

File No. 110077

Committee Item No. _____

Board Item No. 18

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Board of Supervisors Meeting

Date February 1, 2011

Cmte Board

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

OTHER

(Use back side if additional space is needed)

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|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |

Completed by: Andrea Ausberry

Date January 27, 2011

Completed by: _____

Date _____

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

[Accept and Expend Grant - Incarcerated and Formerly Incarcerated Women - \$12,500]

Resolution authorizing the Department of Adult Probation to retroactively accept and expend a grant in the amount of \$12,500 from the van Löben Sels/RembeRock Foundation for partnering with Goodwill and Delancey Street to develop and implement a gender responsive plan for supervision of women on probation.

WHEREAS, The grant will be matched with other funding sources to partner with Goodwill and Delancey Street to develop and implement a gender responsive plan for supervision of women on probation; now, therefore, be it

FURTHER RESOLVED, That the Chief Adult Probation Officer of the Department of Adult Probation is hereby authorized and empowered to execute, deliver and perform, in the name of the City and County of San Francisco, all applications, contracts, agreements, amendments and payment requests necessary for the purpose of securing such grant funds and to implement and carry out the purposes specified in the applicable grant application.

Recommended:

See file 110077 for signature

Wendy S. Still

Chief Adult Probation Officer

Department of Adult Probation

Approved: See file 110077 for signature

Edwin M. Lee

Interim Mayor

Approved: See file 110077 for signature

Ben Rosenfield

Controller

FORM SFEC-126:
NOTIFICATION OF CONTRACT APPROVAL
 (S.F. Campaign and Governmental Conduct Code § 1.126)

| | |
|--|--|
| City Elective Officer Information (Please print clearly.) | |
| Name of City elective officer(s): Members, San Francisco Board of Supervisors | City elective office(s) held: Members, San Francisco Board of Supervisors |

| |
|--|
| Contractor Information (Please print clearly.) |
| Name of contractor: Goodwill Industries |
| <i>Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. Use additional pages as necessary.</i> |
| 1) Board of Directors: John Power, Board Chair; Michael Joseph, Board Vice-Chair; Elise Clowes, Board Secretary; Michael Stajer, Board Treasurer; Suzanne DiBianca; Tricia Lesser; Christina Polischuk; Shep Pollack; Shep Pollack; Jane Vaughan; Michael Welr; Frank Williams |
| 2) Chief Executive Officer: Deborah Alvarez-Rodriguez, President Chief Financial Officer: Gary Grellman Chief Operating Officer: Linda Shih |
| Contractor address: 1580 Mission Street, San Francisco, CA 94103 |
| Date that contract was approved: Not Approved Yet |
| Amount of contract: TBD |
| Describe the nature of the contract that was approved: To develop and implement a gender responsive plan for supervision of women on probation. |
| Comments: |

This contract was approved by (check applicable):

☐ the City elective officer(s) identified on this form

☒ a board on which the City elective officer(s) serves San Francisco Board of Supervisors

Print Name of Board

☐ the board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Redevelopment Agency Commission, Relocation Appeals Board, Treasure Island Development Authority) on which an appointee of the City elective officer(s) identified on this form sits

Print Name of Board

| | |
|---|---|
| Filer Information (Please print clearly.) | |
| Name of filer: Clerk of the San Francisco Board of Supervisors | Contact telephone number: (415) 554-5184 |
| Address: City Hall, Room 244, 1 Dr. Carlton B. Goodlett Pl., San Francisco, CA 94102 | E-mail: bos.legislation@sfgov.org |

Signature of City Elective Officer (if submitted by City elective officer)

Date Signed

Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk)

Date Signed

FORM SFEC-126:
NOTIFICATION OF CONTRACT APPROVAL
(S.F. Campaign and Governmental Conduct Code § 1.126)

| | |
|--|--|
| City Elective Officer Information <i>(Please print clearly.)</i> | |
| Name of City elective officer(s): Members, San Francisco Board of Supervisors | City elective office(s) held: Members, San Francisco Board of Supervisors |
| Contractor Information <i>(Please print clearly.)</i> | |
| Name of contractor: Delancey Street Foundation | |
| <i>Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. Use additional pages as necessary.</i> | |
| 1) Board of Directors: Michael Berger; Teri Lynch; Shirley LaMarr; Conrad Laran; Angela Norman; Stephanie Muller; Jerry Raymond; Dugald Stermer; Alice Watson; Jack Scott; Mike Delane 2) Chief Executive Officer: Mimi H. Silbert, President Chief Financial and Operating Officer: Charlotte Baker, Secretary/Treasurer | |
| Contractor address: 600 Embarcadero, San Francisco, CA 94107 | |
| Date that contract was approved: Not Approved Yet | Amount of contract: TBD |
| Describe the nature of the contract that was approved: To develop and implement a gender responsive plan for supervision of women on probation. | |
| Comments: | |

This contract was approved by (check applicable):

☐ the City elective officer(s) identified on this form

☒ a board on which the City elective officer(s) serves San Francisco Board of Supervisors
Print Name of Board

☐ the board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Redevelopment Agency Commission, Relocation Appeals Board, Treasure Island Development Authority) on which an appointee of the City elective officer(s) identified on this form sits

Print Name of Board

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| Name of filer: Clerk of the San Francisco Board of Supervisors | Contact telephone number: (415) 554-5184 |
| Address: City Hall, Room 244, 1 Dr. Carlton B. Goodlett Pl., San Francisco, CA 94102 | E-mail: bos.legislation@sfgov.org |

Signature of City Elective Officer (if submitted by City elective officer)

Date Signed

Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk)

Date Signed

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Wendy S. Still, Chief Adult Probation Officer
DATE: January 12, 2011
SUBJECT: Accept and Expend Ordinance for van Loben
Sels/RembeRock Foundation
GRANT TITLE: van Loben Sels/RembeRock Foundation – Programs for
Incarcerated and Formerly Incarcerated Women

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

- ☒ Proposed grant ordinance; original signed by Department, Mayor, Controller
- ☒ Grant information form, including disability checklist
- ☒ Grant budget
- ☒ Grant application
- ☒ Letter of Intent or grant award letter from funding agency
- ☐ Other (Explain):

Special Timeline Requirements: Request to schedule with Budget and Finance Committee asap.

Departmental representative to receive a copy of the adopted ordinance:

Name: Diane Lim, Chief Financial Officer/Business Manager
Phone: (415) 553-1058

Interoffice Mail Address: Adult Probation Department,
850 Bryant Street, Room 200, San Francisco, CA 94103

Certified copy required Yes ☒

No ☐

(Note: certified copies have the seal of the City/County affixed and are occasionally required by funding agencies. In most cases ordinary copies without the seal are sufficient).

van Löben Sels/RembeRock Foundation

131 Steuart Street, Suite 301
San Francisco, CA 94105
(415) 512-0500

DIRECTORS:

Toni Rembe – President
Richard W. Odgers – Secretary
Dan Corsetto – Treasurer
Julie Divola – Director

MAILING ADDRESS:

131 Steuart Street, Suite 301
San Francisco, CA 94105

Executive Director – Katherine L.
Armstrong

November 4, 2010.

Wendy Still
Chief Adult Probation Officer
San Francisco Adult Probation Department
880 Bryant Street, Room 200
San Francisco, CA 94103

Dear Ms. Still:

This is to advise you that the directors of the van Löben Sels/RembeRock Foundation have approved a grant in the amount of \$12,500 to San Francisco Adult Probation Department to provide individualized services to women on probation.

A check in the amount of \$12,500 will be sent under separate cover and should arrive shortly.

In November 2011, please send us a final report showing how our grant funds have been spent and describing the progress of the program.

Please note that we periodically update our guidelines and application on our website: www.vlsrr.org. Therefore, please carefully review the website before submitting any new grant proposals.

Yours truly,



Gail Shuster
Program Administrator

File Number: 110077
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective July 2006)

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

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

1. Grant Title: van Loben Sels/RembeRock – Programs for Incarcerated and Formerly Incarcerated Women
2. Department: San Francisco Adult Probation Department
3. Contact Person: Wendy S. Still Telephone: (415) 553-1687
4. Grant Approval Status (check one):

☒ [X] Approved by funding agency

☐ [] Not yet approved

5. Amount of Grant Funding Approved or Applied for: \$12,500

6a. Matching Funds Required: \$0

b. Source(s) of matching funds (if applicable): N/A.

7a. Grant Source Agency: van Loben Sels/RembeRock Foundation

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

8. Proposed Grant Project Summary: The van Loben Sels/RembeRock – Program for Incarcerated and Formerly Incarcerated Women Grant provides funding to the San Francisco Adult Probation Department for individualized services to women on probation including those between the ages of 18-25. This grant will be matched with other funding sources to partner with Goodwill and Delancey Street to develop and implement a gender responsive plan for supervision of women on probation. Goodwill and Delancey Street are members of the San Francisco Community Correctional Partnership Council that will assist with the implementation of the gender responsive probation plan. In addition, other members of the San Francisco Community Correctional Partnership Council provide services such as mental health and drug and alcohol treatment, as well as services to women and children. This grant will allow these efforts to be coordinated to meet the entire spectrum of needs for the identified women on probation. The APD gender responsive plan will guide the implementation of a case management plan to identify the appropriate services to women on probation to include mental health care, trauma care, informed drug treatment, job training and/or educational services through APD's literacy lab program and/or college programs available in SF. In addition, services will be provided to both strengthen parenting and services to children. The expectation is reduction of prison admissions by 30 percent within three years increasing successful completion of probation by the same amount. In addition, the goal is to increase early termination of probation by 30 percent in this same time period.

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

Start-Date: 11/01/10

End-Date: 10/31/11

10. Number of new positions created and funded: 0

11. Explain the disposition of employees once the grant ends N/A

12a. Amount budgeted for contractual services: \$ 12,500

b. Will contractual services be put out to bid? Services for Drug and Alcohol Treatment, Mental Health care, Transitional Housing, Vocational and Educational Training, will be a collaborative effort with partnering City agencies and Community Based Organizations through the San Francisco Community Correctional Partnership Council. MOU's and/or Operational Agreements will be established to allow for services to be provided through existing contracts. In an event where the necessary services are not available through another City Agency, the Adult Probation Department will contract out through the bidding process in compliance with the Office of Contract Administration requirements.

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

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

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

b1. If yes, how much? \$ N/A

b2. How was the amount calculated?

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

☐ Not allowed by granting agency

☒ To maximize use of grant funds on direct services

☐ Other (please explain):

c2. If no indirect costs are included, what would have been the indirect costs? \$3,581.25 or 26.85%

14. Any other significant grant requirements or comments: No

****Disability Access Checklist*****

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

☒ Existing Site(s)

☐ Existing Structure(s)

☒ Existing Program(s) or Service(s)

☐ Rehabilitated Site(s)

☐ Rehabilitated Structure(s)

☒ New Program(s) or Service(s)

☐ New Site(s)

☐ New Structure(s)

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

Comments: None

Departmental or Mayor's Office of Disability Reviewer: Kristin Kogure
(Name)

Kristin Kogure 1/12/11
(Signature)

Date Reviewed: _____

Department Approval: Wendy S. Still
(Name)

Chief Adult Probation Officer
(Title)

(Signature)

Adult Probation Department
van Loben Sels/RembeRock Foundation Grant

Division: Community Services- Intensive Supervision Division

Fund: Grant Fund

Subfund: 2S-PPF-GNC 131103

New Program/Service Name: Program for Incarcerated and Formally Incarcerated Women

Total Number of Requested FTE's : 0.00

| Char | Subobj | Description | | | | | \$0 |
|------|--------------|-------------------------------------|-------------------|--------------|----------------------|----------------|----------|
| 001 | 00500 | Temp Salaries - Misc | | | | | |
| | <u>Class</u> | <u>Title</u> | <u>Payperiods</u> | <u>FTE's</u> | <u>Annual Salary</u> | <u>Expense</u> | |
| | | | 26.2 | | | | |
| | | | 26.2 | | | | |
| | | | 26.2 | | | \$ - | |
| | | | 26.2 | | | \$ - | |
| | | Subtotal | | 0.00 | | \$ - | |
| 001 | 00500 | Temp Salaries - Misc | | | | | 0 |
| 001 | 00900 | Premium Pay | | | | | 0 |
| 001 | 01100 | Overtime | | | | | 0 |
| | | Subtotal Salaries | | | | \$ - | 0 |
| 013 | 01300 | Fringe Benefits | | 0% | | \$ - | 0 |
| | | Subtotal Salaries & Fringe | | | | \$ - | 0 |
| 021 | 02100 | Travel | | | | | 0 |
| 021 | 02200 | Training | | | | \$ - | 0 |
| 021 | 02400 | Membership Dues | | | | \$ - | 0 |
| 021 | 02700 | Professional Services | | | | \$ 12,500 | 12,500 |
| 021 | 05100 | Insurance | | | | \$ - | |
| 021 | 03500 | Other Current Expenses | | | | \$ 12,500 | 12,500 |
| | | Subtotal Character 021 | | | | \$ 12,500 | 12,500 |
| 040 | 04000 | Materials & Supplies | | | | \$ - | 0 |
| 060 | 06000 | Equipment Purchase | | | | | 0 |
| 081 | 081C5 | IS - TIS - ISD - Maint & Operations | | | | | 0 |
| 081 | 081E | DET Telephone | | | | | 0 |
| 081 | 081CT | City Attorney - Legal Services | | | | | 0 |
| 081 | 081ET | TIS - Telephone | | | | | 0 |
| 081 | 081PM | PURCH - Mail Services | | | | | 0 |
| 081 | 081PR | PURCH - Reproduction | | | | | 0 |
| 081 | 081CB | Mayors Ins & Risk | | | | | 0 |
| 081 | 081HF | SFGH Others | | | | | 0 |
| 081 | 081H2 | HRD Mgmt Training | | | | | 0 |
| 081 | 081H3 | HRD Workers Comp | | | | | 0 |
| 081 | 081H8 | GF Hlth & Safety | | | | | 0 |
| 081 | 081PA | Central Shops Auto | | | | | 0 |
| 081 | 081RE | Real Estate | | | | | 0 |
| 081 | 081RV | GF Elections | | | | | 0 |
| 081 | 081SH | Sheriff | | | | | 0 |
| 081 | 081WB | SR DPW Bldg Repair | | | | | 0 |
| 081 | 081UL | PUC - Light, Heat & Power | | | | \$ - | 0 |
| | | Subtotal Character 081 | | | | \$ - | 0 |
| | | Total Expenditure Budget | | | | \$ 12,500 | \$12,500 |

Division Director: _____ Date: _____

A P P L I C A T I O N S U M M A R Y

Foundation's Priority Area for which you are requesting funds: Programs For Incarcerated and Formally Incarcerated Women

(See web site for more detail)

Name of organization: San Francisco Adult Probation Department

Website: www.sfgov.org

Address: 880 Bryant Street Room 200

City: San Francisco

Zip Code: 94103

County: San Francisco

Executive Director: Wendy Still, Chief Adult Probation Officer

Phone #: 415-553-1687

Email: wendy.still@sfgov.org

E.D. Signature: _____

Contact Person: Wendy Still

Email: wendy.still@sfgov.org

Amount Requested from vLSRR Foundation: \$25,000

Project's Projected Budget Total: \$789,567

Organization's Projected Budget Total: \$13,093,914

List any grants received in the last five years from vlrr foundation.

| Year of grant | Amount of Money | Purpose of grant |
|---------------|-----------------|------------------|
| | | |
| | | |
| | | |
| | | |

Attach Fiscal and Budget Information:

- Submit an organization budget and a project budget (if applicable) for the year to which this request pertains, including revenues and expenditures;
- Itemize on both the organization budget and the project budget all funding committed (c) or pending (p) from each foundation, corporation/business, and/or government agency (avoid acronyms);
- Itemize any significant change in either expenditures or revenues the organization has/is experiencing or anticipating, and list the reason for the change.
- If the request is for a start-up project, submit a first year start-up budget and a projected first full year budget.

Required Attachments:

- Documentation of tax exempt status;
- Current roster of Board of Directors and a statement as to their role on the Board (one sentence is sufficient);
- For a renewal grant, attach a year-end report on the current state of the organization or the project to which the grant was requested. The report should state specifically how the grant was used. What was accomplished? (not to exceed two pages);
- A copy of the last annual report, if available;
- An organization chart, if applicable.

Helpful Attachments, But Not Required: Any references, previous evaluations or research reports completed on your program or on similar program, serving the same target population, that document achievement of improved outcome.

Proposal Style: Readability and Appealing Presentation: (very important)

- No cover letter just complete application summary sheet
- Only one copy of the proposal is required
- Please number the pages in your proposal.
- The proposal must be printed in readable style (at least 12pt. and sufficient margins)
- No 2-sided printed/copied pages
- No delivery that requires a signature
- No videos, audiotapes, CDs unless requested

Mail proposal to:

Toni Rembe, President
van Löben Sels/RembeRock Foundation
131 Steuart St., Suite 301
San Francisco, CA 94105

If you have any questions or need clarification on any of the items listed above, please call Katherine Armstrong, executive director, at (415) 512-0577 or Gail Shuster, Program Administrator, at (415) 512-0500. Call for proposal submission deadline.

I. A brief description of organizational capacity to deliver the proposed project (10-15 lines) including:

- ✦ Overall organizational purpose, mission and goals/objectives; and
- ✦ Agency history and track record in providing services to the community.

The goal of the San Francisco Adult Probation Department, (APD) under the leadership of Wendy Still is to implement nationally recognized strategies to reduce crime and improve the success of San Francisco residents who are on probation and break the intergenerational cycle of crime. The SF APD has the capacity to implement our program objectives given our leadership role in the City and County's criminal justice system coupled with our community partnerships strengthened by the commitment of the Courts and our other criminal justice partners to improve the success of SF citizens on probation.

The APD's gender responsive plan will guide the implementation of a case management plan to identify the appropriate services to women on probation to include mental health care, trauma informed drug treatment; job training and/or educational services through APD's literacy lab program and/or college programs available in SF. In addition services will be provided to both, strengthen parenting and services to children.

In addition to working with SF's criminal justice partners APD has developed a partnership with Delancey Street to implement the case management plan and provide services to at risk clients including women and their children. Goodwill Industries has also agreed to be a partner in our efforts with this project. Both community-based organizations have a proven track record of providing services to individuals in the criminal justice system.

II. A description of whom you will serve and their specific needs that will be addressed within your program (10-12 lines)

- ✦ Number of people who will be served (i.e., a realistic estimate of the number of people you will be able to serve with given resources)
- ✦ Describe the demographic profile of people to be served (age, gender, ethnicity, income)
- ✦ Specific geography of people to be served (community, city, county)
- ✦ How your program will recruit and motivate individuals to participate in the project

The goal of SF APD is to provide case management services to all individuals on probation. Currently there are 6,448 people under the jurisdiction of SF Adult Probation. Included in this number are 1,107 women on probation in the City and County of San Francisco. The demographics of this population are: Caucasian 26%, Asian 4%, African American 45%, Hispanic 20%, Pacific Islander 2%, other 3%. Over 67% of the women on probation live in the City and County of San Francisco. Most of the women are low-income requiring job training and/or

educational services. This grant will focus on high-risk women on probation including those between the ages of 18-25.

It is estimated that 30% of women in the criminal justice system fall into the high risk, high needs category. APD plans to serve over 300 women falling into the high risk, high need category. APD will utilize a risk, needs and strength assessment tool, (Compas) to identify the women who meet the high risk, high needs category and provide case management services appropriate to their individualized case management plan. In addition, it is estimated that as high as 54% of the women in the high risk, high need category have children. Our program will include services for these children in collaboration with our community-based organizations.

Women will be evaluated for program acceptance from the point of arrest to placement on probation. A variety of strategies will be utilized to motivate women to participate in the program depending on their needs. As an example, women with mental health issues may be included in the mental health court program. The mental health court provides a structure for women with mental health issues to achieve success on probation with case management services. This grant will allow APD to expand this service. Similarly, APD is implementing an Accountability Court that will utilize the authority of the court and APD coupled with case management services and practices to allow women to be successful in staying out of prison and on probation. Our plan is expected to be successful because it is not a one size fits all plan. It is a plan to individualize services based on the specific needs of the each woman. Research confirms addressing specific needs of women and their children increases success rates. The same strategies will be applied to drug treatment, job training and job placement as well as education, parenting and the entire spectrum of identified service needs of this population.

III. A description of the actual proposed project: (25-30 lines)

- ✚ A specific list of program activities & services to be provided;
- ✚ An estimate of the expected level of participation by people to be served, (the number of services each will receive as well as the expected mix of services you will provide each person) to increase the likelihood that people served will achieve the hopeful improved outcomes.

The grant will be matched with other funding sources to partner with Goodwill and Delancey Street to develop and implement a gender responsive plan for supervision of women on probation. Goodwill and Delancey are Community Based Organizations that have agreed to sit on the San Francisco Community Correctional Partnership Council chaired by Wendy Still, Chief of Adult Probation City and County of San Francisco. The membership of these community-based organizations on this council will assist with the implementation of the gender responsive probation plan. In addition other members of the San Francisco Community Correctional Partnership Council provide services such as mental health and drug and alcohol treatment as

well as services to women and children. This grant will allow these efforts to be coordinated to meet entire spectrum of needs for the identified women on probation.

The service delivery model begins at the point of arrest for a crime that could place a woman on probation or possible result in a prison placement. The individual will be assessed, utilizing Compas to determine their risk, needs and strengths. Once this assessment is completed the process of case management begins as follows:

- i. Women identified as qualifying for this program will be assigned to specialized caseloads. These caseloads include Mental Health Court, Drug Court, Accountability Court and Generalized Case Loads for women who require work, education or other basic services.
- ii. The Probation Officer will follow the casework plan and meet with the client to begin the process of referrals to the appropriate service. Probation staff will utilize motivational interviewing to encourage participation.
- iii. The Probation Officer will work with the Courts and Community Based Organizations including Goodwill and Delancey Street , depending on the need, utilizing an interdisciplinary approach to link the client with the appropriate service.
- iv. All referrals and status reports will be documented in APD case management system to insure accountability and follow up.
- v. The Probation Officer will participate in regular meetings with the client and the case management staff to monitor progress and program changes.
- vi. The Probation Officer will document program completion of the client.
- vii. Once women complete the program their progress will be monitored for a period of time not to exceed one year and be considered for early termination of probation.

A project manager will monitor the activities and report progress with transparent oversight by the Community Correctional Partnership Council.

The research suggests that women are amenable to services when the services are designed to meet their needs. This plan does just that. We expect full participation of women on probation meeting the criteria. It is difficult to identify an expected success rate, as this is a new approach. It is the expectation to reduce prison admissions by 30 percent within three years increasing successful completion of probation by this same amount. In addition the goal is to increase early termination of probation by 30 percent in this same time period as well. It is also our hope to exceed these goals.

IV. List the results/outcomes to be achieved by your project. Specify how the program activities listed above will improve the lives of people served. Examples include: obtain GED, became employed, no recidivism, stable housing, rights restored (10-12 lines)

The primary goal of this project is to reduce the number of women going to state prison as a result of failing probation by 30% in three years. San Francisco sent 104 women to state prison in 2009. By ethnicity 67.3 % are African American, 13.5 Hispanic, 17.3 Caucasian and 1.9% are classified as Other. The average recidivism rate for all crimes is 76% over three years with possession of controlled substance revealing a recidivism rate of 89.66% over three years. This plan will reduce the number of women going to state prison by more than 30 individuals per year reducing the overall recidivism rate to less than 50% over three years.

Additional outcomes that will be tracked are the number of women who receive a GED or high school diploma or other educational goals such as graduation from a trade school or college program. Employment data will be tracked as well. It is expected to increase the percent of people achieving these goals by 30 percent over three years. Year one will be utilized to establish a baseline in these program areas as completion of education, vocation and or job placement is not currently tracked.

This project will also track the number of women who successfully complete probation as well as the number of women who complete probation early. Our goal is to increase these numbers by 30% over three years with year one establishing baseline numbers for comparison.

This plan will have a profound impact on the lives of women on probation in SF. This program matches the science of criminal justice with the evidence of what works to bring services to Women with the most needs. By doing so the program will impact what the PEW Foundation, in their recent report titled "Collateral Costs: Incarceration's effect on Economic Mobility", refers to as, "The impacts of incarceration reach far beyond former inmates to their children and families". The successful implementation of this plan will benefit the children and families of our clients making a significant dent on intergenerational incarceration. San Francisco will add the heart to the SF APD gender responsive program to achieve success.

V. Describe your data collection system and evaluation plan for documenting the results to be achieved by your participants (8-10 lines)

The APD will be implementing Compas in Oct and Nov of 2010. Compas is an automated objective, validated risk, needs and strength assessment tool that is embedded in an

automated case management system. Compas has the capacity of select target groups and report identified performance measure outcomes. Compas will be APD's primary data collection system. Information from Compas will be analyzed and compared with incarceration rates as reported by the California Department of Corrections and Rehabilitation. An annual report will be completed documenting all data collected along with back up documentation to support the reported outcome performance measures.

VI. Describe your organizational structure, board, staff, and volunteers; discuss staffing capacity for managing project and service delivery (5-7 lines)

The APD has developed the right infrastructure to implement this plan. Wendy Still is the Chief of APD. Ms. Still is recognized for her leadership in developing the State's master plan for gender responsive strategies for women incarcerated in state prison. In addition Chief Still successfully passed legislation placing in statute gender responsive incarceration strategies including removing non serious non violent women from state prison. The APD team also includes Mimi Silbert of Delaney Street. Mimi needs no introduction, as she is internationally known for her work. The inclusion of Goodwill in this project is the right partner to have all the pieces come together to provide comprehensive case management services to women and their children. Goodwill is recognized as a leader in successfully working with individuals in the criminal justice system to achieve success.

Jeanne Woodford has agreed to be the project manager. Ms. Woodford is also known for her leadership work in developing and implementing programs to reduce recidivism and improve outcomes for individuals in the criminal justice system. Having these experts at the table along with the support of the Courts and SF Criminal Justice partners as well as a growing number of community based organizations coupled with the accountability system that Compas provides is the right structure to achieve success.

VII. Include organizational budget, project budget, budget justification

The Adult Probation Department's annual operating budget for FY 2010-11 is \$13,093,914. The APD anticipates fully expending all budgetary authority in FY 2010-11.

The full project budget is \$789,567 that includes the information technology, staff, training, client services and project management.

Women represent 17% of the individuals on probation in San Francisco and will receive 17% of the program dollars which to date is \$32,000. Services will be augmented by Delancey Street, Goodwill Industries and the FIVE Keys Charter School. The \$25,000 received from this grant will be applied toward the program budget to achieve full implementation.

The Adult Probation Department is also implementing a pre-entry court that is designed to reduce the number of male and female offenders going to prison on probation violations. Grant funding has been obtained in the amount of \$500,000. to implement the new Probation Accountability court which also will support the integration of Evidenced Probation and case management Supervision Practices.

