

**Board of State and Community Corrections  
EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) PROGRAM  
CFDA #16.738**

**SECTION I: APPLICANT INFORMATION FORM**

**1.1. UNIT OF LOCAL GOVERNMENT RESPONSIBLE FOR GRANT**

COUNTY	ADMINISTRATIVE OFFICER	FEDERAL EMPLOYER ID NUMBER)		
San Francisco	Edwin M. Lee, Mayor	94-6000417		
MAILING ADDRESS	CITY	STATE	ZIP CODE	
1 Dr. Carlton B. Goodlett Place	San Francisco	CA	94102	

<b>1.2. PROJECT TITLE</b>	<b>1.3. JAG PROGRAM PURPOSE AREA(S)</b>	<b>1.4. AMOUNT OF FUNDS REQUESTED</b>
City & County of San Francisco	Prevention and Education and Courts	\$ 1,045,625 (first year only)

**1.5. SUMMARY OF PROPOSAL**

San Francisco's Justice Assistance Grant's 2014 Three Year Prevention and Intervention Strategy

**1.6. APPLICANT AGENCY (MUST BE A COUNTY DEPARTMENT/AGENCY)**

NAME OF DEPARTMENT/AGENCY		NAME AND TITLE OF DEPARTMENT/AGENCY HEAD		
Department of Children Youth and Their Families		Maria Su, Director		
NAME AND TITLE OF PROJECT DIRECTOR		TELEPHONE NUMBER		
Tanita Jasmine Dawson, Manager		415-554-8482		
STREET ADDRESS	CITY	STATE	ZIP CODE	FAX NUMBER
1390 Market Street, Suite 900	San Francisco	CA	94102	415-554-8965
MAILING ADDRESS (if different)	CITY	STATE	ZIP CODE	E-MAIL ADDRESS
Same as above				<a href="mailto:Maria.su@dcyf.org">Maria.su@dcyf.org</a>

**1.7. DAY-TO-DAY CONTACT PERSON**

NAME AND TITLE		TELEPHONE NUMBER		
Tanita Jasmine Dawson		415-554-8482		
STREET ADDRESS		FAX NUMBER		
1390 Market Street, Suite 900		415-554-8965		
CITY	STATE	ZIP CODE	E-MAIL ADDRESS	
San Francisco	CA	94102	<a href="mailto:Jasmine.dawson@dcyf.org">Jasmine.dawson@dcyf.org</a>	

**1.8. DESIGNATED FINANCIAL OFFICER**

NAME AND TITLE		TELEPHONE NUMBER		
Leo Chyi, Director of Budget, Operations, and Grant Support (CFO)		415-554-8959		
STREET ADDRESS	CITY	STATE	ZIP CODE	FAX NUMBER
1390 Market Street	San Francisco	CA	94102	415-554-8965
PAYMENT MAILING ADDRESS (if different)	CITY	STATE	ZIP CODE	E-MAIL ADDRESS
Same as above				<a href="mailto:Leo.chyi@dcyf.org">Leo.chyi@dcyf.org</a>

**1.9. APPLICANT AGREEMENT**

By signing this application, I certify that I am vested by the Applicant's governing board with the authority to enter into contract with the BSCC. I certify that all funds received pursuant to this Grant Agreement will be spent exclusively on the purposes specified in this Application and Proposal. I further assure that the Applicant will administer the grant program in accordance with the Grant Agreement as well as any and all applicable state and federal laws, audit requirements, and state and/or federal program guidelines.

NAME AND TITLE OF AUTHORIZED OFFICER (PERSON WITH LEGAL AUTHORITY TO SIGN)

APPLICANT'S SIGNATURE (blue ink only)

DATE

11/24/2014

## **Section II. Project Need** ***Young Adult Court Model***

### **2.1**

We are bearing witness to a criminal justice system that has reached a crippling scale, both economically and socially unsustainable. We have watched individuals enter the criminal justice system as young adults – often just past their 18<sup>th</sup> birthday – and cycle through repeatedly, with less hope for change each time. The last two decades have also given rise to a body of research establishing that juveniles and young adults are fundamentally different from older adults in how they process information and make decisions. The prefrontal cortex of the brain — responsible for our cognitive processing and impulse control — does not fully develop until the early to mid-20s. As a result, young people are more likely to act on impulse, engage in risky behavior, misread social cues and emotions, and be vulnerable to peer pressure and stress.<sup>i</sup> Recent Supreme Court rulings have relied on this research to recognize the diminished culpability of young offenders under age 25.<sup>ii</sup> Our traditional justice system simply is not designed to appropriately address cases involving young adults, who are qualitatively different in development, skills, and needs from both children and older adults.

Young adult offenders between the age of 18-25 are the target population. This age group is disproportionately represented in the adult criminal justice system. From January 1, 2012 through March 31, 2014, 25% of San Francisco adult arrests were young men and women age 18 to 24. Young men and women under age 25 comprise 20% of our jail population, 25% of our criminal court cases, and 21% of Adult Probation's active caseload.<sup>xi</sup> In contrast, just over 11% of San Franciscans are aged 15 to 24.<sup>xii</sup> Young adults in the justice system are also overwhelmingly disproportionately minority youth: a full 60% of Adult Probation's young adult caseload is African American, while African Americans only comprise 6% of San Francisco's population.

### **2.2**

The need for the Young Adult Court Model is directly related to the Courts, Prosecution, Defense and Indigent Defense Program Purpose Area as outlined by the RFP and is a Problem Solving Courts model.

### **2.3**

In other countries and some U.S. jurisdictions, there is an increasing recognition that young adults are distinct from the older adult criminal justice population. The proposed Young Adult Court model will prove more economically sound than our current justice system approach to young adults, as recidivism is reduced, arrests and prosecutions follow suit, and expensive jail and prison beds are shut down. Nonetheless, significant short-term investment is required to expand the capacity of "alternative" courts and programs while still attending to current cases. Funding for court operations – judges, prosecutors, defense counsel, sentencing planners, services partners and others – will be necessary for us to establish our pilot collaborative courtroom for this specialized population. Additionally, funding to fill gaps in our network of services – particularly for intensive models such as residential programs – will be necessary to ensure that

increasing numbers of defendants can fulfill the terms of their transformative sentences and successfully exit the cycle of arrest and incarceration.

Of equal note, partnership and support from law enforcement is key for the reduction of crime among young adults. While young adults comprise approximately 25% of the San Francisco's criminal justice cases, they account for 54% of gun cases and 49% of robberies. This collaborative effort will allow Police Commanders, Captains and Officers to work in partnership on this strategy to assist in the reduction of violent crime in San Francisco.

Grant funds will be used to support a multi-disciplinary partnership. Funding for the Young Adult Court will support services and supplies for San Francisco Police Department, District Attorney's Office, San Francisco Superior Courts, Sheriff's Department, Public Defender's Office, and Adult Probation Department.

## 2.4

Funding for services and supplies are needed in order to support local needs.

In San Francisco, the City has adopted the term "Transitional Age Youth", or TAY, to describe young adults ages 16-24. A decade ago, researchers and City agencies began to recognize the unique needs and challenges of this age group – particularly those TAY who are disconnected from the critical supports and opportunities needed to make a successful transition to adulthood. Current estimates indicate that approximately 10% of 16 to 24-year-olds in San Francisco, or over 8,000 of our young people, are at risk of not transitioning successfully into adulthood, or reaching adulthood at all. The needs of this age group are significant. According to the most current sources available:<sup>iii</sup>

- 1,902 young people under age 25 were identified as homeless in San Francisco during the 2013 Point-in-Time Count and Survey; 6,000 16-24 year olds are without health insurance coverage.
- 7,700 18-24 year olds have not yet obtained a high school diploma.
- 9,000 18-24 years olds are neither working nor attending school.
- 247 youth aged 18 and older are currently in foster care placements; 37% of foster care youth are currently in mental health services.
- **Each year**, nearly 3,000 youth and young adults access public mental health and substance abuse services.
- **Each month**, approximately 1,400 18-24 year olds receive cash welfare benefits and nearly 4,000 18-24 year olds receive Food Stamps.
- TAY, especially those in the justice system, come from San Francisco neighborhoods with high exposure to stress, anxiety and community violence and a profound need for trauma-informed services – yet have the highest rates of being uninsured, the lowest access to consistent primary care or employer-based insurance, and face stigma in accessing mental health services.<sup>iv</sup>

## 2.5

Criminal justice system stakeholders face an inherent tension on a daily basis: the balance of public protection and recidivism reduction. It's clear that reliance on incarceration has not made our communities safer - San Francisco's recidivism rate for individuals returning from prison is a staggering 75.8%. Our prosecutors and courts increasingly recognize that we can – and should - play a key role in recidivism reduction, but we traditionally have lacked practical tools to take the leap from ideal to real. Current needs are not met with existing resources. Funds from this grant will allow departments an opportunity to make a positive impact on one of the City's most vulnerable and underfunded populations.

### ***Juvenile Suspension Alternatives Program (JASP)***

#### **2.1**

The school-to-prison pipeline defined as “the collection of policies, practices, conditions, and prevailing consciousness that facilitate both the criminalization within educational environments and the processes by which this criminalization results in the incarceration of youth and young adults”<sup>v</sup> has strong connections to the Achievement Gap and controversial zero tolerance discipline policies. “In the name of school safety, schools have implemented unforgiving, overly harsh zero-tolerance discipline practices that turn kids into criminals for acts that rarely constitute a crime when committed by an adult. No one is safe from zero tolerance—age, grade, past behavior, and disabilities are often irrelevant. And, although students of all races and genders are victims of this track, it is especially reserved for children of color—and males in particular.”<sup>vi</sup> While families play a key role in prevention, there is also a strong need for a prevention model framework that partners with the schools, Juvenile Probation and in the community.

#### **2.2**

The need for the JASP model is directly related to the Prevention and Education Programs Program Purpose Area as outlined by the RFP and fits within a Juvenile Delinquency model.

#### **2.3**

Grant funds will be used to design a framework to divert targeted middle school youth from Juvenile Justice System involvement. Studies show that youth with a history of detention are less likely to graduate from high school; are more likely to be unemployed as an adult; and are more likely to be arrested and imprisoned as an adult (Disproportionate Minority Contact Fact Sheet, Burns Institute). The Department of Children Youth & Their Families (DCYF) will partner with San Francisco Unified School District (SFUSD) and Juvenile Probation Department (JPD) to provide appropriate training for a Juvenile Deputy Probation Officer (DPO) and select Community Based Organization (CBO) partners to plan, develop and implement a framework that will work as a suspension alternative for targeted youth of color. According to the My Brother's Keeper Taskforce Report to the President (May 2014), one of the persistent challenges for boys and young men of color is that “role models and a strong network of caring, informed adults may be unavailable. Even for those children in the best circumstances, society provides negative reinforcement and at times explicit bias.” This pilot will introduce trained role models during the school day to help students learn de-escalation

skills to better moderate their emotions and behavior, keep students from missing needed instruction time, and most importantly prevent suspensions.

## 2.4

SFUSD has experienced its own challenges in regards to the disproportionality in suspensions of males of color, specifically with regard to its African American population. In 2012-13, African American students made up only about 10 percent of the student body but accounted for more than 50 percent of suspensions and expulsions, according to district data<sup>vii</sup>. While suspensions are trending down for SFUSD students, African American students still represented 48.9% of suspensions in 2013-14 according to district statistics. According to a Mission Analytics Group (MAG) report, 8<sup>th</sup> grade youth with a suspension have a 5.6% chance of having Juvenile Justice System contact within one year of suspension and 8.3% within two years. These numbers go up to 21.9% and 32% when we take into account youth that have both Early Warning Indicators (EWI) used by SFUSD and a suspension. EWI measures are a GPA below 2.0 or attendance rate below 87.5% during the eighth grade<sup>viii</sup>. Even though only 4 percent of all eighth graders showed both types of risk factors, those with both risk factors constitute nearly 40% of all who had JPD contact within two years. When we look at the profile of a JPD referral in 2013, 51.26% of referrals were African American and 28.16% Latino, while 71.07% were male and 28.93% were female. Additionally "roughly two-thirds of African American and one-third of Latino children live with only one parent. A father's absence increases the risk of their child dropping out of school. African Americans and Latinos raised by single moms are 75% and 96% respectively more likely to drop out of school."<sup>ix</sup>

## 2.5

This current need is not met with existing resources because the Tier 2 Behavioral Response to Intervention Services is in its second year of a school year roll out and there is a need for alternative support on campuses for youth facing suspension. While Juvenile Probation Department engages with the schools and are on campus out of uniform, their role is limited and they are often only seen within an enforcement strategy framework. Lastly, due to a myriad of funding parameters existing community based organizations are unable to easily coordinate services with SFUSD.

### **Section III. Project Description, Goals and Objectives**

#### ***Young Adult Court Model***

##### 3.1

The Young Adult Court Model will establish a pilot Young Adult Collaborative Court focused on defendants ages 18-25 who have pending felony cases and/or are under probation supervision for a variety of offenses. Initial planning will be done through a collaboration of key justice system partners as mentioned in 2.3. In addition to those listed above partners will include the Department of Children, Youth and Their Families; Human Services Agency; San Francisco Unified School District and Community College; Department of Child Support Services; and numerous other public and community-based service providers for this population. (Also see Appendix B attached)

### 3.2

Often, cases involving TAY defendants are the most challenging. We strive to balance public safety with our reluctance to remove young adults from their families and communities. We know that if we get it right with a young adult, we can change his or her life trajectory – a significant return on investment for the young person, his family and community, and the fabric of society. We also see, over and over, that the adult criminal justice system is ill-equipped to meet the needs of this unique population. Judges and attorneys are not trained in the developmental limitations and needs of TAY individuals. Young adults often do not conduct themselves well in court or interviews with adult-oriented service providers. Age-appropriate coping mechanisms are often misread as insolence or lack of remorse. They are not fluent in the language of the court or services. Many adult service providers do not operate programs specific to this age group, and nonprofits that have served TAY individuals as juveniles are themselves not equipped to navigate the adult criminal justice system. We need new paradigms for our youngest adult offenders – for reducing their recidivism and, moreover, helping them to transform their lives.

### 3.3

The Young Adult Court model links to the Courts, Prosecution, Defense and Indigent Defense Program Purpose Area as outlined by the RFP and is a Problem Solving Courts model.

### 3.4

**District Attorney's Office** will provide .5 FTE Youth Adult Court (YAC) Prosecutor and a 1.0 FTE Alternative Sentencing Planner staff. The YAC Prosecutor will work with members of the JAG Steering Committee to develop and implement the Young Adult Court (YAC) model, including development of YAC eligibility and suitability requirements, programming, sanctions and incentives, completion requirements, policies and procedures, and other program design elements. Once the court becomes operational, the prosecutor will review all cases referred by SFDA prosecutors to the YAC for final eligibility determination and plea negotiations; staff the YAC on behalf of the SFDA; participate in YAC case conferencing as a member of the collaborative team; make court appearances on behalf of the SFDA; maintain data on YAC cases in the SFDA's case management system; and engage in ongoing program assessment and improvement with JAG Steering Committee members. The ASP, an individual with a background in social work/social service, will assess cases involving TAY defendants to determine if those defendants are appropriate for Young Adult Court, or whether other alternatives to incarceration may be appropriate. This process includes in-depth case reviews to assess a variety of criminogenic risk and strength factors, and written recommendations to the case-carrying prosecutor, including length and type of supervision, education requirements vocational training requirements, and rehabilitation and behavioral adjustment programs. The ASP funded through this grant will work with members of the JAG Steering Committee to develop and implement the Young Adult Court (YAC) model. Funded staff's duties and time commitments support the proposed objectives and activities of developing, implementing and operating a problem solving

court model for a specific population (young adult offenders). Both positions are important for the Young Adult Court's success.

**Adult Probation Department** will provide staffing for a .5 FTE Clinical Case Manager and 1.0 FTE Deputy Probation Officer. The Deputy Probation Officer will conduct risk/needs assessments at intake and periodic reassessments, participate in collaborative case conferences, broker services as called for by the clients' individualized treatment and rehabilitation plan, communicate intensively with case-carrying DPOs assigned to the clients, and carry a caseload and have a minimum of a Bachelor's Degree and the Clinical Case Manager will provide therapy, behavioral health assessments, and clinical service brokerage, in addition to participating in case conferences with Court partners. Both positions are important for the Young Adult Court model's success.

**Sheriff's Department** will provide staff for a .85 FTE Master's level Therapist that will work within the Jail Behavioral Health and Reentry Services (JBHRS) and utilize evidence-based practices to guide in-custody treatment for TAY including conducting comprehensive mental health, substance use, risk and needs, and trauma assessments to evaluate the behavioral health needs, and develop individualized in-custody and reentry treatment plans. Linking participants to community-based services as clinically indicated. Providing discharge medications and prescriptions as needed. Assessing for Medicaid and other health and benefits eligibility and providing enrollment support and assistance. Providing reports to the court as needed on participants' progress in treatment both in custody and in the community. This position is important for the Young Adult Court model's success.

**San Francisco Superior Courts** will provide staffing for three positions. A .85 FTE Court Analyst will implement a COMPAS risk/needs assessment (RNA) tool to assess non-probation collaborative court TAY clients' likelihood of reoffending. This position will serve as an added resource for the two identified collaborative court programs whose clients are similarly challenged by substance abuse and, in many cases, co-occurring conditions. A .05 FTE Court Reporter will make verbatim official records of proceedings, often of a technical nature and at a high rate of speed. A .05 FTE Courtroom Clerk will provide a wide variety of court support functions including entering and retrieving data from computer systems; prepares, coordinates, develops, and maintains calendars; records dispositions; accepts legal documents; establishes, maintains and closes case files; generates computer reports; opens, time stamps, sorts and distributes incoming documents and mail according to routing procedures. All positions are essential for the Young Adult Court model's success.

**Public Defender's Office** will provide a .85 FTE attorney specializing in civil legal remedies. This attorney will also provide direct representation in Young Adult Court. The Clean Slate component of the San Francisco Public Defender's Office, Reentry Unit will provide civil legal assistance to the individuals participating in the Young Adult Court and to individuals in this age cohort, generally, who are involved in the criminal justice system. The dedicated staff attorney with expertise in this area will work

exclusively with individuals between the ages of 18-24 and provide legal services that help individuals and families achieve stability. This position is important for the Young Adult Court model's success.

**San Francisco Police Department** will provide OT hours for various existing officers to provide increased patrols in the most vulnerable areas prone to violence and respond quickly to suppress violence and avert retaliation. Additionally a designated Police Commander and Captain will serve as collaborative partners conducting joint operations, including probation checks and compliance checks. Designated Sergeant or Lieutenant Supervisor will meet regularly with task force partners to develop joint strategies and protocols for referring TAY to specialized diversionary programs and specialized Young Adult Court, and increase collaboration and communication between departments. This position is important to the reduction of young adult crime.

### 3.5

Project goals and measurable objectives will be confirmed during Phase One (months 1-3). The baseline number of cases that will be reviewed per month will be 31 cases.

#### Goals:

- Reduce recidivism for TAY offenders (defined as a new conviction within 3 years)
- Increase TAY offenders' assets and help them transform their lives through referrals to services based on individual needs and strengths
- Improve the ability of the criminal justice system to respond to TAY offenders' developmental limitations and needs through partner training and innovative program development
- Increase the capacity of service providers to provide developmentally-responsive services for young adults in the justice system

#### Outcomes:

- Establish a pilot young adult collaborative court to handle cases involving young adults ages 18-25
- 80 individuals will enroll in Young Adult Court annually
- 100% of Young Adult Court participants will receive an individualized case plan
- 65% of Young Adult Court participants will enroll in program services according to their individualized case plan, contingent on availability of services

### 3.6

Please refer to section 3.4 for FTE & descriptions.

### 3.7

As indicated in section 2.1 above, young adults are disproportionately represented in the justice system. Moreover, justice involved young adults are a distillation of the overall TAY population. Among TAY probationers, 80% of young adults age 18-25 on Adult Probation lack a high school diploma or GED, and 75% were unemployed at the time of arrest.<sup>x</sup> Studies indicate that the percentage of justice-involved young people who have experienced trauma and violence ranges from approximately half of the



population (48%) to up to 90%.<sup>xi</sup> Once they are in the system, they face disproportionately poor outcomes – and increased exposure to trauma. TAY who serve time in adult facilities are more likely to commit suicide and five times more likely to be sexually abused or raped, and 34% more likely to commit new crimes than are youth who remain in the juvenile system.<sup>xii</sup> CDCR's most recent recidivism study found that 67% of ex-inmates 24 years or younger are re-incarcerated within three years, compared with 61% of its general population.<sup>xiii</sup>

TAY youth are overrepresented not just as offenders – but as victims. Indeed, 42% of San Francisco's homicide victims in 2012 were age 25 and younger.<sup>xiv</sup> For many system-involved young adults, the classification as “victim” and “offender” is an artificial exercise that fails to account for the duality of their daily lives.

### 3.8

While the specific components of the Young Adult Court will be developed during the planning phase, we anticipate that the model will include these key attributes:

- Principles of procedural justice;
- Meaningful restorative justice opportunities;
- Use of a TAY-specific risk and needs assessment tool;
- Specialized attention to collateral consequences;

### 3.9

The first year of the grant period will be divided into two phases: (1) Young Adult Court planning and design; and (2) Young Adult Court pilot implementation.

Phase One (months 1-3), the Young Adult Court planning collaborative/JAG Steering Committee will complete the following tasks:

- Develop eligibility/suitability/exclusion/graduation criteria
- Develop case referral and processing protocol
- Research model TAY programs
- Identify or develop assessment tool
- Develop agency-specific/shared databases
- Develop developmentally-responsive graduated sanctions and incentives
- Develop & translate collateral materials (informational brochure; policies and procedures manual, and participant manual)
- Develop court schedule and identify courtroom
- Identify and train court team
- Conduct outreach to TAY service providers

Phase Two (months 4 - 10)

- Identify and address service gaps via three strategies:
  - Competitive bidding process (sub grant of BSCC funding as budget allows)
  - Leverage city funds & partnerships
  - Leverage private funds/philanthropy

- Operation of the pilot Young Adult Court will commence as a weekly court calendar, and will continue through the remainder of the grant period.

### 3.10

The Young Adult Court planning collaborative/JAG Steering Committee will work collectively to make decisions for the design and scope of the project and utilize collaborative experience and practices of the pre-existing JAG Steering Committee.

### 3.11

Project partner leads for each department have been identified and a blend of members will reside on the Young Adult Court planning collaborative and/or JAG Steering Committee. Leads have committed to monitoring, assessing and adjusting program components as needed. The applicant agency funded staff will participate in planning and meetings and support compliance.

### 3.12

The Young Adult Court planning collaborative/JAG Steering Committee have been in a series of pre-planning meetings to define and develop this proposal. Existing services are being identified and will be leveraged as needed. The Young Adult Court planning collaborative/JAG Steering Committee have committed to continue discussions until proposal submission and will officially begin planning meetings in January 2015.

## ***Juvenile Suspension Alternatives Program (JASP)***

### 3.1

The JASP is an innovative prevention model diversion framework that engages up to 30 6<sup>th</sup> -8<sup>th</sup> grade youth of color at one middle school in the San Francisco Unified School District (SFUSD). Partners include Department of Children Youth & Their Families (DCYF), Juvenile Probation Department (JPD), SFUSD's Behavioral Action Teams (BAT), targeted school's Student Assistance Teams and select Violence Prevention & Intervention/Youth Workforce Development-High Risk Community Based Organization (CBO) programs to design an innovative prevention programming strategy. This prevention will be a part of the existing SFUSD 2<sup>nd</sup> tier Behavioral Response To Intervention (BRTI) strategy where facilitators have a special focus on the connections between behavior, truancy and suspensions. (See Appendix B)

### 3.2

Non-school district partners will participate in SFUSD's 8 day Behavioral Response to Intervention (BRTI) training and participate in Student Assistance Program Team on the school's campus to proper integration into the school community. The DPO and CBO will work directly with targeted youth during the school day as a Suspension Alternative Program. DPO and CBO staff will also act as positive role models for youth while facilitating group meetings afterschool, where presentations and discussions take place around citizenship, choices, decisions, consequences, dating, respect, bullying, positive relationships with adults, and how to interact with law enforcement etc. In addition to the conversations, the CBO will recruit professionals of color to come in to present their success stories to youth with a focus on the importance of education and hard work.

Meetings would take place weekly for youth to openly talk about issues that they are facing while adult mentors listen and give structured feedback on positive ways to deal with issues effecting the youth. DPO and CBO will check in daily with youth, regardless of behavior, to monitor student's social and emotional state of mind, with the aim of providing consistent positive contact as well as appropriate intervention when necessary to the end of helping keep youth engaged academically in class. In addition to receiving the school-based services, youth will be linked to other DCYF-funded services that promote positive youth development like case management, and referrals when necessary.

### 3.3

The JASP model is directly related to the Prevention and Education Programs Program Purpose Area as outlined by the RFP and fits within a Juvenile Delinquency model.

### 3.4

**Department of Children Youth & Their Families (DCYF)** will provide 0.50 FTE Analyst to facilitate pre-planning meetings for design, monitor progress, ensure lines of communication are affective and collect data. Analyst will also work with the Data and Evaluation department to affirm outcome measures are designed and partners are knowledgeable of outcome measures. DCYF Staff will leverage existing funding portfolio to identify appropriate CBO to participate in the framework design project.

**Juvenile Probation Department** will provide a .85 FTE Deputy Probation Officer who will participate in the planning process for design of prevention model framework and provide feedback suggestions for areas of design. DPO will also keep partners informed of trends of youth entering Juvenile Justice System.

**San Francisco Unified School District** will work in-kind to identify targeted school and youth where framework design will be implemented as well as participate in ongoing planning subcommittee. Members of SFUSD Behavioral Action Team (BAT) and Assistant Principal will attend pre-planning meetings for design of prevention model framework. SFUSD Pupil Services Department will provide Behavioral Response to Intervention training to DPO and CBO to help with school integration.

**Community Based Organization(s)** (to be identified) will leverage existing DCYF grants to participate in pre-planning meetings for design of prevention model framework and provide feedback and suggestions for areas of design. CBO will provide support to youth through onsite school resources and implement behavioral plans, plan and implement group conversations afterschool, and assist in data and reporting where needed.

### 3.5

Project goals and measurable objectives will be confirmed during Phase One (months 1-3). Project will serve up to 30 6<sup>th</sup> – 8<sup>th</sup> graders in the first year.

The goals of the JASP include:

- Youth have a safe space to process issues that they are facing Youth will gain positive adult relationships.
- Youth learn valuable tools for navigating conflict in and out of school.
- Youth gain a positive school experience
- Youth are diverted from system involvement

### 3.6

See section 3.4.

### 3.7

As mentioned in section 2.4, the target population for this framework is middle school youth of color because they are disproportionately represented in school suspensions at SFUSD and within JPD. Additionally section 4.6 below, describes, in detail, how this population was selected.

### 3.8

Participants for the JASP will be identified in the beginning of the school year through SFUSD'S online Universal Behavior Screener. Students who, in the previous year, had a GPA below 2.0 and an attendance rate below 87.5% or have had three or more behavior referrals will be eligible for this program. Student behavior will be monitored using the classroom online referral system and an online intervention tracking system being used within the district.

### 3.9

#### **Phase I – Year 1**

- Planning Group to begin meeting to design, develop the framework for school year 15/16. Partners will begin training through the district's Behavioral Response to Intervention training program. Identify space for targeted youth who need a break from class either due to challenging behavior presented and/or who are facing suspension for non-serious infractions like insubordination, disruption, obscene act/profanity/vulgarity, and harassment, with the overall idea of re-integrating back into class.
- Determine behavioral interventions using the methods provided in the Behavioral Response to Intervention training and once de-escalated, continue to work on academic work until they can either re-enter their class or move on to their next scheduled class.
- Establish protocols for youth to participate in weekly afterschool group meeting that will consist of both talks with
- Planning Group meets with evaluator to formulate Local Evaluation Plan.

#### **Phase II - Year 2 - Implementation**

- Identify youth through the Student Assistance Program Teams Universal Behavior Screener and behavior plans will be designed.

- Monitor youth during school day along with DPO and CBO staff. This monitoring will consist of regular check-ins, independent of behavior, to monitor social and emotional state.

**Phase III Year 3** – In addition to the ongoing assessment of program outcomes, the Planning Group will review successes and challenges and continue refining the model from year two and implement program adjustments in year three. In addition, learnings from this program will inform future investments in violence prevention that will be implemented through the next DCYF Request for Proposal (RFP).

#### 3.10

The JASP planning sub-committee/JAG Steering committee will work collectively to make decisions for the design and scope of the project and utilize collaborative experience and practices of the pre-existing JAG Steering Committee.

#### 3.11

The JASP planning committee will meet regularly, under DCYF facilitation to ensure that program components are being monitored, assessed and adjusted as necessary.

#### 3.12

The JASP planning sub-committee/JAG Steering Committee have been in a series of pre-planning meetings to define and develop this proposal. Existing services are being identified and will be leveraged as needed. The JASP planning sub-committee/JAG Steering Committee have committed to continue discussions until proposal submission and will officially begin planning meetings in January 2015.

### **Section IV. Collaboration**

#### 4.1

For detailed JAG Steering Committee Member Roster see Appendix C.

For the Letter(s) of Agreement and Operational Agreement(s) see Appendix D and E for both the Young Adult Court Model and JASP Model.

#### 4.2

The process to identify, recruit and engage steering committee members is driven by the existing framework of collaborative partnerships for more than 30 years. Most of these partners also engage frequently on numerous existing efforts city/county wide including the Reentry Council of the City and County of San Francisco.

#### 4.3

Katherine Miller, Chief of Alternative Programs & Initiatives with Office of San Francisco District Attorney George Gascón. Katy has almost two decades of experience developing system reform and programs in the San Francisco District Attorney's Office, the Mayor's Office of Criminal Justice, and in the nonprofit community. In this capacity she also has managed federal, state and private grant initiatives.

Tara Regan Anderson, Policy and Grants Manager at the Office of San Francisco District Attorney George Gascón, manages a portfolio of 25 federal, state and local grants, serves as office policy liaison for issues related to sentencing alternatives, pre-trial diversion, human trafficking, victim services, and criminal justice realignment. Tara has over 14 years of experience working with local and state governments to provide services and improve outcomes for individuals and families impacted by criminal justice systems.

Lisa Lightman, Director of the Superior Court's Collaborative Court Programs, and provides program oversight and inter-agency coordination to Drug Court. She worked previously with the California and New Mexico Administrative Office of the Courts, where she worked on problem-solving courts since 1996.

Alissa Riker, Director of Programs with San Francisco Sheriff's Department bio is forthcoming

Simin Shamji, Deputy Public Defender, Director, Specialty Courts & Reentry Programs with Office of Public Defender. Ms. Sharma has over 20 years of experience as an attorney in the Public Defender's office. She began in the misdemeanor unit and went on to handle felony cases. She is currently the Director of Specialty Courts & Reentry Programs. She oversees her office's Reentry Unit which provides a combination of legal and social support for clients of the Public Defender.

Commander Robert Moser, with San Francisco Police Department is commander of the Investigations Division of the Operations Bureau. He has over 25 years of experience within SFPD.

Captain Jim Miller, was previously Lieutenant of the Gang Task Force (GTF), and is now Captain of the Major Crimes Unit, which includes GTF, Violence Reduction Teams (VRT), Homicide, Narcotics, and Crime Investigations Unit (CIU). Captain Miller has worked closely with officers from the Adult Probation and the Juvenile Probation Department.

Wendy Still, Chief Adult Probation Officer with San Francisco Adult Probation Department bio is forthcoming

Paula Hernandez, Assistant Chief bio is forthcoming

Jasmine Dawson, Manager with Department of Children Youth & Their Families see section 7 below for bio.

#### 4.4

There is full and balanced representation from both traditional and non-traditional stakeholder groups as related to the Project Need and members have been selected based on skills and experience.

#### 4.5

As noted in Section 4.2, JAG Steering Committee members have prior experience working collaboratively on a number of city/county wide efforts.

#### 4.6

##### ***Young Adult Court Model***

The process used to identify the problem area and develop the strategy for the Young Adult Court model includes analyzing San Francisco and statewide crime data (including arrests, court filings and probation caseloads and recidivism rates), as well as evidence-informed approaches, current services and systems already in place. Implementing a pilot model for the Young Adult Court can build upon and/or leverage a broad range of resources, both established and currently in development, to ensure that young adults have access to needed supports. These resources are described in Sections 5.1-5.5 below.

##### ***Juvenile Suspension Alternatives Program (JASP)***

#### 4.6

The process for identifying the problem area and developing the strategy for the JASP included analyzing data DCYF's 2014 Violence Prevention and Intervention (VPI) and Youth Workforce Development-High Risk (YWD-HR) strategies which assessed the participation of middle school youth in VPI and YWD-HR programs. The report examined predictors of risk for juvenile justice involvement, developed by linking San Francisco Unified School District (SFUSD) academic and disciplinary records to data from JPD's Juvenile Justice Information System (JJIS) and DCYF's VPI/YWD-HR Contract Management System (CMS) records.<sup>xv</sup> In addition DCYF compared the number of suspensions in SFUSD for African American boys in middle school and high school to the number of Juvenile Prevention referrals to determine which population would be a viable target group to receive services based upon where we could make the most impact. With that information we determined that the 176 referrals and 76 youth were a small enough population that we could have a more immediate impact on with our pilot and more importantly with developing a successful model that can be implemented across the city's public middle school youth.

#### 4.7

Members of the JAG Steering Committee participated in a series of planning meetings to determine the focus of the overall strategy on both TAY and also added the focus on San Francisco's current juvenile criminal justice needs and added the Juvenile Probation Department and San Francisco Superior Courts as an official member of the JAG Steering Committee to come up with the JASP framework design model.

#### 4.8

As noted in prior sections, JAG Steering Committee members have a long history of working together on collaborative grants as well as projects city/countywide.

#### 4.9

The JAG Steering Committee will continue meeting during the grant period and both the Young Adult Court and JASP planning sub-committees will meet more frequently as the

pilot projects are designed, developed and implemented. The applicant agency will monitor both JAG program activities and will meet with project leads to ensure progress and oversight of reporting requirements and facilitate ongoing communication to address any implementation issues amongst partners.

#### 4.10

The JAG Steering Committee will meet as a collaborative team on a quarterly basis to share updates on projects and exchange resources as needed.

### **Section V. Evidence-Based, Promising and Innovative Strategies**

#### ***Young Adult Court Model***

##### 5.1 – 5.5

The Young Adult Court Model is a promising intervention model that builds on several evidence-based and evidence-informed practices already in existence in San Francisco:

#### A. Collaborative Courts

Beginning with the creation of the first drug court in Miami Dade County in 1989, jurisdictions across the country and world have established a range of “collaborative courts” designed to reduce recidivism by addressing the underlying factors that lead to offending. In San Francisco, we benefit from a range of collaborative models in our adult, juvenile delinquency and dependency courts, including Behavioral Health Court, Community Justice Center, Dependency Drug Court, Adult Criminal Drug Court, Intensive Supervision Court, Juvenile Reentry Court, Juvenile Drug Court (SF-ACT), Truancy Court and Veterans Justice Court. In each of these specialized courts, judges, prosecutors, defense counsel, probation and service providers work together to develop individualized service and supervision plans that hold defendants accountable while enabling them to address often longstanding barriers and emerge from the criminal justice system with optimal legal outcomes and ongoing supportive structures.

The popularity of collaborative courts is bolstered by numerous positive evaluations demonstrating that drug courts can serve as an effective and cost-saving alternative to incarceration. A 2011 report by the Government Accountability Office (GAO) on the topic of drug courts identified seven highly rigorous “Tier 1” evaluations, four of which found statistically significant recidivism reductions ranging from 10 to 14 percent.<sup>xvi</sup> The GAO also found that drug courts were associated with reduced drug use, and for the most part, generated cost savings. While other collaborative courts have yet to be studied as extensively as drug courts, it is reasonable to believe that they will replicate many of the results summarized above. In fact, a RAND evaluation of San Francisco’s Community Justice Center collaborative court released just this month found that the program reduces criminal recidivism by 8.9-10.3 percent for participating individuals.<sup>xvii</sup>

#### B. Alternative Sentencing

In 2012 the SFDA piloted its Alternative Sentencing Program (ASP) to improve public safety by developing unique sentences that reduce recidivism and incarceration. As described in Section 3.4 above, the



ASP conducts in-depth case reviews to assess defendants' criminogenic risk and strength factors and helps prosecutors to develop case dispositions designed to reduce recidivism while avoiding over-reliance on incarceration. An independent program evaluation of the ASP pilot found that in its first two years of operation, individuals whose cases were handled by the ASP demonstrated a 6 to 19% reduction in reoffending over two years, as compared to statistically matched control groups. At the same time, the program resulted in 1,000 fewer months of prison time for ASP cases, replaced by 1,230 months of probation (combined with specific service plans) and 128 months of county jail, often followed by specialized probation terms. Moreover, this analysis found that the ASP model saved approximately \$3.5 million in avoided prison time. While this model can be used for offenders of all ages, prosecutors in the SFDA overwhelmingly have turned to the program for assistance with young adult offenders. The ASP model has shown the potential that specialized sentences can have on the target population, but it also has helped to shine a light on the current limitations that the criminal justice system and service providers have in meeting the needs of TAY offenders.

### C. Specialized TAY Services

The following are planned interventions for TAY that are appropriate for this population:

- School reengagement and alternative education programs specifically designed for this population;
- Safe, stable and affordable housing;
- Workforce development and connections to employment;
- Health and mental health services, with an emphasis on trauma-informed care;
- Substance abuse treatment;
- Parenting services and support;
- Gender specific services;
- LGBTQQ services;
- Life coaches and mentors;
- Family & community engagement and support;

The following are some of the local existing efforts that will be leveraged to ensure supportive interventions:

- *Department of Children, Youth and Their Families (DCYF)/the Children's Fund:* DCYF manages a portfolio of approximately \$100 million that it disperses to San Francisco nonprofits and City agencies to support the City's wide array of children and youth services. While historically DCYF focused its grantmaking on children and youths up to age 18, in recent years, the department has begun to allow youth-serving community-based organizations to serve TAY youth up to age 24.
  - Half of DCYF's annual funding comes from The Children's Fund, created in 1991 through a City Charter Amendment that designates a portion of property taxes each year—three cents per one hundred dollars of assessed value—as the Children's Fund, which amounts to about \$45 mm annually of DCYF's budget. The fund is up for renewal on the November

ballot – and for the first time, will include funding for TAY youth ages 18-24.

- *TAYSF*: In 2012, Mayor Ed Lee issued a policy directive identifying disconnected TAY as a priority across City departments and establishing the Department of Children, Youth and Their Families as the citywide home for TAY service coordination. TAYSF is a specialized division of DCYF that identifies resources and unmet needs for the TAY population, coordinates City planning and advocates at a City policy level, incorporating TAY voice throughout its work. In addition, TAYSF operates [sf4tay.org](http://sf4tay.org), an online resource directory of TAY services including housing, education, workforce development and health and wellness.
- *Human Services Agency/Child Protective Services* – With the passage of Assembly Bill 12 (2010), HSA can now extend foster care benefits to dependent youths up to age 21, including housing, education and other key supports.
- *San Francisco Youth Commission* - this City commission, comprised entirely of young people, has a TAY Subcommittee that focuses on TAY needs and issues, and infuses youth-generated priorities and ideas into the City's policy and program development.

### ***Juvenile Suspension Alternatives Program (JASP)***

#### 5.1

The JASP is an innovative model and builds on the evidenced practice of mentoring programs like the African American Male Initiative (AAMI) and the O.K. Mentoring Program. The AAMI program has an Everyday Hero component that brings adult professional African American males into contact with 4<sup>th</sup> thru 6<sup>th</sup> graders who present their personal “success stories” and wisdom about forming paths to success- emphasizing the role of education, determination, and discipline in achieving success.<sup>xviii</sup> Additionally the program takes concepts from the O.K. Mentoring program that typically engages law enforcement officers as mentors working with boys identified as high-risk for failure in the school setting. The Team Mentoring approach will be used to partner a CBO with a DPO to provide mentoring to youth in a school setting.

#### 5.2

While we know the efficacy of mentoring, the programs mentioned have shown very limited success to date due to the relative newness of the models. The AAMI program has decreased occurrences of tardiness and absences, boys meeting standards academically and boys increasingly reporting feeling closer to people at school on a daily basis over a three year period.<sup>xix</sup>

#### 5.3

Essentially the AAMI program has identified African American boys who are at high risk for failure in school based upon factors such as low academic achievement, attendance and behavior challenges in addition to high levels of poverty in Central Harlem.

#### 5.4

The AAMI program has shown success with African American boys grades 4<sup>th</sup> – 6<sup>th</sup> according to their 2010 report referenced above.

5.5

The JASP planning committee will be taking a closer look at the supportive factors that need to be in place in order to successfully mobilize the program in a local context.

## **Section VI. Data Collection and Evaluation**

### **6.1 – 6.12 (Local Evaluation Plan)**

The program goals for the 2014 JAG Strategy Young Adult Court Model and Juvenile Suspension Alternatives program are to reduce recidivism for youth and young adults and decrease the school-to-prison pipeline. The benefits to the participants, their families and the community are significant. The purpose of the evaluation is to assess whether the programs are working towards stated goals, and to understand the programs' progress toward meeting goals through a set of measurable objectives. The applicant agency will hire 0.50-FTE analyst to support and oversee an independent evaluator that will assess the effectiveness of the overall JAG Strategy, including both the Young Adult Court and JASP Program's individual program components. The applicant agency will work with their Data and Evaluations Manager and the Project Director to identify an evaluator through an RFP process. Once identified, the evaluator will work with the applicant agency to refine this abstract into a detailed and extensive evaluation plan that will incorporate a three phase approach.

The first phase of evaluation will be the creation of a comprehensive Local Evaluation Plan which will include a detailed plan describing the tools necessary for the program assessment, protocols to document services, data collection and analytical methodologies, a refinement our proposed program objectives, and a list of written deliverables including a Final Outcomes Report.

In phase two of the evaluation, the applicant agency will facilitate an implementation study led by the evaluator to investigate how the project partnerships are working and how effectively the programs are being executed during the first year of the pilot. Information from this study, which will be conducted within 12 months of the evaluation start date, will provide project partners with information and recommendations for refining program operations and practices in subsequent years. Interview and observation data collected as part of the implementation study may also be included in the final Outcomes report.

The third and final phase of the evaluation process is anticipated to start between 12-18 months after the start of programming. During this phase, we will introduce the evaluation tools to the field, collect and analyze data to describe preliminary program outcomes as part of providing an understanding of the progress toward meeting the program goals through the implementation of successful programming. Anticipated data sources include administrative data provided by San Francisco agencies including but not limited to SFPD, SFDA, SFAPD, SFSD, SFSC and SF Public Defender's office for the Young Adult Court model and SFUSD, DCYF and JPD for the JASP; survey data collected from youth and TAY, school staff, program staff and families; interviews with program staff, school staff, court reporters and staff and other partners overseeing the

programs. This phase will culminate in a final Outcomes Report detailing the program, its goals, objectives, challenges and successes.

## **Section VII. Capability and Qualifications to Provide Services**

### **7.1-7.3**

The applicant agency has the ability to conduct the two proposed projects, Young Adult Court and Juvenile Suspension Alternatives Program and has administered the current JAG Steering Committee projects for over 5 years. The applicant agency currently administers 4 federal grants on behalf of the JAG Steering Committee and monitors both JAG program activities. The Director will convene partner departments to discuss program progress and oversight of reporting requirements as well as manage BSCC JAG fiscal and programmatic functions and continuing to facilitate ongoing communication and address any implementation issues amongst partners.

Experience/qualifications of key project staff to provide and manage services:

- Jasmine Dawson, Program Director, has been working in grants management for over 10 years and currently manages 4 federal grants. Jasmine also serves as Manager of Older Youth Programs at Department of Children, Youth & Their Families and manages eight staff that manage grants and citywide initiatives that include Wellness Initiative, Youth Workforce, TEEN, Violence Prevention and Intervention and the Family Resource Centers Initiative. Additional qualifications education includes possession of a graduate degree from an accredited college.
- Mark Brown, Senior Fiscal Analyst has extensive accounting experience in various accounting departments using general accepted accounting principles and practices. Technically skilled with a blended Analytical and Accounting background with extensive experience in government, not-for profit, and healthcare and industries. Possess a BA degree from an accredited college.
- TBD (0.50-FTE) Senior Administrative Analyst will assist in coordinating, developing, managing and monitoring evaluation efforts for both JAG Strategy projects. Work directly with Evaluator on data collection including assisting in collecting JAG outcomes and deliverables on a quarterly basis. Duties include submitting all reports to BSCC, working with fiscal staff to coordinate expenditure and progress reports detailing the process and outcomes resulting from this project. Assist with both JAG Steering Committee meetings as needed. Qualifications and/or education includes possession of a graduate degree (Master's degree or higher) from an accredited college or university.

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<sup>1</sup> Aamodt, S. & Wang, S. (2011). *Welcome to Your Child's Brain*. New York, NY: Bloomsbury USA; Howell, J.C., Feld, B.C., Mears, D.P., Farrington, D.P., Loeber, R., Petechuk, D. (2013). Bulletin 5: Young Offenders and an Effective Response in the Juvenile and Adult Justice Systems: What Happens, What Should Happen, and What We Need to Know. Washington, DC: National Institute of Justice; Johnson, S.B., Blum, R.W., Giedd, J.N. (2009). "Adolescent Maturity and the Brain: The Promise and Pitfalls of Neuroscience Research in Adolescent Health Policy." *Journal of Adolescent Health* 45:3; Ortiz, A. 2004. Adolescence, Brain Development, and Legal Culpability. Washington, DC: American Bar Association.

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- <sup>ii</sup> *Graham v. Florida*, 130 S. Ct. 2011 (2010), *Roper v. Simmons*, 125 S. Ct. 1183 (2005), and *Miller v. Alabama*, 132 S. Ct. 2455 (2012); see also the California Supreme Court's conclusion in *People v. Caballero*, 55 Cal.4th 262 (2012).
- <sup>iii</sup> TAYSF (2014). *Policy Priorities for Transitional Age Youth: Vision & Goals 2014-2016: Recommendations to Improve the Lives of TAY in San Francisco*, pp 1-2.
- <sup>iv</sup> *Ibid*, pp 19-21.
- <sup>v</sup> Morris, M., *Race, Gender and the School-to-Prison Pipeline: Expanding our discussion to include Black Girls*, 2012 p. 2
- <sup>vi</sup> Edelman, 2007: Advancement Project, Padres and Jovenes Unidos, the Southwest Youth Collaborative, and Children & Family Justice Center of Northwestern University School of Law, 2005
- <sup>vii</sup> SFUSD board to take up proposal to leave suspensions as last resort. *The Examiner*, Dec. 4, 2013
- <sup>viii</sup> Violence Prevention Initiative and Youth Workforce Development; Does VPI Reach SFUSD Students at Risk of Juvenile Justice Involvement? July 2014
- <sup>ix</sup> (My Brother's Keeper Task Force Report to the President)
- <sup>x</sup> TAYSF (2014). *Policy Priorities for Transitional Age Youth: Vision & Goals 2014-2016: Recommendations to Improve the Lives of TAY in San Francisco*, p. 2.
- <sup>xi</sup> Attorney General's National Task Force on Children Exposed to Violence (2012). *Report of the Attorney General's National Task Force on Children Exposed to Violence*. Washington, DC: Office of Juvenile Justice and Delinquency Prevention; Sedlak, A.J. & McPherson, K.S. (2010). *Youth Needs and Services: Findings from the Survey of Youth in Residential Placement*. Washington, DC: Office of Juvenile Justice and Delinquency Prevention.
- <sup>xii</sup> Attorney General's National Task Force on Children Exposed to Violence. 2012. *Report of the Attorney General's National Task Force on Children Exposed to Violence*. Washington, DC: Office of Juvenile Justice and Delinquency Prevention.
- <sup>xiii</sup> California Department of Corrections and Rehabilitation. 2014. *2013 Outcome Evaluation Report*. Sacramento, CA: Department of Corrections and Rehabilitation, Office of Research, p. vi.
- <sup>xiv</sup> TAYSF (2014). *Policy Priorities for Transitional Age Youth: Vision & Goals 2014-2016: Recommendations to Improve the Lives of TAY in San Francisco*, p.1.
- <sup>xv</sup> Mission Analytics Group, July 2014, Violence Prevention Initiative and Youth Workforce Development: Does VPI Reach SFUSD Students at Risk of Juvenile Justice Involvement? p.1.
- <sup>xvi</sup> Government Accountability Office. (2011) "Adult Drug Courts: Studies Show Courts Reduce Recidivism, but DOJ Could Enhance Future Performance Measures Revision Efforts" (GAO Publication GAO-12-53). Washington, D.C. Retrieved from <http://www.gao.gov/products/GAO-12-53>
- <sup>xvii</sup> Kilmer, B. and Sussell, J. (2014) *Does San Francisco's Community Justice Center Reduce Criminal Recidivism?* RAND Corporation.
- <sup>xviii</sup> Palacio-Morgan, L. and Silk, J. (2010) African American Male Initiative Summary, p. 7
- <sup>xix</sup> *Ibid* p. 20

## Section VIII. Proposal Budget (Cost Effectiveness and Budget Review)

### 8.1

The factors considered and the reasons behind the budget allocations are in line with maximizing resources and leveraging within respective departments.

### 8.2

For the Young Adult Court model, \$2,437,108.5 is allocated towards personnel and planning.

For the Juvenile Alternative Suspension model, \$542,922.75 is allocated towards personnel and planning.

Evaluation is projected at \$156,843.75

### 8.3

#### Young Adult Court Model

**Alternative Sentencing Planner (ASP)**, Name TBD. The ASP conducts in-depth case review, often including interviews with the defendant and his attorney, to determine if alternatives to incarceration are appropriate for the defendant, and provides a written report with detailed recommendations including length and type of supervision/incarceration, education, vocational training, rehabilitation and behavioral adjustment programs - sentencing designed to transform, not punish. Time allocated to the program: 100%

**Young Adult Court Prosecutor**, Name TBD, will work with members of the JAG Steering Committee to develop and implement the Young Adult Court (YAC) model, including development of YAC eligibility and suitability requirements, programming, sanctions and incentives, completion requirements, policies and procedures, and other program design elements. Once the court becomes operational, the prosecutor will review all cases referred by SFDA prosecutors to the YAC for final eligibility determination and plea negotiations; staff the YAC on behalf of the SFDA; participate in YAC case conferencing as a member of the collaborative team; make court appearances on behalf of the SFDA; maintain data on YAC cases in the SFDA's case management system; and engage in ongoing program assessment and improvement with JAG Steering Committee members. Time allocated to the program: 50%

**Adult Deputy Probation Officer (DPO)**, Name TBD. The FTE DPO will exclusively handle Transitional Age Youth (TAY) Unit cases resulting from Young Adult Court Referrals activities. The Probation Officer will closely monitor compliance with the terms of probation by conducting field and address visits, actively enforcing stay away orders, conducting warrantless searches, and utilizing licensed community-based treatment services. Caseload ratios will be 1 to 80. Time allocated to the program: 100%.

**Sheriff's Department Trauma Informed Therapist**, Name TBD. The Master's level Therapist will work within the Jail Behavioral Health and Reentry Services (JBHRS) and will be responsible for utilizing evidence-based practices to guide in-custody treatment including: Seeking Safety groups, Motivational Interviewing techniques and cognitive-behavioral therapy. Conducting comprehensive mental health, substance use, risk and needs, and trauma assessments to evaluate the behavioral health needs of grant participants prior to release from custody and inform reentry treatment plans. Developing individualized in-custody and reentry treatment plans. Linking participants to community-based services as clinically indicated. Providing discharge medications and prescriptions as needed. Assessing for Medicaid and other health and benefits eligibility and providing enrollment support and assistance. Providing reports to the court as needed on participants' progress in treatment both in custody and in the community. The therapist will undergo extensive training, as needed on trauma, PTSD and, in particular, long-term exposure to trauma, and the impact these conditions can have on transitional age youth within the criminal justice system. Time allocated to the program: .85%.

**San Francisco Police Department Officers** (various), Name various. Overtime pay and fringe for 16 hours per month to support violence reduction and probation compliance checks activities. SFPD's personnel covers one Sergeant or Lieutenant Supervisor for 8 shifts per month (4 hours of OT shifts) and four Officers conducting 8 shifts per month (4 hours of OT shifts). Time allocated to the program: various OT hours.

**San Francisco Superior Courts, Analyst I**, Name TBD. The Court Analyst will implement a COMPAS risk/needs assessment (RNA) tool to assess the TAY client's likelihood of reoffending. The tool will enable the Analyst I to (a) make service referrals based on the defendants' criminogenic needs and (b) assign levels of supervision based on the determined level of risk. The Analyst I will report to the TAY court on the dynamic risk and need factors post assessment. The Analyst I position will be available to oversee special projects and general operations as required. Additionally, due to the special training undertaken by this position to complete a COMPAS assessment, the Analyst I position will be available to provide a COMPAS assessment in two other collaborative court programs: the Community Justice Center and Drug Court. While the Adult Probation Department provides a COMPAS report only for those collaborative court clients who are on probation, it is essential that a COMPAS report is available *for those clients who are NOT on probation*. This is a service gap that the court is trying to fill. This position will serve as an added resource for the two identified collaborative court programs whose clients are similarly challenged by substance abuse and, in many cases, co-occurring conditions. Time allocated to the program: 85%.

**San Francisco Superior Courts, Court Reporter**, Name TBD. The Court Reporter makes verbatim official records of proceedings, often of a technical

nature and at a high rate of speed. The Reporter provides immediate read back of all portions of the records as requested and prepares transcripts of proceedings as requested. Additionally, the Reporter certifies the accuracy of court transcripts; files official transcripts; checks spellings of case citations and of legal, medical, and other special terms used during case proceedings; prepares transcript indices of witnesses and exhibits and responds to participants' requests regarding courtroom proceedings relating to the transcription of those proceedings. Time allocated to the program: 0.05%.

**San Francisco Superior Courts, Courtroom Clerk, Name TBD.** The Courtroom Clerk will provide a wide variety of court support functions including entering and retrieving data from computer systems; prepares, coordinates, develops, and maintains calendars; records dispositions; accepts legal documents; establishes, maintains and closes case files; generates computer reports; opens, time stamps, sorts and distributes incoming documents and mail according to routing procedures. The Clerk is knowledgeable about penal codes, vehicle codes, welfare and institution codes that are offenses related to a TAY court. Time allocated to the program: 0.05%.

**Public Defender's Office, Attorney, Name TBD.** The attorney specializing in civil legal remedies. This attorney will also provide direct representation in TAY court. The Clean Slate component of the San Francisco Public Defender's Office, Reentry Unit will provide civil legal assistance to the individuals participating in the Young Adult Collaborative Court and to individuals in this age cohort, generally, who are involved in the criminal justice system. A dedicated staff attorney with expertise in this area will work exclusively with individuals between the ages of 18-24 and provide legal services that help individuals and families achieve stability. Time allocated to the program: 85%.

#### Juvenile Alternative Suspension model

**Juvenile Probation Officer (DPO), Name TBD.** The DPO (Juvenile) will participate in planning, design and development of Juvenile Alternatives to Suspension (JASP) program. Support probation and non-probation youth in implementation of assigned behavioral plans. Assist in systems coordination with Juvenile Probation Department, San Francisco Unified School District and select Community Based Agencies. Assist in reporting and data collection. Time allocated to the program: 85%

**Violence Prevention Analyst, Lamont Snaer.** The Analyst will lead in planning, design and development of the Juvenile Alternatives to Suspension (JASP) program. Facilitate, organize, and manage all planning and implementation meetings with San Francisco Unified School District and Juvenile Probation Deputy Probation Officer. Lead research, analysis and make policy recommendations for JASP program. Monitor and track data collection efforts. Assist in coordination and monitoring of all BSCC 2014 JAG Strategy funded projects. Time allocated to the program: 35%



8.4

Young Adult Court Model

31 cases per month

Juvenile Alternative Suspension model

30 youth grades 6<sup>th</sup> – 8<sup>th</sup>

8.5

Young Adult Court Model

Cost per capita not available

Juvenile Alternative Suspension model

Cost per capita not available

8.6

Young Adult Court Model

Direct costs: \$2,407,755

No indirect costs.

Juvenile Alternative Suspension model

Direct costs: \$509,254

No indirect costs.

8.7

Young Adult Court Model

TBD

Juvenile Alternative Suspension model

TBD

8.8

Young Adult Court Model

See budget form attached.

Juvenile Alternative Suspension model

See budget form attached.

8.9

Young Adult Court Model

See attachments.

Juvenile Alternative Suspension model

See attachments.

BUDGET LINE ITEM TOTAL

**A. Budget Line Item Totals**

LINE ITEM	GRANT FUNDS
1. Salaries and Benefits	\$ 2,860,031
2. Services and Supplies	\$ -
3. Professional Services (Sub-Contractors/Consultants)	\$ 120,000
4. Community-Based Organization (CBO) Contracts	\$ -
5. Data Collection, Reporting and Evaluation Efforts (minimum 5-10% of grant funds)	\$ 156,844
6. Fixed Assets/Equipment	\$ -
7. Other (Including Training, Travel, etc.)	\$ -
<b>TOTAL</b>	<b>\$ 3,136,875</b>

BUDGET LINE ITEM TOTAL

**A. Budget Line Item Totals**

**2015 BUDGET - YEAR ONE**

LINE ITEM	GRANT FUNDS
1. Salaries and Benefits	\$ 953,344
2. Services and Supplies	\$ -
3. Professional Services (Sub-Contractors/Consultants)	\$ 40,000
4. Community-Based Organization (CBO) Contracts	\$ -
5. Data Collection, Reporting and Evaluation Efforts (minimum 5-10% of grant funds)	\$ 52,281
6. Fixed Assets/Equipment	\$ -
7. Other (Including Training, Travel, etc.)	\$ -
<b>TOTAL</b>	<b>\$ 1,045,625</b>

**Year One Budget Detail**

1. Salaries and Benefits	GRANT FUNDS
1824 - Pr Administrative Analyst @.10 FTE	\$ 11,199
1823 - Sr Administrative Analyst @ .10 FTE	\$ 9,507
1822 - Administrative Analyst @ .35 FTE	\$ 26,028
8444 - Deputy Probation Officer @ 1.0 fte	\$ 87,004
8133 Alternative Sentencing Planner @ 1.0 FTE	\$ 77,090
8177 YAV Prosecutor @ .50 FTE	\$ 71,773
Deputy Probation Officer @ .85 FTE	\$ 84,179
Attorney @ .85 FTE	\$ 90,610
Analyst @ .85 FTE	\$ 59,500
Court Reporter@ 0.05 FTE	\$ 6,146
Courtroom Clerk @ 0.05 FTE	\$ 4,354
Shift Sergeant/Lieutenant Supervisor ( 8 Shifts/month - 4.0 hrs Shift)	\$ 42,048
Shift Officers (4) ( 8 Shifts/month - 4.0 hrs Shift)	\$ 90,275
Trauma Therapist @ .85 FTE	\$ 61,680
Sub-Total	\$ 721,393
Benefits	\$ 231,951
<b>TOTAL</b>	<b>\$ 953,344</b>
2. Services and Supplies	
Services and Supplies - N/A	\$ -
Sub-Total	\$ -
<b>TOTAL</b>	<b>\$ -</b>

BUDGET LINE ITEM TOTAL

<b>3. Professional Services (Sub-Contractors/Consultants)</b>		
Clinical Services / Case Management	\$	40,000
	Sub-Total \$	40,000
	<b>TOTAL</b>	<b>\$ 40,000</b>
<b>4. Community-Based Organization (CBO) Contracts</b>		
Community-Based Organization (CBO) Contracts - N/A	\$	-
	Sub-Total \$	-
	<b>TOTAL</b>	<b>\$ -</b>
<b>5. Data Collection, Reporting and Evaluation Efforts</b>		
Data Collection, Reporting & Evaluation Efforts @ 5%	\$	52,281
	Sub-Total \$	52,281
	<b>TOTAL</b>	<b>\$ 52,281</b>
<b>6. Fixed Assets/Equipment</b>		
Fixed Assets/Equipment - N/A	\$	-
	Sub-Total \$	-
	<b>TOTAL</b>	<b>\$ -</b>
<b>7. Other (Including Training, Travel, etc.)</b>		
7. Other (Including Training, Travel, etc.) - N/A	\$	-
	Sub-Total \$	-
	<b>TOTAL</b>	<b>\$ -</b>
<b>Year One Budget Detail - Total</b>	<b>\$</b>	<b>1,045,626</b>

**A. Budget Line Item Totals****2016 BUDGET - YEAR TWO**

LINE ITEM	GRANT FUNDS
1. Salaries and Benefits	\$ 953,344
2. Services and Supplies	\$ -
3. Professional Services (Sub-Contractors/Consultants)	\$ 40,000
4. Community-Based Organization (CBO) Contracts	\$ -
5. Data Collection, Reporting and Evaluation Efforts (minimum 5-10% of grant funds)	\$ 52,281
6. Fixed Assets/Equipment	\$ -
7. Other (Including Training, Travel, etc.)	\$ -
<b>TOTAL</b>	<b>\$ 1,045,625</b>

**Year Two Budget Detail**

1. Salaries and Benefits	GRANT FUNDS
1824 - Pr Administrative Analyst @.10 FTE	\$ 11,199
1823 - Sr Administrative Analyst @ .10 FTE	\$ 9,507
1822 - Administrative Analyst @ .35 FTE	\$ 26,028
8444 - Deputy Probation Officer @ 1.0 fte	\$ 87,004
8133 Alternative Sentencing Planner @ 1.0 FTE	\$ 77,090
8177 YAV Prosecutor @ .50 FTE	\$ 71,773
Deputy Probation Officer @ .85 FTE	\$ 84,179
Attorney @ .85 FTE	\$ 90,610
Analyst @ .85 FTE	\$ 59,500
Court Reporter@ 0.05 FTE	\$ 6,146
Courtroom Clerk @ 0.05 FTE	\$ 4,354
Shift Sergeant/Lieutenant Supervisor ( 8 Shifts/month - 4.0 hrs Shift)	\$ 42,048
Shift Officers (4) ( 8 Shifts/month - 4.0 hrs Shift)	\$ 90,275
Trauma Therapist @ .85 FTE	\$ 61,680
Sub-Total	\$ 721,393
Benefits	\$ 231,951
<b>TOTAL</b>	<b>\$ 953,344</b>
2. Services and Supplies	
Services and Supplies - N/A	\$ -
Sub-Total	\$ -
<b>TOTAL</b>	<b>\$ -</b>

BUDGET LINE ITEM TOTAL

<b>3. Professional Services (Sub-Contractors/Consultants)</b>		
Clinical Services / Case Management	\$	40,000
	Sub-Total \$	40,000
	<b>TOTAL</b>	<b>\$ 40,000</b>
<b>4. Community-Based Organization (CBO) Contracts</b>		
Community-Based Organization (CBO) Contracts - N/A	\$	-
	Sub-Total \$	-
	<b>TOTAL</b>	<b>\$ -</b>
<b>5. Data Collection, Reporting and Evaluation Efforts</b>		
Data Collection, Reporting & Evaluation Efforts @ 5%	\$	52,281
	Sub-Total \$	52,281
	<b>TOTAL</b>	<b>\$ 52,281</b>
<b>6. Fixed Assets/Equipment</b>		
Fixed Assets/Equipment - N/A	\$	-
	Sub-Total \$	-
	<b>TOTAL</b>	<b>\$ -</b>
<b>7. Other (Including Training, Travel, etc.)</b>		
7. Other (Including Training, Travel, etc.) - N/A	\$	-
	Sub-Total \$	-
	<b>TOTAL</b>	<b>\$ -</b>
<b>Year Two Budget Detail - Total</b>		<b>\$ 1,045,626</b>

## A. Budget Line Item Totals

## 2017 BUDGET - YEAR THREE

LINE ITEM	GRANT FUNDS
1. Salaries and Benefits	\$ 953,344
2. Services and Supplies	\$ -
3. Professional Services (Sub-Contractors/Consultants)	\$ 40,000
4. Community-Based Organization (CBO) Contracts	\$ -
5. Data Collection, Reporting and Evaluation Efforts (minimum 5-10% of grant funds)	\$ 52,281
6. Fixed Assets/Equipment	\$ -
7. Other (Including Training, Travel, etc.)	\$ -
<b>TOTAL</b>	<b>\$ 1,045,625</b>

## Year Three Budget Detail

1. Salaries and Benefits	GRANT FUNDS
1824 - Pr Administrative Analyst @.10 FTE	\$ 11,199
1823 - Sr Administrative Analyst @ .10 FTE	\$ 9,507
1822 - Administrative Analyst @ .35 FTE	\$ 26,028
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Trauma Therapist @ .85 FTE	\$ 61,680
Sub-Total	\$ 721,393
Benefits	\$ 231,951
<b>TOTAL</b>	<b>\$ 953,344</b>
2. Services and Supplies	
Services and Supplies - N/A	\$ -
Sub-Total	\$ -
<b>TOTAL</b>	<b>\$ -</b>

BUDGET LINE ITEM TOTAL

<b>3. Professional Services (Sub-Contractors/Consultants)</b>		
Clinical Services / Case Management	\$	40,000
	Sub-Total \$	40,000
	<b>TOTAL</b>	<b>\$ 40,000</b>
<b>4. Community-Based Organization (CBO) Contracts</b>		
Community-Based Organization (CBO) Contracts - N/A	\$	-
	Sub-Total \$	-
	<b>TOTAL</b>	<b>\$ -</b>
<b>5. Data Collection, Reporting and Evaluation Efforts</b>		
Data Collection, Reporting & Evaluation Efforts @ 5%	\$	52,281
	Sub-Total \$	52,281
	<b>TOTAL</b>	<b>\$ 52,281</b>
<b>6. Fixed Assets/Equipment</b>		
Fixed Assets/Equipment - N/A	\$	-
	Sub-Total \$	-
	<b>TOTAL</b>	<b>\$ -</b>
<b>7. Other (Including Training, Travel, etc.)</b>		
7. Other (Including Training, Travel, etc.) - N/A	\$	-
	Sub-Total \$	-
	<b>TOTAL</b>	<b>\$ -</b>
<b>Year Three Budget Detail - Total</b>	<b>\$</b>	<b>1,045,626</b>



**Board of State and Community Corrections—Justice Assistance (JAG) Program**  
**San Francisco Department of Children, Youth & Their Families (DCYF) Request for**  
**Funding—FY 2014**

**BUDGET NARRATIVE**

The project's proposed budget supports the two program's objectives and activities by funding San Francisco's Justice Assistance Grant's 2014 Three Year Prevention and Intervention Strategy by reducing recidivism for San Francisco's disconnected Transitional Age Youth (TAY) and providing a framework for preventing the school-to-prison pipeline. This project will be led by the San Francisco Justice Assistance Grant (JAG) 2014 Steering Committee which is a coordinated multidisciplinary partnership between San Francisco's law enforcement, criminal justice, and substance abuse treatment agencies.

Funds are allocated to each department (Adult Probation, Juvenile Probation, San Francisco Police Department, District Attorney's Office, San Francisco Superior Courts, Public Defender's Office and Department of Children Youth and Their Families) to minimize administrative costs and support direct services, and the project funded fiscal staff will work directly with department agencies fiscal analysts.

**1. SALARIES AND BENEFITS** **\$2,980,031.25**

**Department of Children Youth and Their Families**

**Fiscal Analyst- \$39,794**

Salary and benefits for .10 FTE Fiscal Analyst to monitor fiscal compliance, submit required fiscal reports and process all grant related financial transitions in the CCSF's financial management system. Duties include provide all fiscal oversight and reporting for this project. Qualifications and education includes possession of a bachelor's degree from an accredited college or university.

**Department of Children Youth and Their Families**

**Program Director- \$ 46,357**

Salary and benefits for 0.10 FTE Program Manager to monitors both JAG program activities. Responsibilities will include convening partner departments to discuss program progress and oversight of reporting requirements. Duties include supervising the BSCC JAG fiscal and programmatic functions and continuing to facilitate ongoing communication and address any implementation issues amongst partners. Additional duties include coordinating the City's evaluation project work. Qualifications and/or education includes possession of a graduate degree (Master's degree or higher) from an accredited college or university.

Both funded staff's duties and time commitments support the proposed objectives and activities includes .03% of project funds.

**Juvenile Probation Department**

**Deputy Probation Officer - \$336,708**

Salary and benefits for .85 FTE. Participate in planning, design, development and implementation of Juvenile Alternatives to Suspension (JASP) program. Support probation and non-probation youth in implementation of assigned behavioral plans. Assist in systems coordination and provide direct services to youth and their families in collaboration with SFUSD and CBO's. Gather and assist in reporting and data collection.

### **Department of Children Youth and Their Families**

#### **Violence Prevention Analyst- \$120,064**

Salary and benefits for 0.35 FTE. Lead in planning, design and development of the Juvenile Alternatives to Suspension (JASP) program. Facilitate, organize, and manage all planning and implementation meetings with San Francisco Unified School District and Juvenile Probation Deputy Probation Officer. Lead research, analysis and make policy recommendations for JASP program. Monitor and track data collection efforts. Assist in coordination and monitoring of all BSCC 2014 JAG Strategy funded projects.

### **San Francisco Adult Probation Department**

#### **Deputy Probation Officer- \$366,357**

Salary and benefits for 1 FTE Deputy Probation Officer (DPO) will be funded through this grant. This DPO will serve as Court Officer for the Young Adult Court, representing the Adult Probation Department (APD) to the Superior Court and liaising between all partners. The role of the DPO will be modeled after successful court officer positions that APD has deployed in other units of the department, whereby Court Officers conduct risk/needs assessments at intake and periodic reassessments, participate in collaborative case conferences, broker services as called for by the clients' individualized treatment and rehabilitation plan, communicate intensively with case-carrying DPOs assigned to the clients, and carry a caseload. APD will create a new position for this project, with an anticipated start date of July 1, 2015. Because APD will recruit a seasoned staff person for this program, we have budgeted salary and fringe benefits for a DPO starting at the top step. All funded DPO's have a minimum of a Bachelor's of Arts degree.

### **San Francisco Police Department**

#### **Police Officer Overtime- \$403,719**

Overtime pay and fringe for 64 hours per month to support violence reduction and probation compliance checks activities. SFPD's personnel covers one Sergeant or Lieutenant Supervisor for 8 shifts per month (4 hours of OT shifts) and four Officers conducting 8 shifts per month (4 hours of OT shifts).

### **District Attorney's Office**

#### **Youth Adult Court Prosecutor - \$311,997**

Salary and benefits for 0.50 FTE attorney. Responsibilities include but are not limited to working with members of the JAG Steering Committee to develop and implement the Young Adult Court (YAC) model, including development of YAC eligibility and suitability requirements, programming, sanctions and incentives, completion requirements, policies and procedures, and other program design elements; reviewing all cases referred by SFDA prosecutors to the YAC for final eligibility determination and plea negotiations; staffing the YAC on behalf of the SFDA; participating in YAC case conferencing as a member of the

collaborative team; making court appearances on behalf of the SFDA; maintaining data on YAC cases in the SFDA's case management system; and engaging in ongoing program assessment and improvement with JAG Steering Committee members. Qualifications include knowledge of: Federal, state and local laws, regulations and ordinances as applied to civil or criminal law and includes the ability to: speak and write in a clear and effective manner, engage in program development, and establish and maintain effective working relationships. Also requires a Juris Doctorate from an accredited law school and requires active membership in good standing of California State Bar. Funded staff's duties and time commitments support the proposed objectives and activities of developing, implementing and operating a problem solving court model for a specific population (young adult offenders).

### **District Attorney's Office**

#### **Alternative Sentencing Planner - \$337,653**

Salary and benefits for 1 FTE Alternative Sentencing Planner (ASP). The ASP conducts in-depth case reviews (to determine if alternatives to incarceration are appropriate for defendants in criminal cases. The ASP considers a variety of criminogenic risk and strength factors, including the nature of the crime involved, the injury suffered by the victim(s), whether drug or alcohol abuse played a role, gang affiliation, family support, etc. In many cases the ASP also interviews the defendant and defendant's attorney. After the case review, the ASP drafts a report to the case-carrying prosecutor presenting his findings and recommendations. The ASP report includes a summary of the defendant interview, if applicable. The recommended dispositions typically specify: length and type of supervision (possibly including county jail, state prison, probation and/or electronic monitoring), education requirements (e.g. completing a high school equivalency program), vocational training requirements, and rehabilitation and behavioral adjustment programs (e.g. anger management). In addition, the ASP provides "consultations" for some cases, which typically deal with one specific aspect of a case or rehabilitation program option. In these situations, the prosecutors leverage the expertise of the ASP, but contact with a defendant is not involved. The ASP maintains an electronic database of all cases, and also provides information to the SFDA's case management system. In addition to these responsibilities, the ASP funded through this grant will working with members of the JAG Steering Committee to develop and implement the Young Adult Court (YAC) model, including development of YAC eligibility and suitability requirements, programming, sanctions and incentives, completion requirements, policies and procedures, and other program design elements. Qualifications include a social work/social services background, awareness of evidence-based programs that effectively address criminogenic factors, and knowledge of programs and services available in San Francisco, and specialized expertise in developmentally responsive interventions for older teens and young adults.

### **Sherriff's Department**

#### **Trauma Therapist - \$246,715**

Salary and benefits for 0.85 FTE Therapist. The full time Master's level Therapist will work within the Jail Behavioral Health and Reentry Services (JBHRS) and will be responsible for utilizing evidence-based practices to guide in-custody treatment including: Seeking Safety groups, Motivational Interviewing techniques and cognitive-behavioral therapy. Conducting

comprehensive mental health, substance use, risk and needs, and trauma assessments to evaluate the behavioral health needs of grant participants prior to release from custody and inform reentry treatment plans. Developing individualized in-custody and reentry treatment plans. Linking participants to community-based services as clinically indicated. Providing discharge medications and prescriptions as needed. Assessing for Medicaid and other health and benefits eligibility and providing enrollment support and assistance. Providing reports to the court as needed on participants' progress in treatment both in custody and in the community. The therapist will undergo extensive training, as needed on trauma, PTSD and, in particular, long-term exposure to trauma, and the impact these conditions can have on transitional age youth within the criminal justice system.

**San Francisco Superior Courts  
Analyst I - \$247,134**

The 0.85 FTE Court Analyst will implement a COMPAS risk/needs assessment (RNA) tool to assess the TAY client's likelihood of reoffending. The tool will enable the Analyst I to (a) make service referrals based on the defendants' criminogenic needs and (b) assign levels of supervision based on the determined level of risk. The Analyst I will report to the TAY court on the dynamic risk and need factors post assessment. The Analyst I position will be available to oversee special projects and general operations as required. Additionally, due to the special training undertaken by this position to complete a COMPAS assessment, the Analyst I position will be available to provide a COMPAS assessment in two other collaborative court programs: the Community Justice Center and Drug Court. While the Adult Probation Department provides a COMPAS report only for those collaborative court clients who are on probation, it is essential that a COMPAS report is available *for those clients who are NOT on probation*. This is a service gap that the court is trying to fill. This position will serve as an added resource for the two identified collaborative court programs whose clients are similarly challenged by substance abuse and, in many cases, co-occurring conditions.

**San Francisco Superior Courts  
Court Reporter - \$24,586**

The 0.05 FTE Court Reporter makes verbatim official records of proceedings, often of a technical nature and at a high rate of speed. The Reporter provides immediate read back of all portions of the records as requested and prepares transcripts of proceedings as requested. Additionally, the Reporter certifies the accuracy of court transcripts; files official transcripts; checks spellings of case citations and of legal, medical, and other special terms used during case proceedings; prepares transcript indices of witnesses and exhibits and responds to participants' requests regarding courtroom proceedings relating to the transcription of those proceedings.

**San Francisco Superior Courts  
Courtroom Clerk - \$17,415**

The 0.05 FTE Courtroom Clerk will provide a wide variety of court support functions including entering and retrieving data from computer systems; prepares, coordinates, develops, and maintains calendars; records dispositions; accepts legal documents;

establishes, maintains and closes case files; generates computer reports; opens, time stamps, sorts and distributes incoming documents and mail according to routing procedures. The Clerk is knowledgeable about penal codes, vehicle codes, welfare and institution codes that are offenses related to a TAY court.

**Public Defender’s Office**

**Attorney - \$361,533**

Salary and benefits for 0.85 FTE attorney specializing in civil legal remedies. This attorney will also provide direct representation in TAY court. The Clean Slate component of the San Francisco Public Defender’s Office, Reentry Unit will provide civil legal assistance to the individuals participating in the Young Adult Collaborative Court and to individuals in this age cohort, generally, who are involved in the criminal justice system. A dedicated staff attorney with expertise in this area will work exclusively with individuals between the ages of 18-24 and provide legal services that help individuals and families achieve stability.

**San Francisco Adult Probation Department**

**Clinical Case Manager - \$120,000**

Salary and benefits for 0.5 FTE Clinical Case Manager with a background in social work or counseling will be hired via a reentry services contract between APD and a community based organization with expertise in working with youth involved in the criminal justice system. The Clinical Case Manager will provide therapy, behavioral health assessments, and clinical service brokerage, in addition to participating in case conferences with Court partners. This position will be filled via a competitive bid process; the budget includes anticipated salary and fringe.

**3. PROFESSIONAL SERVICES (SUB-CONTRACTORS/CONSULTANTS) \$0**

N/A

**4. COMMUNITY-BASED ORGANIZATION (CBO) CONTRACT \$0**

N/A

**5. DATA COLLECTION, REPORTING AND EVALUATION EFFORTS \$156,844**

**Evaluation**

5% of total ask.

**6. FIXED ASSETS/EQUIPMENT \$0**

**7. OTHER \$0**

There are no Other costs reported. There are no subcontracts or unusual expenditures.

**TOTAL PROJECT COSTS \$3,136,875**

## APPENDIX B Three-Year JAG Strategy

**Instructions:** This form is a required attachment to the JAG Proposal. It is intended to serve as a supplement to the Proposal Narrative, providing an at-a-glance summary of the overall program strategy. BSCC staff will use this form when conducting site visits and in compiling information for reports. The grantee may be asked to use it as a part of the quarterly progress report. To complete the form: Fill in the name of the applicant county (or counties). Select a JAG Program Purpose Area (PPA) **from the drop-down box**. For each PPA selected, select a corresponding Area of Need **from the drop-down box**. (Program Purpose Areas and Areas of Need can be found on page 6 of the RFP.) In the table, list each unique project component or activity planned to address that Area of Need. Also list the agency responsible for implementation, the expected outcome(s), how progress will be tracked (i.e. methodology for data collection), and timeline information (e.g., expected date of implementation, benchmarks for data collection, etc.).

### Three-Year JAG Strategy for County of San Francisco

#### Year One: March 1, 2015 – December 31, 2015

**JAG Program Purpose Area:** Prevention and Education Programs

**Area of Need:** Juvenile Delinquency

Project Component / Activity	Agency / Organization Responsible	Expected Outcome (Measurable)	How Progress will be Tracked (i.e. data collection)	Timeline / Benchmarks
Planning, Design and Affirm Project Deliverables	DCYF, JPD, SFUSD	Establish planning meeting protocols and program components	Feedback, Meetings and Milestones	March 2015 – June 2015
Pre-Implementation	DCYF, JPD, SFUSD	Affirm youth profiles, rewards, monitoring protocols, space and location and CBO criteria. Serve up to 10 youth.	Feedback, Meetings and Milestones	July 2015 – December 2015

**JAG Program Purpose Area:** Courts, Prosecution, Defense and Indigent Defense

**Area of Need:** Problem Solving Courts

Project Component / Activity	Agency / Organization Responsible	Expected Outcome (Measurable)	How Progress will be Tracked (i.e. data collection)	Timeline / Benchmarks
Planning, Design and Affirm Project Deliverables	DA, Courts, APD, Sheriff, Public Defender, SFPD	Establish planning meeting protocols and program components	Feedback, Meetings and Milestones	March 2015 – June 2015
Pre-Implementation	DA, Courts, APD, Sheriff, Public Defender, SFPD	Begin weekly court calendar	Monitor and track cases referred	July 2015 - December 2015

## Three-Year JAG Strategy for County of San Francisco

### Year Two: January 1, 2016 – December 31, 2016

**JAG Program Purpose Area:** Prevention and Education Programs

**Area of Need:** Juvenile Delinquency

Project Component / Activity	Agency / Organization Responsible	Expected Outcome (Measurable)	How Progress will be Tracked (i.e. data collection)	Timeline / Benchmarks
Implementation and Monitoring (Phase I)	DCYF, JPD, SFUSD	Increase # of youth served to 15	Review data collection	January 2016 – June 2016
Implementation Review	DCYF, JPD, SFUSD	Review and make program adjustments	Review data collection	July 2016 – August 2016
Implementation and Monitoring (Phase II)	DCYF, JPD, SFUSD	Increase # of youth served to 20	Review data collection	September 2016 – December 2016

**JAG Program Purpose Area:** Courts, Prosecution, Defense and Indigent Defense

**Area of Need:** Problem Solving Courts

Project Component / Activity	Agency / Organization Responsible	Expected Outcome (Measurable)	How Progress will be Tracked (i.e. data collection)	Timeline / Benchmarks
Implementation and Monitoring	DA, Courts, APD, Sheriff, Public Defender, SFPD	Increase # of cases reviewed	Data collection	January 2016 – December 2016

## Three-Year JAG Strategy for County of San Francisco

**Year Three: January 1, 2017 – December 31, 2017**

**JAG Program Purpose Area:** Prevention and Education Programs

**Area of Need:** Juvenile Delinquency

Project Component / Activity	Agency / Organization Responsible	Expected Outcome (Measurable)	How Progress will be Tracked (i.e. data collection)	Timeline / Benchmarks
Implementation and Monitoring	DCYF, JPD, SFUSD	Reduced # of referrals for suspensions	Data collection and analysis	January 2017 – June 2017
Final Review and Recommendations	DCYF, JPD, SFUSD	Increased/improved: safe space for youth, positive adult relationships, tools for navigating conflict in and out of school, positive school experience, and youth diverted from justice system involvement	Data collection and analysis	December 2017

**JAG Program Purpose Area:** Courts, Prosecution, Defense and Indigent Defense

**Area of Need:** Problem Solving Courts

Project Component / Activity	Agency / Organization Responsible	Expected Outcome (Measurable)	How Progress will be Tracked (i.e. data collection)	Timeline / Benchmarks
Implementation and Monitoring	DA, Courts, APD, Sheriff, Public Defender, SFPD	Reduced # of young adults that recidivate	Data collection and analysis	January 2017 – December 2017
Final Review and Recommendations	DA, Courts, APD, Sheriff, Public Defender, SFPD	Reduced recidivism for TAY offenders Increased TAY offenders' assets and help them transform their lives Improved ability of the criminal justice system to respond to TAY offenders' developmental limitations and needs Increased awareness for the need of adult service providers that operate programs specific to this age group (includes nonprofit providers)	Data collection and analysis	December 2017



**APPENDIX C**  
**JAG Steering Committee Member Roster**

**JAG Steering Committee – County of San Francisco**

<b>Name</b>	<b>Title</b>	<b>Agency/Organization</b>	<b>Phone Number</b>	<b>Email Address</b>
Katherine Weinstein Miller	Chief of Alternative Programs & Initiatives	Office of San Francisco District Attorney George Gascón	415-553-1110	<a href="mailto:Katherine.miller@sfgov.org">Katherine.miller@sfgov.org</a>
Maria McKee	Policy & Grants Manager	Office of San Francisco District Attorney George Gascón	415-553-1189	<a href="mailto:Maria.mckee@sfgov.org">Maria.mckee@sfgov.org</a>
Lisa Lightman	Director	Superior Court of California, County of San Francisco	415-551-3983	<a href="mailto:llightman@sftc.org">llightman@sftc.org</a>
Alissa Riker	Director of Programs	San Francisco Sheriff's Department	415-575-6417	<a href="mailto:Alissa.riker@sfgov.org">Alissa.riker@sfgov.org</a>
Simin Shamji	Deputy Public Defender, Director, Specialty Courts & Reentry Programs	Office of Public Defender	415-553-9316	<a href="mailto:Simin.shamji@sfgov.org">Simin.shamji@sfgov.org</a>
Robert Moser	Commander	San Francisco Police Department	415-558-5444	<a href="mailto:Robert.moser@sfgov.org">Robert.moser@sfgov.org</a>
Dana Lang	Grants Unit Manager	San Francisco Police Department	415-553-1120	<a href="mailto:Dana.lang@sfgov.org">Dana.lang@sfgov.org</a>
Jim Miller	Captain	San Francisco Police Department	415-845-0821	<a href="mailto:James.miller875@sfgov.org">James.miller875@sfgov.org</a>
Jasmine Dawson	Manager	Department of Children Youth & Their Families	415-554-8482	<a href="mailto:Jasmine.dawson@dcyf.ca.gov">Jasmine.dawson@dcyf.ca.gov</a>
Paula Hernandez	Assistant Chief	San Francisco Juvenile Probation Department	415-753-7889	<a href="mailto:Paula.hernandez@sfgov.org">Paula.hernandez@sfgov.org</a>
Wendy Still	Chief Adult Probation Officer	San Francisco Adult Probation Department	415-553-1688	<a href="mailto:Wendy.still@sfgov.org">Wendy.still@sfgov.org</a>



**OFFICE OF THE SHERIFF  
CITY AND COUNTY OF SAN FRANCISCO**

1 DR. CARLTON B. GOODLETT PLACE  
ROOM 456, CITY HALL  
SAN FRANCISCO, CALIFORNIA 94102



**Ross Mirkarimi  
SHERIFF**

November 21, 2014  
Reference: 2014-240

Jasmine Dawson  
Project Director  
Department of Children, Youth, and their Families  
1390 Market Street, Suite 900  
San Francisco, CA 94102

Dear Ms. Dawson:

This letter of agreement between San Francisco Sheriff's Department and Department of Children, Youth and Their Families explains the support and services provided for the proposed 2014 Board of State and Community Corrections Edward J. Byrne Memorial Justice Assistance Grant (JAG), including Superior Court of California, County of San Francisco, San Francisco Adult Probation Department, San Francisco Police Department, Office of District Attorney, Department of Children Youth & Their Families, San Francisco Juvenile Probation Department, and Office of Public Defender.

This partnership, also known as the 2014 Justice Assistance Grant (JAG) Steering Committee, includes the provision of a Young Adult Court and Juvenile Alternative to Suspension Program framework.

The JAG Steering Committee will meet to plan, implement and monitor these projects during the grant award period from March 1, 2015 – December 31, 2017. The JAG Steering Committee will meet quarterly to share updates, discuss and make the appropriate decisions on the two projects that are simultaneously being planned by the two respective planning sub-committees and assist in data collection and evaluation efforts.

**Department Members:**

Office of San Francisco District Attorney George Gascón  
Superior Court of California, County of San Francisco  
San Francisco Sheriff's Department  
San Francisco Police Department  
Department of Children Youth & Their Families

PHONE: 415-554-7225 FAX: 415-554-7050

WEBSITE: [WWW.SFSHERIFF.COM](http://WWW.SFSHERIFF.COM)

EMAIL: [SHERIFF@SFGOV.ORG](mailto:SHERIFF@SFGOV.ORG)

San Francisco Juvenile Probation Department  
San Francisco Adult Probation Department

Respectfully,



ROSS MIRKARIMI  
Sheriff

PHONE: 415-554-7225 FAX: 415-554-7050

WEBSITE: [WWW.SFSHERIFF.COM](http://WWW.SFSHERIFF.COM)

EMAIL: [SHERIFF@SFGOV.ORG](mailto:SHERIFF@SFGOV.ORG)



**Maria Su, Psy.D.**

**Edwin M. Lee**



November 19, 2014

Dear Tanita Jasmine Dawson,

This letter of agreement between **San Francisco Unified School District** and Department of Children, Youth and Their Families explains the support and services provided for the proposed 2014 Board of State and Community Corrections Edward J. Byrne Memorial Justice Assistance Grant (JAG), including Office of San Francisco District Attorney George Gascón, Superior Court of California, County of San Francisco, San Francisco Sheriff's Department, San Francisco Police Department, Department of Children Youth & Their Families, San Francisco Juvenile Probation Department, and Office of Public Defender San Francisco Adult Probation Department. This partnership, also known as the 2014 Justice Assistance Grant (JAG) Steering Committee, includes the provision of a Young Adult Court and Juvenile Alternative to Suspension Program framework.

The JAG Steering Committee will meet to plan, implement and monitor these projects during the grant award period from March 1, 2015 – December 31, 2017. The JAG Steering Committee will meet quarterly to share updates, discuss and make the appropriate decisions on the two projects that are simultaneously being planned by the two respective planning sub-committees and assist in data collection and evaluation efforts. The San Francisco Unified School District will participate as-needed as part of the planning sub-committee.

**Department Members:**

Office of San Francisco District Attorney George Gascón  
Superior Court of California, County of San Francisco  
San Francisco Sheriff's Department  
San Francisco Police Department  
Department of Children Youth & Their Families  
San Francisco Juvenile Probation Department  
San Francisco Adult Probation Department  
San Francisco Office of Public Defender

Regards,

*Thomas Graven*

Director of Pupil Services, **SFUSD Signature**  
Thomas Graven

**Department of Children, Youth and Their Families**

1390 Market Street Suite 900 \* San Francisco, CA 94102 \* 415-554-8990 \* [www.dcyf.org](http://www.dcyf.org)



GEORGE GASCÓN  
District Attorney

DIRECT DIAL: (415) 553-1741

November 19, 2014

Dear Tanita Jasmine Dawson,

This letter of agreement between **Office of District Attorney George Gascón** and Department of Children, Youth and Their Families explains the support and services provided for the proposed 2014 Board of State and Community Corrections Edward J. Byrne Memorial Justice Assistance Grant (JAG), including Superior Court of California, County of San Francisco, San Francisco Adult Probation Department, San Francisco Sheriff's Department, San Francisco Police Department, Department of Children Youth & Their Families, San Francisco Juvenile Probation Department, and Office of Public Defender. This partnership, also known as the 2014 Justice Assistance Grant (JAG) Steering Committee, includes the provision of a Young Adult Court and Juvenile Alternative to Suspension Program framework.

The JAG Steering Committee will meet to plan, implement and monitor these projects during the grant award period from March 1, 2015 – December 31, 2017. The JAG Steering Committee will meet quarterly to share updates, discuss and make the appropriate decisions on the two projects that are simultaneously being planned by the two respective planning sub-committees and assist in data collection and evaluation efforts.

**Department Members:**

Office of San Francisco District Attorney George Gascón  
Superior Court of California, County of San Francisco  
San Francisco Sheriff's Department  
San Francisco Police Department  
Department of Children Youth & Their Families  
San Francisco Juvenile Probation Department  
San Francisco Adult Probation Department

Sincerely,

A handwritten signature in black ink, appearing to read "G. Gascón", is written over a horizontal line.

George Gascón  
District Attorney

SUPERIOR COURT OF CALIFORNIA  
COUNTY OF SAN FRANCISCO

400 McAllister Street, Room 205  
San Francisco, CA 94102-4512  
Phone: 415-551-5737  
FAX: 415-551-5701



T. MICHAEL YUEN  
COURT EXECUTIVE OFFICER

November 21, 2014

Tanita Jasmine Dawson  
San Francisco Department of Children,  
Youth & Their Families  
1390 Market Street, Suite 900  
San Francisco, CA 94102

Dear Ms. Dawson:

This letter of agreement between Superior Court of California, County of San Francisco and Department of Children, Youth and Their Families explains the support and services provided for the proposed 2014 Board of State and Community Corrections Edward J. Byrne Memorial Justice Assistance Grant (JAG), including Office of San Francisco District Attorney George Gascón, San Francisco Adult Probation Department, San Francisco Sheriff's Department, San Francisco Police Department, Department of Children Youth & Their Families, San Francisco Juvenile Probation Department, and the Office of the Public Defender. This partnership, also known as the 2014 Justice Assistance Grant (JAG) Steering Committee, includes the provision of a Young Adult Court and Juvenile Alternative to Suspension Program framework.

The JAG Steering Committee will meet to plan, implement and monitor these projects during the grant award period from March 1, 2015 – December 31, 2017. The JAG Steering Committee will meet quarterly to share updates, discuss and make the appropriate decisions on the two projects that are simultaneously being planned by the two respective planning sub-committees, and assist in data collection and evaluation efforts.

**Department Members:**

Office of San Francisco District Attorney George Gascón  
Superior Court of California, County of San Francisco  
San Francisco Sheriff's Department  
San Francisco Police Department  
Department of Children Youth & Their Families  
San Francisco Juvenile Probation Department  
San Francisco Adult Probation Department  
San Francisco Office of Public Defender

Sincerely,

*Clare A. Williams for T. Michael Yuen*

T. Michael Yuen  
Court Executive Officer  
Superior Court of California, County of San Francisco

# SAN FRANCISCO PUBLIC DEFENDER

JEFF ADACHI – PUBLIC DEFENDER  
MATT GONZALEZ – CHIEF ATTORNEY



November 19, 2014

Dear Jasmine Dawson:

This letter of agreement between **Office of Public Defender** and Department of Children, Youth and Their Families explains the support and services provided for the proposed 2014 Board of State and Community Corrections Edward J. Byrne Memorial Justice Assistance Grant (JAG), including Office of San Francisco District Attorney George Gascón, Superior Court of California, County of San Francisco, San Francisco Sheriff's Department, San Francisco Police Department, Department of Children Youth & Their Families, San Francisco Juvenile Probation Department, and San Francisco Adult Probation Department. This partnership, also known as the 2014 Justice Assistance Grant (JAG) Steering Committee, includes the provision of a Young Adult Court and Juvenile Alternative to Suspension Program framework.

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#### Department Members:

Office of San Francisco District Attorney George Gascón  
Superior Court of California, County of San Francisco  
San Francisco Sheriff's Department  
San Francisco Police Department  
Department of Children Youth & Their Families  
San Francisco Juvenile Probation Department  
San Francisco Adult Probation Department  
San Francisco Office of Public Defender Deputy Public Defender

Regards,

A handwritten signature in black ink that reads "Simin Shamji".

Simin Shamji  
Deputy Public Defender  
Director of Specialty Courts & Reentry Programs

Adult Division - HOJ  
555 Seventh Street  
San Francisco, CA 94103  
P 415 553.1871  
F 415 553 9810  
[www.sfpUBLICDEFENDER.org](http://www.sfpUBLICDEFENDER.org)

Juvenile Division - YGC  
375 Woodside Avenue, Rm. 118  
San Francisco, CA 94127  
P: 415.753.7801  
F: 415 566 3030

Juvenile Division - JJC  
258A Laguna Honda Blvd.  
San Francisco, CA 94116  
P 415.753.8174  
F: 415.753 8175

Clean Slate  
P 415.553 9337  
[www.sfpUBLICDEFENDER.org/services](http://www.sfpUBLICDEFENDER.org/services)

Community Justice Center  
P: 415.202 2832  
F: 415 583.8506

Bayview Magic  
P 415 558 2428  
[www.bayviewmagic.org](http://www.bayviewmagic.org)

MoMagic  
P 415.567 0400  
[www.momagic.org](http://www.momagic.org)



**OFFICE OF THE SHERIFF  
CITY AND COUNTY OF SAN FRANCISCO**

1 DR. CARLTON B. GOODLETT PLACE  
ROOM 456, CITY HALL  
SAN FRANCISCO, CALIFORNIA 94102



**Ross Mirkarimi  
SHERIFF**

November 21, 2014  
Reference: 2014-240

Jasmine Dawson  
Project Director  
Department of Children, Youth, and their Families  
1390 Market Street, Suite 900  
San Francisco, CA 94102

Dear Ms. Dawson:

This letter of agreement between San Francisco Sheriff's Department and Department of Children, Youth and Their Families explains the support and services provided for the proposed 2014 Board of State and Community Corrections Edward J. Byrne Memorial Justice Assistance Grant (JAG), including Superior Court of California, County of San Francisco, San Francisco Adult Probation Department, San Francisco Police Department, Office of District Attorney, Department of Children Youth & Their Families, San Francisco Juvenile Probation Department, and Office of Public Defender.

This partnership, also known as the 2014 Justice Assistance Grant (JAG) Steering Committee, includes the provision of a Young Adult Court and Juvenile Alternative to Suspension Program framework.

The JAG Steering Committee will meet to plan, implement and monitor these projects during the grant award period from March 1, 2015 – December 31, 2017. The JAG Steering Committee will meet quarterly to share updates, discuss and make the appropriate decisions on the two projects that are simultaneously being planned by the two respective planning sub-committees and assist in data collection and evaluation efforts.

**Department Members:**

Office of San Francisco District Attorney George Gascón  
Superior Court of California, County of San Francisco  
San Francisco Sheriff's Department  
San Francisco Police Department  
Department of Children Youth & Their Families

PHONE: 415-554-7225 FAX: 415-554-7050

WEBSITE: [WWW.SFSHERIFF.COM](http://WWW.SFSHERIFF.COM)

EMAIL: [SHERIFF@SFGOV.ORG](mailto:SHERIFF@SFGOV.ORG)



San Francisco Juvenile Probation Department  
San Francisco Adult Probation Department

Respectfully,



ROSS MIRKARIMI  
Sheriff

PHONE: 415-554-7225 FAX: 415-554-7050

WEBSITE: [WWW.SFSHERIFF.COM](http://WWW.SFSHERIFF.COM)

EMAIL: [SHERIFF@SFGOV.ORG](mailto:SHERIFF@SFGOV.ORG)



City and County of San Francisco  
Juvenile Probation Department

ALLEN A. NANCE  
CHIEF PROBATION OFFICER

November 19, 2014

Tanita Jasmine Dawson  
Department of Children, Youth and Their Families  
1390 Market Street, Suite 200  
San Francisco, CA 94102

Re: Letter of Agreement between SFJPD and DCYF re 2014 Justice Assistant Grant ("JAG")

Dear Ms. Dawson:

This letter of agreement between San Francisco Juvenile Probation Department and Department of Children, Youth and Their Families explains the support and services provided for the proposed 2014 Board of State and Community Corrections Edward J. Byrne Memorial Justice Assistance Grant (JAG), including Superior Court of California, County of San Francisco, San Francisco Adult Probation Department, San Francisco Sheriff's Department, San Francisco Police Department, Department of Children Youth & Their Families, Office of District Attorney George Gascón, and Office of Public Defender. This partnership, also known as the 2014 Justice Assistance Grant (JAG) Steering Committee, includes the provision of a Young Adult Court and Juvenile Alternative to Suspension Program framework.

The JAG Steering Committee will meet to plan, implement and monitor these projects during the grant award period from March 1, 2015 – December 31, 2017. The JAG Steering Committee will meet quarterly to share updates, discuss and make the appropriate decisions on the two projects that are simultaneously being planned by the two respective planning sub-committees and assist in data collection and evaluation efforts.

Department Members:  
Office of San Francisco District Attorney George Gascón  
Superior Court of California, County of San Francisco  
San Francisco Sheriff's Department  
San Francisco Police Department  
Department of Children Youth & Their Families  
San Francisco Juvenile Probation Department  
San Francisco Adult Probation Department  
San Francisco Office of Public Defender

Sincerely,

  
Paula Hernandez  
Assistant Chief Probation Officer

cc: Allen Nance, Chief Probation Officer  
Maria Su, Director DCYF



**EDWIN M. LEE**  
MAYOR

POLICE DEPARTMENT  
**CITY AND COUNTY OF SAN FRANCISCO**

THOMAS J. CAHILL HALL OF JUSTICE  
850 BRYANT STREET  
SAN FRANCISCO, CALIFORNIA 94103-4603



**GREGORY P. SUHR**  
CHIEF OF POLICE

November 21, 2014

Ms. Tanita Jasmine Dawson,  
Department of Children, Youth, and Their Families  
1390 Market Street, Suite 900  
San Francisco, CA 94102

Ms. Dawson,

This letter of agreement between the San Francisco Police Department and Department of Children, Youth and Their Families explains the support and services provided for the proposed 2014 Board of State and Community Corrections Edward J. Byrne Memorial Justice Assistance Grant (JAG), including Office of San Francisco District Attorney George Gascón, Superior Court of California, County of San Francisco, San Francisco Sheriff's Department, San Francisco Police Department, Department of Children Youth & Their Families, San Francisco Juvenile Probation Department, and San Francisco Adult Probation Department. This partnership, also known as the 2014 Justice Assistance Grant (JAG) Steering Committee, includes the provision of a Young Adult Court and Juvenile Alternative to Suspension Program framework.

The JAG Steering Committee will meet to plan, implement and monitor these projects during the grant award period from March 1, 2015 – December 31, 2017. The JAG Steering Committee will meet quarterly to share updates, discuss and make the appropriate decisions on the two projects that are simultaneously being planned by the two respective planning sub-committees and assist in data collection and evaluation efforts.

**Department Members:**

Office of San Francisco District Attorney George Gascón  
Superior Court of California, County of San Francisco  
San Francisco Sheriff's Department  
San Francisco Police Department  
Department of Children Youth & Their Families  
San Francisco Juvenile Probation Department  
San Francisco Adult Probation Department  
San Francisco Office of Public Defender

Regards,

*Tanita Jasmine Dawson*

Project Director, DCYF Signature  
Tanita Jasmine Dawson

Project Director, SFPD  
Commander Robert Moser

## **San Francisco City and County - BSCC JAG 2014**

March 1, 2015 – December 31, 2017

### **OPERATIONAL AGREEMENT**

This agreement is made and entered into this 19<sup>th</sup> day of November, 2014 by and between the San Francisco Police Department, the San Francisco District Attorney's Office, the San Francisco Office of Public Defender, San Francisco Sheriff Department, San Francisco Juvenile Probation Department, Superior Court of California, County of San Francisco, the San Francisco Adult Probation Department, the San Francisco Department of Public Health, and the San Francisco Department of Children, Youth & Their Families (DCYF).

This Operational Agreement stands as evidence that the Justice Assistance Grant (JAG) Steering Committee agencies intend to work together toward the mutual goal to reduce recidivism of young adults and the school to prison pipeline. It is the belief of the Steering Committee agencies that a comprehensive and coordinated effort between these Departments is necessary to successfully address the escalating recidivism and juvenile delinquency in San Francisco; and

The listed departments of the City and County of San Francisco have jointly prepared a grant proposal for continuation of the San Francisco JAG program—initiated in 1998 with JAG funding allocated through the Office of Emergency Services (OES), formerly Cal EMA, which is now the Board of State and Community Corrections (BSCC). The San Francisco JAG has enhanced existing activities and collaborative programs aimed at assisting local government in the apprehension, prosecution, adjudication, supervision and treatment of drug offenders; it is therefore,

Agreed, that for purposes of implementing the San Francisco JAG and maintaining a cooperative approach aimed at reducing recidivism and juvenile delinquency in San Francisco, the involved agencies agree to participate in meetings to ensure ongoing coordination of effort regarding the implementation of a Young Adult Court and Juvenile Suspension Alternative Program; and

Further agreed, that the participating agencies approve the following roles and responsibilities in implementing the San Francisco JAG program for the grant year March 1, 2015-December 31, 2017:

**The San Francisco Department of Children, Youth & Their Families (DCYF)** will continue to supervise the JAG and convene partners to address ongoing issues. DCYF will collect all relevant data from the JAG partners and will make all reports to BSCC, including expenditure and progress reports detailing the process and outcomes resulting from this project. Additionally DCYF will provide 0.50 FTE Analyst to facilitate pre-planning meetings for design, monitor progress, ensure lines of communication are affective and collect data. Analyst will also work with the Data and Evaluation department to affirm outcome measures are designed and partners are knowledgeable of outcome measures. DCYF Staff will leverage existing funding portfolio to identify appropriate CBO to participate in the framework design project.

**Juvenile Probation Department** will provide a .85 FTE Deputy Probation Officer who will participate in the planning process for design of prevention model framework and provide feedback suggestions for areas of design. DPO will also keep partners informed of trends of youth entering Juvenile Justice System.

The SFPD will prepare quarterly and year-end progress reports and quarterly and year-end financial reports for DCYF.

**Sheriff's Department** will provide staff for a .85 FTE Master's level Therapist that will work within the Jail Behavioral Health and Reentry Services (JBHRS) and utilize evidence-based practices to guide in-custody treatment for TAY including conducting comprehensive mental health, substance use, risk and needs, and trauma assessments to evaluate the behavioral health needs, and develop individualized in-custody and reentry treatment plans. Linking participants to community-based services as clinically indicated. Providing discharge medications and prescriptions as needed. Assessing for Medicaid and other health and benefits eligibility and providing enrollment support and assistance. Providing reports to the court as needed on participants' progress in treatment both in custody and in the community.

The SFPD will prepare quarterly and year-end progress reports and quarterly and year-end financial reports for DCYF.

**San Francisco Superior Courts** will provide staffing for three positions. A .85 FTE Court Analyst will implement a COMPAS risk/needs assessment (RNA) tool to assess non-probation collaborative court TAY clients' likelihood of reoffending. This position will serve as an added resource for the two identified collaborative court programs whose clients are similarly challenged by substance abuse and, in many cases, co-occurring conditions. A .05 FTE Court Reporter will make verbatim official records of proceedings, often of a technical nature and at a high rate of speed. A .05 FTE Courtroom Clerk will provide a wide variety of court support functions including entering and retrieving data from computer systems; prepares, coordinates, develops, and maintains calendars; records dispositions; accepts legal documents; establishes, maintains and closes case files; generates computer reports; opens, time stamps, sorts and distributes incoming documents and mail according to routing procedures.

The SFPD will prepare quarterly and year-end progress reports and quarterly and year-end financial reports for DCYF.

**San Francisco Police Department** will provide OT hours for various existing officers to provide increased patrols in the most vulnerable areas prone to violence and respond quickly to suppress violence and avert retaliation. Additionally a designated Police Commander and Captain will serve as collaborative partners conducting joint operations, including probation checks and compliance checks. Designated Sergeant or Lieutenant Supervisor will meet regularly with task force partners to develop joint strategies and protocols for referring TAY to specialized diversionary programs and specialized Young Adult Court, and increase collaboration and communication between departments.

The SFPD will prepare quarterly and year-end progress reports and quarterly and year-end financial reports for DCYF.

**District Attorney's Office** will provide .5 FTE Youth Adult Court (YAC) Prosecutor and a 1.0 FTE Alternative Sentencing Planner staff. The YAC Prosecutor will work with members of the JAG Steering Committee to develop and implement the Young Adult Court (YAC) model, including development of YAC eligibility and suitability requirements, programming, sanctions and incentives, completion requirements, policies and procedures, and other program design elements. Once the court becomes operational, the prosecutor will review all cases referred by SFDA prosecutors to the YAC for final eligibility determination and plea negotiations; staff the YAC on behalf of the SFDA; participate in YAC case conferencing as a member of the collaborative team; make court appearances on behalf of the SFDA; maintain data on YAC cases in the SFDA's case management system; and engage in ongoing program assessment and improvement with JAG Steering Committee members. The ASP, an individual with a background in social work/social service, will assess cases involving TAY defendants to determine if those defendants are appropriate for Young Adult Court, or whether other alternatives to incarceration may be appropriate. This process includes in-depth case reviews to assess a variety of criminogenic risk and strength factors, and written recommendations to the case-carrying prosecutor, including length and type of supervision, education requirements vocational training requirements, and rehabilitation and behavioral adjustment programs. The ASP funded through this grant will work with members of the JAG Steering Committee to develop and implement the Young Adult Court (YAC) model. Funded staff's duties and time commitments support the proposed objectives and activities of developing, implementing and operating a problem solving court model for a specific population (young adult offenders).

The SFDA will prepare quarterly and year-end progress reports and quarterly and year-end financial reports for DCYF.

**Public Defender's Office** will provide a .85 FTE attorney specializing in civil legal remedies. This attorney will also provide direct representation in Young Adult Court. The Clean Slate component of the San Francisco Public Defender's Office, Reentry Unit will provide civil legal assistance to the individuals participating in the Young Adult Court and to individuals in this age cohort, generally, who are involved in the criminal justice system. The dedicated staff attorney with expertise in this area will work exclusively with individuals between the ages of 18-24 and provide legal services that help individuals and families achieve stability. This position is important for the Young Adult Court model's success.

The SF APD will prepare quarterly and year-end progress reports and quarterly and year-end financial reports for DCYF.

**Adult Probation Department** will provide staffing for a .85 FTE Clinical Case Manager and 1.0 FTE Deputy Probation Officer. The Deputy Probation Officer will conduct risk/needs assessments at intake and periodic reassessments, participate in collaborative case conferences, broker services as called for by the clients' individualized treatment and rehabilitation plan, communicate intensively with case-carrying DPOs assigned to the clients, and carry a caseload and have a minimum of a Bachelor's Degree and the Clinical Case Manager will provide

therapy, behavioral health assessments, and clinical service brokerage, in addition to participating in case conferences with Court partners.

The SF APD will prepare quarterly and year-end progress reports and quarterly and year-end financial reports for DCYF.

We, the undersigned, as authorized representatives of the San Francisco Department of Children, Youth & Their Families, San Francisco Police Department, the San Francisco District Attorney's Office, the San Francisco Office of Public Defender, San Francisco Sheriff Department, San Francisco Juvenile Probation Department, Superior Court of California, County of San Francisco, the San Francisco Adult Probation Department,.

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**Project Director,  
DCYF Signature**  
Tanita Jasmine Dawson

---

**Project Finance Officer,  
DCYF Signature**  
Leo Chyi

---

**District Attorney Signature**  
District Attorney George Gascón

---

**Police Signature**  
Chief Greg Suhr

---

**Adult Probation Signature**  
Chief Adult Probation Officer Wendy S. Still

---

**Public Defender Signature**  
Deputy Director Simin Shamji

---

**Juvenile Probation Signature**  
Deputy Chief Paula Hernandez

---

**Sheriff Department Signature**  
Sheriff Ross Mirkarimi

---

Superior Court Signature  
**Court Executive Officer, T. Michael Yuen**



**APPENDIX G**  
**List of Other Grant Funding Sources**

Please complete this form, listing all other criminal justice grant funds (state and/or federal) that the applicant agency will receive during the 2015 calendar year.

<b>State or Federal Administering Agency</b>	<b>Name of Grant Program</b>	<b>Funding Amount</b>	<b>Brief Project Description</b>
Federal Department of Justice - OJP	Edward Byrne Memorial Justice Assistance Grant (JAG)	458,753	JAG Program provides funding necessary to support a range of program areas including law enforcement, prosecution and court
Board of State and Community Corrections - BSCC	Juvenile Justice Crime Prevention Act (JJCPA)	2,337,033.	State JJCPA funds are used to support eligible juvenile violence prevention and intervention programs.
State of California	Citizens' Option for Public Safety (COPS)	1,321,196	State COPS funds are used to enhance law enforcement activities. Includes county sheriff for county jail construction and operation, district attorney for criminal prosecution and front-line law enforcement.