among systems of care, including jail, hospitals, and emergency psychiatric departments. We know these transitions increase the likelihood that people disengage from care (Dones, et al 2025). The OCC addresses that vulnerability by keeping clients connected to health care and will be a source for STARR referrals.

## SERVICES & DELIVERY

STARR will continue to provide multiple levels of engagement for people who are diverted or discharged from jail to immediately access SUD/MH treatment options, prioritizing individuals whose contact with SF County Jail was within one year.

Two CBOs—Salvation Army and HEALTHRight 360—will provide: 1) 10 SUD withdrawal management beds (stays for up to two weeks), for at least 780 episodes, 2) 18 residential treatment beds (stays for up to nine months), for at least 72 episodes, and 3) 15 residential step-down beds (stays for up to two years) to support an estimated 54 unduplicated clients during the grant period. The transitional living program will support our high-need, hard-to-house target population to stabilize while connecting residents to SUD treatment, job skills training, community-based supports, case management, and civil legal services.

The need for and value of step-down housing is supported by evaluations of prior STARR cohorts. For example, in Mar 2025, STARR evaluators noted: “retention rates have significantly improved with clients staying longer and successfully completing their treatment goals. Program leadership has made securing transitional housing for graduating clients a top priority, ensuring they have continued access to services that support their sobriety. This initiative has played a key role in improving graduation rates among residential treatment clients.”

At the program’s residential facilities, STARR participants will co-develop an IIP with a Certified Addiction Treatment Counselor (Level 1 or higher), and will receive individual and group counseling, case management, behavioral health classes, and physical wellness support. SA’s client-centered social model program emphasizes accountability, mutual self-help, and relearning responses to challenges to build positive coping behaviors and social support systems. Residents are part of a healing community, based on restorative justice principles. If individuals cause harm or relapse, they are supported to get back on track. SA removes barriers by welcoming referrals until 10 pm and utilizes two evidence-based curricula—Living in Balance, which addresses dependency issues through the lens of those formerly incarcerated, and Change Company, which incorporates principles of restorative justice to help participants break cycles of offender behavior and take corrective action.

## STAFFING

SFDPH will serve as the lead agency, responsible for project coordination, grant administration, and facilitating the connections to government and community resources that undergird the project and SF’s broader system of care. With grant funding, a Prop 47 Program Manager (1.0 FTE) will

assess, triage, and provide patient navigation to clients remotely and at the CASC. The Prop 47 Program Manager will serve as a critical liaison among multiple agencies and community providers to ensure coordination. Additionally, a Criminal Justice Specialist (1.0 FTE) will serve as the key liaison between the SF probation division and STARR. The CJS will coordinate eligibility assessments and referrals, enroll participants in other relevant support programs (such as CalAIM), review and align individual service plans, and convene multidisciplinary teams to address barriers and re-engage clients. In-kind staff include Behavioral Health Clinicians (6.0 FTE), Health Workers (5.0 FTE), to conduct assessments and triage individuals.

#### CULTURALLY COMPETENT

Cohort 5 builds on strong relationships with organizations adept at providing culturally competent care that results in long term behavioral change. Our CBOs—which will receive 81% of grant funds—prioritize lived experience when hiring and meet SFDPH’s rigorous standards for providing trauma-informed, client-centered services that adhere to the principles of recovery and wellness and ensure all participants receive effective treatment in a safe and nurturing environment. SA and HealthRIGHT 360 staff are part of the communities they serve and reflect the diversity and intersectional life experiences of the target population, including people who are Black, Latinx, formerly incarcerated, in recovery, or have histories of trauma exposure. SA hires graduates of STARR as Program Assistants for their Recovery Wellness Program, providing an opportunity for graduates to transition to another stage in their sobriety and model the value of staying sober by demonstrating that opportunities that lie ahead.

All CBO staff funded by this initiative will receive training on Prop 47 eligibility requirements, harm reduction, trauma-informed services, implicit bias, and microaggressions to ensure that effective services are provided to the target population, and that individuals who may not be amenable to accessing traditional services due to stigma or other factors will be supported at whatever level they accept or embrace. Our target population includes high concentrations of people from groups traditionally underserved and impacted by systemic racism and social injustices. Cohort 3 has successfully been addressing inequities and Cohort 5 will continue the gains made. Program participation mirrors the racial make-up of the SF jail population, which is 48% Black and 40% white—radically different than the City as a whole, which is 5% are Black and 40% white. (Yep et al, 2020) Currently, STARR is reaching underserved populations. For example, about 70% of participants who enrolled between Feb 2021 and Mar 2025 identified as people of color, including 33% Black and 24% Hispanic.

This success can be credited to the cultural competency of all staff who support STARR and the following evidence-based strategies that drive SFDPH programming and align with Prop 47’s Guiding Principles:

- 1) Meet people where they are by providing extensive outreach to individuals on the street and flexible entries to engagement/treatment for those diverted/discharged from jail;
- 2) Increase the likelihood of stabilization and successful engagement through case management and harm reduction approaches including

widespread naloxone distribution;

3) Focus engagement on participants' strengths, assets, self-identified treatment goals, and future plans to ensure respectful, client-centered support;

4) Strengthen relationships between agencies and organizations throughout the system of care to promote information and resource sharing and enhance service provision;

5) Provide individualized care and services to increase the likelihood of successful engagement;

6) Ensure collaboration throughout the system of care.

#### LEVERAGED FUNDS

In addition to leveraged SFDPH roles that provide critical staffing to support STARR, the program benefits from multiple citywide efforts to address homelessness, reduce the jail population, and coordinate health and housing services, such as the CASC and OCC, described above. STARR is also integrated with Street Health, a new division of SFDPH created to ensure coordination of all the teams working to address unsheltered homelessness in the city.

To help ensure the sustainability of STARR programs and build capacity among service providers, we are supporting the integration of SA into SF's SUD system of care and their work to bill Medi-Cal. STARR will continue to leverage resources, including the \$3.1 million included as in-kind staff and services described in our budget attachment as well as various social and health programs throughout SF, several of which receive support from The Drug Medi-Cal Treatment Program, Mental Health Services Act, and other sources named in Assembly Bill No. 1056, Second Chance Program.

#### WORK PLAN

As detailed in our accompanying Work Plan, our project is carefully designed to ensure the target population is referred to needed services, successfully completes substance use treatment, and demonstrates reduced rates of recidivism.

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(optional)

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Proposition 47 Project Work Plan (Attachment B)

[SFDPH\\_Attachment-B-Project-Work-Plan.docx](#)

Section 4. Data  
Collection and

Hatchuel Tabernik and Associates (HTA), a private consulting firm, will continue to serve as the external evaluator for Cohort 5. HTA has been the

## Project Evaluation

external evaluator for SFDPH's Prop. 47 programs since 2017 and received an "exemplary" rating from BSCC for its final evaluation reports for Cohort 1 in 2020 and Cohort 2 in 2023. HTA has extensive experience evaluating reentry, diversion, jail reform, inmate education programs, and community-oriented support for behavioral health care for agencies throughout the San Francisco Bay Area.

### FIDELITY

To monitor fidelity to the program plan, HTA will participate in quarterly Implementation Team meetings with STARR partners 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 and challenges; program coordination; client recruitment, engagement, and progress; areas for program improvement; and sustainable practices.

### PROCESS EVALUATION RESEARCH PLAN & MEASURES

The process evaluation will include a continuous improvement model to program implementation by addressing fidelity to the program plan and monitoring specific program goals (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 and partners including SFDPH, SA, and HealthRight 360.

To fully track the breadth of services being offered, HTA will use a database it created for STARR to collect case management, treatment, and other supplemental data. Service utilization data will be collected from Avatar, SFDPH's case management system for storing clinical, service and billing information, on a quarterly cycle. Reviewing Avatar data will allow HTA to monitor the amount and types of service, engagement, and retention in treatment. In addition, client-level data collection will be conducted with informed consent forms collected from all participants and through data MOUs established with SFDPH, SA, and HealthRight 360, as needed.

Process evaluation measures will include:

1. Demographic characteristics of individuals referred to the program services, compared to the target population
2. Demographic characteristics of individuals receiving program services, compared to the target population
3. Program participant experiences
4. Program staff and partner experiences
5. Scope of services delivered through the program
6. 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)

7. Linkages to housing assistance

8. Processes and protocols for inter-agency collaboration

9. Implementation successes

10. Implementation challenges

Quantitative data will primarily be analyzed using Microsoft Excel and SPSS IBM statistical software, which will allow for both descriptive and comparative analyses; quantitative data will be coded inductively for themes using NVivo qualitative software.

#### OUTCOME EVALUATION RESEARCH PLAN & MEASURES

The outcome evaluation will utilize a mixed methods evaluation design to study whether the program achieved its stated outcomes (e.g., engagement with services, successful completion of detox, lower recidivism rates, etc.). At a minimum, data sources will include:

1. Staff administered assessments of client need and goals (e.g., housing, education and employment status);
2. Staff and participant focus groups; and
3. Recidivism data for three years prior to participation and up to three years after (dates, arrests, convictions, prior or new offenses).

Most client outcome data will be stored in and pulled from secure and long-established SFDPH and partner databases, including Avatar (i.e., case management system) and EPIC (i.e., electronic health record system). 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).

Outcome evaluation measures will include:

1. Demographic characteristics of individuals, stratified by level of engagement
2. Proportion of clients who achieve positive program outcomes (ex. improvements in housing stability, behavioral health indicators)
3. Distribution of positive program outcomes by demographic groups (ex. Breakdown of positive program outcomes by client race/ethnicity)
4. Pre and post recidivism rates among program participants

Recidivism definition: For the purposes of this evaluation, recidivism is defined as 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. Recidivism data will be sourced from the SF District Attorney's Office, with whom HTA has a current working relationship and active data MOUs.

#### DATA SHARING

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 Implementation Team meetings. Annual reports, including the required Recidivism Reports and Final Local Evaluation Report, 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 additional data collection and analysis.

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Section 5. Budget Attachment- Proposal Budget Table and Budget Narrative (Attachment A)

[SFDPH\\_Attachment-A-Prop-47-Cohort-5-Budget\\_6.23.25.xlsx](#)

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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.
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Project Director	Kellee Hom
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Project Director's Title	SFDPH BHS SUS SOC Director
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Project Director's Physical Address	1380 Howard Street, Suite 313 San Francisco CA 94103 US 37.7744147 -122.4143598
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Project Director's Email Address	kellee.hom@sfdph.org
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Project Director's Phone Number	+16287549364
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Financial Officer	Miguel Quinonez
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Financial Officer's Title	Grant Fund Accountant
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Financial Officer's Phone Number	+14152553465
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Day-To-Day Program Ryan  
Contact Fuimaono

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Day-To-Day Program SUD Program Manager  
Contact's Title and  
Agency/Department/Organization

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Name of Authorized Daniel  
Officer\* Tsai

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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.

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Date of Assurance 6/20/2025

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Authorized Officer's Title and Agency/Department Director of Health

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2025 Proposition 47 Grant Program - Proposal Budget and Budget Narrative

Name of Applicant: San Francisco Department of Public Health

Contract Term: October 1, 2025 through June 30, 2029

Note: Budget Categories 1 - 8 will auto-populate based on the information entered in the sections below.

Budget Category	Grant Funds	Leveraged Funds	Total
1. Salaries and Benefits	\$1,076,538	\$1,970,791	\$3,047,329
2. Services and Supplies	\$17,940	\$0	\$17,940
3. Professional Services or Public Agency Subcontracts	\$0	\$0	\$0
4. Non-Governmental Organization (NGO) Subcontracts <i>(In order to be eligible, a minimum of 50% of the total grant funds requested must be shown in the "Grant Funds" column)</i>	\$6,438,600	\$0	\$6,438,600
5. Data Collection and Project Evaluation	\$400,000	\$0	\$400,000
6. Equipment/Fixed Assets	\$0	\$0	\$0
7. Other (Travel, Training, etc.)	\$25,000	\$0	\$25,000
8. Indirect Cost	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$7,958,078</b>	<b>\$1,970,791</b>	<b>\$9,928,869</b>

1a. Salaries and Benefits

Name and Title	(Show as either % FTE or Hourly Rate) & Benefits	Grant Funds	Leveraged Funds	Total
DPH Prop 47 Program Manager	1.0 FTE @ \$101,627 + 3% COLA in years 2 and 3 + 44% benefits	\$452,331	\$0	\$452,331
Criminal Justice Specialist	1.0 FTE @ \$140,933 + 3% COLA in years 2 and 3 + 44% benefits	\$624,207	\$0	\$624,207
SUD System of Care Director	0.02 FTE @ \$232,869 + 44% benefits	\$0	\$20,399	\$20,399
SUD Project Director	0.05 FTE @ \$173,760 + 44% benefits	\$0	\$38,053	\$38,053
SUD Program Manager	0.10 FTE @ \$149,114 + 44% benefits	\$0	\$65,312	\$65,312
Behavioral Health Clinicians	6.0 FTE @ \$139,438 + 44% benefits	\$0	\$1,204,744	\$1,204,744
Health Workers	5.0 FTE @ \$89,206 + 44% benefits	\$0	\$642,283	\$642,283
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>TOTAL</b>		<b>\$1,076,538</b>	<b>\$1,970,791</b>	<b>\$3,047,329</b>

1b. Salaries and Benefits Narrative: Provide a brief description for each position that addresses their role on the grant project.

*DPH Prop 47 Program Manager: Serves as the liaison between CBO, CASC, OCC and SUS SOC. Provides direct support to potential clients in order to triage and link individuals to appropriate levels care across the various systems of care.*

*Criminal Justice Specialist: Conducts assessments, supports eligibility enrollment, provides case management, and makes referrals and linkages to necessary services.*

*SUD System of Care Director: Oversees grant operations as part of the system of care.*

*SUD Project Director: Provides supervision and support to the Program Manager.*

*SUD Program Manager: Oversees STARR Program*

*Behavioral Health Clinicians: Conduct behavioral health assessments and refers individuals into appropriate services.*

*Health Workers: Conduct screenings and triage individuals into grant related services.*

*Benefits include medical coverage, unemployment insurance, and Supplemental Security Income.*

2a. Services and Supplies

Description of Services or Supplies	Calculation for Expenditure	Grant Funds	Leveraged Funds	Total
Client transportation	\$25 per taxi voucher x twice per week x 52 weeks x 3 years = 7,800 \$3 per Muni token x five times per week x 52 weeks x 3 years =2,340	\$10,140	\$0	\$10,140
Client incidentals (food, hygiene supplies, assistance with medication co-pay, basic clothing needs, etc)	\$50 per week x 52 weeks x 3 years = 7,800	\$7,800	\$0	\$7,800
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>TOTAL</b>		<b>\$17,940</b>	<b>\$0</b>	<b>\$17,940</b>

**2b. Services and Supplies Narrative:** Provide a brief description for each item that explains how it will be used toward fulfilling grant objectives.

Enter narrative here. You may expand row height if needed.

**3a. Professional Services or Public Agency Subcontracts**

Description of Professional Service(s)	Calculation for Expenditure	Grant Funds	Leveraged Funds	Total
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>TOTAL</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**3b. Professional Services or Public Agency Subcontracts Narrative:** List each consultant and/or public agency that will receive grant funds. Provide a brief description of the services that will be provided.

Enter narrative here. You may expand row height if needed.

**4a. Non-Governmental Organization (NGO) Subcontracts**

Description of Subcontracts	Calculation for Expenditure	Grant Funds	Leveraged Funds	Total
Salvation Army Harbor Lights	Withdrawal Management: \$135/bed x 10 beds x 365 days x 3 years Residential Substance Use Services: \$135/bed x 18 beds x 365 days x 3 years	\$4,139,100	\$0	\$4,139,100
HEALTHRIGHT 360	Residential Step Down: \$140/bed x 15 beds x 365 days x 3 years	\$2,299,500	\$0	\$2,299,500
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>TOTAL</b> <i>(a minimum of 50% of the total grant funds requested must be shown in the "Grant Funds" column)</i>		<b>\$6,438,600</b>	<b>\$0</b>	<b>\$6,438,600</b>

**4b. Non-Governmental Organization (NGO) Subcontracts Narrative:** List each NGO subcontractor that will receive grant funds. Provide a brief description of the services that will be provided.

Salvation Army Harbor Lights Withdrawal Management services for individuals up to two weeks. This mirrors mental health services (Acute Diversion Units) that provide two week stabilization stays. Goal is to provide immediate support to individuals seeking service with expanded evening operational hours (admission until 10 pm) to facilitate low barrier entry into care.

Salvation Army Harbor Lights Residential Services provides up to 9 months of care to support individuals to address behavioral health needs, primarily substance use disorder treatment needs including group services, individualize program plans, case management and job placement services.

HEALTHRIGHT 360 Residential Step Down provides a supportive housing environment for up to two years in which residents are required to continue engagement in treatment, receive case management and linkage to job placements services and other community referrals.

5a. Data Collection and Project Evaluation [minimum 5% of requested grant funds (or \$50,000, whichever is greater) but not more than 10%]				
Description of Data Collection and Project Evaluation	Grant Funds	Leveraged Funds	Total	
Hatchuel Tabernik and Associates (HTA), outside evaluator. \$50,000 during start up to develop Local Evaluation Plan \$100,000 in years 1, 2, and 3 to collect data, prepare and submit progress reports. \$50,000 in year 4 (evaluation period) to complete Final Evaluation Report.	\$400,000	\$0	\$400,000	
	\$0	\$0	\$0	
	\$0	\$0	\$0	
	\$0	\$0	\$0	
	\$0	\$0	\$0	
	\$0	\$0	\$0	
	\$0	\$0	\$0	
	\$0	\$0	\$0	
<b>TOTAL</b>	<b>\$400,000</b>	<b>\$0</b>	<b>\$400,000</b>	
5b. Data Collection and Project Evaluation Narrative:				
<p><i>External evaluator HTA to monitor fidelity to the program plan through both process evaluation and outcome evaluation utilizing mixed methods. Deliverables include Local Evaluation Plan, Two-year, and Final Local Evaluation Report. To inform continuous program improvement, HTA will participate in quarterly Implementation Team Meetings with STARR partners and conduct regular check-ins with project staff and interviews/focus groups with staff and partners to discuss program developments.</i></p>				
6a. Equipment/Fixed Assets				
Description of Equipment/Fixed Assets	Calculation for Expense	Grant Funds	Leveraged Funds	Total
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>TOTAL</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
6b. Equipment/Fixed Assets Narrative: List any equipment or fixed assets that will be purchased with grant funds and provide a brief description of each item that explains how it will be used toward fulfilling grant objectives.				
<p><i>Enter narrative here. You may expand row height if needed.</i></p>				
7a. Other (Travel, Training, etc.)				
Description of Other (Travel, Training, etc.)	Calculation for Expense	Grant Funds	Leveraged Funds	Total
External audit	\$8,333 x 3 years	\$25,000	\$0	\$25,000
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>TOTAL</b>		<b>\$25,000</b>	<b>\$0</b>	<b>\$25,000</b>
7b. Other (Travel, Training, etc.) Narrative: Provide a brief explanation for how each item listed above will contribute toward fulfilling grant objectives. Please budget for at least one 2-day trip to Sacramento for 3-5 key grant team members.				
<p><i>Enter narrative here. You may expand row height if needed.</i></p>				

<b>8a. Indirect Costs</b>			
For this grant program, indirect costs may be charged using only <b>one</b> of the two options below:	Grant Funds	Leveraged Funds	Total
1) Indirect costs not to exceed 15 percent (15%) of the total grant award. Applicable if the applicant <b>does not have</b> a federally approved indirect cost rate.	\$0	\$0	\$0
<i>If using Option 1) grant funds allocated to Indirect Costs may not exceed:</i>	<b>\$1,193,712</b>		
2) Indirect costs not to exceed 20 percent (20%) of the total grant award. Applicable if the applicant <b>has</b> a federally approved indirect cost rate. Amount claimed may not exceed the applicant's federally approved indirect cost rate.	\$0	\$0	\$0
<i>If using Option 2) grant funds allocated to Indirect Costs may not exceed:</i>	<b>\$1,591,616</b>		
<i>Please see <b>Instructions</b> tab for additional information regarding Indirect Costs. If the amount exceeds the maximum allowed and/or turns <b>red</b>, please adjust it to not exceed the line-item noted.</i>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>8b. Indirect Costs Narrative:</b>			
<i>Enter narrative here. You may expand row height if needed. If using a federally approved indirect cost rate, please include the rate in the narrative.</i>			

**Attachment B: Project Work Plan**

**Required Attachment: Applicants must upload a completed Work Plan to the BSCC Submittable Application Portal.**

**Instructions:** Complete a Project Work Plan using the format below. Goals and objectives must have a clear relationship to the need and intent of the grant. A minimum of one goal and corresponding objectives must be identified. Completed plans should:

1. Identify the project’s top goals and objectives;
2. Identify how the goal(s) will be achieved in terms of process and outcome measures, project activities, responsible staff/partners, and start and end dates; and
3. Provide a list of the data elements to be collected.

<b>1</b>	<b>Goal</b>	<b>Ensure target population is referred to needed services</b>					
<b>Objectives</b>		A	At least 200 individuals will be referred to STARR annually				
		B	At least 75 participants will have at least 2 contacts with the Criminal Justice Specialist annually				
		C	Annual STARR referral demographics are representative of target population				
<b>Process and Outcome Measures</b>		Maintain at least 90% occupancy rate for withdrawal management/residential treatment beds. Increase accessibility to supervision, reentry supportive services, and referrals to needed services.					
<b>Project activities and services that support the identified goal and objectives</b>			<b>Responsible staff/partners</b>		<b>Timeline</b>		
					<b>Start Date</b>	<b>End Date</b>	
1	Prop 47 Program Manager provides bi-annual training to program staff and partner service providers on Prop 47 program eligibility and requirements		1	SFDPH Prop 47 Program Manager	1	01/01/26	12/31/28
2	Convene quarterly Implementation Team meetings		2	CBO Staff, SFDPH Prop 47 Program Manager, Criminal Justice Specialist (CSJ)	2	01/01/26	12/31/28
3	Conduct outreach to potential participants		3	CBO Staff, SFDPH Prop 47 Program Manager, Criminal Justice Specialist, Department Probation Officers, CASC case managers	3	01/01/26	12/31/28
4	Multidisciplinary team meetings to address barriers and re-engage clients		4	CBO Staff, SFDPH Prop 47 Program Manager	4	01/01/26	12/31/28
<b>List the data elements and sources that will be used to measure the outcomes</b>							

1. Completed STARR referral forms, including demographic breakdown
2. Monthly Occupancy report
3. Probation Department/CASC Logs

<b>2</b>	<b>Goal</b>	<b>Successful completion of Substance Use Treatment</b>							
<b>Objectives</b>		A	60% of clients enrolled in Withdrawal Management will successfully complete their treatment by meeting their individualized treatment goals.						
		B	60% of clients enrolled in Residential Treatment will successfully complete their treatment by meeting their individualized treatment goals.						
		C	50% of clients who complete Residential Treatment will move into step-down supportive housing						
<b>Process and Outcome Measures</b>		Ensure that eligible clients are appropriately triaged into the appropriate level of care. Maintain at least 80% occupancy rate for step-down supportive housing.							
<b>Project activities and services that support the identified goal and objectives</b>				<b>Responsible staff/partners</b>		<b>Timeline</b>			
						<b>Start Date</b>	<b>End Date</b>		
1	In collaboration with OCC staff, ensure warm hand offs and triage of clients into the appropriate level of care			1	SFDPH Prop 47 Program Manager, OCC staff	1	01/01/26	1	12/31/28
2	Conduct level of care assessment			2	CBO staff (Harbor Light, SA)	2	01/01/26	2	12/31/28
3	Develop IIP/treatment plans for program participants			3	CBO staff (Harbor Light, SA)	3	01/01/26	3	12/31/28
<b>List the data elements and sources that will be used to measure the outcomes</b>									
<ol style="list-style-type: none"> <li>1. Avatar electronic health record (admission, discharge, discharge reason, treatment outcome)</li> <li>2. Monthly program enrollment/discharge/referral reports</li> <li>3. CBO database</li> </ol>									

<b>3</b>	<b>Goal</b>	Program participants will demonstrate lower recidivism rates during and after program participation than they did during a similar period before participating in the program.							
<b>Objectives</b>		A	Fewer than 30% of individuals who enroll in STARR programming will recidivate within three years of program completion.						
		B	There will be 50% fewer arrests for STARR enrollees one year after enrollment compared to one year prior.						
		C							

		D					
<b>Process and Outcome Measures</b>		Demonstrate sustained positive effects of Prop 47 coordination and treatment services on recidivism rates					
Project activities and services that support the identified goal and objectives				Responsible staff/partners		Timeline	
						Start Date	End Date
1	Complete Local Evaluation Plan	1	Data Analyst, HTA	1	10/01/25	1	06/30/29
2	Prepare and submit Progress Reports	2	Data Analyst, HTA	2	10/01/25	2	06/30/29
3	Complete 2-Year Preliminary Evaluation Report	3	Data Analyst, HTA	3	1/1/28	3	06/30/28
4	Complete Final Evaluation Report	4	Data Analyst, HTA	4	1/1/29	4	06/30/29
<b>List the data elements and sources that will be used to measure the outcomes</b>							
<ol style="list-style-type: none"> <li>1. Arrest data, booking data, conviction data - from SF District Attorney's Office</li> <li>2. STARR Referral forms</li> <li>3. Salvation Army (quarterly data)</li> </ol>							

## Attachment C: Proposition 47 Local Advisory Committee Membership Roster

---

**Required Attachment: A complete Membership Roster must be uploaded to the BSCC Submittable Application Portal in order to be considered for funding.**

**Name of Applicant (Lead Public Agency):** San Francisco Department of Public Health

Individual Name	Job Title	Agency/Organization
Cristel Tullock	Co-Chair - Chief Probation Officer	San Francisco Adult Probation
Steven Betz	Co-Chair - Chief Officer Criminal Justice & Public Safety	Office of Mayor Daniel Lurie
Brooke Jenkins	Co-Chair - District Attorney	San Francisco District Attorney's Office
Manohar Raju	Co-Chair - Public Defender	San Francisco Public Defender's Office
Paul Miyamoto	Co-Chair - Sheriff	San Francisco Sheriff's Office
Matt Dorsey	Member - Supervisor District 6	Board of Supervisors
Marion Sanders	Council Member - Chief Deputy Director	Homelessness and Supportive Housing
Chris Carrubba-Katz	Council Member - Chief U.S. Probation Officer, Northern District of California	United States Probation
Tatiana Lewis	Council Member - Mayoral Appointee	Community Assessment and Services Center (CASC)
Daniel Tsai	Director of Department of Public Health	Department of Public Health
Melanie Kushner	Council Member - Court Administrator	Superior Court
Allen Harven	Council Member - Mayoral Appointee - Case Manager, Positive Directions TRP Academy	Westside Community Services
Katherine Weinstein Miller	Council Member - Chief Probation Officer	Juvenile Probation Department
Antonio Napoleon	Council Member - Mayoral Appointee - Case Manager, Positive Directions TRP Academy	Westside Community Services
Trent Rhorer	Council Member - Executive Director	Human Services Agency
Karen Roye	Council Member - Director	Department of Child Support Services
Phillip Rodriguez	Council Member - District Administrator, Division of Parole Operations	California Department of Corrections & Rehabilitation
Paul Yep	Interim Chief of Police	San Francisco Police Department

Ken Nim	Council Member - Managing Director	Director of Office of Economic and Workforce Development
Deedra Jackson	Council Member - Interim Director, DCYF	Department of Children, Youth & Their Families
Billey Hoang Le	Council Member - Board of Supervisors Appointee Seat 1	Community Member
Anthony Partee	Council Member - Board of Supervisors Appointee Seat 2	Community Member
Joanna Pulido	Council Member - Board of Supervisors Appointee Seat 3	Community Member
Lorenzo Juan Castaneda	Council Member - Board of Supervisors Appointee Seat 4	Community Member
David Mauroff	Council Member - Board of Supervisors Appointee Seat 6	Representing San Francisco Pretrial Diversion Project



City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Daniel Tsai  
Director of Health

### San Francisco Proposition 47 Local Advisory Committee: Letter of Agreement

**June 2, 2025**

Board of State and Community Corrections  
Corrections Planning and Programs Division  
2590 Venture Oaks Way, Suite 200  
Sacramento, CA

To Whom It May Concern:

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Signed in mutual agreement,

LEAD PUBLIC AGENCY SIGNATURE

X A handwritten signature in black ink, appearing to read "Daniel Tsai", written over a horizontal line.

*Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103*

**PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES**

Signed in mutual agreement,



\_\_\_\_\_  
*Brooke Jenkins (Co-Chair)*  
*District Attorney*  
*Office of the District Attorney*  
*City & County of San Francisco*  
*850 Bryant Street, 3rd floor*  
*San Francisco, CA 94103*

June 17, 2025

\_\_\_\_\_  
*Date*



City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Daniel Tsai  
Director of Health

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LEAD PUBLIC AGENCY SIGNATURE

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*Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103*

**PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES**

Signed in mutual agreement,

*(Pending Signature)*

\_\_\_\_\_  
*Steven Betz (Co-Chair)*  
*Mayor's Office*  
*City & County of San Francisco*  
*City Hall, Room 200*  
*1 Dr. Carlton B. Goodlett Place*  
*San Francisco, CA 94102*

*Date* \_\_\_\_\_



City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Daniel Tsai  
Director of Health

### San Francisco Proposition 47 Local Advisory Committee: Letter of Agreement

June 2, 2025

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Signed in mutual agreement,

LEAD PUBLIC AGENCY SIGNATURE

X 

*Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103*

## PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES

Signed in mutual agreement,

Signed by:

*Cristel Tullock*

06/22/2025 | 2:32 PM PDT

CBB3D692B399444

*Cristel Tullock (Co-Chair)*  
*Chief Adult Probation Officer*  
*Adult Probation Department*  
*City & County of San Francisco*  
*945 Bryant Street,*  
*San Francisco, CA 94103*

*Date*



City and County of San Francisco  
Daniel Lurie  
Mayor

# San Francisco Department of Public Health

Daniel Tsai  
Director of Health

## San Francisco Proposition 47 Local Advisory Committee: Letter of Agreement

**June 2, 2025**

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Corrections Planning and Programs Division  
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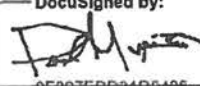
Signed in mutual agreement,

LEAD PUBLIC AGENCY SIGNATURE

X   
 Daniel Tsai, Committee Member and Director  
 San Francisco Department of Public Health  
 1145 Market Street  
 San Francisco, CA 94103

## PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES

Signed in mutual agreement,

DocuSigned by:  


0F327E0D3102496  
\_\_\_\_\_  
*Paul Miyamoto (Co-Chair)*  
*Sheriff*  
*Sheriff's Office*  
*City & County of San Francisco*  
*City Hall, Room 456*  
*1 Dr. Carlton B. Goodlett Place*  
*San Francisco, CA 94102*

06/17/2025 | 7:14 AM PDT

\_\_\_\_\_  
*Date*



City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Daniel Tsai  
Director of Health

### San Francisco Proposition 47 Local Advisory Committee: Letter of Agreement

**June 2, 2025**

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Corrections Planning and Programs Division  
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X 

*Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103*

**PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES**

Signed in mutual agreement,



06-23-2025

---

Manohar Raju (Co-Chair)  
Public Defender  
Office of the Public Defender  
City & County of San Francisco  
555 7th Street  
San Francisco, CA 94103

---

Date



City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Daniel Tsai  
Director of Health

### San Francisco Proposition 47 Local Advisory Committee: Letter of Agreement

**June 2, 2025**

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Signed in mutual agreement,

LEAD PUBLIC AGENCY SIGNATURE

X 

*Daniel Tsai, Committee Member and Director*  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103

### PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES

Signed in mutual agreement,

Signed by:

*Antonio Napoleon*

*Antonio Napoleon*  
*Mayoral Appointee*

06/16/2025 | 3:06 PM PDT

*Date*



City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Daniel Tsai  
Director of Health

### San Francisco Proposition 47 Local Advisory Committee: Letter of Agreement

June 2, 2025

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X 

*Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103*

**PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES**

Signed in mutual agreement,

  
Allen Harven  
Mayoral Appointee

  
Date



City and County of San Francisco  
Daniel Lurie  
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## San Francisco Department of Public Health

Daniel Tsai  
Director of Health

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\_\_\_\_\_  
*Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103*





City and County of San Francisco  
Daniel Lurie  
Mayor

San Francisco Department of Public Health  
Daniel Tsai  
Director of Health

**San Francisco Proposition 47 Local Advisory Committee: Letter of Agreement**

**June 2, 2025**

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*Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103*

**PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES**

Signed in mutual agreement,



\_\_\_\_\_  
Chris Carubba-Katz  
Chief U.S. Probation Officer  
Northern District of California  
U.S. Probation Office, U.S. District Court  
450 Golden Gate Avenue  
San Francisco, CA 94102

06/12/2025

\_\_\_\_\_  
Date



City and County of San Francisco  
Daniel Lurie  
Mayor

San Francisco Department of Public Health  
Daniel Tsai  
Director of Health

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LEAD PUBLIC AGENCY SIGNATURE

X Handwritten signature of Daniel Tsai in black ink.

*Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103*





City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Daniel Tsai  
Director of Health

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Signed in mutual agreement,

LEAD PUBLIC AGENCY SIGNATURE

X A handwritten signature in black ink, appearing to read "Daniel Tsai", written over a horizontal line.

*Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103*

**PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES**

Signed in mutual agreement,

*(Pending signature)*

\_\_\_\_\_  
*Marion Sanders*  
*Chief Deputy Director*  
*Department of Homelessness & Supportive*  
*Housing*

\_\_\_\_\_  
*Date*



City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Daniel Tsai  
Director of Health

### San Francisco Proposition 47 Local Advisory Committee: Letter of Agreement

**June 2, 2025**

Board of State and Community Corrections  
Corrections Planning and Programs Division  
2590 Venture Oaks Way, Suite 200  
Sacramento, CA

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*Daniel Tsai, Committee Member and Director*  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103

**PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES**

Signed in mutual agreement,



6/20/25

---

*Katherine Miller*

---

*Date*

*Chief Juvenile Probation Officer  
Juvenile Probation Department  
City & County of San Francisco  
375 Woodside Avenue, Room 243  
San Francisco, CA 94127*



City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Daniel Tsai  
Director of Health

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June 2, 2025

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*Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103*

**PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES**

Signed in mutual agreement,

DocuSigned by:

*Trent Rhorer*

06/17/2025 | 12:41 PM PDT

0763A8870BB74EE...

Trent Rhorer

Date

*Executive Director  
Human Services Agency  
City & County of San Francisco  
170 Otis Street  
San Francisco, CA 94103*



City and County of San Francisco  
Daniel Lurie  
Mayor

San Francisco Department of Public Health  
Daniel Tsai  
Director of Health

**San Francisco Proposition 47 Local Advisory Committee: Letter of Agreement**

**June 2, 2025**

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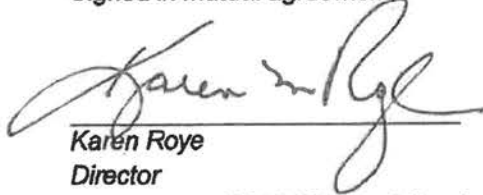
LEAD PUBLIC AGENCY SIGNATURE

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*Daniel Tsai, Committee Member and Director*  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103

**PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES**

Signed in mutual agreement:



*Karen Roye*  
Director  
Department of Child Support Services  
City & County of San Francisco  
617 Mission Street  
San Francisco, CA 94105

*June 11, 2025*  
Date



City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Daniel Tsai  
Director of Health

### San Francisco Proposition 47 Local Advisory Committee: Letter of Agreement

**June 2, 2025**

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*Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103*

## PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES

Signed in mutual agreement,

Signed by:  
  
766D3B777A00400

\_\_\_\_\_  
Paul Yep  
Interim Chief  
Police Department  
City & County of San Francisco  
1245 Third St.  
San Francisco, CA 94158

06/17/2025 | 8:55 PM PDT

\_\_\_\_\_  
Date



City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Daniel Tsai  
Director of Health

### San Francisco Proposition 47 Local Advisory Committee: Letter of Agreement

June 2, 2025

Board of State and Community Corrections  
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*Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103*

**PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES**

Signed in mutual agreement,

*(pending signature)*

\_\_\_\_\_  
*Phillip Rodriguez*  
*South Bay Parole Administrator (A)*  
*Division of Adult Parole Operations*  
*California Department of Corrections &*  
*Rehabilitation*  
*1727 Mission St.*  
*San Francisco, CA 94102*

\_\_\_\_\_  
*Date*



City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Daniel Tsai  
Director of Health

### San Francisco Proposition 47 Local Advisory Committee: Letter of Agreement

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Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103

## PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES

Signed in mutual agreement,

DocuSigned by:

*Deedra Jackson*

06/20/2025 | 1:56 PM PDT

525708C88D08430...  
Deedra Jackson

Date

Department of Children, Youth  
& Their Families  
City & County of San Francisco  
1390 Market Street, Suite 900  
San Francisco, CA 94102



City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Daniel Tsai  
Director of Health

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X 

*Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103*

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Signed in mutual agreement,

*(pending signature)*

\_\_\_\_\_  
*Ken Nim*  
*Interim Workforce Director*  
*Office of Economic and Workforce*  
*Development*  
*City & County of San Francisco*

\_\_\_\_\_  
*Date*



City and County of San Francisco  
Daniel Lurie  
Mayor

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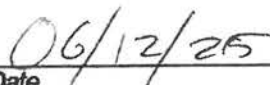
X A handwritten signature in black ink, appearing to be "Daniel Tsai", written over a horizontal line.

Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103

**PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES**

Signed in mutual agreement,

  
\_\_\_\_\_  
Billy Hoang Le  
Council Member  
Board of Supervisors Appointee Seat 1

  
\_\_\_\_\_  
Date



City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Daniel Tsai  
Director of Health

### San Francisco Proposition 47 Local Advisory Committee: Letter of Agreement

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*Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103*

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Signed in mutual agreement,

Signed by:  
  
D633FD6AB9CF4F1...

06/20/2025 | 12:15 PM PDT

\_\_\_\_\_  
*Anthony Partee*  
*Council Member*  
*Board of Supervisors Appointee Seat 2*

\_\_\_\_\_  
*Date*



City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Daniel Tsai  
Director of Health

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Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103

## PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES

Signed in mutual agreement,

Signed by:  


\_\_\_\_\_  
Joanna Pulido  
Council Member  
Board of Supervisors Appointee Seat 3

06/16/2025 | 12:59 PM PDT

\_\_\_\_\_  
Date



City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Daniel Tsai  
Director of Health

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*Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103*

**PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES**

Signed in mutual agreement,

Signed by:

*Lorenzo Juan Castaneda*

06/16/2025 | 1:04 PM PDT

7FB05F04E310481

Lorenzo Juan Castaneda  
Council Member  
Board of Supervisors Appointee Seat 4

Date



City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Daniel Tsai  
Director of Health

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LEAD PUBLIC AGENCY SIGNATURE

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*Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103*

## PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES

Signed in mutual agreement,

DocuSigned by:

*David Mauroff*

06/20/2025 | 1:17 PM PDT

444C6974E4564E0...

*David Mauroff*

*Date*

*Council Member*

*Representing San Francisco Pretrial Diversion Project*

*Board of Supervisors Appointee Seat 6*



City and County of San Francisco  
Daniel Lurie  
Mayor

San Francisco Department of Public Health  
Daniel Tsai  
Director of Health

**San Francisco Proposition 47 Local Advisory Committee: Letter of Agreement**

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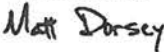
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*Daniel Tsai, Committee Member and Director  
San Francisco Department of Public Health  
1145 Market Street  
San Francisco, CA 94103*

**PROPOSITION 47 LOCAL ADVISORY COMMITTEE MEMBER SIGNATURES**

Signed in mutual agreement,

DocuSigned by:  
  
AD930567E42E4A2...

*Matt Dorsey*  
Council Member  
Supervisor District 6  
Board of Supervisors

06/18/2025 | 10:13 AM PDT

*Date*

**APPENDIX A: PROPOSITION 47 GRANT PROGRAM SCORING PANEL ROSTER**

	<b>Name</b>	<b>Title/Organization</b>
1	Jamie Achterberg	Assistant to the City Manager, City of Bakersfield
2	Galit Lipa	Agency Director, Office of the State Public Defender
3	Tracie Neal	Chief Probation Officer, Shasta County Probation Department
4	Marcus Galeste	Research Scientist III, Commission for Behavioral Health
5	Lisa Hooks	Staff Services Manager II, Regional Manager, State Council on Developmental Disabilities
6	Nakea Blair	Program Director, Bigger Than You Inc.
7	Melissa Chelius	Associate Governmental Program Analyst, California Department of Corrections and Rehabilitation
8	Jose de Avila	Probation Manager, Contra Costa County Probation Department
9	Deirdre Benedict	Supervising Analyst, Judicial Council of California
10	Dallaery M. Limon	WHO Case Manager, Family Assistance Next Step Reentry Housing Program
11	Deanna Adams	Attorney II, Judicial Council of California
12	Sandy Bonilla	Co-Founder/Director, Southern California Mountains Foundation Urban Conservation Corp
13	Miguel Santos	Correctional Counselor II, California Department of Corrections and Rehabilitation

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

This RFP includes requirements that apply to non-governmental organizations **that receive BSCC grant funds as a subcontractor**. Grantees are responsible for ensuring that all subcontracted third parties continually meet these requirements as a condition of receiving any Prop 47 funds. The RFP describes these requirements as follows. Any non-governmental organization that receives Prop 47 funds must:

- Have been duly organized, in existence, and in good standing for at least six (6) months prior to the start date of the applicant’s Grant Agreement with BSCC.

Note: Non-governmental organizations that have recently reorganized or have merged with other qualified non-governmental organizations 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 applicant’s Grant Agreement with BSCC.

- Be registered with the California Secretary of State’s Office, if applicable.
- Have a valid Employer Identification Number (EIN), and/or Taxpayer ID (if sole proprietorship).
- Have a valid business license, if applicable.
- 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 the table below, provide the name of the Grantee and list all subcontracted third parties.

**Name of Grantee:**

Name of Subcontracted Third 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"/>

Refer to next page for signature block.

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

Grantees are required to update this list and submit it to BSCC any time a new third-party subcontract 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 Exhibits A and C of 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 <i>(This document must be signed by the person who is authorized to sign the Grant Agreement.)</i>			
NAME OF AUTHORIZED OFFICER	TITLE	TELEPHONE NUMBER	EMAIL ADDRESS
STREET ADDRESS	CITY	STATE	ZIP CODE
APPLICANT'S SIGNATURE (verified e-signature is acceptable)  X			DATE



## **Accept and Expend Grant:**

# **File 260241: California Board of State and Community Corrections Proposition 47 – Cohort 5 Residential Step Down and Withdrawal Management**

## **BOS Budget & Finance Committee**

Kellee Hom, Substance Use Services Director

Systems of Care, Behavioral Health Services

**SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH**

April 8, 2026

# Overview of File 260241



The DPH Prop 47 Cohort 5 program meets one of the most critical community care needs in San Francisco, providing residential withdrawal management, treatment, and residential step down beds to support justice-involved adults with co-occurring substance use and mental health need.

- **Grantor:** California Board of State and Community Corrections (BSCC)
- **Total Amount:** \$7,958,078
  - SFDPH will provide cost-sharing \$1,970,791 matching funds (General Fund)
- **Timeline:** October 1, 2025 through June 30, 2029
- **Resolution:** Requesting authority for DPH to retroactively accept the Proposition 47 – Cohort 5 grant with BSCC

# Grant Summary



**Grant Summary:** The SFDPH Cohort 5 continues the efforts from Cohort 3 by providing residential services for criminal justice involved adults. **The overall goal is to reduce incarceration and recidivism by bolstering city-wide initiatives focused on jail diversion, recovery, and community re-entry.**

In Cohort 5, we are investing more in the continuum of care for justice-involved individuals by adding residential step down beds.

- \$4M will be allocated to continue funding treatment beds with Salvation Army – Harbor Light
  - 10 Withdrawal Management beds
  - 18 Residential Substance Use Treatment beds
- \$2M will purchase new Residential Step Down beds with HR360
  - 15 Residential Step Down beds

# Salvation Army Harbor Light Center



# HR360 Residential Step Down



# Retroactivity



We are seeking **retroactive authorization** to accept this grant.

- This grant accept and expend is retroactive because DPH received the finalized grant agreement after the project start date.
- DPH received the initial notification of award on September 11, 2025 for a project start date of October 1, 2025. The project start date was predetermined by the grantor.
- DPH received the final grant agreement on January 21, 2026.
- DPH then brought this item to the BOS after going through the fiscal approvals process.



# Conclusion

**DPH respectfully requests retroactive approval of this item. Thank you!**

**Program:** Proposition 47 Cohort 5

Please Note: The California State Controller's Office will send all checks directly to the address listed in the "BSCC Vendor Data" section at the bottom of this invoice.

**Grantee:** San Francisco Department of Public Health

**Contract #:** BSCC 1414-25      **Term:** 10/1/2025 TO 6/30/2029      **Invoicing Frequency:** QUARTERLY      **Revised Invoice (Y/N):** N

**Invoice # and Reporting Period:** 1. October 1, 2025 to December 31, 2025      **Due Date:** 2/15/2026      **Final Invoice (Y/N):** N

Budget Categories	Budget			Prior Expenditures			This Reporting Period			Balance		
	Grant Funds	Leverage	TOTAL	Grant Funds	Leverage	TOTAL	Grant Funds	Leverage	TOTAL	Grant Funds	Leverage	TOTAL
Salaries & Benefits	\$ 1,076,538	\$ 1,970,791	\$ 3,047,329	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,076,538	\$ 1,970,791	\$ 3,047,329
Services & Supplies	\$ 17,940	\$ -	\$ 17,940	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,940	\$ -	\$ 17,940
Professional Services or Public Agency Subcontracts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NGO Subcontracts	\$ 6,438,600	\$ -	\$ 6,438,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,438,600	\$ -	\$ 6,438,600
Data Collection and Project Evaluation	\$ 400,000	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ 400,000
Equipment / Fixed Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other (Travel, Training, etc.)	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000
Indirect Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 7,958,078</b>	<b>\$ 1,970,791</b>	<b>\$ 9,928,869</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,958,078</b>	<b>\$ 1,970,791</b>	<b>\$ 9,928,869</b>

expended to \$ -      claimed this \$0      Grant \$\$ 0.00%  
 to date: \$ -      Obligated 0.00%

Grant Funds	Staff Position (Select from drop down)	Staff Name	Hours Worked or FTE %	Total Wages Billable to Grant for this Period	Total Benefits Billable to Grant for this Period	Total Compensation	Comments
Salaries & Benefits Grant Funds	\$ -					\$ -	
						\$ -	
						\$ -	
						\$ -	

							\$ -	
							\$ -	
Leverage Funds		Staff Position (Select from drop down)	Staff Name	Hours Worked or FTE %	Total Wages Billable to Grant for this Period	Total Benefits Billable to Grant for this Period	Total Compensation	Comments
Salaries & Benefits Leverage Funds	\$ -						\$ -	
							\$ -	
							\$ -	
							\$ -	
							\$ -	
							\$ -	
Grant Funds		Budget Line Item	Item Description (include qty)		Vendor	Total Cost	Comments	
Services & Supplies Grant Funds	\$ -							
Leverage Funds		Budget Line Item	Item Description (include qty)		Vendor	Total Cost	Comments	
Services & Supplies Leverage Funds	\$ -							

<b>Grant Funds</b>		<b>Budget Line Item</b>	<b>Description of Services/Activities</b>	<b>Vendor</b>	<b>Total Cost</b>	<b>Comments</b>
<b>Professional Services or Public Agency Subcontracts</b> Grant Funds	\$					
<b>Leverage Funds</b>		<b>Budget Line Item</b>	<b>Description of Services/Activities</b>	<b>Vendor</b>	<b>Total Cost</b>	<b>Comments</b>
<b>Professional Services or Public Agency Subcontracts</b> Leverage Funds	\$					
<b>Grant Funds</b>		<b>Budget Line Item</b>	<b>Description of Services/Activities</b>	<b>Vendor</b>	<b>Total Cost</b>	<b>Comments</b>
<b>Non-Governmental Organization (NGO) Subcontracts</b> Grant Funds	\$					
<b>Leverage Funds</b>		<b>Budget Line Item</b>	<b>Description of Services/Activities</b>	<b>Vendor</b>	<b>Total Cost</b>	<b>Comments</b>

<b>Non-Governmental Organization (NGO) Subcontracts</b> Leverage Funds	\$ -					
<b>Grant Funds</b>		<b>Budget Line Item</b>	<b>Description of Services/Activities</b>	<b>Vendor</b>	<b>Total Cost</b>	<b>Comments</b>
<b>Data Collection and Project Evaluation</b> Grant Funds	\$ -					
<b>Leverage Funds</b>		<b>Budget Line Item</b>	<b>Description of Services/Activities</b>	<b>Vendor</b>	<b>Total Cost</b>	<b>Comments</b>
<b>Data Collection and Project Evaluation</b> Leverage Funds	\$ -					
<b>Grant Funds</b>		<b>Budget Line Item</b>	<b>Item Description (include qty)</b>	<b>Vendor</b>	<b>Total Cost</b>	<b>Comments</b>
<b>Equipment / Fixed Assets</b> Grant Funds	\$ -					

Leverage Funds		Budget Line Item	Item Description (include qty)	Vendor	Total Cost	Comments
Equipment / Fixed Assets Leverage Funds	\$					
Grant Funds		Budget Line Item	Item Description (include qty)	Vendor	Total Cost	Comments
Other (Travel, Training, etc.) Grant Funds	\$					
Leverage Funds		Budget Line Item	Item Description (include qty)	Vendor	Total Cost	Comments
Other (Travel, Training, etc.) Leverage Funds	\$					
Grant Funds		Indirect Cost Rate%	Base Amount		Total Indirect Cost	Comments
	\$					

<b>Indirect Costs Grant Funds</b>					
<b>Leverage Funds</b>		<b>Indirect Cost Rate%</b>	<b>Base Amount</b>	<b>Total Indirect Cost</b>	<b>Comments</b>
<b>Indirect Costs Leverage Funds</b>	\$				

**AUTHORIZED FINANCIAL OFFICER**

By checking the box below, I hereby certify that I am the authorized financial officer of the herein named agency. I further certify that I have not violated any of the provisions of Section 1090 of the Government Code in incurring the expenditures reported in this invoice, nor in any other way; that Sections 1090 through 1096 of the Government Code will not be violated in any way in the expenditure of funds pursuant to this invoice; that statement of funds above is true, correct, and in accordance with program provisions in all respects; and that all expenditures submitted after the expiration date of this contract are for the purpose of substantiating obligations legally incurred during the contract period. Furthermore, by submitting this invoice, I acknowledge that it must adhere to all of the requirements in the BSCC Grant Administration Guide, including any updates to the Guide during the term of the grant agreement.

**PERSON PREPARING REPORT**

\_\_\_\_\_

*Name, Title*

\_\_\_\_\_

*Phone*

\_\_\_\_\_

*Email*

\_\_\_\_\_

*Date*

**BSCC Supplier Data - Internal Use Only**

\_\_\_\_\_

7690

*Supplier ID*

\_\_\_\_\_

City & County of San Francisco

*Supplier Name*

\_\_\_\_\_

1380 Howard St., 4th Floor

*Address Line 1*

\_\_\_\_\_

San Francisco, CA 94103

*Address Line 2*

\_\_\_\_\_

*Name, Title*

\_\_\_\_\_

*Phone*

\_\_\_\_\_

*Date*

Please initial here to certify the submission of this invoice.

To submit your invoice, please email  
[Prop47Cohort5@bscc.ca.gov](mailto:Prop47Cohort5@bscc.ca.gov) **Click here to send email**



2025 Proposition 47 Grant Program - Proposal Budget and Budget Narrative

Name of Applicant: San Francisco Department of Public Health

Contract Term: October 1, 2025 through June 30, 2029

Note: Budget Categories 1 - 8 will auto-populate based on the information entered in the sections below.

Budget Category	Grant Funds	Leveraged Funds	Total
1. Salaries and Benefits	\$1,076,538	\$1,970,791	\$3,047,329
2. Services and Supplies	\$17,940	\$0	\$17,940
3. Professional Services or Public Agency Subcontracts	\$0	\$0	\$0
4. Non-Governmental Organization (NGO) Subcontracts <i>(In order to be eligible, a minimum of 50% of the total grant funds requested must be shown in the "Grant Funds" column)</i>	\$6,438,600	\$0	\$6,438,600
5. Data Collection and Project Evaluation	\$400,000	\$0	\$400,000
6. Equipment/Fixed Assets	\$0	\$0	\$0
7. Other (Travel, Training, etc.)	\$25,000	\$0	\$25,000
8. Indirect Cost	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$7,958,078</b>	<b>\$1,970,791</b>	<b>\$9,928,869</b>

1a. Salaries and Benefits

Name and Title	(Show as either % FTE <u>or</u> Hourly Rate) & Benefits	Grant Funds	Leveraged Funds	Total
DPH Prop 47 Program Manager	1.0 FTE @ \$101,627 + 3% COLA in years 2 and 3 + 44% benefits	\$452,331	\$0	\$452,331
Criminal Justice Specialist	1.0 FTE @ \$140,933 + 3% COLA in years 2 and 3 + 44% benefits	\$624,207	\$0	\$624,207
SUD System of Care Director	0.02 FTE @ \$232,869 + 44% benefits	\$0	\$20,399	\$20,399
SUD Project Director	0.05 FTE @ \$173,760 + 44% benefits	\$0	\$38,053	\$38,053
SUD Program Manager	0.10 FTE @ \$149,114 + 44% benefits	\$0	\$65,312	\$65,312
Behavioral Health Clinicians	6.0 FTE @ \$139,438 + 44% benefits	\$0	\$1,204,744	\$1,204,744
Health Workers	5.0 FTE @ \$89,206 + 44% benefits	\$0	\$642,283	\$642,283
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>TOTAL</b>		<b>\$1,076,538</b>	<b>\$1,970,791</b>	<b>\$3,047,329</b>

1b. Salaries and Benefits Narrative: Provide a brief description for each position that addresses their role on the grant project.

DPH Prop 47 Program Manager: Serves as the liaison between CBO, CASC, OCC and SUS SOC. Provides direct support to potential clients in order to triage and link individuals to appropriate levels care across the various systems of care.

Criminal Justice Specialist: Conducts assessments, supports eligibility enrollment, provides case management, and makes referrals and linkages to necessary services.

SUD System of Care Director: Oversees grant operations as part of the system of care.

SUD Project Director: Provides supervision and support to the Program Manager.

SUD Program Manager: Oversees STARR Program

Behavioral Health Clinicians: Conduct behavioral health assessments and refers individuals into appropriate services.

Health Workers: Conduct screenings and triage individuals into grant related services.

Benefits include medical coverage, unemployment insurance, and Supplemental Security Income.

2a. Services and Supplies

Description of Services or Supplies	Calculation for Expenditure	Grant Funds	Leveraged Funds	Total
Client transportation	\$25 per taxi voucher x twice per week x 52 weeks x 3 years = 7,800 \$3 per Muni token x five times per week x 52 weeks x 3 years =2,340	\$10,140	\$0	\$10,140
Client incidentals (food, hygiene supplies, assistance with medication co-pay, basic clothing needs, etc)	\$50 per week x 52 weeks x 3 years = 7,800	\$7,800	\$0	\$7,800
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0

		\$0	\$0	\$0
	<b>TOTAL</b>	<b>\$17,940</b>	<b>\$0</b>	<b>\$17,940</b>

**2b. Services and Supplies Narrative:** Provide a brief description for each item that explains how it will be used toward fulfilling grant objectives.

Enter narrative here. You may expand row height if needed.

**3a. Professional Services or Public Agency Subcontracts**

Description of Professional Service(s)	Calculation for Expenditure	Grant Funds	Leveraged Funds	Total
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>TOTAL</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**3b. Professional Services or Public Agency Subcontracts Narrative:** List each consultant and/or public agency that will receive grant funds. Provide a brief description of the services that will be provided.

Enter narrative here. You may expand row height if needed.

**4a. Non-Governmental Organization (NGO) Subcontracts**

Description of Subcontracts	Calculation for Expenditure	Grant Funds	Leveraged Funds	Total
Salvation Army Harbor Lights	Withdrawal Management: \$135/bed x 10 beds x 365 days x 3 years Residential Substance Use Services: \$135/bed x 18 beds x 365 days x 3 years	\$4,139,100	\$0	\$4,139,100
HEALTHRIGHT 360	Residential Step Down: \$140/bed x 15 beds x 365 days x 3 years	\$2,299,500	\$0	\$2,299,500
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>TOTAL</b>		<b>\$6,438,600</b>	<b>\$0</b>	<b>\$6,438,600</b>

*(a minimum of 50% of the total grant funds requested must be shown in the "Grant Funds" column)*

**4b. Non-Governmental Organization (NGO) Subcontracts Narrative:** List each NGO subcontractor that will receive grant funds. Provide a brief description of the services that will be provided.

Salvation Army Harbor Lights Withdrawal Management services for individuals up to two weeks. This mirrors mental health services (Acute Diversion Units) that provide two week stabilization stays. Goal is to provide immediate support to individuals seeking service with expanded evening operational hours (admission until 10 pm) to facilitate low barrier entry into care.

Salvation Army Harbor Lights Residential Services provides up to 9 months of care to support individuals to address behavioral health needs, primarily substance use disorder treatment needs including group services, individualize program plans, case management and job placement services.

HEALTHRIGHT 360 Residential Step Down provides a supportive housing environment for up to two years in which residents are required to continue engagement in treatment, receive case management and linkage to job placements services and other community referrals.

**5a. Data Collection and Project Evaluation** *[minimum 5% of requested grant funds (or \$50,000, whichever is greater) but not more than 10%]*

Description of Data Collection and Project Evaluation	Grant Funds	Leveraged Funds	Total
Hatchuel Tabernik and Associates (HTA), outside evaluator. \$50,000 during start up to develop Local Evaluation Plan \$100,000 in years 1, 2, and 3 to collect data, prepare and submit progress reports. \$50,000 in year 4 (evaluation period) to complete Final Evaluation Report.	\$400,000	\$0	\$400,000
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$400,000</b>	<b>\$0</b>	<b>\$400,000</b>

**5b. Data Collection and Project Evaluation Narrative:**

*External evaluator HTA to monitor fidelity to the program plan through both process evaluation and outcome evaluation utilizing mixed methods. Deliverables include Local Evaluation Plan, Two-year, and Final Local Evaluation Report. To inform continuous program improvement, HTA will participate in quarterly Implementation Team Meetings with STARR partners and conduct regular check-ins with project staff and interviews/focus groups with staff and partners to discuss program developments.*

**6a. Equipment/Fixed Assets**

Description of Equipment/Fixed Assets	Calculation for Expense	Grant Funds	Leveraged Funds	Total
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>TOTAL</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**6b. Equipment/Fixed Assets Narrative:** *List any equipment or fixed assets that will be purchased with grant funds and provide a brief description of each item that explains how it will be used toward fulfilling grant objectives.*

*Enter narrative here. You may expand row height if needed.*

**7a. Other (Travel, Training, etc.)**

Description of Other (Travel, Training, etc.)	Calculation for Expense	Grant Funds	Leveraged Funds	Total
External audit	\$8,333 x 3 years	\$25,000	\$0	\$25,000
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>TOTAL</b>		<b>\$25,000</b>	<b>\$0</b>	<b>\$25,000</b>

**7b. Other (Travel, Training, etc.) Narrative:** *Provide a brief explanation for how each item listed above will contribute toward fulfilling grant objectives. Please budget for at least one 2-day trip to Sacramento for 3-5 key grant team members.*

*Enter narrative here. You may expand row height if needed.*

<b>8a. Indirect Costs</b>			
For this grant program, indirect costs may be charged using <u>only one</u> of the two options below:	Grant Funds	Leveraged Funds	Total
1) Indirect costs not to exceed 15 percent (15%) of the total grant award. Applicable if the applicant <b>does not have</b> a federally approved indirect cost rate.	\$0	\$0	\$0
<i>If using Option 1) grant funds allocated to Indirect Costs may not exceed:</i>	<b>\$1,193,712</b>		
2) Indirect costs not to exceed 20 percent (20%) of the total grant award. Applicable if the applicant <b>has</b> a federally approved indirect cost rate. Amount claimed may not exceed the applicant's federally approved indirect cost rate.	\$0	\$0	\$0
<i>If using Option 2) grant funds allocated to Indirect Costs may not exceed:</i>	<b>\$1,591,616</b>		
Please see <b>Instructions</b> tab for additional information regarding Indirect Costs. If the amount exceeds the maximum allowed and/or turns <b>red</b> , please adjust it to not exceed the line-item noted.	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>8b. Indirect Costs Narrative:</b>			
Enter narrative here. You may expand row height if needed. <b>If using a federally approved indirect cost rate, please include the rate in the narrative.</b>			

QUARTERLY INVOICING

s

	<b>Reporting Period</b>	<b>Due Date</b>
1.	October 1, 2025 to December 31, 2025	February 15, 2026
2.	January 1, 2026 to March 31, 2026	May 15, 2026
3.	April 1, 2026 to June 30, 2026	August 15, 2026
4.	July 1, 2026 to September 30, 2026	November 15, 2026
5.	October 1, 2026 to December 31, 2026	February 15, 2027
6.	January 1, 2027 to March 31, 2027	May 15, 2027
7.	April 1, 2027 to June 30, 2027	August 15, 2027
8.	July 1, 2027 to September 30, 2027	November 15, 2027
9.	October 1, 2027 to December 31, 2027	February 15, 2028
10.	January 1, 2028 to March 31, 2028	May 15, 2028
11.	April 1, 2028 to June 30, 2028	August 15, 2028
12.	July 1, 2028 to September 30, 2028	November 15, 2028
13.	October 1, 2028 to December 31, 2028	February 15, 2029
14.	January 1, 2029 to March 31, 2029*	May 15, 2029
15.	April 1, 2029 to June 30, 2029*	August 15, 2029

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

**Invoice Worksheet**

**How to Locate the Invoice Worksheet**

Invoice worksheets are located in the Grantee's OneDrive folder, which is updated by your program analyst. Your program analyst has provided you with a link to the Onedrive folder where invoice worksheets are housed.

**Forms Included in the Invoice Worksheet**

The Invoice Workbook is an Excel file arranged by worksheet tabs (located along the bottom). The tabs included in the Invoice workbook are listed below:

- Invoice Worksheet (Form BSCC 201 Rev 1/23)
- Project Budget Narrative
- Budget Modification Request Form *(will be made available upon Field Representative prior approval)*
- Invoice Due Dates
- Instructions

**Marcos in the Invoice Worksheet**

The Invoice Worksheet has specific functions which require macros to be enabled. A macro is a series of commands, such as calculations, that are stored within the document for tasks performed repeatedly. In most cases, Excel will prompt the grantee to enable macros. When this prompt appears, select Enable Editing then Enable Content. Enabling macros for the Invoice will not compromise the security of the local system nor the security of the agency's network.

**Financial Invoice - Form BSCC 201**

**How to Complete a Financial Invoice**

The Financial Invoice will allow grantees to enter data into the green-shaded fields; all other fields are locked. Your program analyst will change the reporting period as needed.

*The following instructions are for the green-shaded fields the Invoice to be completed by the Grantee.*

**BUDGET LINE ITEM**

The grantee is required to use the pre-filled drop-down menu to record the line item expenditures incurred during the designated reporting period.

Comments: Utilize the comment section for any notes, which will help the program analyst understand expenditures or approvals received.

**SALARIES AND BENEFITS**

Staff Position: The grantee is required to use the pre-filled drop-down menu to record the line item expenditures.

Staff Name: Provide staff name or initials that aligns with the staff position selected.

Hours Worked or FTE%: Enter in the amount of hours worked for any staff who is less than 1FTE. For staff who work full time on the grant, enter "1FTE" or 100%.

Total Wages Billable to Grant for this period: Enter the total amount of wages for the designated reporting period. Do Not enter a calculation (Hourly or FTE):TOTAL ONLY. \*note the totals will autopopulate into the grey shaded areas.

Total Benefits Billable to Grant for this period:Enter the total amount of benefits for the designated reporting period. Do Not enter a calculation: TOTAL ONLY

Comments: Utilize the comment section for any notes, which will help the program analyst understand expenditures or approvals received.

\*note the totals will autopopulate into the grey shaded areas.

**ITEM DESCRIPTION**

For each selected Budget Line Item, provide a concise yet comprehensive description. Ensure that your expenditures and description align with the Project Budget Narrative.

**VENDOR**

For each selected Budget Line Item, provide a vendor name.

**ITEM COST**

For each selected Budget Line Item, provide the total expenditure

All expenditures should be rounded to the nearest whole dollar; do not enter decimals.

\*note the totals will autopopulate into the grey shaded areas.

**COMMENTS**

Utilize the comment section for any notes, which will help the program analyst understand expenditures or approvals received.

**AUTHORIZED FINANCIAL OFFICER**

The Authorized Financial Officer is the Financial Officer listed in the Grant Agreement, STD 213 and/or Grantee Contact Information Sheet, Form 227.

The Authorized Financial Officer cannot be the Project Director or the individual preparing the invoice.

The Authorized Financial Officer must review each line item expenditure and description.

Once the invoice is approved by the Authorize Financial Officer, they will enter in their contact information, the approval date, and their initial to certify the submission of the invoice.

**The Grantee shall email the grant specific inbox to inform the Program Analyst that invoice has been certified and is ready to be reviewed.**

**Approved Financial Invoice**

Once BSCC staff reviews and approves the Financial Invoice, an updated Invoice will be available in your individual grantee OneDrive folder.

**Modification Request - Form BSCC 223.1**

**Modification Request Requirements**

It is the grantees responsibility to receive prior approval from the Field Representative for modifications to the budget or budget narrative. Once the Field Representative approves a modification to the budget or budget narrative, the grantee may complete and submit a Modification Request.

The grantee must allow a minimum of 10 working days, for the modification form to be submitted and approved by the BSCC prior to completing the next invoice.

**How to Complete a Modification Request**

Upon prior approval from the Field Representative, the Program Analyst will make the Modified Project Budget tab available for the grantee. The grantee will be able to modify their current budget and update it as necessary.

***The following instructions are for the yellow-shaded fields in the Modification Request to be completed by the Grantee.***

**Modification Request # and Effective on Invoice #**

The grantee shall identify the budget modification number by selecting the next number in sequential order (1 if it's the first) and then identify on which invoice the modification becomes effective.

**CHANGES (+/-)**

For each Budget Category the grantee will make the necessary changes to the budget and to the budget narrative. If you are reallocating funds from one Budget Category to another, the changes will automatically calculate for you and will auto-populate in the budget table at the top of the page.

**PERSON PREPARING REPORT**

The grantee will designate an individual to prepare Modification Requests. The Authorized Financial Officer cannot prepare Modification Requests.

The individual who prepares the request will provide their contact information and the date the modification was prepared under the PERSON PREPARING REPORT section. Then, forward the Invoice Workbook to the Authorized Financial Officer for review and approval.

#### ***AUTHORIZED FINANCIAL OFFICER***

The Authorized Financial Officer is the Financial Officer listed in the Grant Agreement, STD 213 and/or Grantee Contact Information Sheet, Form 227.

The Authorized Financial Officer cannot be the Project Director or the individual preparing the modification request.

The Authorized Financial Officer must review each line item change, narrative change and justifications. Then, approve the modification request by checking the certification box and providing their contact information and the date of approval.

Once the modified project budget is approved by the Authorized Financial Officer, they will enter in their contact information, the approval date, and their initials to certify the submission of the modified project budget.

**The Grantee shall email the grant specific inbox to inform the program analyst that the budget modification has been certified and is ready to be reviewed.**

#### **Approved Modification Request**

Once BSCC staff reviews and approves the Modification Request, the updated Invoice will be located in the grantee specific folder on the OneDrive.

San Francisco Department of Public Health (SFDPH)

Proposition 47 - Cohort 5

**BUDGET JUSTIFICATION**

October 1, 2025 to September 30, 2026

**A. PERSONNEL**

1 1.00 2593 – Health Program Coordinator III  
 Annual Salary \$140,933 x 1 FTE for 12 months = \$140,933

1 1.00 2588 – Health Worker IV  
 Annual Salary \$101,627 x 1 FTE for 12 months = \$101,627

1 COLA

**B. MANDATORY FRINGE**

2 Mandatory Fringe Benefits = @ 44% = \$105,733

Total Salaries \$242,560

Total Fringe \$105,733

**TOTAL PERSONNEL: \$348,293**

**C. TRAVEL \$8,333**

**D. EQUIPMENT**

**E. SUPPLIES \$5,980**

**F. CONTRACTUAL \$2,279,533**

**G. OTHER**

**TOTAL DIRECT COSTS \$2,642,139**

**H. INDIRECT COSTS \$0**

**TOTAL BUDGET: \$2,642,139**

San Francisco Department of Public Health (SFPDH)

Proposition 47 - Cohort 5

**BUDGET JUSTIFICATION**

October 1, 2026 to September 30, 2027

**A. PERSONNEL**

1 1.00 2593 – Health Program Coordinator III  
 Annual Salary \$140,933 x 1 FTE for 12 months = \$140,933

1 1.00 2588 – Health Worker IV  
 Annual Salary \$101,627 x 1 FTE for 12 months = \$101,627

1 COLA \$7,277

**B. MANDATORY FRINGE**

2 Mandatory Fringe Benefits = @ 44% = \$108,905

Total Salaries \$249,837

Total Fringe \$108,905

**TOTAL PERSONNEL: \$358,742**

**C. TRAVEL \$8,333**

**D. EQUIPMENT**

**E. SUPPLIES \$5,980**

**F. CONTRACTUAL \$2,279,533**

**G. OTHER**

**TOTAL DIRECT COSTS \$2,652,588**

**H. INDIRECT COSTS \$0**

**TOTAL BUDGET: \$2,652,588**

San Francisco Department of Public Health (SFPDH)

Proposition 47 - Cohort 5

**BUDGET JUSTIFICATION**

October 1, 2027 to June 30, 2029

**A. PERSONNEL**

1 1.00 2593 – Health Program Coordinator III  
 Annual Salary \$145,161 x 1 FTE for 12 months = \$145,161

1 1.00 2588 – Health Worker IV  
 Annual Salary \$104,676 x 1 FTE for 12 months = \$104,676

1 COLA \$7,495

**B. MANDATORY FRINGE**

2 Mandatory Fringe Benefits = @ 44% = \$112,172

Total Salaries \$257,332

Total Fringe \$112,172

**TOTAL PERSONNEL: \$369,504**

**C. TRAVEL \$8,334**

**D. EQUIPMENT**

**E. SUPPLIES \$5,980**

**F. CONTRACTUAL \$2,279,533**

**G. OTHER**

**TOTAL DIRECT COSTS \$2,663,351**

**H. INDIRECT COSTS \$0**

**TOTAL BUDGET: \$2,663,351**

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**Proposition 47 Grant Program:  
Safe Neighborhoods and Schools Act  
Cohort 5 Request for Proposals**



Prop 47 Grants Support Mental Health Services, Substance Use Disorder Treatment, and Diversion Programs for People in the Criminal Justice System

**Grant Period: October 1, 2025 to June 30, 2029**

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

RFP Released: April 11, 2025  
**Proposals Due: June 23, 2025**

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**CONFIDENTIALITY NOTICE:**

All documents submitted as a part of the Proposition 47 Cohort 5 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, §§ 7920.000 et seq.)

## PART I: Background and Logistics

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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 5 Grant Program.

### Background

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Proposition 47 (Appendix A) was a voter-approved initiative on the November 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.”

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 (see Appendix B).

Information about applicant eligibility, available funding, and eligible activities will be provided later in this RFP.

### Questions About the RFP?

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The BSCC staff cannot provide guidance or assist the applicant or its partners with the actual preparation of the proposal, but will respond to technical questions concerning the RFP, the submission process, programmatic requirements, etc. Technical questions must be submitted by email to: [Prop47Cohort5@bscc.ca.gov](mailto:Prop47Cohort5@bscc.ca.gov).

Prospective applicants are encouraged to **carefully read the RFP in its entirety** prior to submitting questions. The BSCC will record all questions submitted and compile a Frequently Asked Questions (FAQ) document. The FAQ document will be posted to the [Prop 47 home page](#) after the Prospective Applicant Grant Information Session (see below) and updated periodically through June 20, 2025.

## **Prospective Applicant Information Session**

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Prospective applicants are invited to attend a virtual Grant Information Session. Attendance at the information session is not required. For those who cannot attend, the session will be recorded and posted to the BSCC website on the [Prop 47 home page](#).

The purpose of the Proposition 47 Grant Information Session is to answer questions from prospective applicants and provide clarity on RFP instructions. Topics may include, but are not limited to proposal submission instructions, eligibility, funding, budgeting, and reporting requirements. There is no preference given to applicants who attend the Grant Information Session.

### **Please Submit Questions in Advance**

There will be an opportunity to ask questions at the session, but BSCC requests that questions be submitted in advance, if possible. Questions submitted by May 2, 2025 will be addressed prior to, or at the Prospective Applicant Grant Information Session.

A Frequently Asked Questions (FAQs) document will be posted to the BSCC website and updated periodically through June 20, 2025. All questions, including questions submitted after May 2, 2025, will be addressed in an FAQ document posted to the [Prop 47 home page](#).

**Proposition 47 Cohort 5 Grant**  
**Virtual Prospective Applicant Grant Information Session**  
**WEDNESDAY, MAY 7, 2025**  
**10:00 AM**

Public access options for this meeting include:

**Join by Zoom:** <https://us02web.zoom.us/j/86395613335>

**Call In:** 1-669-900-9128

**Webinar ID:** 863 9561 3335

## Proposal Due Date and Submission Instructions

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

### Proposal Due Date

The Proposition 47 (Prop 47) Grant Program Proposal Package submission is available through an online portal called Submittable. Applicants must submit proposals through the BSCC Submittable Application Portal by **3:00 P.M. (PST) on Monday, June 23, 2025**, at which time the portal will close.

**IMPORTANT:** Please allow sufficient time to begin and submit your proposal. Be advised that completing the proposal and uploading the required attachments into the Submittable Application Portal may take a significant amount of time. **If the BSCC does not receive a submission by 3:00 p.m. (PST) on Monday, June 23, 2025, the proposal will not be considered for funding. NO EXCEPTIONS.** Applicants are strongly advised to submit proposals in advance of the due date and time to avoid disqualification.

### Submission Instructions

This RFP Instruction Packet contains all the necessary information to successfully complete and submit a Prop 47 Grant Proposal.

The BSCC uses an online submission management system called “Submittable.” Proposals for the Prop 47 Grant **must be submitted through the BSCC Submittable Application Portal**. A link to the BSCC Submittable Application Portal, the Proposition 47 Grant Application, and all required attachments are available on the BSCC website through the link in the next paragraph.

The Proposition 47 RFP is accessible by clicking the “Click here to Submit; Powered by Submittable” button located on the Prop 47 home page at: [https://www.bscc.ca.gov/s\\_bsccprop47/](https://www.bscc.ca.gov/s_bsccprop47/). 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

After a Submittable account is established, applicants may proceed with the submission process. As part of the online BSCC Submittable process, applicants will be required to download several mandatory forms that must be completed and uploaded at specific prompts within the BSCC Submittable Application Portal prior to submission, to include:

1. Proposition 47 Local Advisory Committee Membership Roster
2. Proposition 47 Local Advisory Committee Letter of Agreement
3. Project Work Plan
4. Budget Attachment (Proposal Budget Table and Budget Narrative)

**Note:** To save any changes made to an application in the Submittable Application Portal, you must click the **“Save Draft”** button at the end of the proposal page. 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. Once you have successfully submitted the proposal through the BSCC Submittable Application Portal, you will receive an email acknowledging your proposal has been received.

### Having Technical Issues?

If you experience technical difficulties with submitting your proposal through the Submittable Application Portal, you should submit a Help Ticket through Submittable, as the BSCC does not control that site. Please also email the BSCC at [Prop47Cohort5@bscc.ca.gov](mailto:Prop47Cohort5@bscc.ca.gov) and/or call the BSCC main line at (916) 445-5073 and ask to speak to someone about the Prop 47 Grant. Be advised that applicants contacting Submittable and/or the BSCC on the due date may not receive timely responses.

### How to Submit a Letter of Intent

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Applicants interested in applying for a Prop 47 Grant are asked to submit an optional, non-binding letter indicating their intent to apply. Letters of intent allow the BSCC to estimate how many proposals will be submitted to plan for the proposal evaluation process.

There is no formal template for the letter. Please submit the letter in Microsoft Word or as a PDF and include the following information:

1. Name of the applicant public agency;
2. Name of a contact person; and
3. A brief statement indicating the applicant's intent to submit a proposal;
4. The signature of an employee of the applicant public agency.

Please submit Letters of Intent via email to [Prop47Cohort5@bscc.ca.gov](mailto:Prop47Cohort5@bscc.ca.gov) by **Friday, May 9, 2025**. Please identify the email subject line as "Prop 47 Letter of Intent." Failure to submit a Letter of Intent is not grounds for disqualification, nor will prospective applicants that submit a Letter of Intent and decide later not to apply be penalized.

### Executive Steering Committees and Scoring Panels

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The BSCC uses Executive Steering Committees (ESC) and Scoring Panels to develop grant requirements and evaluate grant proposals. ESCs 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.

The BSCC will use a Scoring Panel process to evaluate Prop 47 Cohort 5 proposals and 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 Prop 47 Scoring Panel from receiving funds from the Prop 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 [Prop 47 home page](#) for updated information on the Scoring Panel.

## PART II: Grant Information

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

### Proposition 47 Grant: Guiding Principles

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- 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

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### 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 4 Grantees Are Not Eligible to Apply

Public agencies currently receiving a Cohort 4 Prop 47 grant (see Appendix D) **are not eligible to apply** for Cohort 5 funding unless they propose to implement a new treatment program as described by Health and Safety Code section 11395, subdivision (d)(2) (i.e., Proposition 36 treatment program). However, a public agency from the same city or county as a Cohort 4 grantee may still apply, as long as it is for a distinctly different project.

### 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.

### **IMPORTANT:** 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 and Applicant Categories

The Prop 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.

The BSCC anticipates that approximately **\$127 million** in funding will be available for the Prop 47 Cohort 5 RFP. This funding is contingent on the amount of funds available in the Safe Neighborhoods and Schools Fund at the time of award.

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.

## Applicant 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 must self-select an Applicant Category**, depending on the size and cost of their proposed project. See the table below:

Applicant Category	Funding Threshold	Funds Allocated to this Category
1) <b>Small Scope Project</b>	Up to <b>\$2 million</b> for the entire grant period.	\$42,800,000
2) <b>Large Scope Project</b>	More than \$2 million and up to <b>\$8 million</b> for the entire grant period.	\$64,200,000
<ul style="list-style-type: none"> <li><b>Los Angeles County</b> <i>(will compete in the Large Scope Project Category)</i></li> </ul>	The County of Los Angeles may submit a single application for up to <b>\$20 million</b> for the entire grant period.	\$20,000,000
<b>Total Available Funds:</b>		<b>\$127,000,000</b>

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.

### **Financial Leveraging**

Assembly Bill 1056 (2015) calls for the BSCC to prioritize Prop 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 U.S. 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.

## **Target Population & Eligible Activities**

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### **Target Population**

The target population for programs and services funded by the Prop 47 grant is limited to adults and/or juveniles who meet the following two criteria:

- 1) have been arrested, charged with, or convicted of a criminal offense (including those charged with a “treatment-mandated felony”<sup>1</sup>), **and**
- 2) 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.

In addition, the target population should have been convicted of less serious crimes such as those covered by Prop 47.

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.

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<sup>1</sup> See Health & Saf. Code, § 11395, subd. (c).

Applicants will be 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. More information on this will be provided later in the Proposal Narrative instructions.

### **Eligible Grant Activities**

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

Prop 47 grant funds must be used for one or more of the following:

- mental health services, and/or
- substance use disorder (SUD) treatment, and/or
- diversion programs.

The BSCC does not prescribe the type of mental health services, SUD treatment, or diversion programs to be implemented. Within these three categories, applicants have broad discretion in determining the nature and duration of the services and programs funded by the grant. In selecting the type of services and programs to implement, applicants should be guided by the needs of the target population in their communities.

Priority will be given to applicants that provide supplemental housing-related services and other community-based supportive services, such as job skills training, case management, and civil legal services, as specified in [Assembly Bill 1056](#) (Statutes of 2015, Chapter 438).

Grant funds may also be used for court-ordered treatment programs pursuant to Health and Safety Code section 11395 (i.e., Proposition 36). Eligible projects could include (this list is not exhaustive:

- Expanding or enhancing existing court-ordered substance use disorder and/or mental health treatment.
- Providing case management and wraparound services that facilitate successful reintegration, to include housing, employment support, and job training.

Examples of substance use disorder treatment and diversion programs can be found in Appendix D: Glossary of Key Terms.

### **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.

Prop 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)<sup>2</sup>

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

### **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. More information on this will be provided later in the Proposal Narrative instructions. 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 non-governmental 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 (Contract Term)**

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Proposals selected for funding will be under contract agreement with the BSCC from **October 1, 2025 to June 30, 2029**. The term of the grant agreement includes:

- 3 months for start-up and implementation,
- 3 years for service delivery, and

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<sup>2</sup> 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.

- 6 months for completion of the required Local Evaluation Report and program-specific compliance audit (both are described later in this RFP).

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

<b>Start-Up &amp; Implementation*</b>	<b>Service Delivery</b>	<b>Service Delivery</b>	<b>Service Delivery</b>	<b>Evaluation &amp; Close-Out</b>
<i>3 Months</i>	<i>12 months</i>	<i>12 months</i>	<i>12 months</i>	<i>6 Months</i>
October 1, 2025 - December 31, 2025	January 1, 2026 - December 31, 2026	January 1, 2027 - December 31, 2027	January 1, 2028 - December 31, 2028	January 1, 2029 – June 30, 2029
Start-up activities to include: subcontracting, procurement, hiring, set-up of financial and case management systems, etc.	Service delivery and data collection.	Service delivery and data collection.	Service delivery and data collection.	Compile and analyze data gathered from three full years of service delivery.  Complete Local Evaluation Report. Complete program-specific compliance audit.

Important note: The grant service delivery period ends on December 31, 2028. From January 1, 2029 to June 30, 2029, only expenditures associated with completion of the Local Evaluation Report, completion of the required program-specific compliance audit, and other financial close-out activities 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 Prop 47 funding, the Lead Agency must convene a Prop 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 Prop 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 Prop 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 Prop 47 Local Advisory Committee and the community.

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

### **Evidence-Based, Data-Driven and Innovative Strategies (*information only*)**

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 should 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**

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Projects selected for funding will be required to submit Quarterly Progress Reports (QPRs) to the BSCC and complete an evaluation of their grant-funded project that focuses on the achievement of the project's goals and objectives. Completion of the evaluation requires the submission of a Local Evaluation Plan (LEP) and Local Evaluation Report (LER). A summary of the QPRs, LEP, and LER follows. More detailed information and evaluation-related resources will be made available to grantees.

#### **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, applicants 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 Appendix E 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 Prop 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 sufficient progress toward project goals and

objectives or demonstrate that funds are being spent in accordance with the Grant Agreement and Prop 47 Work Plan could be subject to the withholding of funds.

A brief outline of the types of information and data grantees will be required to report through the QPRs follows. Once grants are awarded, BSCC staff will update the design of the QPR to ensure the data collected reflects the projects that were funded. Grantees will have an opportunity to provide feedback before the QPR is finalized. Applicable forms and instructions will be available to grantees on BSCC's website after the Grantee Orientation.

Types of data and information gathered through the QPRs:

- Grantee progress in implementing common project implementation activities (i.e., partnerships, staffing, training, enrollment process, programming, data collection/evaluation and quality assurance). For each activity, grantees will report their implementation status (not started, planning, started, complete, N/A) and provide a narrative description of their progress, accomplishments, and/or challenges.
- Grantee progress in achieving their project's goals and objectives. For each goal and its associated objectives, grantees will describe their progress toward achieving the goal, any challenges achieving the goal or objectives, and, if applicable, how the challenges are being addressed.
- Project-level qualitative (narrative) information related to the implementation of Prop 47 funded projects.

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 identity
- Race/Ethnicity
- Highest level of education completed at time of 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.)

- Reason for exiting prior to program completion, if known
- Number of days between program enrollment and program completion (for participants who complete program requirements)
- Whether the services are the result of a treatment-mandated felony
- Number of prior treatment-mandated felonies (if applicable)
- Number of successfully completed treatments for treatment-mandated felonies (if applicable)
- Services the participant received during the quarter
  - If the participant receives mental health and/or substance use disorder treatments, indicate whether the treatment is mandated (e.g., Prop 36 treatment mandated felony, mandated as part of a diversion program funded through Prop 47, court ordered treatment but not related to Prop 36 or a Prop 47 diversion program, or not mandated)
- 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 (LEP)**

The purpose of the LEP is to ensure that the grantee has a plan in place at the beginning of the project to collect the data and information necessary to, at the conclusion of the grant period, report on the extent to which the project's goals and objectives, as included in the proposal, were achieved. The LEP is expected to include a detailed description of the data and information that will be collected for each goal and its associated objectives and detailed descriptions of the data management, analysis and reporting plans. The plan should be developed before the project starts or during project implementation before services or activities begin. Generally, modifications to the plan may occur during the grant period to address challenges or lessons learned. Appendix F provides the guidelines for the LEP. The LEP is due no later than March 31, 2026.

## Local Evaluation Report (LER)

The purpose of the LER is to document the extent to which the project achieved its goals and objectives. Implementation of the LEP should ensure the grantee has the data and information necessary to do so. Appendix F provides the guidelines for the LER. The LER is due no later than June 30, 2029.

## Evaluation Dissemination

The BSCC may make the LER from each grantee available to the public. 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 their LER public (e.g., post online, disseminate, share at meetings) 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.

## Additional Grant Requirements

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### Grant Agreement

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 [Prop 47 home page](#). The Grant Agreement start date is expected to be **October 1, 2025**.

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.

**Please note:** The BSCC may elect not to enter into a Grant Agreement with your organization if any of the following are true:

- Your organization had a BSCC grant terminated in the past three years.
- Your organization has overdue deliverables that have not been submitted (e.g., Final Local Evaluation Report).
- Your organization has unpaid financial obligations due to the BSCC.

## **Governing Board Resolution**

Before the grant award can be finalized and funds awarded, successful applicants must submit either a resolution from its Governing Board that delegates authority to the individual authorized to execute the grant agreement or sufficient documentation indicating that the individual who signs the grant agreement has been vested with plenary authority to execute grant agreements (e.g., a municipal ordinance or city/county ordinance/charter delegating such authority to a city manager or department head).

This documentation is not required at the time of proposal submission, but applicants are advised that the grant agreement will not be fully executed, nor will any financial invoices be processed for reimbursement until the required documentation has been received by the BSCC. A sample Governing Board Resolution can be found in Attachment E.

## **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).

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](#).

## **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, 2029**. 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 Controller<sup>3</sup>, 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.

### **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 subcontractor, a requirement that the subcontractor will provide the same assurances to the grant recipient. If a grant recipient wishes to consider a subcontractor that has been debarred or convicted, the grant recipient must submit a written request for exception to the BSCC along with supporting documentation.

Before entering into grant agreement with the BSCC, successful applicants will be required to complete a *form* (see Appendix G) certifying they are in compliance with the BSCC's policies on debarment, fraud, theft, and embezzlement.

### **Criteria for Non-Governmental Organizations that Receive Grant Funds as a Subcontractor**

There are separate eligibility criteria for non-governmental organizations (NGOs) that subcontract to receive Prop 47 grant funds to deliver direct services to the target area or target population (see Appendix H). These criteria do not apply to subcontractors delivering professional services such as staff training, legal services, evaluation, organizational capacity building, accounting, bookkeeping, grants management, etc.

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

**Important:** All non-governmental community-based organizations selected to receive Prop 47 grant funds as a part of the required 50 percent pass-through must meet these eligibility criteria.

Before entering into grant agreement with the BSCC, successful applicants will be required to complete, sign, and submit the *Criteria and Assurance for Non-Governmental Organizations that Receive BSCC Grant Funds as a Subcontractor* (see Appendix H).

Once under contract, grantees must submit an updated *Criteria and Assurance for Non-Governmental Organizations that Receive BSCC Grant Funds as a Subcontractor* form throughout the life of the grant agreement for NGOs that are added after awards are made. The BSCC will not reimburse for costs incurred by NGOs that do not meet the BSCC's requirements.

### **Grantee Orientation**

Following the start of the grant period, BSCC staff will conduct a mandatory Grantee Orientation (date and venue 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.

### **Quarterly Virtual Meetings**

Following the start of the grant period, grantees will be expected to attend quarterly virtual meetings with the BSCC Field Representative(s) assigned to the grant. At a minimum, both the Project Director and Finance Officer should be in attendance, as critical information about the grant will be shared. The purpose of these meetings is to offer technical assistance to grantees and provide a forum for questions and information sharing.

### **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 loaning 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.

- **International Travel**

State grant funds may not be used for international travel.

## **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**

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### **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.

### **Technical Compliance Review and Eligibility Assessment**

All proposals will undergo a technical compliance review before moving forward to the proposal rating process. Items that will result in disqualification are listed in the table below.

### **Disqualification**

Please see the following page for a list of items that will result in automatic 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.

## DISQUALIFICATION CRITERIA



### PLEASE REVIEW CAREFULLY

The following will result in an automatic disqualification:

- Proposal submission is not received in the Submittable Portal by **3:00 P.M. (PST) Monday, June 23, 2025.**
  - Allow sufficient time to upload all required documents in the BSCC Submittable Application portal. **Do not wait until the last minute!**
  - Email submissions will not be accepted.
- Applicant is not a public agency as defined in Penal Code section 6046.1, subdivision (c).
- Any of the following required attachments are missing or blank:
  - Proposal Budget Attachment (Excel attachment)
  - Project Work Plan Attachment
  - Local Advisory Committee Roster
  - Local Advisory Committee Letter of Agreement
- Proposal Budget Attachment and/or Work Plan Attachment are not submitted on the template provided by BSCC. **Do not use your own format.**
- Proposal Budget Attachment does not clearly show the **mandatory 50 percent pass-through** to one or more community-based organizations.
- Funding request, as shown on the Proposal Budget Attachment, exceeds \$8 million.
  - Note: Budgets that show a request of more than \$2 million will automatically compete in the Large Scope category, regardless of which category is marked in Submittable.
- Attachments are illegible.
- Attachments will not open or the files are corrupted.

### Proposal Rating Process

Unless disqualified, proposals will advance to the Proposal Rating Process. Proposals will be evaluated in accordance with the BSCC’s [Grant Proposal Evaluation Process](#) and as described below. Scoring Panel members 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 ratings 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 2025. Neither applicants, nor their partners or subcontractors are permitted to contact members of the Scoring Panel or the BSCC Board to discuss proposals.

### Rating Factors

The five (5) Rating Factors that will be used and the maximum points allocated to each factor are shown in the table below. Applicants will be asked to address each of these factors as part of their proposal. The Prop 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	Proposal Budget	0 - 5	15%	30
<b>Total Score (before Preference Points):</b>			<b>100%</b>	<b>200</b>
<p><b>Preference Points:</b> 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:</p> <p style="text-align: right;">60-69 percent of grant funds = <b>2 additional points</b>                      70+ percent of grant funds = <b>4 additional points</b></p>				
<b>Maximum Possible Score with Preference Points:</b>				<b>204</b>

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. Each Rating Factor then will be weighted according to the Percent of Total Value (as determined by the ESC)

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**

Applicants are required to dedicate a minimum of 50 percent of their grant funds to subcontracts with non-governmental, community-based organizations, but an applicant may earn up to four (4) additional points for exceeding the minimum amount. Specifically:

**+2 points:** An additional two (2) points will be added to the final score if the applicant dedicates 60 to 69 percent of grant funds to one or more non-governmental, community-based organizations.

**+4 points:** An additional four (4) points will be added to the final score if the applicant dedicates 70 percent or more of grant funds to one or more non-governmental, community-based organizations.

**Six Point Rating Scale**

Not Responsive 0	Poor 1	Fair 2	Satisfactory 3	Good 4	Excellent 5
The response <b>fails to address</b> the criteria.	The response addresses the criteria in a <b>very inadequate</b> way.	The response addresses the criteria in a <b>non-specific or unsatisfactory</b> way.	The response addresses the criteria in an <b>adequate</b> way.	The response addresses the criteria in a <b>substantial</b> way.	The response addresses the criteria in an <b>outstanding</b> 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 (including Preference 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 Prop 47 Request for Proposals.

## Summary of Key Dates

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

Activity	Tentative Timeline
Release Request for Proposals	April 11, 2025
Grant Information Session for Prospective Applicants	May 6, 2025
Letter of Intent to Apply Due (Optional)	May 9, 2025
<b>Proposals Due to the BSCC</b>	<b>3:00 p.m. PST on June 23, 2025</b>
Proposal Rating Process and Development of Funding Recommendations	June to July 2025
BSCC Board Considers Funding Recommendation	September 11, 2025
Grant Contract Begins (Start Up and Implementation)	October 1, 2025
Mandatory New Grantee Orientation	TBD, October or November 2025
Grant Service Period Begins	January 1, 2026
Grant Service Period Ends	December 31, 2028
Grant Contract Ends (Final Evaluation Report and Program-Specific Audit Report Due)	June 30, 2029

## PART III: Proposal Instructions

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

### Rating Factors

There are five Rating Factors against which Prop 47 proposals will be scored. Applicants will address these factors in two separate parts: the Proposal Narrative and the Proposal Budget. The five Rating Factors and the percent of total value assigned to each are shown in the table below. As shown, applicants will address Rating Factors 1-4 in the Proposal Narrative. Applicants will address Rating Factor 5 in the Proposal Budget.

Section	Rating Factors	Percent of Total Value	Addressed in:
1	Project Need	25%	<b>Proposal Narrative</b> (filled out in the Submittable Portal)
2	Community Engagement	15%	
3	Project Description	30%	
4	Data Collection and Evaluation	15%	
5	Proposal Budget	15%	<b>Proposal Budget</b> (uploaded as an Excel Attachment)

### Proposal Narrative Instructions

Applicants will complete the Proposal Narrative by accessing the BSCC Submittable Application Portal (see Submittable Instructions starting 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 Prop 47 Cohort 5 Proposal Narrative until they comply with all character limit requirements.

## Bibliography

Applicants may include an optional 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 [Prop 47 home page](#), must be completed and uploaded in the identified fields in the BSCC Submittable Application Portal at the time of submission (with the exception of the Governing Board Resolution):

- Proposal Budget Attachment (Budget Table with Narrative) (**Attachment A**)
- Proposition 47 Cohort 5 Work Plan (**Attachment B**)
- Proposition 47 Local Advisory Committee Membership Roster (**Attachment C**)
- Proposition 47 Local Advisory Committee Letter of Agreement (**Attachment D**)
- Governing Board Resolution – Sample (not required at time of submission; however, must be submitted if awarded grant funds) (**Attachment E**)

**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.

<p><b>Project Need:</b> 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 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.</p>	
1.1	<p>Identify and describe the need(s) to be addressed by the Prop 47 program. Include:</p> <ul style="list-style-type: none"> <li>• Quantitative and qualitative data to support the need,</li> <li>• Gaps in services that contribute to the need, and</li> <li>• Citations of data sources.</li> </ul>
1.2	<p>Identify and describe the target population. The description should:</p> <ul style="list-style-type: none"> <li>• Demonstrate that the target population is measurable,</li> <li>• How it correlates to the need,</li> <li>• Include quantitative and qualitative data to support the description, and</li> <li>• Include citations of data sources.</li> </ul>
1.3	<p>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.</p>
1.4	<p>Describe how the need(s) and target population align with the intent of Prop 47.</p>

### 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.

<p><b>Community Engagement:</b> 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 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.</p>	
2.1	<p>Describe the engagement process used to solicit membership to the Prop 47 Local Advisory Committee. The description should address:</p> <ul style="list-style-type: none"> <li>• How input was obtained from a cross-section of stakeholders and other interested parties,</li> <li>• How and why certain community partners were selected, and</li> <li>• Steps taken to ensure the process was fair, inclusive, comprehensive, and transparent.</li> </ul>

2.2	Describe the process of ensuring the Prop 47 Local Advisory Committee meetings are sufficiently noticed, accessible to the public and include opportunities for participation.
2.3	<p>The Prop 47 Local Advisory Committee Membership Roster (Attachment C) is included, along with Letter(s) of Agreement (Attachment D) signed by all members. The make-up of the committee should:</p> <ul style="list-style-type: none"> <li>• Include a diverse group of stakeholders and other interested parties, and</li> <li>• Reflect the make-up and culture of the community and identified need.</li> </ul>

**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.

<p><b>Project Description:</b> 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.</p>	
3.1	<p>Describe how the target population will be identified according to the following criteria:</p> <ul style="list-style-type: none"> <li>• Referral process,</li> <li>• Risk/needs assessments, and</li> <li>• Having a mental health or substance use disorder need.</li> </ul>
3.2	<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"> <li>• The plan for selecting the types and kinds of services to be provided to each participant (e.g., risk and needs assessments).</li> <li>• The projected number of the target population to be served and a plan for ensuring that individuals who have been most impacted by Prop 47 or Prop 36 (if applicable), with an emphasis on racial and ethnic disparities, receive the proposed services.</li> <li>• How the services will be delivered, including length and duration.</li> <li>• How the design and implementation plan of the project demonstrates value in community partnerships and collaboration.</li> <li>• The roles, responsibilities and activities of the case managers, system navigators or other staff delivering services.</li> </ul>
3.3	<p>Describe how the service delivery approach:</p> <ul style="list-style-type: none"> <li>• Is culturally competent and responsive, trauma-informed, gender responsive, and provides for accessibility,</li> <li>• Advances principles of Restorative Justice, and</li> <li>• Acknowledges and addresses known barriers to serving target populations.</li> </ul>

3.4	Describe the process used to determine who will provide services, including: <ul style="list-style-type: none"> <li>• How providers address the needs and interests of the target population</li> <li>• How the providers' administrative (staff, leadership, etc.) involves people with lived experience, have been system impacted, or have varying educational levels and life experiences.</li> </ul>
3.5	Describe the plan to minimize start-up time so that services can be delivered as soon as possible.
3.6	Describe how the project meets the spirit and intent behind the statute and the Prop 47 Guiding Principles.
3.7	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.
3.8	Complete the Project Work Plan (Attachment B), 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.

**Section 4: Data Collection and Project Evaluation (Percent Value – 15%)**

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

<b>Data Collection and Project Evaluation:</b> 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 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 (refer to Attachment B). <ul style="list-style-type: none"> <li>• Recidivism, as defined by the BSCC, must be included as an outcome measure.</li> </ul>
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. <ul style="list-style-type: none"> <li>• If the outcomes you propose to track require you to collect data from an outside entity, include a plan for entering into data sharing agreements, including agreements to obtain recidivism and other de-identified individual level data.</li> </ul>

## 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 Prop 47 Budget Attachment **with instructions** is provided for reference as Attachment A to this RFP. The downloadable version of the Prop 47 Budget Attachment (an Excel workbook) is available on the [Prop 47 home page](#).

- Detailed instructions for completing the Budget Attachment are listed in the **Instructions tab** of the Excel workbook.

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 of 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 [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: Proposal Budget Attachment (Percent Value – 15%)

<p><b>Proposal Budget:</b> The applicant provided a complete Proposal 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 in itself merit a high rating; rather 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.</p>	
5.1	<p>Provide complete detailed budget information in each section of the Proposition 47 Proposal Budget Attachment that includes:</p> <ul style="list-style-type: none"> <li>• Expenses that are appropriate for the project’s goals and planned activities; and</li> <li>• A brief explanation supporting each expense.</li> </ul>

## PART IV: Appendices and Attachments

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### Appendices (for reference only)

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- **Appendix A:** Proposition 47 (2014)
- **Appendix B:** Assembly Bill 1056 (2015)
- **Appendix C:** Prop 36 Information
- **Appendix D:** Ineligible Proposition 47 Cohort 4 Grantees
- **Appendix E:** Glossary of Key Terms
- **Appendix F:** Level Two Evaluation Requirements
- **Appendix G:** Debarment, Fraud, Embezzlement
- **Appendix H:** Criteria for NGOs that Receive BSCC Grant Funds as a Subcontractor

### Attachments (A-D required with Proposal)

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- **Attachment A:** Proposal Budget - **REQUIRED**
- **Attachment B:** Project Work Plan - **REQUIRED**
- **Attachment C:** Proposition 47 Local Advisory Committee Membership Roster **REQUIRED**
- **Attachment D:** Proposition 47 Local Advisory Committee Letter of Agreement, signed by all members- **REQUIRED**
- **Attachment E:** Sample Governing Board Resolution (***Not due at time of proposal submission, but must be submitted once grant funds are awarded***)

## Appendix A: Proposition 47

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### Proposition 47 (2014) – 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.*

## Appendix B: Assembly Bill 1056 (Statutes of 2015, Chapter 438)

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AB 1056, Atkins. Second Chance Program.

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.

## Appendix C: Prop 36 Information

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Proposition 36 (Prop 36) established a treatment-mandated felony for drug possession that can be charged when the person has two or more prior convictions for possession or sale of drugs such as heroin, cocaine, or cocaine base.<sup>4</sup> This offense is a wobbler, meaning the prosecutor can choose to charge it as either a misdemeanor or felony.<sup>5</sup> If charged as a felony, the defendant can be sentenced to up to three years in county jail for a first offense and three years in state prison for any subsequent offense.<sup>6</sup> The misdemeanor punishment is one year in county jail.<sup>7</sup>

People charged with a treatment-mandated felony can elect to plead guilty or no contest to the offense and agree to participate in a treatment program approved by the court.<sup>8</sup> The court must order a drug addiction expert to conduct a substance abuse and mental health evaluation of the defendant and submit a report to the court and the parties.<sup>9</sup>

Prop 36 specifies that Prop 47 monies may be used to fund treatment programs that address this new treatment-mandated felony offense. Prop 36 further specifies that:

- Treatment programs provided for individuals charged with a treatment-mandated felony have no statutorily prescribed length or conditions and may include drug treatment, mental health treatment, job training, and any other conditions related to treatment or a successful outcome for the defendant that the court finds appropriate.
- Courts are required to make referrals to programs that provide services at no cost to participants. The programs must be deemed “credible and effective” by the court, the drug addiction expert, and the parties, including the prosecutor and defense counsel.
- Courts must hold “regular hearings to review the progress of the defendant.” Courts, prosecutors, and the probation department can move to terminate treatment at any time by alleging the person is performing unsatisfactorily in the program, is not benefitting from treatment, is not amenable to treatment, has refused treatment, or has been convicted of a new crime. If a person is terminated from treatment, the court must proceed with entry of judgment and sentencing.

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<sup>4</sup> Health & Safety Code § 11395(c).

<sup>5</sup> Health & Safety Code § 11395(b)(1).

<sup>6</sup> *Id.*

<sup>7</sup> *Id.*

<sup>8</sup> Health & Safety Code § 11395(d)(1).

<sup>9</sup> Health & Safety Code § 11395(d)(1)(B).

## **Appendix D: Public Agencies Ineligible for Prop 47 Cohort 5 Funding**

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The following Public Agencies are current Prop 47 Cohort 4 Grantees and are therefore INELIGIBLE\* to apply for Prop 47 Cohort 5 grant funds:

- Alameda County District Attorney's Office
- Anaheim City Attorney's Office
- Bakersfield, City of
- Fort Bragg Police Department
- Glenn County Health & Human Services Agency
- Long Beach City Department of Health and Human Services
- Madera County District Attorney's Office
- Marin County Sheriff's Office
- Monterey County Public Defender's Office
- Orange County Probation Department
- Pomona, City of
- Regents of the University of California dba UC Irvine
- Riverside County Department of Housing and Workforce Solutions
- Riverside County Veterans' Services
- Sacramento County Department of Health Services
- San Diego County Behavioral Health Services
- San Francisco Department of Homelessness and Supportive Housing
- San Gabriel Valley Council of Governments
- Santa Cruz County Health Services Agency
- Santa Cruz County Office of Education
- Santa Monica City Attorney's Office
- Seaside City Recreation Services
- Shasta County Probation Department
- Stanislaus County District Attorney's Office
- Ventura County Public Defender's Office
- Yolo County Probation Department

*\*Unless proposing to implement a new treatment-mandated felony program under the guidelines of Proposition 36*

## Appendix E: Glossary of Terms

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### 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 outcomes<sup>10</sup>.

### 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)<sup>11</sup>.

### 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

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<sup>10</sup> Source: Case Management Society of America

<sup>11</sup> [https://cars-rp.org/\\_MHTTC/docs/CDE-Evaluation-Resource-Compendium-PS-MHTTC.pdf](https://cars-rp.org/_MHTTC/docs/CDE-Evaluation-Resource-Compendium-PS-MHTTC.pdf)

## 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 them<sup>12</sup>.

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
- 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.

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<sup>12</sup> <https://thinkculturalhealth.hhs.gov/assets/pdfs/resource-library/clas-clc-ch.pdf>

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.

### Goal versus Objective

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 program<sup>13</sup>.

Examples of goal statements<sup>14</sup>:

- 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.

Objectives are defined by statements of specific, measurable aims of program activities<sup>15</sup>. Objectives detail the tasks that must be completed to achieve goals<sup>16</sup>. Descriptions of objectives in the proposals should include three elements<sup>17</sup>:

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 objectives<sup>18</sup>:

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<sup>13</sup> 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/njiec/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>.

<sup>14</sup> *Id.* at p. 4.

<sup>15</sup> 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>.

<sup>16</sup> *Id.*; see *supra* fn 1.

<sup>17</sup> 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/njiec/publications/program-evaluation.pdf>.

<sup>18</sup> *Id.*

- 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

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 RFP, "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**

A project 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*

### **Mental Health Services (Examples)**

- Outreach and Engagement
- Pre-Crisis and Crisis Services
- Comprehensive Evaluation and Assessment
- Individual Service Plan
- Medication Education and Management

- Case Management
- 24-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, crisis and/or 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.<sup>19</sup>

### **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 social capital, decrease crime and antisocial behavior, repair harm and restore relationships.<sup>20</sup>

### **Substance Use Disorder Treatment (Examples)**

According to the Substance Abuse and Mental Health Services Administration (SAMHSA), 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

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<sup>19</sup> Pen. Code, § 6046.1 subd. (d). "Committed" refers to the date of offense, not the date of conviction.

<sup>20</sup> 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.

- Peer supports
- Withdrawal management
- Culturally rooted community healing practices

### **Trauma-Informed Care**<sup>21</sup>

According to SAMSHA, “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

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<sup>21</sup> 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/nctic/trauma-interventions>

## Appendix F: Level Two Evaluation Requirements

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### Guidelines for the Local Evaluation Plan and Local Evaluation Report

For the Proposition 47 grant program, the Board of State and Community Corrections (BSCC) requires Proposition 47, Cohort 5 grantees to complete a **Level Two Evaluation** of their grant-funded project. A Level Two Evaluation focuses on a comprehensive evaluation, including both a process and outcome evaluation. Demonstration of completing this requirement will require the submission of two documents, a Local Evaluation Plan and a Local Evaluation Report. Both are described below.

- **Local Evaluation Plan (LEP):** A written document that describes the proposed process and outcome evaluations; a logic model; data collection, management, and analysis and reporting plan that will be implemented. Ideally it should be developed before the project starts or during project implementation, before services or activities begin.
- **Local Evaluation Report (LER):** A written document that describes the findings and interpretation of the process and outcome evaluations; an updated logic model; the interpretation of various data elements; and the evaluation of the project's goals and objectives.

These guidelines identify the minimum required content that must be included within each document, respectively.

### Local Evaluation Plan (LEP)

#### Cover Page

The cover page provides a descriptive report title, and identifies the grantees, authors, contact information, project time period, and funding source.

#### Project Background

At a minimum, this section should:

- Provide information essential to understanding the project and the need for the project (history in the community, an explanation of activities and/or services, description of similar efforts in the region, description of how the activities and/or services address the need, etc.).
- Define the target population (e.g., gender, age, risk factors, prior involvement with the justice system).
- Define the criteria used to determine participant eligibility of the target population.
- Describe the process for determining which intervention(s) and/or services a participant needs and will receive.
- Provide a description of the goals and objectives identified in the Project Work Plan of the proposal.

#### Project Logic Model

Provide a visual representation of the project depicting the logical relationships between the project's goal statements, input/resources, activities, outputs, outcomes and impacts of the project.

- Inputs/Resources: "Inputs are various resources available to support the project (e.g., staff,

materials, curricula, funding, equipment).”<sup>22</sup> “Include those aspects of the project which are available and dedicated to, or used by, the project/service to operate.”<sup>23</sup>

- **Activities:** Activities are what the project does with the inputs or the services provided in alignment with project goals. If you have access to inputs/resources, then they can be used to accomplish project activities.
- **Outputs:** If the activities are accomplished, these are the number of services delivered and/or products provided to participants. Outputs link the activities to products or services delivered to the target population; those who participate in the project and will benefit from the products and services provided.
- **Outcomes:** “Outcomes are the immediate, specific, measurable changes”<sup>24</sup> due to the project. If the outputs are achieved, then this is the change we expect to see. Outcomes may be grouped by:
  - Short-Term: Timeframe (grant cycle, months)
  - Medium-Term: Timeframe (grant cycle, months-years)
- **Impacts:** The ways in which the community, city, and/or county are changed by the achieved outcomes. This includes fundamental intended or unintended changes that occur in organizations, communities, or systems because of project activities beyond the grant cycle. Impacts are societal/economic/civic/environmental focused and may be the same or similar to long-term outcomes (typically occur beyond the grant cycle).<sup>25</sup>

### **Process Evaluation Method and Design**

Describe the research design for the process evaluation. At a minimum, this section should include:

- The research design for the process evaluation.
- The plan to document activities within the project and/or services provided to each participant (e.g., maintaining a database, signup sheets).
- How participants’ progress will be tracked (e.g., start dates, attendance, dropouts, successful completions, progress milestones).
- Process variables and how they will be defined and measured (tools/instruments used to collect the data and frequency of collection).
- How the process data will be collected, and the data source(s) used.
- The project-oversight structure and overall decision-making process for the project.
- How the project components will be monitored, determined effective, and adjusted as necessary.
- The plan for documenting activities performed by staff and contracted providers, if applicable.
- Procedures ensuring that the project will be implemented to fidelity, when applicable.
- How quantitative and qualitative process data will be analyzed. Describe the statistical tools used to analyze quantitative data (e.g., descriptive statistics, chi-square) and methods used for analyzing qualitative data (identifying themes, content analysis, etc.). You do not need to state the analysis type for each evaluation activity separately.

### **Outcome Evaluation Method and Design**

Describe the research design for the outcome evaluation. At a minimum, this section should include:

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<sup>22</sup> Department of Health & Human Services: Family and Youth Services Bureau, 2020.

<sup>23</sup> The Pell Institute and Pathways to College Network, 2020.

<sup>24</sup> Ibid.

<sup>25</sup> Ibid.

- The research design for the outcome evaluation (e.g., pre-/post-test, mixed methods, comparison groups).
- A set of evaluation questions. These are the questions that the evaluation will answer. These shall include the project's goals and objectives and may also include more outcome-oriented questions.
- The estimated number of participants expected to receive each type of intervention/service.
- The criteria for determining participant success in the project.
- Outcome variables and how they will be defined and measured (tools/instruments used to collect the data and frequency of collection).
- How the outcome data will be collected, the timing of data collection, and the data source(s) used.
- How quantitative and qualitative outcome data will be analyzed. Describe the statistical tools used to analyze quantitative data (e.g., descriptive statistics, chi-square) and methods used for analyzing qualitative data (identifying themes, content analysis, etc.). You do not need to state the analysis type for each evaluation activity separately.
- The strategy for determining whether recidivism rates and other outcomes are due to the project and not some other factor(s) unrelated to the project, including a description of a comparison group or pre- post-comparisons.
- If multiple types of interventions will be employed, include a description of how the separate effects on outcome variables of each type of the intervention will be determined, if possible.

### **Appendices (if applicable)**

Include relevant supplementary evaluation and project materials in appendices. These may include, but are not limited to, data collection instruments, more detailed descriptions of activities and interventions, training materials, educational materials, operational definitions, additional analyses, and presentations.

## **Local Evaluation Report (LER)**

### **Cover Page**

The cover page provides a descriptive report title, and identifies the grantees, authors, contact information, project time period, and funding source.

### **Executive Summary**

The Executive Summary summarizes the key components of the report so that readers have a brief overview of the project's efforts and results. It should provide a synopsis of the project explaining: the project purpose; goals and objectives, including the extent to which they were achieved; key findings; project accomplishments; and conclusions.

### **Project Background**

At a minimum, this section should:

- Provide information essential to understanding the project and the need for the project (history in the community, an explanation of activities and/or services, description of similar efforts in the region, description of how the activities and/or services address the need, etc.).
- Define the target population (e.g., gender, age, risk factors, prior involvement with the justice system).
- Define the criteria used to determine participant eligibility of the target population.
- Describe the process for determining which intervention(s) and/or services a participant

needs and will receive.

- Provide a description of the goals and objectives identified in the Project Work Plan of the proposal.

### **A Current Logic Model**

Provide a visual representation of the project depicting the logical relationships between the project's goal statements, input/resources, activities, outputs, outcomes and impacts of the project.

- **Inputs/Resources:** "Inputs are various resources available to support the project (e.g., staff, materials, curricula, funding, equipment)."<sup>26</sup> "Include those aspects of the project which are available and dedicated to, or used by, the project/service to operate."<sup>27</sup>
- **Activities:** Activities are what the project does with the inputs or the services provided in alignment with project goals. If you have access to inputs/resources, then they can be used to accomplish project activities.
- **Outputs:** If the activities are accomplished, these are the number of services delivered and/or products provided to participants. Outputs link the activities to products or services delivered to the target population; those who participate in the project and will benefit from the products and services provided.
- **Outcomes:** "Outcomes are the immediate, specific, measurable changes"<sup>28</sup> due to the project. If the outputs are achieved, then this is the change we expect to see.  
Outcomes may be grouped by:
  - Short-Term- Timeframe (grant cycle, months)
  - Medium-Term- Timeframe (grant cycle, months-years)
- **Impacts:** The ways in which the community, city, and/or county are changed by the achieved outcomes. This includes fundamental intended or unintended changes that occur in organizations, communities, or systems because of project activities beyond the grant cycle. Impacts are societal/economic/civic/environmental focused and may be the same or similar to long-term outcomes (typically occur beyond the grant cycle).<sup>29</sup>

### **Process Evaluation Method and Design**

Describe the research design for the process evaluation. At a minimum, this section should include:

- The research design for the process evaluation.
- How activities within the project and/or services provided to each participant were documented (e.g., maintaining a database, signup sheets).
- How participants' progress was tracked (e.g., start dates, attendance, dropouts, successful completions, progress milestones).
- Process variables and how they were defined and measured (tools/instruments used to collect the data and frequency of collection).
- How the process data were collected and the data source(s) used.
- The project-oversight structure and overall decision-making process for the project.
- How the project components were monitored, determined effective, and adjusted as necessary.
- The method of documenting activities performed by staff and contracted providers, if

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<sup>26</sup> Department of Health & Human Services: Family and Youth Services Bureau, 2020.

<sup>27</sup> The Pell Institute and Pathways to College Network, 2020.

<sup>28</sup> Ibid.

<sup>29</sup> Ibid.

applicable.

- Procedures ensuring that the project was implemented to fidelity, when applicable.
- How quantitative and qualitative process data were analyzed. Describe the statistical tools used to analyze quantitative data (e.g., descriptive statistics, chi-square) and your method used for analyzing qualitative data (identifying themes, content analysis, etc.).

### **Outcome Evaluation Method and Design**

Describe the research design of the outcome evaluation. At a minimum, this section should include:

- The research design for the outcome evaluation (e.g., pre-/post-test, mixed methods, comparison groups).
- A set of evaluation questions. These are the questions that the evaluation answered. These shall include the project's goals and objectives and may also include more outcome-oriented questions.
- The number of participants who received each type of intervention/service.
- The criteria for determining participant success in the project.
- Outcome variables and how they were defined and measured (tools/instruments used to collect the data and frequency of collection).
- How the outcome data were collected, the timing of data collection, and the data source(s) used.
- How quantitative and qualitative outcome data was analyzed. Describe the statistical tools used to analyze quantitative data (e.g., descriptive statistics, chi-square) and methods used for analyzing qualitative data (identifying themes, content analysis, etc.).
- The strategy for determining whether recidivism rates and other outcomes were due to the project and not some other factor(s) unrelated to the project, including a description of a comparison group or pre- post-comparisons.
- If multiple types of interventions were employed, include a description of how the separate effects on outcome variables of each type of the intervention were determined, if possible.

### **Evaluation Results**

This section provides a description of the project outcomes. This section should include:

- The data related to the process evaluation. Describe any changes that were made as a result of the process evaluation findings.
- Total number of participants (unduplicated).
  - Include basic demographic information of your participants (e.g., age, gender, race/ethnicity, risk factors, prior involvement with the justice system).
  - When multiple services are available, include the number of individuals who received each of the services.
- Progress toward goals:
  - Provide a summary of the degree to which the project's goals and objectives were achieved.
  - Describe factors that affected the progress of project goals. This may include factors which resulted in achieving goals more quickly or impeded your progress. If there were factors that impeded your progress, describe how they were addressed.
- Results of any process analyses and provide a detailed explanation related to the project's performance over the course of the grant.
- Results of any outcome analyses and provide a detailed explanation of findings as it relates to any other additional outcome measures.

## **Discussion of Results**

At a minimum, this section should:

- Discuss the effectiveness of different strategies implemented in the project.
- Make useful recommendations with specific guidance for what to replicate or do differently.

## **Appendices**

Include relevant supplementary evaluation and project materials in appendices. These may include, but are not limited to, data collection instruments, more detailed descriptions of activities and interventions, training materials, educational materials, operational definitions, additional analyses, and presentations.

## **Grantee Highlight**

This section should provide a brief, one-page, visually appealing, highlight or success story that provides additional information related to the project's success over the grant cycle. This highlight may be included in a statewide report. You may include optional graphs, charts, or photos<sup>30</sup>. While every effort will be made to include these in a statewide report, inclusion in the report is not guaranteed.

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<sup>30</sup> The BSCC will only accept photographs in which all persons depicted are over 18 years of age and have consented to both being photographed and to the use and release of their image. By submitting photographs to the BSCC, the submitter acknowledges that all approvals have been obtained from the subjects in the photograph(s) and that all persons are over 18 years of age. Further, by submitting the photographs, the submitter irrevocably authorizes the BSCC to edit, alter, copy, exhibit, publish or distribute the photographs for purposes of publicizing BSCC grant programs or for any other lawful purpose. All photographs submitted will be considered public records and subject to disclosure pursuant to the California Public Records Act.

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

**FOR REFERENCE ONLY**

**Successful applicants will be required to submit this form prior to contract execution.**

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 (3) 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, the 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 (3) years. We will notify the BSCC should such debarment or conviction occur during the term of the Grant contract.
- I/We will hold subgrantees and subcontractors to these same requirements.

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

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

## Appendix H: Criteria and Assurance for Non-Governmental Organizations that Receive BSCC Grant Funds as a Subcontractor

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**FOR REFERENCE ONLY**

**Successful applicants will be required to submit this form prior to contract execution.**

This RFP includes requirements that apply to non-governmental organizations **that receive BSCC grant funds as a subcontractor**. Grantees are responsible for ensuring that all subcontracted third parties continually meet these requirements as a condition of receiving any Prop 47 funds. The RFP describes these requirements as follows. Any non-governmental organization that receives Prop 47 funds must:

- Have been duly organized, in existence, and in good standing for at least six (6) months prior to the start date of the applicant’s Grant Agreement with BSCC.

Note: Non-governmental organizations that have recently reorganized or have merged with other qualified non-governmental organizations 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 applicant’s Grant Agreement with BSCC.

- Be registered with the California Secretary of State’s Office, if applicable.
- Have a valid Employer Identification Number (EIN), and/or Taxpayer ID (if sole proprietorship).
- Have a valid business license, if applicable.
- 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 the table below, provide the name of the Grantee and list all subcontracted third parties.

**Name of Grantee:**

Name of Subcontracted Third 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"/>

Refer to next page for signature block.

Grantees are required to update this list and submit it to BSCC any time a new third-party subcontract 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 Prop 47 RFP. These records will be subject to the records and retention language found in Exhibits A and C of 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 <i>(This document must be signed by the person who is authorized to sign the Grant Agreement.)</i>			
NAME OF AUTHORIZED OFFICER	TITLE	TELEPHONE NUMBER	EMAIL ADDRESS
STREET ADDRESS	CITY	STATE	ZIP CODE
APPLICANT'S SIGNATURE (verified e-signature is acceptable)  X			DATE

## Attachment A: Proposal Budget Attachment

**Required Attachment: Applicants will be prompted to download a fillable version of this document from the BSCC [Prop 47 home page](#) and then upload the completed document to the BSCC Submittable Application Portal.**

### Proposition 47 Grant Program – Cohort 5 RFP Budget Attachment Instructions

*This Budget Attachment is **Section 5. Proposal Budget** of the official proposal and must be uploaded into the BSCC Submittable portal when prompted. Upon submission, this will be rated per the requirements set forth in the Request for Proposals (RFP). Applicants are solely responsible for the accuracy and completeness of the information entered into this budget.*

#### General Instructions

- Enter the **name of the Applicant** at the top of the Proposal Budget Table and Narrative worksheet.
- Applicants will self-select a funding category, depending on the size and cost of the proposed project.

**1. Applicants** in the **Small Scope Category** may apply for up to **\$2,000,000**.

**2. Applicants** in the **Large Scope Category** may apply for more than \$2,000,000 and up to **\$8,000,000**.

**3. The County of Los Angeles** may submit one application for up to **\$20,000,000**.

Applicants are encouraged to request only the amount of funds needed to support their proposal and the amount that can be justified with supporting documentation/information. **DO NOT SUBMIT AN ANNUAL BUDGET.** All Applicants must build their proposal, objectives, activities, timelines, and budget information for all three years and nine months of the grant cycle (39-month project period and 6-month audit and evaluation period).

- Request funds in whole dollars only. Do not use decimals.
- Leveraged Funds:** By statute, the BSCC must prioritize funding to applicants that demonstrate how they plan to leverage other federal, state, and local funds or other social investments toward the success of their Prop. 47 grant. Applicants that plan to leverage outside funds must show them in the "Leveraged Funds" column on the Budget Table. Remember that grantees will be responsible for reporting on and maintaining supporting documentation for all leveraged funds included in the Proposal Budget.
- Applicants are limited to the use of the budget categories listed. Applicants are not required to request funds for every category. If no money is requested for a certain category, enter \$0 in the budget table and "N/A" in the corresponding narrative.
- This workbook is protected. Applicants may only enter information in unshaded cells. All other cells in the Proposal Budget worksheet will auto populate based upon the applicant's entries.
- The purpose of the narrative for each corresponding category is to provide a narrative description of the line item(s) and how the line items and amounts requested will serve to meet the stated goals and objectives and planned activities of the project. **To start a new paragraph within a narrative cell, hold down the Alt key and then press Enter.**

- All funds must be used consistent with the requirements of the BSCC Grant Administration Guide, located on the BSCC website, including any updated version that may be posted during term of the Grant Agreement. The BSCC will notify grantees whenever an updated version is posted.

**Budget Category Instructions**

1. **Salaries and Benefits:** List the classification/title, percentage of time, salary or hourly rates, and benefits (if applicable) for every staff person from the Applicant that will be funded by the grant. Show the math behind the benefit calculations. Briefly describe staff roles/responsibilities within the Proposition 47 Grant project. Include salaries and benefits ONLY for staff of the Applicant. Salaries and benefits associated with partner agencies or subcontractors should be included in the applicable category (e.g. Professional Services, NGO Subcontracts, etc.).

Note that any full or part-time Applicant staff responsible for data collection and evaluation efforts must be shown in Category 5. Data Collection and Project Evaluation.

2. **Services and Supplies:** Include and itemize all services and supplies to be purchased by the Applicant. Services and supplies purchased by partner agencies or subcontractors must be included in the applicable category (e.g., Professional Services, NGO Subcontracts, etc.).

Be advised: Once a grant award is made, certain participant support items such as meals, Snacks, incentives, gift cards, etc. will require separate and prior written approval by BSCC, even if included here.

3. **Professional Services or Public Agency Subcontracts:** List the names of any public agencies or professional consultants that will work on the project (unless they will be working on data collection and evaluation efforts, in which case they should be included in Category 5. Data Collection and Project Evaluation). Costs for the Compliance Audit should also be included in this category. Show the amount of funds allocated to each and itemize the services that will be provided. List any positions to be funded, including classification/title, percentage of time, salary or hourly rates, and benefits (if applicable).
4. **Non-Governmental Organization (NGO) Subcontracts:** **Applicants are required to dedicate a minimum of 50 percent of their grant funds to subcontracts with non-governmental, community-based organizations.** List the names of all NGOs that will work on the project. Show the amount of funds allocated to each and itemize the services that will be provided. Include any positions to be funded, including classification/title, percentage of time, salary or hourly rates, and benefits (if applicable). If an NGO partner has not been selected as of the date of the submission of the application, identify the amount of grant funds that will be allocated and describe the services to be provided.
5. **Data Collection and Project Evaluation:** **Applicants 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. Include and itemize all costs associated with project data collection and evaluation efforts for this project, even if they are associated with the Applicant, a subcontractor, or consultant.
6. **Equipment and Fixed Assets:** Include funds associated with equipment and fixed assets purchased by the Applicant. Equipment and fixed assets are defined as nonexpendable personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. Items that do not meet this threshold should be included in the Services and Supplies category. Itemize all equipment and fixed assets to be purchased by the Applicant only.

Equipment and fixed assets purchased by partner agencies or subcontractors must be included in the applicable category (e.g., Professional Services, NGO Subcontracts, etc.).

Be advised: Once a grant award is made, equipment and fixed assets greater than \$5,000 may require separate and prior written approval by BSCC, even if included here.

7. **Other (Travel, Training, etc.):** Itemize all costs that do not fit into the categories listed above, including travel and training. Applicants/Lead Agency should budget for one trip to Sacramento. For this category, include "other" costs for use by the Applicant/Lead Agency only. Similar type costs allocated by NGOs or subcontractors must be included in the applicable category (e.g., Professional Services, NGO Subcontracts, etc.).

*Please budget for at least one 2-day trip to Sacramento for 3-5 key grant team members.*

Be advised: The use of grant funds for out-of-state travel is monitored very closely and allowed only in limited cases. Once a grant award is made, all out-of-state travel will require separate and prior written approval by BSCC, even if included here.

8. **Indirect Costs:** Indirect costs are shared costs that cannot be directly assigned or identified to a particular activity but are incurred and necessary to the operation of an agency and the performance of the project. Grantees will be required to provide a methodology or list of costs/activities to support the indirect costs charged to the grant upon request. Examples of indirect costs include, but are not limited to, rent and utilities, office supplies, administrative salaries and fringe benefits (such as managerial, clerical, accounting, human resources, and information technology).

For the Proposition 47 grant program, indirect costs may be charged to grant funds using only one of the following two options:

- a) Applicants **with a federally approved indirect cost rate** may request reimbursement for indirect costs not to exceed twenty percent (20%) of the total grant award. Applicants may not request more than their federally approved rate and will be required to submit their federally approved rate documentation in order to receive reimbursement. If an agency has a federally approved indirect cost rate that is greater than 20 percent, the agency may include the difference as leveraged funds. For example, an agency with a federally approved indirect cost rate of 32 percent may request up to 20 percent as grant funds and the report the remaining 12 percent as leveraged funds.
- b) Applicants **that do not have a federally approved indirect cost rate** may request reimbursement for indirect costs not to exceed fifteen percent (15%) of the total grant award.

In the Indirect Costs Narrative section please identify the types or categories of expenses that will be supported by the indirect costs rate and what record keeping process will be used to provide source documentation.



**2025 Proposition 47 Grant Program – Proposal Budget and Budget Narrative**

Name of Applicant: \_\_\_\_\_

Contract Term: October 1, 2025 through June 30, 2029

*Note: Budget Categories 1 - 8 will auto-populate based on the information entered in the sections below.*

Budget Category	Grant Funds	Leveraged Funds	Total
1. Salaries and Benefits	\$0	\$0	\$0
2. Services and Supplies	\$0	\$0	\$0
3. Professional Services or Public Agency Subcontracts	\$0	\$0	\$0
4. Non-Governmental Organization (NGO) Subcontracts <i>[minimum 50% of total grant funds requested]</i>	\$0	\$0	\$0
5. Data Collection and Project Evaluation <i>[minimum of 5% (or \$50,000, whichever is greater) but not more than 10% of total grant funds requested]</i>	\$0	\$0	\$0
6. Equipment/Fixed Assets	\$0	\$0	\$0
7. Other (Travel, Training, etc.)	\$0	\$0	\$0
8. Indirect Cost	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**1a. Salaries and Benefits**

Name and Title	(Show as either % FTE <u>or</u> Hourly Rate) & Benefits	Grant Funds	Leveraged Funds	Total
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>TOTAL</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**1b. Salaries and Benefits Narrative:** Provide a brief description for each position that addresses their role on the grant project.

*Enter narrative here. You may expand row height if needed.*

**2a. Services and Supplies**

Description of Services or Supplies	Calculation for Expenditure	Grant Funds	Leveraged Funds	Total
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0

<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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**2b. Services and Supplies Narrative:** Provide a brief description for each item that explains how it will be used toward fulfilling grant objectives.

Enter narrative here. You may expand row height if needed.

**3a. Professional Services or Public Agency Subcontracts**

Description of Professional Service(s)	Calculation for Expenditure	Grant Funds	Leveraged Funds	Total
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>TOTAL</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**3b. Professional Services or Public Agency Subcontracts Narrative:** List each consultant and/or public agency that will receive grant funds. Provide a brief description of the services that will be provided.

Enter narrative here. You may expand row height if needed.

**4a. Non-Governmental Organization (NGO) Subcontracts**

Description of Subcontracts	Calculation for Expenditure	Grant Funds	Leveraged Funds	Total
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>TOTAL [must be a minimum of 50% of total grant funds requested]</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**4b. Non-Governmental Organization (NGO) Subcontracts Narrative:** List each NGO subcontractor that will receive grant funds. Provide a brief description of the services that will be provided.

Enter narrative here. You may expand row height if needed.

**5a. Data Collection and Project Evaluation\***

Description of Data Collection and Project Evaluation	Grant Funds	Leveraged Funds	Total
	\$0	\$0	\$0
	\$0	\$0	\$0

	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**5b. Data Collection and Project Evaluation Narrative:**

*Enter narrative here. You may expand row height if needed.*

**6a. Equipment/Fixed Assets**

Description of Equipment/Fixed Assets	Calculation for Expense	Grant Funds	Leveraged Funds	Total
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>TOTAL</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**6b. Equipment/Fixed Assets Narrative:** *List any equipment or fixed assets that will be purchased with grant funds and provide a brief description of each item that explains how it will be used toward fulfilling grant objectives.*

*Enter narrative here. You may expand row height if needed.*

**7a. Other (Travel, Training, etc.)**

Description of Other (Travel, Training, etc.)	Calculation for Expense	Grant Funds	Leveraged Funds	Total
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>TOTAL</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**7b. Other (Travel, Training, etc.) Narrative:** *Provide a brief explanation for how each item listed above will contribute toward fulfilling grant objectives. Please budget for at least one 2-day trip to Sacramento for 3-5 key grant team members.*

*Enter narrative here. You may expand row height if needed.*

**8a. Indirect Costs**

For this grant program, indirect costs may be charged using only <b>one</b> of the two options below:	Grant Funds	Leveraged Funds	Total
1) Indirect costs not to exceed 15 percent (15%) of the total grant award. Applicable if the applicant <b>does not have</b> a federally approved indirect cost rate.	\$0	\$0	\$0
<i>If using Option 1) grant funds allocated to Indirect Costs may not exceed:</i>	<b>\$0</b>		
2) Indirect costs not to exceed 20 percent (20%) of the total grant award. Applicable if the applicant <b>has</b> a federally approved indirect cost rate. Amount claimed may not exceed the applicant's federally approved indirect cost rate.	\$0	\$0	\$0
<i>If using Option 2) grant funds allocated to Indirect Costs may not exceed:</i>	<b>\$0</b>		
Please see <b>Instructions</b> tab for additional information regarding Indirect Costs. If the amount exceeds the maximum allowed and/or turns <b>red</b> , please adjust it to not exceed the line-item noted.	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL</b>			

**8b. Indirect Costs Narrative:**

Enter narrative here. You may expand row height if needed. **If using a federally approved indirect cost rate, please include the rate in the narrative.**

*\*The amount allocated to Data Collection and Project Evaluation (Budget Category 5) must be a minimum of 5% (or \$50,000, whichever is greater) but not more than 10% of the total grant funds requested. To meet this requirement, Applicants should include all expenditures related to data collection, progress reports and/or evaluation, even if they would normally fall under a different category (e.g., Salaries & Benefits, Professional Services, etc.).*

## Attachment B: Project Work Plan

**Required Attachment: Applicants will be prompted to download a fillable version of this document from the BSCC [Prop 47 home page](#) and then upload the completed document to the BSCC Submittable Application Portal.**

**Instructions:** Applicants must complete a Project Work Plan using the format below. Goals and objectives must have a clear relationship to the need and intent of the grant. The Work Plan must identify activities/services and estimate timelines for the entire grant term. A minimum of one goal and corresponding objectives must be identified. Completed plans should identify:

1. the project’s top goals and objectives;
2. how the goal(s) will be achieved in terms of the activities/services, responsible staff/partners, and associated timelines; and
3. a list of the data elements to be collected.

<b>(1) Goal:</b>	>		
<b>Objectives (A., B., etc.)</b>	A.> B. C.		
<b>Process Measures and Outcome Measures:</b>	>		
<b>Project activities and services that support the identified goal and objectives:</b>	<b>Responsible staff/partners</b>	<b>Timeline</b>	
		<b>Start Date</b>	<b>End Date</b>
1.> 2. 3.	1.> 2. 3.	1.> 2. 3.	1.> 2. 3.
<b>List the data elements and sources that will be used to measure the outcomes. See Appendix F for the definition of a data element.</b>			
>			

<b>(2) Goal:</b>	>		
<b>Objectives (A., B., etc.)</b>	A.> B. C.		
<b>Process Measures and Outcome Measures:</b>	>		
<b>Project activities and services that support the identified goal and objectives:</b>	<b>Responsible staff/partners</b>	<b>Timeline</b>	
		<b>Start Date</b>	<b>End Date</b>

1.>	1.>	1.>	1.>
2.	2.	2.	2.
3.	3.	3.	3.
<b>List the data elements and sources that will be used to measure the outcomes. See Appendix F for the definition of a data element.</b>			
>			

<b>(3) Goal:</b>	>		
<b>Objectives (A., B., etc.)</b>	A.> B. C.		
<b>Process Measures and Outcome Measures:</b>	>		
<b>Project activities and services that support the identified goal and objectives:</b>	<b>Responsible staff/partners</b>	<b>Timeline</b>	
		<b>Start Date</b>	<b>End Date</b>
1.>	1.>	1.>	1.>
2.	2.	2.	2.
3.	3.	3.	3.
<b>List the data elements and sources that will be used to measure the outcomes. See Appendix F for the definition of a data element.</b>			
>			



## Attachment D: Proposition 47 Local Advisory Committee Letter of Agreement

**Required Attachment: Applicants will be prompted to download this document from the BSCC [Prop 47 home page](#), complete it and then upload it 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. Multiple letter may be submitted, but one is preferred.*

(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 administered by the Board of State and Community Corrections. 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 E: Sample Governing Board Resolution

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**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 sample language for a Board Resolution that can be 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.**

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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: \_\_\_\_\_

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

**FOR REFERENCE ONLY**

**Successful applicants will be required to submit this form prior to contract execution.**

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 (3) 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, the 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 (3) years. We will notify the BSCC should such debarment or conviction occur during the term of the Grant contract.
- I/We will hold subgrantees and subcontractors to these same requirements.

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

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

Title	<p><b>San Francisco Department of Public Health</b></p> <p>by <b>Kellee Hom</b> in <b>Proposition 47 Grant Program, Cohort 5 - Request for Proposals</b></p> <p>kellee.hom@sfdph.org</p>	<p>06/23/2025</p> <p>id. 50893237</p>
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<b>Original Submission</b>	06/23/2025
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Proposition 47 Cohort 5	checked
Proposition 36 Activities	checked
Applicant Category	Large Scope Project - applying for more than \$2 million and up to \$8 million

<p><b>SUBMITTING A PROPOSAL FOR PROPOSITION 47 GRANT FUNDS</b></p>	<p>The Proposition 47, Safe Neighborhoods and Schools Act Grant Program, Request for Proposals (RFP) 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 prior to completing this application process. The RFP 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: <a href="https://www.bscc.ca.gov/s_bsccprop47/">https://www.bscc.ca.gov/s_bsccprop47/</a></p>
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**CONFIDENTIALITY NOTICE:** 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.)

**APPLICANT INFORMATION, PROJECT TITLE AND PROJECT SUMMARY** This section requires information about the applicant and the proposed project.

**Name of Applicant** San Francisco Department of Public Health

**Tax Identification Number** 946000417

**Applicant's Physical Address** 101 Grove Street  
San Francisco  
CA  
94102  
US  
37.7780627  
-122.4186592

**Applicant's Mailing Address (if different than physical address)** 1380 Howard Street, 2nd Floor  
San Francisco  
CA  
94103  
US  
37.7744147  
-122.4143598

**Mailing Address For Reimbursement Payments** 1380 Howard Street, 4th Floor  
San Francisco  
CA  
94103  
US  
37.7744147  
-122.4143598

**Project Title** Supporting Treatment & Reducing Recidivism (STARR)

**Project Summary** The SFDPH STARR Program provides a critical component towards breaking the cycle of homelessness and addiction in San Francisco by providing additional residential treatment and residential step down beds for criminal justice involved adults with co-occurring substance use disorder and mental health issues. The overall goal is to reduce incarceration and recidivism by bolstering city-wide initiatives focused on jail diversion, recovery, and community re-entry.

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 C) and Proposition 47 Local Advisory Committee Letter(s) of Agreement (Attachment D) Section 3. Project Description Including: Proposition 47 Project Work Plan (Attachment B) Section 4. Data Collection and Project Evaluation Section 5: Budget Attachment - Proposal Budget Table and Budget Narrative (Attachment A) The required attachments are stand-alone documents available on the BSCC Proposition 47 Homepage: [https://www.bscc.ca.gov/s\\_bsccprop47/](https://www.bscc.ca.gov/s_bsccprop47/) . Download, complete, and upload where prompted.

Section 1. Project  
Need

A significant sub-segment of San Francisco’s justice-involved residents are disproportionately impacted by multiple public health crises—homelessness, opioid overdose, and unmet behavioral health needs. Trapped in intersecting cycles of homelessness and addiction, more than 8,000 people experience homelessness in the city nightly, according to the 2024 Homelessness Point in Time (PIT) count (up by 7% from 2022). Over one-third report chronic homelessness—multiple bouts of homelessness for long stretches of time—and 51% self-report mental health challenges, addiction, or both. SF Mayor Daniel Lurie underscored the human cost and urgent need for effective intervention pathways in an Executive Directive in March 2025 and called for increased coordination of street teams, expanded treatment capacity, and improved case management to address gaps. (Lurie 2025) This Cohort 5 proposal, which addresses multiple, complex health and housing needs by providing critical interventions—including substance use treatment beds, transitional housing, and care coordination—aims to save lives and aligns with the mayor’s directive and recent research.

SF has been grappling with a rise in overdose deaths that began in 2018 and correlates with an increase in synthetic opioid use, primarily fentanyl. (SF CHA, 2024) During the first year of the pandemic, while COVID-19 was the leading cause of death among unhoused people in major U.S. cities, In SF, fentanyl overdose was the leading cause of death, claiming 331 lives. (Cawley et al., 2022a) Since August 2023, the number of drug overdose deaths has declined, but still remains higher than 2018 levels. Black residents face the highest mortality rate at 215 deaths per 100,000—more than four times the rate of deaths due to Drug Use Disorders for all other race/ethnic groups combined in SF (52 deaths per 100,000).

The University of California and California Policy Lab published a landmark study in 2022 that analyzed two cohorts (2011 and 2020) of people in SF with high utilization of both the criminal legal and emergency healthcare systems and found:

- Almost all the individuals in both cohorts experienced homelessness (98–99%)
- Between 80–90% of individuals in both cohorts have substance use disorders (SUDs), and many also have co-occurring mental health and physical health disorders
- High utilization is linked to premature death: more than one quarter of the 2011 cohort died within 10 years (Cawley et al., 2022b)

To improve outcomes for this group, the researchers identified the need for stable housing with appropriate services and care coordination at specific moments, such as when a person is released from jail or an emergency department: “Ideally, interventions and appropriately targeted, evidence-based, low-barrier resources should be available for individuals when they reach a threshold of contact with a given system, to prevent the escalation of need and cycling that we observe in this study.”

With Cohort 5 funding, the SF Department of Public Health (SFDPH) will answer that call and target adults who are experiencing homelessness, have had contact with the criminal justice system, and have SUD and/or mental health needs. The bidirectional co-occurrence of behavioral health issues and homelessness is well documented. (Dones 2025) We propose to expand and augment our expiring Cohort 3 Prop 47 program: Supporting Treatment & Reducing Recidivism (STARR) by focusing specifically on people experiencing homelessness and adding step-down transitional housing to a continuum of SUD treatment options that includes withdrawal management and residential treatment.

The need for the proposed STARR services is significant. Between 2010 and 2020, SF saw a 76% increase in the number of people who are unsheltered, a period during which the state’s increase was 31%. This staggering rise in California occurred as homelessness nationwide actually decreased by nine percent. Indeed, roughly 30 percent of the growth in homelessness occurring in the U.S. since 2017 can be attributed to just the Bay Area, with San Francisco “virtually tied with New York City and the District of Columbia for the highest concentration of homelessness in the nation.” (Bay Area Council Economic Institute, 2021) Of the 7,754 people unstably housed (sheltered and unsheltered) in the 2022 PIT count, 57% were completely unsheltered (n=4,397). Males (62%), single adults aged 25 and older (78%), Whites (43%), and Black/African Americans (38%) were disproportionately represented. In the general population, people identifying as male make up 51%, White 50.8%, Black 5.7%, and Hispanic 16.4%.

The intent of Prop 47 is to ensure alternatives for less serious crimes and redirect savings into prevention and support programs. The proposed Cohort 5 programming will ensure that defendants in criminal cases who struggle with mental health and/or substance use issues and experience homelessness will be diverted from jail to receive community-based support, including supplemental housing-related services, job skills training, case management, and civil legal services. 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.

For the first time, STARR will offer transitional housing. Research consistently shows that obtaining housing is particularly onerous for the target population generally (Dorazio, 2023), and a study published by the SF 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). Current program data collected by our external STARR evaluator also

points to the need for step-down supportive housing for the target population. For example, among the 846 participants who enrolled between Feb. 2021 and Mar. 2025, 18% were homeless when they exited the program.

SFDPH has collaborated with other agencies and community-based organizations (CBO) for many years to reduce incarceration and recidivism by using a harm reduction approach to provide low-threshold supports through several initiatives, including our three prior Prop 47-funded programs—Promoting Recovery & Services for the Prevention of Recidivism (PRSPR) and STARR—and the Law Enforcement Assisted Diversion Program. With each program, we have focused on jail diversion, recovery, and community reentry for individuals with high-risk co-occurring disorders by building upon the strengths of earlier cohorts and making modifications based on community feedback, outside evaluations, and on-the-ground realities.

PRSPR and Cohort 2 STARR were able to engage and refer clients in the target population while building and strengthening a coordinated system of care among service provider partners. Importantly, evaluators found a statistically significant reduction in arrests and convictions—much less recidivism than would be expected in this population—among individuals who completed our program. (HTA August 2021, September 2021) These outcomes are particularly noteworthy because the target population served by STARR is incredibly hard to reach, with many barriers to successful program participation.

Cohort 5 STARR will build upon foundations created in the Cohort 4 HEARTS program, which is focused on housing navigation, streamlining coordinated entry including assessment and referral to housing options, as well as providing wrap-around services including rental assistance and bridge housing. However, without sufficient supports, individuals may end up losing housing due to relapse or financial instability. The intention of Cohort 5 STARR is that by adding Residential Step-Down beds, individuals will have a longer opportunity for sustained recovery, building sufficient social and professional support, and achieve financial stability that enables clients to attain and sustain permanent housing.

Cohort 3 STARR has already exceeded the annual goals of the program: A total of 317 individuals have been referred to STARR to date in FY24/25, more than double the goal of 150, and 231 individuals have been enrolled during FY24/25, more than double the goal of 100. Additionally, the program is well on track to meet treatment programming goals: 96% of clients engaged in case management have met with a case manager at least once, exceeding the goal of 60%. 93% of clients who have met three times with a grant-funded case manager have received an IIP, exceeding the goal of 50% of clients. 73% of clients enrolled in withdrawal management successfully complete their treatment by meeting their individualized treatment goals, exceeding the goal of 50%.

SF County Jail, SF 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. Meetings are held in person (and simultaneously online) on the third Thursday of the month, every quarter, at City Hall.

#### INPUT FROM CROSS SECTION

The Council, created in 2009 to coordinate supports for adults leaving incarceration, is comprised of community members with lived experience as well as senior leadership from a broad range of public agencies that work with the target population, including San Francisco's Adult Probation; Board of Supervisors; Community Assessment and Services Center; Child Support Services; Department of Children, Youth and their Families; Corrections & Rehabilitation; District Attorney; Economic and Workforce Development; Homelessness & Supportive Housing; Human Services Agency; Juvenile Probation; Office of the Mayor; Parole Operations; Police Department; Public Defender; Public Health; Sheriff's Office; Superior Court; and U.S. Probation.

#### COMMUNITY PARTNERS

The Council also includes seven community members who are either formerly incarcerated, survivors of violence or crime, or have expertise serving the reentry population (or a combination). The community members serving on the Council are deeply rooted in the issues and cultures of the target population and often have personal experience with the criminal justice system, substance use disorder (SUD), and/or mental health (MH) issues. Often the community members work in CBOs that directly inform their work on the Council, including Westside Community Services and the SF Pretrial Diversion Project. The Council's size is designed to ensure that not only is there broad representation from key stakeholder agencies but also significant representation by individuals who have been directly impacted by the criminal justice system.

The Reentry Council encourages all those who are interested in supporting individuals who are returning from incarceration to get involved and offers different entry points to ensure members of the community participating in identifying, informing, and shaping policies, goals, services, and solutions. The Reentry Council is committed to providing a platform for community building. All meetings are open to the public. People who are unable to attend may submit written comments in advance of meetings. These comments will be made a part of the official public record and brought to the attention of the Reentry Council.

At each Reentry Council meeting, time is built into the meeting's agenda for public comment. All members of the public are encouraged to tell the Council how San Francisco can better support reentry. Those who cannot attend a meeting in person but would like to provide feedback are encouraged to send comments by email to: [reentry.council@sfgov.org](mailto:reentry.council@sfgov.org). All information regarding participation is on the Reentry Council's web page with the proviso: "Your voice matters - use it!"

The Reentry Council has three subcommittees that focus on direct services (including organizing an overdose prevention summit); legislation and policy (which addresses institutional barriers to reentry by investigating legislation and policy solutions); and women first (which focuses on addressing barriers to accessing reentry services). Subcommittee meetings offer the opportunity to learn more about the reentry process, dig into issue areas, and develop initiatives. Ideas and recommendations generated in the subcommittees are brought before the full Reentry Council for consideration. Everyone is welcome to attend and participate in subcommittee meetings.

#### FAIR AND TRANSPARENT PROCESS

Reentry Council candidates must submit applications, which are reviewed during public meetings of the Board of Supervisors or the Mayor's Office, which are the bodies that make Council appointments. The membership, roles, authority, and duties of the Council were determined by ordinance. The Reentry Council meets quarterly and is facilitated by one of five co-chairs, following Robert's Rules of Order.

The Council has 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. The STARR program is a standing agenda item at Council meetings, ensuring constant oversight. Meetings, decisions, and activities are also publicly shared out at the San Francisco Community Corrections Partnership and the San Francisco Sentencing Commission which are also public policy bodies that meet regularly.

#### HISTORY OF REENTRY COUNCIL

From 2005 until 2008, two ad hoc reentry councils focused on different aspects of reentry for people leaving prisons and jails: the Safe Communities Reentry Council (SCRC), co-chaired by Supervisor Ross Mirkarimi and Public Defender Jeff Adachi; and the San Francisco Reentry Council (SFRC), co-chaired by District Attorney Kamala D. Harris and Sheriff Michael Hennessey. In September 2008, these efforts were unified with the formal creation of the Reentry Council of the City and County of San Francisco. The new Reentry Council was established by Ordinance 215-08, which was signed into law in September 2008, and amended in February 2009 by Ordinance 26-09 and in February 2011 by Ordinance 44-11. The first meeting of the Reentry Council was held on July 17, 2009.

#### NOTICES AND ACCESSIBILITY

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. Copies of agendas, minutes, and explanatory documents are available through the Reentry Council's website or members of the public can contact Reentry staff.

Interpreters for languages other than English, including sign language, are available on request. Disability-related modifications or accommodations, including auxiliary aids or services, are also available. To request assistance or accommodations, members of the public are asked to

contact Reentry staff at least two business days before the meeting.

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Proposition 47 Local Advisory Committee Membership Roster (Attachment C)

[SFDPH\\_Attachment-C-Prop-47-Advisory-Committee-Membership-Roster.docx](#)

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

[Signed\\_Letters\\_of\\_Agreement.pdf](#)

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Section 3. Project  
Description

Grant activities will target people in SF experiencing homelessness and build on the strengths of prior Prop 47 cohorts by continuing to provide culturally congruent substance use services for people traditionally underserved and overrepresented in the criminal justice system. With Cohort 5 funding, STARR will be expanded to not only provide withdrawal management for short-term stabilization and residential treatment as a next step, but also step-down supportive housing for individuals who require longer periods to chart durable paths to self-sufficiency, security, and stability. Additionally, a new Criminal Justice Specialist (CJS) will fortify navigation and linkages through the city's Community Assessment Service Center (CASC) to facilitate successful reintegration and prepare for increased demand resulting from Prop 36. There will be no start-up lag time since we will be building on our existing Cohort III program.

The overall goal of STARR is to reduce incarceration and recidivism by filling service gaps and strengthening citywide initiatives focused on jail diversion, recovery, and community reentry for the target population. We will leverage all available resources to connect the city's most vulnerable individuals to navigation services, supportive housing, and treatment grounded in harm reduction.

#### REFERRALS & ASSESSMENTS

SFDPH has built a city-wide referral network by training providers throughout SF on Prop 47 eligibility requirements and STARR services. STARR candidates identified by law enforcement partners will be assessed by STARR or CASC staff, including the new CJS, who will coordinate with Deputy Probation Officers to connect eligible individuals diverted or discharged from jail with services. Crisis service providers; hospitals and health providers; street outreach providers; resource centers; and other members of our referral network will also identify STARR candidates. Clinicians at these partner organizations have been trained to conduct needs assessments and will connect eligible participants with SUD and/or mental health (MH) challenges to STARR programming. Additionally, individuals can drop-in to the CASC to be assessed for risk and needs.

Assessments will be conducted over the phone, by Zoom, or at locations in the community, including the CASC, which is operated by the SF Adult Probation Department. New with Cohort 5, immediate drop-off at the program's designated withdrawal management center will be available. Our goal is to support people "wherever and whenever" they need.

Cohort 5 will leverage SFDPH's new Office of Coordinated Care (OCC). Launched in May 2022 to ensure user-friendly, low barrier, culturally

appropriate, person-centered access to care, the OCC is open seven days per week for drop-in. Services include screenings, referrals, navigation, an on-site pharmacy, and Medi-Cal enrollment. STARR and the OCC will work in tandem, supporting clients transitioning among systems of care, including jail, hospitals, and emergency psychiatric departments. We know these transitions increase the likelihood that people disengage from care (Dones, et al 2025). The OCC addresses that vulnerability by keeping clients connected to health care and will be a source for STARR referrals.

## SERVICES & DELIVERY

STARR will continue to provide multiple levels of engagement for people who are diverted or discharged from jail to immediately access SUD/MH treatment options, prioritizing individuals whose contact with SF County Jail was within one year.

Two CBOs—Salvation Army and HEALTHRight 360—will provide: 1) 10 SUD withdrawal management beds (stays for up to two weeks), for at least 780 episodes, 2) 18 residential treatment beds (stays for up to nine months), for at least 72 episodes, and 3) 15 residential step-down beds (stays for up to two years) to support an estimated 54 unduplicated clients during the grant period. The transitional living program will support our high-need, hard-to-house target population to stabilize while connecting residents to SUD treatment, job skills training, community-based supports, case management, and civil legal services.

The need for and value of step-down housing is supported by evaluations of prior STARR cohorts. For example, in Mar 2025, STARR evaluators noted: “retention rates have significantly improved with clients staying longer and successfully completing their treatment goals. Program leadership has made securing transitional housing for graduating clients a top priority, ensuring they have continued access to services that support their sobriety. This initiative has played a key role in improving graduation rates among residential treatment clients.”

At the program’s residential facilities, STARR participants will co-develop an IIP with a Certified Addiction Treatment Counselor (Level 1 or higher), and will receive individual and group counseling, case management, behavioral health classes, and physical wellness support. SA’s client-centered social model program emphasizes accountability, mutual self-help, and relearning responses to challenges to build positive coping behaviors and social support systems. Residents are part of a healing community, based on restorative justice principles. If individuals cause harm or relapse, they are supported to get back on track. SA removes barriers by welcoming referrals until 10 pm and utilizes two evidence-based curricula—Living in Balance, which addresses dependency issues through the lens of those formerly incarcerated, and Change Company, which incorporates principles of restorative justice to help participants break cycles of offender behavior and take corrective action.

## STAFFING

SFDPH will serve as the lead agency, responsible for project coordination, grant administration, and facilitating the connections to government and community resources that undergird the project and SF’s broader system of care. With grant funding, a Prop 47 Program Manager (1.0 FTE) will

assess, triage, and provide patient navigation to clients remotely and at the CASC. The Prop 47 Program Manager will serve as a critical liaison among multiple agencies and community providers to ensure coordination. Additionally, a Criminal Justice Specialist (1.0 FTE) will serve as the key liaison between the SF probation division and STARR. The CJS will coordinate eligibility assessments and referrals, enroll participants in other relevant support programs (such as CalAIM), review and align individual service plans, and convene multidisciplinary teams to address barriers and re-engage clients. In-kind staff include Behavioral Health Clinicians (6.0 FTE), Health Workers (5.0 FTE), to conduct assessments and triage individuals.

#### CULTURALLY COMPETENT

Cohort 5 builds on strong relationships with organizations adept at providing culturally competent care that results in long term behavioral change. Our CBOs—which will receive 81% of grant funds—prioritize lived experience when hiring and meet SFDPH’s rigorous standards for providing trauma-informed, client-centered services that adhere to the principles of recovery and wellness and ensure all participants receive effective treatment in a safe and nurturing environment. SA and HealthRIGHT 360 staff are part of the communities they serve and reflect the diversity and intersectional life experiences of the target population, including people who are Black, Latinx, formerly incarcerated, in recovery, or have histories of trauma exposure. SA hires graduates of STARR as Program Assistants for their Recovery Wellness Program, providing an opportunity for graduates to transition to another stage in their sobriety and model the value of staying sober by demonstrating that opportunities that lie ahead.

All CBO staff funded by this initiative will receive training on Prop 47 eligibility requirements, harm reduction, trauma-informed services, implicit bias, and microaggressions to ensure that effective services are provided to the target population, and that individuals who may not be amenable to accessing traditional services due to stigma or other factors will be supported at whatever level they accept or embrace. Our target population includes high concentrations of people from groups traditionally underserved and impacted by systemic racism and social injustices. Cohort 3 has successfully been addressing inequities and Cohort 5 will continue the gains made. Program participation mirrors the racial make-up of the SF jail population, which is 48% Black and 40% white—radically different than the City as a whole, which is 5% are Black and 40% white. (Yep et al, 2020) Currently, STARR is reaching underserved populations. For example, about 70% of participants who enrolled between Feb 2021 and Mar 2025 identified as people of color, including 33% Black and 24% Hispanic.

This success can be credited to the cultural competency of all staff who support STARR and the following evidence-based strategies that drive SFDPH programming and align with Prop 47’s Guiding Principles:

- 1) Meet people where they are by providing extensive outreach to individuals on the street and flexible entries to engagement/treatment for those diverted/discharged from jail;
- 2) Increase the likelihood of stabilization and successful engagement through case management and harm reduction approaches including

widespread naloxone distribution;

3) Focus engagement on participants' strengths, assets, self-identified treatment goals, and future plans to ensure respectful, client-centered support;

4) Strengthen relationships between agencies and organizations throughout the system of care to promote information and resource sharing and enhance service provision;

5) Provide individualized care and services to increase the likelihood of successful engagement;

6) Ensure collaboration throughout the system of care.

#### LEVERAGED FUNDS

In addition to leveraged SFDPH roles that provide critical staffing to support STARR, the program benefits from multiple citywide efforts to address homelessness, reduce the jail population, and coordinate health and housing services, such as the CASC and OCC, described above. STARR is also integrated with Street Health, a new division of SFDPH created to ensure coordination of all the teams working to address unsheltered homelessness in the city.

To help ensure the sustainability of STARR programs and build capacity among service providers, we are supporting the integration of SA into SF's SUD system of care and their work to bill Medi-Cal. STARR will continue to leverage resources, including the \$3.1 million included as in-kind staff and services described in our budget attachment as well as various social and health programs throughout SF, several of which receive support from The Drug Medi-Cal Treatment Program, Mental Health Services Act, and other sources named in Assembly Bill No. 1056, Second Chance Program.

#### WORK PLAN

As detailed in our accompanying Work Plan, our project is carefully designed to ensure the target population is referred to needed services, successfully completes substance use treatment, and demonstrates reduced rates of recidivism.

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Proposition 47 Project Work Plan (Attachment B)

[SFDPH\\_Attachment-B-Project-Work-Plan.docx](#)

Section 4. Data  
Collection and

Hatchuel Tabernik and Associates (HTA), a private consulting firm, will continue to serve as the external evaluator for Cohort 5. HTA has been the

## Project Evaluation

external evaluator for SFDPH's Prop. 47 programs since 2017 and received an "exemplary" rating from BSCC for its final evaluation reports for Cohort 1 in 2020 and Cohort 2 in 2023. HTA has extensive experience evaluating reentry, diversion, jail reform, inmate education programs, and community-oriented support for behavioral health care for agencies throughout the San Francisco Bay Area.

### FIDELITY

To monitor fidelity to the program plan, HTA will participate in quarterly Implementation Team meetings with STARR partners 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 and challenges; program coordination; client recruitment, engagement, and progress; areas for program improvement; and sustainable practices.

### PROCESS EVALUATION RESEARCH PLAN & MEASURES

The process evaluation will include a continuous improvement model to program implementation by addressing fidelity to the program plan and monitoring specific program goals (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 and partners including SFDPH, SA, and HealthRight 360.

To fully track the breadth of services being offered, HTA will use a database it created for STARR to collect case management, treatment, and other supplemental data. Service utilization data will be collected from Avatar, SFDPH's case management system for storing clinical, service and billing information, on a quarterly cycle. Reviewing Avatar data will allow HTA to monitor the amount and types of service, engagement, and retention in treatment. In addition, client-level data collection will be conducted with informed consent forms collected from all participants and through data MOUs established with SFDPH, SA, and HealthRight 360, as needed.

Process evaluation measures will include:

1. Demographic characteristics of individuals referred to the program services, compared to the target population
2. Demographic characteristics of individuals receiving program services, compared to the target population
3. Program participant experiences
4. Program staff and partner experiences
5. Scope of services delivered through the program
6. 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)

7. Linkages to housing assistance

8. Processes and protocols for inter-agency collaboration

9. Implementation successes

10. Implementation challenges

Quantitative data will primarily be analyzed using Microsoft Excel and SPSS IBM statistical software, which will allow for both descriptive and comparative analyses; quantitative data will be coded inductively for themes using NVivo qualitative software.

#### OUTCOME EVALUATION RESEARCH PLAN & MEASURES

The outcome evaluation will utilize a mixed methods evaluation design to study whether the program achieved its stated outcomes (e.g., engagement with services, successful completion of detox, lower recidivism rates, etc.). At a minimum, data sources will include:

1. Staff administered assessments of client need and goals (e.g., housing, education and employment status);
2. Staff and participant focus groups; and
3. Recidivism data for three years prior to participation and up to three years after (dates, arrests, convictions, prior or new offenses).

Most client outcome data will be stored in and pulled from secure and long-established SFDPH and partner databases, including Avatar (i.e., case management system) and EPIC (i.e., electronic health record system). 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).

Outcome evaluation measures will include:

1. Demographic characteristics of individuals, stratified by level of engagement
2. Proportion of clients who achieve positive program outcomes (ex. improvements in housing stability, behavioral health indicators)
3. Distribution of positive program outcomes by demographic groups (ex. Breakdown of positive program outcomes by client race/ethnicity)
4. Pre and post recidivism rates among program participants

Recidivism definition: For the purposes of this evaluation, recidivism is defined as 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. Recidivism data will be sourced from the SF District Attorney's Office, with whom HTA has a current working relationship and active data MOUs.

#### DATA SHARING

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 Implementation Team meetings. Annual reports, including the required Recidivism Reports and Final Local Evaluation Report, 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 additional data collection and analysis.

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Section 5. Budget Attachment- Proposal Budget Table and Budget Narrative (Attachment A)

[SFDPH\\_Attachment-A-Prop-47-Cohort-5-Budget\\_6.23.25.xlsx](#)

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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.
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Name of Authorized Daniel  
Officer\* Tsai

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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.

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Date of Assurance 6/20/2025

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Authorized Officer's Title and Agency/Department Director of Health

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Authorized Officer's Email Address daniel.tsai@sfdph.org

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Authorized Officer's Phone Number +14152548739

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**COMPLIANCE WITH ECONOMIC SANCTIONS IN RESPONSE TO RUSSIA’S ACTIONS IN UKRAINE**

Contract Number(s) and/or Grant Number(s): \_\_\_\_\_ (Attach additional page as needed)

Per Executive Order N-6-22, all contractors and grantees that have agreements valued at \$5 million or more with agencies/departments subject to the California Governor’s authority are directed to report to their contracting or grantor agency or department regarding their compliance with economic sanctions imposed by the U.S. government in response to Russia’s actions in Ukraine, as well as sanctions imposed under state law, if any.

Please insert the contractor/grantee name and Federal ID Number (if available) and complete the notice and attach a report as described below.

**NOTICE**

Having conducted a good faith review, I attest that the contractor/grantee is in compliance with the economic sanctions imposed by the U.S. government in response to Russia’s actions in Ukraine, as well as sanctions imposed under state law, if any.

<i>Contractor/Grantee Name (Printed)</i>	<i>Federal ID number (or n/a)</i>
<i>By (Authorized Signature)</i>	
<i>Printed Name and Title of Person Signing</i>	
<i>Date</i>	

**Please attach a report to this notice form and return it to the individual identified in the cover letter within 60 calendar days, describing the steps, if any, you have taken in response to Russia’s actions in Ukraine.**

**Note that responses may be subject to disclosure under the California Public Records Act. Accordingly, it is within the discretion of the respondent to determine what information to provide. Additionally, please do not include any confidential information or disclosures that could pose security risks.**

## Wong, Greg (DPH)

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**From:** Hom, Kellee (DPH)  
**Sent:** Wednesday, November 5, 2025 10:59 AM  
**To:** Fung, Mimi (DPH); Mai, Grace (DPH)  
**Subject:** FW: Proposition 47 Grant Program Cohort 5 Award Notice-San Francisco Department of Public Health

**Importance:** High

Per your request

Kellee Hom, Ph.D.

SUS SOC Director

AOD Administrator

1380 Howard Street, Room 313

San Francisco, CA 94103

Office: (628) 754-9364

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**From:** BSCC Prop 47 Cohort 5 <Prop47Cohort5@bscc.ca.gov>  
**Sent:** Thursday, September 11, 2025 5:03 PM  
**To:** Hom, Kellee (DPH) <kellee.hom@sfdph.org>; Quinonez, Miguel (DPH) <miguel.quinonez@sfdph.org>; Tsai, Daniel (DPH) <daniel.tsai@sfdph.org>  
**Cc:** BSCC Prop 47 Cohort 5 <Prop47Cohort5@bscc.ca.gov>; Velasco, America@BSCC <America.Velasco@bscc.ca.gov>  
**Subject:** Proposition 47 Grant Program Cohort 5 Award Notice-San Francisco Department of Public Health  
**Importance:** High

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

Good evening,

**Congratulations!** On September 11, 2025, the Board of State and Community Corrections (BSCC) approved the funding recommendations for the Proposition 47 Grant Program Cohort 5 and your organization's proposal has been recommended for funding.

A BSCC representative will email the Project Director, Financial Officer and Authorized Official within the next two weeks to initiate the contract process. Please review and respond to our requests promptly. Once we

receive all required documentation, BSCC staff will provide a contract package via email, along with instructions for executing the contract.

Additionally, we will hold an Orientation for New Grantees (date to be determined). This Orientation will cover program requirements, invoicing and budget modification processes, data collection and reporting requirements, as well as other grant management and monitoring activities. We will send more information soon and your participation in this Orientation is required.

We look forward to collaborating with you on this exciting and important grant project. If you have any questions or need assistance during the contracting process, please don't hesitate to contact us.

Best regards,

*America Velasco, M.A.* (she/her)

Field Representative | Corrections Planning and Grants Program Division

**BOARD OF STATE AND COMMUNITY CORRECTIONS**

2590 Venture Oaks Way, Suite 200

Sacramento, CA 95833

phone 916.956.5960

email [america.velasco@bscc.ca.gov](mailto:america.velasco@bscc.ca.gov)

[www.bscc.ca.gov](http://www.bscc.ca.gov)

**LEADERSHIP ★ EXCELLENCE ★ SUPPORT**



LINDA M. PENNER  
*Chair*

KATHLEEN T. HOWARD  
*Executive Director*

STATE OF CALIFORNIA

**BOARD OF STATE AND COMMUNITY CORRECTIONS**

2590 VENTURE OAKS WAY, SUITE 200 ♦ SACRAMENTO CA 95833 ♦ 916.445.5073 ♦ BSCC.CA.GOV



GAVIN NEWSOM  
*Governor*

September 29, 2022

**RE: Contractor and Grantee Report on Compliance with Economic Sanctions in Response to Russia's Actions in Ukraine**

Dear Board of State and Community Corrections Grantee or Contractor:

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (EO) regarding sanctions in response to Russian aggression in Ukraine. The EO is located at:

<https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf>.

The EO directs all agencies and departments that are subject to the Governor's authority to take certain steps, including directing that all state contractors and grantees with agreements valued at \$5 million or more to report to the agency/department regarding their compliance with economic sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as sanctions imposed under state law, if any.

The EO also directs all agencies and departments that are subject to the Governor's authority to direct that their grantees and contractors with agreements valued at \$5 million or more to report on the steps they have taken in response to Russia's actions in Ukraine.

Please review the economic sanctions imposed in response to Russia's actions in Ukraine, including, but not limited to, the federal executive orders identified in the EO, the sanctions identified on the U.S. Department of the Treasury website (<https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions>), and sanctions imposed under state law, if any. Once complete, please report to the state regarding your compliance with the economic sanctions imposed by the U.S. government, as well as sanctions imposed under state law, if any, using the attached reporting form and return it within **60 calendar days** to the individual listed below.

**Additionally, within 60 calendar days** of this letter, please provide a written report describing the steps, if any, you have taken in response to Russia's actions in Ukraine. An example can be found at this link:

<https://www.calpers.ca.gov/page/newsroom/for-the-record/2022/calpers-responds-to-governor-gavin-newsom>

**Note that responses may be subject to disclosure under the California Public Records Act. Accordingly, it is within the discretion of the respondent to determine what information to provide. Additionally, please do not include any confidential information or disclosures that could pose security risks.**

Please attach the report to the notice form and return to the individual listed below.

Responsive notices and reports should be sent to:

Stefanie Reyes  
stefanie.reyes@bscc.ca.gov

Sincerely,

Kathleen T. Howard /s/  
Executive Director, Board of State and Community Corrections



California  
DEPARTMENT OF TECHNOLOGY

## 2<sup>nd</sup> JOINT MEMO

April 22, 2022

**To: Executive Branch Departments and Agencies**

**Re: Executive Order [N-6-22](#) regarding Sanctions Against Russia (¶¶ 4-5)**

On March 4, 2022, Governor Gavin Newsom issued Executive Order [N-6-22](#) (the EO) regarding sanctions against Russia and Russian entities and individuals. The EO directs all agencies and departments (Agencies) that are subject to the Governor's authority to take certain steps described below. Constitutionally independent state entities are encouraged to take these steps as well.

On March 16, 2022, the Department of General Services (DGS) and the California Department of Technology (CDT) issued a Joint Memo offering guidance for compliance with EO Paragraphs #1, #2, and #3.

This Joint Memo provides guidance to assist state agencies with compliance concerning EO Paragraphs #4 and #5. Agencies should continue to involve their legal counsel in compliance efforts and decisions and to keep written records in each applicable contract or grant file demonstrating compliance efforts.

Agencies are recommended to comply with EO Paragraphs #4 and #5 within 45 days of the date of this Joint Memo.

### **Defined Terms:**

- "Contract" refers to *all* types of agreements and grants, regardless of form (e.g., Std 213, Std 65, Fi\$Cal PO, etc.).
- "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.
- "Paragraphs" refers to the EO's operative paragraphs.

### **Compliance with Paragraphs #4 and #5:**

Paragraph #4 within the EO provides:

*All agencies and departments subject to my authority shall direct grantees, and contractors with agreements valued at \$5 million or more, to report to the agency or department regarding their compliance with economic sanctions.*

Please note that since the March 2022 joint guidance memo, the federal government has imposed new sanctions on Russia and Russian entities and individuals. Agencies are advised to regularly check the U.S. Department of the Treasury's list of sanctioned individuals and entities at the following sites:

- <https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions>;
- <https://home.treasury.gov/news/press-releases/jy0608>; and
- <https://home.treasury.gov/policy-issues/financial-sanctions/recent-actions>.

Agencies may wish to sign up for email updates from the U.S. Department of the Treasury as well.

Paragraph #5 within the EO provides:

*All agencies and departments subject to my authority shall direct all grantees, and contractors with agreements valued at \$5 million or more, to report on steps they have taken in response to Russia's actions in Ukraine, including, but not limited to, desisting from making new investments in, or engaging in financial transactions with, Russian entities, not transferring technology to Russia or Russian entities, and directly providing support to the government and people of Ukraine.*

In order to comply with Paragraphs #4 and #5 of the EO:

- Agencies should identify all current contracts and grants valued at \$5 million or more.
  - "Valued at \$5 million or more" includes contracts and grants with a *value to the contractor or grantee* of \$5 million or more, even if the amount paid by the Agency to the contractor or grantee is less than \$5 million or is zero. This includes, but is not limited to, revenue-generating agreements, in-kind agreements, concessions, and agreements where the contractor receives payments from the public or a third party.
  - For example, in some recycling contracts, the state does not make any payments to the contractor, but the value of the contract is based on the monetary value to the contractor of the recycled materials they collect from the state. See, e.g., State Contracting Manual volume 1, sections 3.16.B and 7.45.
- Agencies should determine the appropriate addressee names and addresses for notices and information related to such contracts and grants.
- Agencies must notify such contractors and grantees of the reports contemplated in EO Paragraphs #4 and #5 and how to they can submit them (see a template notice below). Agencies should recommend that contractors/grantees consult their own legal counsel as needed regarding compliance with sanctions and reporting to the state.

- While the EO is silent on a timeframe in which to notify such contractors and grantees about EO Paragraphs #4 and #5, it is recommended that Agencies do so within 45 days of the date of this Joint Memo.
- Attached is a template notice and contractor/grantee response form that Agencies should use for EO Paragraphs #4 and #5. These notices may be sent and responded to electronically.
- Agencies should ensure the notice clearly informs contractors/grantees where to send their reports.
- Agencies should keep track of contractor and grantee reports.
- Agencies that have more than one contract/grant valued at \$5 million or more with a single contractor/grantee may send and receive one EO Paragraph #4 and #5 notice and report for each such contractor/grantee; however, each applicable contract/grant file should include copies of the response form and report.
- **Please note that for contracts issued by DGS or CDT on behalf of an Agency, the Agency is responsible for sending the EO Paragraph #4 and #5 notices and receiving contractor reports.**
- **For Leveraged Purchase Agreements (LPAs), DGS will issue the EO Paragraph #4 and #5 notices for Contracts with statewide usage valued at or above \$5 million. DGS will then provide Agencies with the list of LPA contractors DGS contacted. If, after receiving that list, an Agency determines it has any LPA Contracts valued at or above \$5 million that are *not* on the DGS list, the Agency is responsible for issuing the EO Paragraph #4 and #5 notices for those.**

#### **Further Guidance and Contacts:**

DGS and CDT will issue further guidance shortly regarding EO Paragraph #6, including language for future contracts and solicitations.

For questions relating to CDT contracts, please contact:

Lisa Cooper  
Office of Legal Services  
lisa.cooper@state.ca.gov

For other questions regarding this Memo, please contact your DGS-OLS assigned attorney.

Attachment: Template Notice to Send to Contractors and Grantees of Agreements Valued at  $\geq$  \$5 Million (EO Paragraphs #4 and #5)

**Template Notice to Send to Contractors and Grantees of Agreements Valued at ≥ \$5 Million  
(EO Paragraphs #4 and #5)**

April XX, 2022

[Name Here]

[Title Here]

[Name of Business or Organization]

[Address line 1]

[Address line 2]

[email address]

**RE: Contractor and Grantee Report on Compliance with Economic Sanctions in Response to Russia's Actions in Ukraine**

Dear [Name Here]:

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (EO) regarding sanctions in response to Russian aggression in Ukraine. The EO is located at <https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf>.

The EO directs all agencies and departments that are subject to the Governor's authority to take certain steps, including directing that all state contractors and grantees with agreements valued at \$5 million or more to report to the agency/department regarding their compliance with economic sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as sanctions imposed under state law, if any.

The EO also directs all agencies and departments that are subject to the Governor's authority to direct that their grantees and contractors with agreements valued at \$5 million or more to report on the steps they have taken in response to Russia's actions in Ukraine

Please review the economic sanctions imposed in response to Russia's actions in Ukraine, including, but not limited to, the federal executive orders identified in the EO, the sanctions identified on the U.S. Department of the Treasury website (<https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions>), and sanctions imposed under state law, if any. Once complete, please report to the state regarding your compliance with the economic sanctions imposed by the U.S. government, as well as sanctions imposed under state law, if any, using the attached reporting form and return it **within 60 calendar days** to the individual listed below.

**Additionally, within 60 calendar days** of this letter, please provide a written report describing the steps, if any, you have taken in response to Russia's actions in Ukraine. An example can be found at this link:  
<https://www.calpers.ca.gov/page/newsroom/for-the-record/2022/calpers-responds-to-governor-gavin-newsom>.

**Note that responses may be subject to disclosure under the California Public Records Act. Accordingly, it is within the discretion of the respondent to determine what information to provide.** Additionally, please do not include any confidential information or disclosures that could pose security risks.

Please attach the report to the notice form below and return it to the individual listed below.

Responsive notices and reports should be sent to:

[Agencies: INSERT CONTACT NAME, AGENCY NAME,  
AND RETURN EMAIL OR ADDRESS HERE]

Sincerely,

[Name]  
[Title]

**COMPLIANCE WITH ECONOMIC SANCTIONS IN RESPONSE TO RUSSIA’S ACTIONS IN UKRAINE**

Contract Number(s) and/or Grant Number(s): \_\_\_\_\_ (Attach additional page as needed)

Per Executive Order N-6-22, all contractors and grantees that have agreements valued at \$5 million or more with agencies/departments subject to the California Governor’s authority are directed to report to their contracting or grantor agency or department regarding their compliance with economic sanctions imposed by the U.S. government in response to Russia’s actions in Ukraine, as well as sanctions imposed under state law, if any.

Please insert the contractor/grantee name and Federal ID Number (if available) and complete the notice and attach a report as described below.

**NOTICE**

Having conducted a good faith review, I attest that the contractor/grantee is in compliance with the economic sanctions imposed by the U.S. government in response to Russia’s actions in Ukraine, as well as sanctions imposed under state law, if any.

<i>Contractor/Grantee Name (Printed)</i>		<i>Federal ID Number (or n/a)</i>
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i>		
<i>Date</i>		

**Please attach a report to this notice form and return it to the individual identified in the cover letter within 60 calendar days, describing the steps, if any, you have taken in response to Russia’s actions in Ukraine.**

**Note that responses may be subject to disclosure under the California Public Records Act. Accordingly, it is within the discretion of the respondent to determine what information to provide. Additionally, please do not include any confidential information or disclosures that could pose security risks.**



# San Francisco Department of Public Health

Daniel Tsai  
Director of Health

City and County of San Francisco  
Daniel Lurie  
Mayor

## Memorandum

**To:** Honorable Members of the Board of Supervisors

**From:** San Francisco Department of Public Health

**Date:** Thursday, April 2, 2026

**RE:** **Retroactivity re: File 260241**

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This Resolution seeks authorization for the Department of Public Health (DPH) to retroactively accept and expend a grant from the California Board of State and Community Corrections for participation in the program entitled "Proposition 47 - Cohort 5".

This grant accept and expend is retroactive because DPH received the finalized grant agreement after the project start date. DPH received initial notification of the award on September 11, 2025 for a project start date of October 1, 2025. The project start date was predetermined by the grantor. DPH received the final grant agreement on January 21, 2026. DPH then brought this item to the Controller's Office for review and approval. The Controller's Office approved the item and finalized the budget on February 9, 2026 and forwarded the packet to the Mayor's Office on February 19, 2026. The packet received final approval from the Mayor's Budget Office on March 3, 2026, for introduction on March 10, 2026.

We respectfully request retroactive authorization for this item. Please contact Greg Wong, Grants Analyst, at [greg.wong@sfdph.org](mailto:greg.wong@sfdph.org) for any questions about this request for retroactive authorization.

**City and County of San Francisco**

**Department of Public Health**



**Daniel L. Lurie  
Mayor**

**Daniel Tsai  
Director of Health**

**TO: Angela Calvillo, Clerk of the Board of Supervisors**

**FROM: Daniel Tsai  
Director of Health**

**DATE: 2/9/2026**

**SUBJECT: Grant Accept and Expend**

**GRANT TITLE: Proposition 47 - Cohort 5 - \$7,958,078**

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Attached please find the original and 1 copy of each of the following:

- Proposed grant resolution, original signed by Department
- Grant information form, including disability checklist
- Budget and Budget Justification
- Grant application:
- Agreement / Award Letter
- Other (Explain):

**Special Timeline Requirements:**

**Departmental representative to receive a copy of the adopted resolution:**

Name: Gregory Wong (greg.wong@sfdph.org) Phone: 554-2521

Interoffice Mail Address: Dept. of Public Health, 101 Grove St # 108

Certified copy required Yes

No

OFFICE OF THE MAYOR  
SAN FRANCISCO



DANIEL LURIE  
MAYOR

TO: Angela Calvillo, Clerk of the Board of Supervisors  
FROM: Dexter Darmali, Legislative & Ethics Secretary  
RE: Accept and Expend Grant - Retroactive - California Board of State and Community Corrections -  
Proposition 47 - Cohort 5 - \$7,958,078  
DATE: March 10, 2026

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Resolution retroactively authorizing the Department of Public Health to accept and expend a grant in the amount of \$7,958,078 from the California Board of State and Community Corrections for participation in a program, entitled "Proposition 47 - Cohort 5," for the period of October 1, 2025, through June 30, 2029; and approving the Notice of Award agreement pursuant to Charter, Section 9.118(a).

Should you have any questions, please contact Adam Thongsavat at [adam.thongsavat@sfgov.org](mailto:adam.thongsavat@sfgov.org)