

File No. 150935

Committee Item No. _____

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date November 4, 2015

Board of Supervisors Meeting

Date _____

Cmte Board

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

OTHER (Use back side if additional space is needed)

[illegible]

Completed by: Linda Wong

Date October 30, 2015

Completed by: Linda Wong

Date _____

1 [Apply for, Accept, and Expend Grant - Board of State and Community Corrections - Mentally
2 Ill Offender Crime Reduction Grant Program - \$950,000]

3 **Resolution retroactively authorizing the Sheriff's Department to apply for, accept**
4 **and expend \$950,000 of Mentally Ill Offender Crime Reduction Grant Program funds**
5 **administered by the Board of State and Community Corrections through the State**
6 **Recidivism Fund for the period of July 1, 2015, through June 30, 2018.**

7
8 WHEREAS, The Sheriff's Department desires to accept and expend a Mentally Ill
9 Offender Crime Reduction grant (hereafter referred to as "MIOCR") administered by the
10 Board of State and Community Corrections (hereafter referred to as "BSCC") through the
11 State Recidivism Fund; and

12 WHEREAS, The MIOCR grant program operates under BSCC pursuant to
13 standards established by California Penal Code section 6045; and

14 WHEREAS, The purpose of the MIOCR grant program is to support appropriate
15 prevention, intervention, supervision, services and strategies to reduce recidivism in
16 California's mentally ill offender population and to improve outcomes for these offenders
17 while continuing to protect public safety; and

18 WHEREAS, The requested MIOCR funding is targeted toward those programmatic
19 areas that are: a) most likely to have a long-term impact on criminal justice involvement
20 by mental ill offender populations; and b) least likely to be funded or supported through
21 other existing funding sources; and

22 WHEREAS, The Sheriff's Department has established in-jail and community-based
23 programs to support incarcerated and recently released adults; and
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1 WHEREAS, The grant funds will be utilized to provide transitional housing and
2 Peer Specialist support through a collaboration with community-based agencies designed
3 to reduce recidivism and to increase public safety; and

4 WHEREAS, The grant requires the Sheriff's Department to match a minimum of
5 twenty-five percent (25%) of the grant funds awarded; and

6 WHEREAS, The grant requires that indirect costs be limited to no more than 10%
7 of the grant funds; and

8 WHEREAS, The grant proposal and grant agreement for the MIOCR were
9 prepared by the Sheriff's Department and are on file with the Clerk of the Board of
10 Supervisors in File No. 150935; and

11 WHEREAS, The grant agreement includes a Sheriff's Department cash match of
12 \$220,001 and Sheriff's Department in-kind match of \$691,789 for a total of \$911,790; and

13 WHEREAS, The grant includes indirect/administrative overhead costs of \$86,364;
14 now, therefore, be it

15 RESOLVED, That the Sheriff's Department is hereby directed to retroactively apply
16 for, accept and expend \$950,000 in funds from the BSCC; and, be it

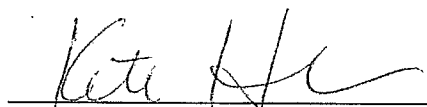
17 FURTHER RESOLVED, That the Sheriff's Department is authorized on behalf of the
18 Board of Supervisors to retroactively execute the MIOCR grant agreement on file with the
19 Clerk of the Board of Supervisors in File No. 150935; and, be it

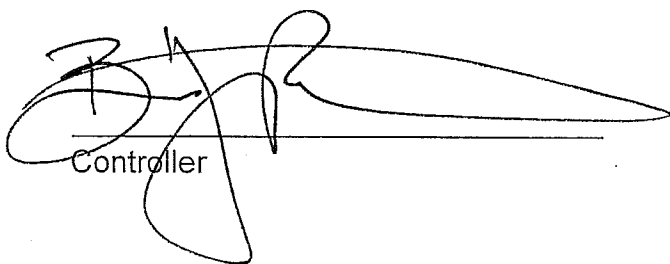
20 FURTHER RESOLVED, That grant funds received hereunder shall not be used to
21 supplant expenditures controlled by this body.
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2 Recommended:

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7 Ross Mirkarimi
8 Sheriff

9 Approved:

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14 Mayor

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Controller

Item 1 File 15-0935	Department: Sheriff's Department (Sheriff)
EXECUTIVE SUMMARY	
<p style="text-align: center;">Legislative Objectives</p>	
<ul style="list-style-type: none"> The proposed resolution retroactively authorizes the Sheriff's Department to apply for, accept and expend \$950,000 in Mentally Ill Offender Crime Reduction Grant Program funds administered by the Board of State and Community Correction through the State Recidivism Fund for the period of July 1, 2015, through June 30, 2018. 	
<p style="text-align: center;">Key Points</p>	
<ul style="list-style-type: none"> The Sheriff's Department was awarded a \$950,000 Mentally Ill Offender Crime Reduction grant in August 2015 from the Board of State and Community Corrections to support the creation of a new behavioral health court designed to improve outcomes among adult offenders with mental illness who are accused of misdemeanor offenses. The three-year grant will fund direct housing services that support a total of 19 dedicated beds in group and single-resident occupancy (SRO) settings that provide an average of six months of temporary and transitional housing for a total of at least 114 adult offenders in the behavioral court program. Grant funds will also support a range of related services. 	
<p style="text-align: center;">Fiscal Impact</p>	
<ul style="list-style-type: none"> The total budget of the Mentally Ill Offender Crime Reduction Program is \$1,861,791, of which \$950,000 will be funded by the grant from the Board of State and Community Corrections, \$739,503 will be funded through in-kind matches from community-based organizations with contracts with the City, and \$172,288 will come from in-kind grant administration and evaluation services from the Sheriff's Department. Approximately 54 percent of the total budget, or \$1,012,374, will be used for direct housing services with the remaining 46 percent, or \$849,417, used for case management, peer support, grant administration and evaluation, and other related services. 	
<p style="text-align: center;">Recommendations</p>	
<ul style="list-style-type: none"> Amend the proposed resolution to request the Sheriff's Department to provide an implementation plan for securing the 19 needed SRO or group home beds to the Board of Supervisors no later than November 30, 2015. Approve the proposed resolution, as amended. 	

MANDATE STATEMENT

City Administrative Code Section 10.170-1(b) states that the acceptance and expenditure of federal, State, or other grant funds in the amount of \$100,000 or more, including any City matching funds required by the grant, is subject to Board of Supervisors approval.

BACKGROUND

In August 2015, the Sheriff's Department was awarded a \$950,000 Mentally Ill Offender Crime Reduction grant from the Board of State and Community Corrections to support the creation of a new behavioral health court designed to improve outcomes among adult offenders with mental illness who are accused of misdemeanor offenses. The three-year grant will fund direct housing services that support a total of 19 dedicated beds in group and single-resident occupancy (SRO) settings that provide an average of six months of temporary and transitional housing for a total of at least 114 adult offenders with mental illness in the behavioral court program. Grant funds will also support a range of related services.

DETAILS OF PROPOSED LEGISLATION

The proposed resolution retroactively authorizes the Sheriff's Department to apply for, accept and expend \$950,000 in Mentally Ill Offender Crime Reduction Grant Program funds administered by the Board of State and Community Corrections through the State Recidivism Fund for the period of July 1, 2015, through June 30, 2018.

FISCAL IMPACT

The total three-year budget from FY 2015-16 through FY 2017-18 for the Mentally Ill Offender Crime Reduction Program administered by the Sheriff's Department is \$1,861,791. Of this amount, \$950,000, or 51 percent of the budget, will be funded by the grant from the Board of State and Community Corrections, and \$911,791, or 49 percent of the budget, will be funded through in-kind matches. Of the in-kind matches, \$739,503 will be funded by community-based organizations with contracts with the City, and \$172,288 will be funded from grant administration and evaluation services provided by the Sheriff's Department, as shown in Table 1 below.

The agreement between the Sheriff's Department and the Board of State and Community Corrections requires minimum matching funds equal to 25 percent of the grant award. Matching funds may be met through cash, in-kind, or a combination of both. The Sheriff's Department and community-based organization contractors will contribute in-kind matches to the program equal to approximately 96 percent of the grant amount, including direct housing, support for case managers, a mental health therapist, and grant administration.

**Table 1: Mentally Ill Offender Crime Reduction Grant Program Budget, by Source
FY 2015-16 through FY 2017-18 (Three Years)**

Budget Category	Grant Funds (51%)	In-Kind Match (49%)	Total (100%)
Community-Based Organization Contracts			
<i>Bayview Hunters Point Multipurpose Senior Services</i>	\$270,000		\$270,000
<i>Westside Community Services</i>	\$371,704	\$168,795	\$540,499
<i>Recovery Survival Network</i>	\$216,000		\$216,000
<i>UCSF Citywide Case Management</i>		\$126,750	\$126,750
<i>UCSF match from Battery-Powered Foundation</i>		\$200,000	\$200,000
<i>Pre-Trial Diversion Project, Inc.</i>		\$180,000	\$180,000
<i>Correctional Counseling, Inc.</i>	\$5,932	\$1,068	\$7,000
<i>Indirect Costs/Administrative Overhead</i>	\$86,364	\$62,890	\$149,254
Community-Based Organization Subtotal	\$950,000	\$739,503	\$1,689,503
Sheriff's Department			
<i>Salaries and Benefits</i>		\$133,898	\$133,898
<i>Other</i>		\$38,390	\$38,390
Sheriff's Department Subtotal	\$0	\$172,288	\$172,288
Total Program Budget	\$950,000	\$911,791	\$1,861,791

According to Ms. Jane Mason, Principal Analyst in the Sheriff's Department, \$1,012,374, or 54 percent of the total budget, will be used for direct housing services. The remaining \$849,417, or 46 percent of the program budget, will be used for case management, peer support, grant administration and evaluation, and other related services, as shown in Table 2 below.

**Table 2: Mentally Ill Offender Crime Reduction Grant Program Budget, by Use
FY 2015-16 through FY 2017-18 (Three Years)**

Budget Category	Direct Housing (54%)	Other Services (46%)	Total (100%)
Community-Based Organization Contracts			
<i>Bayview Hunters Point Multipurpose Senior Services</i>	\$270,000		\$270,000
<i>Westside Community Services</i>	\$233,800	\$306,699	\$540,499
<i>Recovery Survival Network</i>	\$216,000		\$216,000
<i>UCSF Citywide Case Management</i>		\$126,750	\$126,750
<i>UCSF match from Battery-Powered Foundation</i>	\$200,000		\$200,000
<i>Pre-Trial Diversion Project, Inc.</i>		\$180,000	\$180,000
<i>Correctional Counseling, Inc.</i>		\$7,000	\$7,000
<i>Indirect Costs/Administrative Overhead</i>	\$92,574	\$56,680	\$149,254
Community-Based Organization Subtotal	\$1,012,374	\$677,129	\$1,689,503
Sheriff's Department ^a			
<i>Salaries and Benefits</i>		\$133,898	\$133,898
<i>Other</i>		\$38,390	\$38,390
Sheriff's Department Subtotal	\$0	\$172,288	\$172,288
Total Program Budget	\$1,012,374	\$849,417	\$1,861,791

^a The Board of Supervisors previously appropriated Sheriff's Department's in-kind match in the Department's FY 2015-16 and FY 2016-17 budgets. The Sheriff's Department's FY 2017-18 in-kind match is subject to future Board of Supervisors appropriation approval.

According to Ms. Mason, no grant funds have been expended to date.

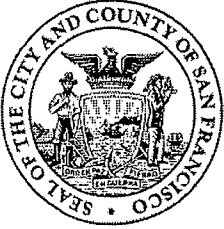
POLICY CONSIDERATION

The proposed grant funds will fund 19 temporary or transitional beds in SRO hotels or group housing. Based on a survey conducted by the Budget and Legislative Analyst, non-profit-owned SRO hotels under master-lease agreements with the Human Services Agency and the Department of Public Health have a vacancy rate of 3.4 percent. Privately-owned SRO hotels in San Francisco have a vacancy rate of 11.9 percent.

The Sheriff's Department should provide a plan to the Board of Supervisors on how the 19 SRO or group home beds will be secured, given the low vacancy rate in non-profit-owned SRO hotels. Therefore, the proposed resolution should be amended to request the Sheriff's Department to provide an implementation plan to the Board of Supervisors no later than November 30, 2015, to ensure that the Department will be able to secure 19 SRO or group home beds for the eligible participants.

RECOMMENDATIONS

1. Amend the proposed resolution to request the Sheriff's Department to provide an implementation plan for securing the 19 needed SRO or group home beds to the Board of Supervisors no later than November 30, 2015.
2. Approve the proposed resolution, as amended.



**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

August 31, 2015
Reference: AdminCD 2015-048


Ms. Angela Calvillo
Clerk of the Board of Supervisors
City Hall, Room 244
San Francisco, CA 94102

Dear Ms. Calvillo:

I am submitting this request on behalf of Sheriff Ross Mirkarimi. Attached please find an original and two copies of a proposed resolution for the Board of Supervisors approval to accept and expend state grant funds to administer the Mentally Ill Crime Reduction Grant Program (MIOCRG). The MIOCRG funds are administered by the Board of State and Community Corrections.

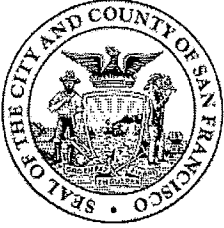
If you have any questions related to this resolution, please feel free to contact me at (415) 554-7223.

Respectfully,



KATHY GORWOOD, #1319
Chief Deputy

attachments



**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**

September 4, 2015

Re: Mentally Ill Offender Crime Reduction Grant Program

I have reviewed the attached contract between the City and County of San Francisco and the Board of State and Community Corrections for the purpose of providing prevention, intervention, supervision strategies, and strategies to the mentally ill offender population.

I approve this contract as to form.

9/4/15

Dated

Jana Clark
Deputy City Attorney

STATE OF CALIFORNIA
STANDARD AGREEMENT
STD 213 (Rev 06/03)

AGREEMENT NUMBER BSCC 976-15
REGISTRATION NUMBER

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY'S NAME

BOARD OF STATE AND COMMUNITY CORRECTIONS

CONTRACTOR'S NAME

CITY AND COUNTY OF SAN FRANCISCO

2. The term of this Agreement is: **July 1, 2015 through June 30, 2018**
3. The maximum amount of this Agreement is: **\$950,000.00**
Nine Hundred Fifty Thousand Dollars and No Cents
4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A:	Scope of Work	3	pages
Exhibit B:	Budget Detail and Payment Provisions	3	pages
Exhibit C:	GTC 610: General Terms and Conditions	3	pages
Exhibit D:	Special Terms and Conditions	3	pages
Attachment 1:	Application for Funding/Grant Proposal	38	pages

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR

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

CITY AND COUNTY OF SAN FRANCISCO

BY (Authorized Signature)



DATE SIGNED (Do not type)

8.4.15

PRINTED NAME AND TITLE OF PERSON SIGNING

ROSS MIRKARIMI, Sheriff

ADDRESS

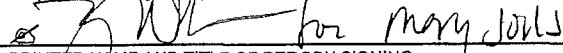
**1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102**

STATE OF CALIFORNIA

AGENCY NAME

BOARD OF STATE AND COMMUNITY CORRECTIONS

BY (Authorized Signature)



DATE SIGNED (Do not type)

8/6/15

PRINTED NAME AND TITLE OF PERSON SIGNING

MARY JOLLS, Deputy Director

ADDRESS

**2590 Venture Oaks Way, Suite 200
Sacramento CA 95833**

*California Department of General
Services Use Only*

☒ Exempt per: **SCM 1, 4.04, A.4.**

EXHIBIT A
SCOPE OF WORK

1. GRANT AGREEMENT – MENTALLY ILL OFFENDER CRIME REDUCTION GRANT

This Grant Agreement is between the State of California Board of State and Community Corrections, hereafter referred to as BSCC and the City and County of San Francisco hereafter referred to as Grantee or Contractor.

2. PROJECT SUMMARY AND ADMINISTRATION

- A. Grants are encumbered under this contract for the purposes of supporting appropriate prevention, intervention, supervision, services, and strategies to reduce recidivism in California's mentally ill offender population, as well as improving outcomes for these offenders while continuing public safety.

The San Francisco project will create a Behavioral Health Court (BHC) specifically designed to improve outcomes among adults with mental illness who are accused of misdemeanor offenses. As part of the BHC, continuum of care services and responses include direct housing services to support temporary and transitional housing for offenders, subsidized transportation, employment skills training, and incentives for participation in cognitive behavioral therapy and evidence-based interventions such as Moral Reconation Therapy and Wellness Recovery Action Plan. A peer specialist will also be included to support BHC clients through the process.

- B. Grantee agrees to administer the project in accordance with Attachment 1: Application for Funding/Grant Proposal, which is attached and hereto made part of this agreement.

3. PROJECT OFFICIALS

- A. The BSCC's Executive Director or designee shall be the BSCC's representative for administration of the Grant Agreement and shall have authority to make determinations relating to any controversies that may arise under or in connection with the Interpretation, performance, or payment for work performed under this Grant Agreement.
- B. The Grantee's project officials shall be those identified as follows and as specified in Section I of Attachment 1: Application for Funding/Grant Proposal:

Authorized Officer with legal authority to sign:

Name: Ross Mirkarimi
Title: Sheriff
Address: 1 Dr. Carlton B. Goodlett Place; San Francisco, CA 94102
Phone: (415) 554-7293
Email: Ross.Mirkarimi@sfgov.org

Designated Financial Officer authorized to receive warrants:

Name: Jane Mason
Title: Principle Analyst
Address: 1 Dr. Carlton B. Goodlett Place; RM 456, San Francisco, CA 94102
Phone: (415) 554-7270
Fax: (415) 554-7050
Email: jane.mason@sfgov.org

Project Director authorized to administer the project:

Name: Alissa Riker
Title: Director of Programs
Address: 70 Oak Grove Street; San Francisco, CA 94107
Phone: (415) 575-6417
Fax: (415) 575-6452
Email: alissa.riker@sfgov.org

EXHIBIT A
SCOPE OF WORK

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

4. DATA COLLECTION

Grantees will be required to participate in the collection of data on a common set of variables (and using one or more common data collection instruments). These common variables will be identified collaboratively by the BSCC and the grantees during the grantee orientation meeting. It is anticipated that grantees will be required to submit this common set of variables on a quarterly basis. Data elements may include demographic and other background information, program status information, level and intensity of program services information, and short-term and intermediate-term outcome information. Grantees will also be required to conduct a Local Evaluation Plan as outlined in the Grant Requirements Section of the Request for Proposals (pages 11-12).

5. PROGRESS REPORTS AND EVALUATIONS

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

Progress Report Periods

Due no later than:

- | | |
|---|-------------------|
| 1) July 1, 2015 through September 30, 2015 | November 16, 2015 |
| 2) October 1, 2015 through December 31, 2015 | February 15, 2016 |
| 3) January 1, 2016 through March 31, 2016 | May 16, 2016 |
| 4) April 1, 2016 through June 30, 2016 | August 15, 2016 |
| 5) July 1, 2016 through September 30, 2016 | November 16, 2016 |
| 6) October 1, 2016 through December 31, 2016 | February 15, 2017 |
| 7) January 1, 2017 through March 31, 2017 | May 16, 2017 |
| 8) April 1, 2017 through June 30, 2017 | August 15, 2017 |
| 9) July 1, 2017 through September 30, 2017 | November 16, 2017 |
| 10) October 1, 2017 through December 31, 2017 | February 15, 2018 |
| 11) January 1, 2018 through March 31, 2018 | May 16, 2018 |
| 12) April 1, 2018 through June 30, 2018 | August 15, 2018 |

6. PROJECT RECORDS

- A. The Grantee shall establish an official file for the project. The file shall contain adequate documentation of all actions taken with respect to the project, including copies of this Grant Agreement, approved program/budget modifications, financial records, and required reports.
- B. The Grantee shall establish separate accounting records and maintain documents and other evidence sufficient to properly reflect the amount, receipt, and disposition of all project funds, including grant funds, any matching funds by the Grantee, and the total cost of the project. Source documentation includes copies of all awards, applications, approved modifications, financial records, and narrative reports.
- C. Personnel and payroll records shall include the time and attendance reports for all individuals reimbursed under the grant, whether they are employed full-time or part-time. Time and effort reports are required for consultants (subcontractors).
- D. The Grantee shall maintain documentation of donated goods and/or services, including the basis for valuation.

EXHIBIT A
SCOPE OF WORK

- E. Grantee agrees to protect records adequately from fire or other damage. When records are stored away from the Grantee's principal office, a written index of the location of records stored must be on hand and ready access must be assured.
- F. All Grantee records relevant to the project must be preserved a minimum of three (3) years after closeout of the grant project and shall be subject at all reasonable times to inspection, examination, monitoring, copying, excerpting, transcribing, and auditing by the BSCC or designees. If any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the three-year period, the records must be retained until the completion of the action and resolution of all issues which arise from it or until the end of the regular three-year period, whichever is later.

EXHIBIT B
BUDGET DETAIL AND PAYMENT PROVISIONS

1. INVOICING AND PAYMENTS

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

Invoicing Periods

Due no later than:

- | | |
|---|-------------------|
| 1) July 1, 2015 through September 30, 2015 | November 16, 2015 |
| 2) October 1, 2015 through December 31, 2015 | February 15, 2016 |
| 3) January 1, 2016 through March 31, 2016 | May 16, 2016 |
| 4) April 1, 2016 through June 30, 2016 | August 15, 2016 |
| 5) July 1, 2016 through September 30, 2016 | November 16, 2016 |
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| 10) October 1, 2017 through December 31, 2017 | February 15, 2018 |
| 11) January 1, 2018 through March 31, 2018 | May 16, 2018 |
| 12) April 1, 2018 through June 30, 2018 | August 15, 2018 |

- B. The Grantee shall submit an invoice to the BSCC each invoicing period, even if grant funds are not expended or requested during the invoicing period.

2. GRANT AMOUNT AND LIMITATION

- A. In no event shall the BSCC be obligated to pay any amount in excess of the grant award. Grantee waives any and all claims against the BSCC and the State of California on account of project costs that may exceed the sum of the grant award.
- B. Under no circumstance will a budget item change be authorized that would cause the project to exceed the amount of the grant award identified in this Grant Agreement. In no event shall changes be authorized for the Indirect Costs/Administrative Overhead line item that would result in that item exceeding ten percent (10%) of the grant award.

3. BUDGET CONTINGENCY CLAUSE

- A. It is mutually agreed that if the Budget Act of the current year and/or any subsequent year covered under this Grant Agreement does not appropriate funds for the purposes of this program, this Grant Agreement shall be of no further force and effect. In this event, the BSCC shall have no liability to pay any funds whatsoever to Grantee or to furnish any other considerations under this Agreement and Grantee shall not be obligated to perform any provisions of this Grant Agreement.
- B. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the BSCC shall have the option to either cancel this Grant Agreement with no liability occurring to the BSCC or offer an agreement amendment to Grantee to reflect the reduced amount.
- C. This Grant Agreement is valid and enforceable only if sufficient funds are made available by the Legislature. Grantee agrees that the BSCC's obligation to pay any sum to the Grantee under any provision of this agreement is contingent upon the availability of sufficient funds.

EXHIBIT B
BUDGET DETAIL AND PAYMENT PROVISIONS

4. PROJECT COSTS

- A. Grantee is responsible for ensuring that invoices submitted to the BSCC claim actual expenditures for eligible project costs. The BSCC Grant Administration and Audit Guide outlines eligible and ineligible project costs.
- B. Grantee shall, upon demand, remit to the BSCC any grant funds not expended for eligible project costs or an amount equal to any grant funds expended by the Grantee in violation of the terms, provisions, conditions or commitments of this Grant Agreement.
- C. Grant funds must be used to supplement existing funds for program activities and may not replace (supplant) non-state/state grant funds that have been appropriated for the same purpose. Potential supplanting will be the subject of grant monitoring. Violations can result in a range of penalties (e.g., recoupment of monies provided under this grant, suspension of future program funding through BSCC grants, and civil/criminal penalties).

5. PROMPT PAYMENT CLAUSE

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

6. WITHHOLDING OF GRANT DISBURSEMENTS

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

EXHIBIT B
BUDGET DETAIL AND PAYMENT PROVISIONS

7. PROJECT BUDGET

LINE ITEM	GRANT FUNDS	CASH MATCH	IN-KIND MATCH	TOTAL
1. Salaries & Benefits	\$0	\$0	\$113,898	\$113,898
2. Services & Supplies	\$0	\$0	\$5,400	\$5,400
3. Professional Services	\$0	\$0	\$0	\$0
4. Community Based Organization (CBO) Contracts	\$863,636	\$200,001	\$476,613	\$1,540,250
5. Indirect Costs / Administrative Overhead <i>(not to exceed 10% of grant award)</i>	\$86,364	\$20,000	\$62,890	\$169,254
6. Fixed Assets / Equipment	\$0	\$0	\$0	\$0
7. Data Collection / Enhancement	\$0	\$0	\$4,680	\$4,680
8. Program Evaluation	\$0	\$0	\$15,600	\$15,600
9. Sustainability Planning	\$0	\$0	\$4,680	\$4,680
10. Other (include travel costs)	\$0	\$0	\$8,028	\$8,028
TOTAL	\$950,000	\$220,001	\$691,789	\$1,861,790

EXHIBIT C
GENERAL TERMS AND CONDITIONS

GTC 610: GENERAL TERMS AND CONDITIONS

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

EXHIBIT C
GENERAL TERMS AND CONDITIONS

§12990 (a-f) et seq.] and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.

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

- 11. CERTIFICATION CLAUSES:** The CONTRACTOR CERTIFICATION CLAUSES contained in the document CCC 307 are hereby incorporated by reference and made a part of this Agreement by this reference as if attached hereto.
- 12. TIMELINESS:** Time is of the essence in this Agreement.
- 13. COMPENSATION:** The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel, per diem, and taxes, unless otherwise expressly so provided.
- 14. GOVERNING LAW:** This contract is governed by and shall be interpreted in accordance with the laws of the State of California.
- 15. ANTITRUST CLAIMS:** The Contractor by signing this agreement hereby certifies that if these services or goods are obtained by means of a competitive bid, the Contractor shall comply with the requirements of the Government Code Sections set out below.
 - a. The Government Code Chapter on Antitrust claims contains the following definitions:
 - 1) "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of Section 16750 of the Business and Professions Code.
 - 2) "Public purchasing body" means the State or the subdivision or agency making a public purchase. Government Code Section 4550.
 - b. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act [Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code], arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. Government Code Section 4552.
 - c. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. Government Code Section 4553.
 - d. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. See Government Code Section 4554.

EXHIBIT C
GENERAL TERMS AND CONDITIONS

- 16. CHILD SUPPORT COMPLIANCE ACT:** For any Agreement in excess of \$100,000, the contractor acknowledges in accordance with Public Contract Code 7110, that:
- The contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with Section 5200) of Part 5 of Division 9 of the Family Code; and
 - The contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.
- 17. UNENFORCEABLE PROVISION:** In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.
- 18. PRIORITY HIRING CONSIDERATIONS:** If this Contract includes services in excess of \$200,000, the Contractor shall give priority consideration in filling vacancies in positions funded by the Contract to qualified recipients of aid under Welfare and Institutions Code Section 11200 in accordance with Pub. Contract Code §10353.
- 19. SMALL BUSINESS PARTICIPATION AND DVBE PARTICIPATION REPORTING REQUIREMENTS:**
- If for this Contract Contractor made a commitment to achieve small business participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) report to the awarding department the actual percentage of small business participation that was achieved. (Govt. Code §14841.)
 - If for this Contract Contractor made a commitment to achieve disabled veteran business enterprise (DVBE) participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) certify in a report to the awarding department: (1) the total amount the prime Contractor received under the Contract; (2) the name and address of the DVBE(s) that participated in the performance of the Contract; (3) the amount each DVBE received from the prime Contractor; (4) that all payments under the Contract have been made to the DVBE; and (5) the actual percentage of DVBE participation that was achieved. A person or entity that knowingly provides false information shall be subject to a civil penalty for each violation. [Mil. & Vets. Code §999.5(d); Govt. Code §14841].
- 20. LOSS LEADER:** If this contract involves the furnishing of equipment, materials, or supplies then the following statement is incorporated: It is unlawful for any person engaged in business within this state to sell or use any article or product as a "loss leader" as defined in Section 17030 of the Business and Professions Code [PCC 10344(e)].

EXHIBIT D
SPECIAL TERMS AND CONDITIONS

1. GRANTEE'S GENERAL RESPONSIBILITY

Grantee is responsible for the project activities identified in Attachment 1: Application for Funding/Grant Proposal to BSCC. Review and approval by the BSCC is solely for the purpose of proper administration of grant funds, and shall not be deemed to relieve or restrict the Grantee's responsibility. Grantee shall immediately advise the BSCC of any significant problems or changes that arise during the course of the project.

2. GRANTEE ASSURANCES AND COMMITMENTS

A. Compliance with Laws and Regulations

This Grant Agreement is governed by and shall be interpreted in accordance with the laws of the State of California. Grantee shall at all times comply with all applicable state laws, rules and regulations, and all applicable local ordinances.

B. Fulfillment of Assurances and Declarations

Grantee shall fulfill all assurances, declarations, representations, and statements made by the Grantee in Attachment 1: Application for Funding/Grant Proposal, documents, amendments, approved modifications, and communications filed in support of its request for grant funds.

C. Permits and Licenses

Grantee agrees to procure all permits and licenses necessary to complete the project, pay all charges and fees, and give all notices necessary or incidental to the due and lawful proceeding of the project work.

3. POTENTIAL SUBCONTRACTORS

A. In accordance with the provisions of this Grant Agreement, the Grantee may subcontract with consultants for services needed to implement and/or support program activities. Grantee agrees that in the event of any inconsistency between this Grant Agreement and Grantee's agreement with a subcontractor, the language of this Grant Agreement will prevail.

B. Nothing contained in this Grant Agreement, or otherwise, shall create any contractual relation between the BSCC and any subcontractors, and no subcontract shall relieve the Grantee of its responsibilities and obligations hereunder. The Grantee agrees to be as fully responsible to the BSCC for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by the Grantee. The Grantee's obligation to pay its subcontractors is an independent obligation from the BSCC's obligation to make payments to the Grantee. As a result, the BSCC shall have no obligation to pay or to enforce the payment of any monies to any subcontractor.

C. Grantee shall ensure that all subcontractors comply with all requirements of this Grant Agreement.

D. Grantee assures that for any subcontract awarded by the Grantee, such as insurance and fidelity bonds, as is customary and appropriate, will be obtained.

E. Grantee agrees to place appropriate language in all subcontracts for work on the project requiring the Grantee's subcontractors to:

1) Books and Records

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

EXHIBIT D
SPECIAL TERMS AND CONDITIONS

and/or audit by the BSCC or designees, state government auditors or designees, or by federal government auditors or designees.

2) Access to Books and Records

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

4. PROJECT ACCESS

Grantee shall ensure that the BSCC, or any authorized representative, will have suitable access to project activities, sites, staff, and documents at all reasonable times during the grant period.

5. ACCOUNTING AND AUDIT REQUIREMENTS

- A. Grantee agrees that accounting procedures for grant funds received pursuant to this Grant Agreement shall be in accordance with generally accepted government accounting principles and practices, and adequate supporting documentation shall be maintained in such detail as to provide an audit trail. Supporting documentation shall permit the tracing of transactions from such documents to relevant accounting records, financial reports and invoices.
- B. The BSCC reserves the right to call for a program or financial audit at any time between the execution of this Grant Agreement and 60 days following the end of the grant period. At any time, the BSCC may disallow all or part of the cost of the activity or action determined to not be in compliance with the terms and conditions of this Grant Agreement, or take other remedies legally available.

6. MODIFICATIONS

No change or modification in the project will be permitted without prior written approval from the BSCC. Changes may include modification to project scope, changes to performance measures, compliance with collection of data elements, and other significant changes in the budget or program components contained in the Application for Funding/Grant Proposal. Changes shall not be implemented by the project until authorized by the BSCC.

7. TERMINATION

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

8. SETTLEMENT OF DISPUTES

EXHIBIT D
SPECIAL TERMS AND CONDITIONS

- A. In the event of a dispute, Grantee shall file a "Notice of Dispute" with the BSCC Corrections Planning and Programs Division Deputy Director. Within 30 days, the Deputy Director shall meet with the Grantee and the designated BSCC Field Representative for purposes of resolving the dispute.

The appeal shall be in writing and shall:

- 1) state the basis for the appeal;
 - 2) state the action being requested of the Deputy Director; and,
 - 3) include any correspondence/documentation related to the cause for dissatisfaction.
- B. The Deputy Director will review the appeal and render a decision on the appeal within 30 calendar days. The decision of the Deputy Director shall be in writing and shall provide rationale for the decision.
- C. If dissatisfied with the decision, the Grantee may file for a review by the BSCC Executive Director. Such request shall be in writing and contain all the elements listed above in Item A.
- D. The decision of the Executive Director shall be final. Notice of the decision shall be mailed to the Grantee.
- E. The procedural time requirement may be waived with written mutual consent of both Grantee and Deputy Director. Grantee shall continue with the responsibilities under this Agreement during any dispute.

9. UNION ACTIVITIES

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

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

10. WAIVER

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

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

Grant Resolution Information Form
(Effective July 2011)

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

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

1. Grant Title: Board of State and Community Corrections Mentally Ill Offender Crime reduction Grant Program

2. Department: Sheriff

3. Contact Person: Alissa Riker Telephone: 415-575-6417

4. Grant Approval Status (check one):

☒ [X] Approved by funding agency

☐ [] Not yet approved

5. Amount of Grant Funding Approved or Applied for: \$950,000

6. a. Matching Funds Required: \$911,790

b. Source(s) of matching funds (if applicable): SFSD Programs budget

7. a. Grant Source Agency: Board of State and Community Corrections

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

8. Proposed Grant Project Summary:

The MIOCR program supports the creation of a new behavioral health court specifically designed to improve outcomes among adults with mental illness who are accused of misdemeanor offenses. The court will address a major gap in our county's current continuum of services by providing a pretrial option for offenders with mental illness who are unable to access the city's existing Behavioral Health Court because it is geared to persons charged with serious felony offenses. Over the three-year grant period, the program will provide services to a minimum of 114 misdemeanor offenders with mental illness enrolled in the new court. MIOCR will fund direct housing services that support a total of 19 dedicated beds in group and SRO settings that provide an average of six months of temporary and transitional housing for adult offenders in the behavioral court program. MIOCR funds will also provide an average of \$500 per participant through the Sheriff's Department's Flex Fund to support a range of complementary services such as subsidized transportation, employment skills training, and incentives for participation in cognitive behavioral therapy. MIOCR funding will also support a full-time Peer Specialist dedicated to supporting clients of the new misdemeanor behavioral health court and the program will incorporate weekly evidence-based interventions such as the Wellness Recovery Action Plan (WRAP). The Sheriff's Department will contribute cash and in-kind matches to the program equal to approximately 96% of the MIOCR grant amount, including support for two full-time Case Managers, one half-time Mental Health Therapist, and grant coordination and fiscal staff.

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

Start-Date: 8/6/15

End-Date: 6/30/18

10. a. Amount budgeted for contractual services: \$863,636 the majority of grant funds are for housing which is more of a fee for service than a contract

b. Will contractual services be put out to bid? No

c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? Yes

d. Is this likely to be a one-time or ongoing request for contracting out? SFSD has administered a Flex fund for transitional housing for reentry clients through its NOVA Program since 2006. Grant funds will augment the flex fund to support a specific client population.

11. a. Does the budget include indirect costs?

☒ Yes ☐ No

b. 1. If yes, how much? \$ 86,364

b. 2. How was the amount calculated? 10%

c. 1. 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):

c. 2. If no indirect costs are included, what would have been the indirect costs?

12. Any other significant grant requirements or comments:

Regular grant updates on progress will be provided to the San Francisco Reentry Council.

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

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

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

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

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

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

Comments:

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

JORNGO DURKAN

(Name)

SERGEANT - PERSONNEL MANAGER/ADA COORDINATOR

(Title)

Date Reviewed: 10-19-15

Sgt. JORNGO DURKAN
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

FEDERICO L. ROCHA

(Name)

UNDERSHERIFF

(Title)

Date Reviewed: 10/19/2015

[Signature]
(Signature Required)

MENTALLY ILL OFFENDER CRIME REDUCTION GRANT PROGRAM ADULT PROJECT APPLICATION

SECTION I: APPLICANT INFORMATION

A. APPLICANT/DEPARTMENT IMPLEMENTING THE GRANT

COUNTY: San Francisco, CA	COLLABORATING COUNTY (if applicable): N/A		
IMPLEMENTING AGENCY	DUN AND BRADSTREET NUMBER	TELEPHONE NUMBER	
San Francisco Sheriff's Department	185128246 (if applicable)	(415) 554-7225	
STREET ADDRESS	CITY	STATE	ZIP CODE
1 Dr. Carlton B. Goodlett Place	San Francisco	CA	94102
MAILING ADDRESS	CITY	STATE	ZIP CODE
1 Dr. Carlton B. Goodlett Place	San Francisco	CA	94102

B. GRANT AMOUNT REQUESTED

\$ 950,000

C. PROPOSED MATCH AMOUNT

\$ 911,790

D. APPLICANT PROJECT DIRECTOR

NAME AND TITLE			TELEPHONE NUMBER
Alissa Riker, Director of Programs			(415) 575-6417
STREET ADDRESS			FAX NUMBER
70 Oak Grove Street			(415) 575-6452
CITY	STATE	ZIP CODE	E-MAIL ADDRESS
San Francisco	CA	94107	alissa.riker@sfgov.org

E. APPLICANT PROJECT FINANCIAL OFFICER

NAME AND TITLE			TELEPHONE NUMBER
Bree Mawhorter			(415) 554-4316
STREET ADDRESS			FAX NUMBER
1 Dr. Carlton B. Goodlett Place			(415) 554-7050
CITY	STATE	ZIP CODE	E-MAIL ADDRESS
San Francisco	CA	94102	Bree.Mawhorter@sfgov.org

F. APPLICANT DAY-TO-DAY CONTACT PERSON

NAME AND TITLE		TELEPHONE NUMBER
Alissa Riker, Director of Programs		(415) 575-6417
EMAIL ADDRESS		
alissa.riker@sfgov.org		

G. APPLICANT'S AGREEMENT

By signing this application, the applicant assures that the grantee will abide by the laws, policies, and procedures governing this funding.

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN AGREEMENT			
Ross Mirkarimi, Sheriff of San Francisco			
STREET ADDRESS	STATE	ZIP CODE	TELEPHONE NUMBER
1 Dr. Carlton B. Goodlett Place	CA	94102	(415) 554-7293
APPLICANT'S SIGNATURE			DATE
			March 26, 2015

PROJECT ABSTRACT

Please provide a brief summary of the proposed project in the space provided below; narrative must not be more than a single page in length.

The San Francisco Sheriff's Department requests three-year funding in the amount of \$950,000 through the 2015 California Board of State and Community Corrections (BSCC) Mentally Ill Offender Crime Reduction (MIOCR) grant program to implement a continuum of services designed to improve outcomes and reduce recidivism among adults with mental illness involved in the criminal justice system. The program was developed by a multidisciplinary, citywide Strategy Committee which produced a comprehensive, four-year County Plan designed to ensure a cost-effective continuum of services and responses for adult offenders with mental illness. The MIOCR program is centered around the creation of a new behavioral health court specifically designed to improve outcomes among adults with mental illness who are accused of misdemeanor offenses. The court will address a major gap in our county's current continuum of services by providing a pretrial option for offenders with mental illness who are unable to access the city's existing Behavioral Health Court because it is geared to persons charged with serious felony offenses. Over the three-year grant period, the program will provide services to a minimum of 114 misdemeanor offenders with mental illness enrolled in the new court. MIOCR will fund direct housing services that support a total of 19 dedicated beds in group and SRO settings that provide an average of six months of temporary and transitional housing for adult offenders in the behavioral court program. MIOCR funds will also provide an average of \$500 per participant through the Sheriff's Department's Flex Fund to support a range of complementary services such as subsidized transportation, employment skills training, and incentives for participation in cognitive behavioral therapy. MIOCR funding will also support a full-time Peer Specialist dedicated to supporting clients of the new misdemeanor behavioral health court and the program will incorporate weekly evidence-based interventions using Moral Reconation Therapy (MRT) and Wellness Recovery Action Plan (WRAP). The Sheriff's Department will contribute cash and in-kind matches to the program equal to approximately 96% of the MIOCR grant amount, including support for two full-time Case Managers, one half-time Mental Health Therapist, and grant coordination and fiscal staff. The Department will work aggressively to sustain the program following the three-year grant period and will oversee a comprehensive Local Evaluation developed in collaboration with BSCC.

NARRATIVE SECTIONS

Note: Sections II – VIII are to be completed in a narrative format (see instructions on page 45). Rating factors will be evaluated regarding the extent to which a proposal adequately addresses the topics listed under the section titles below. If a sub-element does not apply, the applicant should clearly state as such and provide the reason. Omission or lack of clarity for any section is likely to result in a reduction of allowable points. The total combined page limit for narrative Sections II – VIII is 20 pages within the required format; these sections begin on page 51.

SECTION II: NEED STATEMENT

Address the following in narrative form:

The proposal describes the probable/potential impact of the grant on reducing the number or percent of mentally ill adult offenders or mentally ill juvenile offenders who are incarcerated or detained in local adult or juvenile correctional facilities and, as relevant for juvenile offenders, in probation out-of-home placements. The proposal identifies the local need(s) to be addressed with grant funds and demonstrates the need(s) by including local data to support the described impact. The proposal describes how the program shall support prevention, intervention, supervision, and/or incarceration-based services and strategies to reduce recidivism and to improve outcomes for mentally ill juvenile and adult offenders. Additionally, the proposal explains why existing resources, both state and local, are inadequate to address the identified need.

If graphs and/or charts are necessary to provide information for this section, the applicant may attach one (1) additional single-sided 8 ½" x 11" sheet of paper containing only graphs/charts (referenced as Attachment A); references to any graphs/charts must be clearly identified in the narrative.

SECTION III: PROJECT DESIGN

Address the following in narrative form:

The proposal describes how the project would demonstrate the ability to develop effective responses and to provide effective treatment and stability for mentally ill adult offenders or mentally ill juvenile offenders based on evidence-based treatment models, specific services to be provided, where and when service delivery would occur, and who would provide these services (i.e., project staff). The proposal identifies the project's target population and program eligibility criteria (e.g., estimated number and type of offenders to be served, criminal history, diagnostic categories, etc.). The proposal communicates a direct and well-articulated relationship/nexus between the project design and identified need(s).

SECTION IV: COUNTY PLAN / STRATEGY

Address the following in narrative form:

The proposal describes a comprehensive county plan for providing a cost-effective continuum of responses and services for mentally ill adult offenders or mentally ill juvenile offenders, including prevention, intervention, and incarceration-based services, as appropriate; cite research to support the proposed services' cost-effectiveness within the criminal and juvenile justice system. The plan must describe how the responses and services included in the plan have been proven to be or are designed to be effective in addressing the mental health needs of the target offender population, while also reducing recidivism and custody levels for mentally ill offenders in adult or juvenile detention or correctional facilities. Strategies for prevention, intervention, and incarceration-based services in the plan shall include, but are not be limited to, all of the following:

(1) Mental health and substance abuse treatment for mentally ill adult offenders or mentally ill juvenile offenders who are presently placed, incarcerated, or housed in a local adult or juvenile detention or correctional facility or who are under supervision by the probation department after having been released from a state or local adult or juvenile detention or correctional facility.

(2) Prerelease, reentry, continuing, and community-based services designed to provide long-term stability for juvenile or adult offenders outside of the facilities of the adult or juvenile justice systems, including services to support a stable source of income, a safe and decent residence, and a conservator or caretaker, as needed in appropriate cases.

(3) For mentally ill juvenile offender applications, one or more of the following strategies that has proven to be effective or has evidence-based support for effectiveness in the remediation of mental health disorders and the reduction of offending: short-term and family-based therapies, collaborative interagency service agreements, specialized court-based assessment and disposition tracks or programs, or other specialized mental health treatment and intervention models for juvenile offenders that are proven or promising from an evidence-based perspective.

The plan shall include the identification of specific outcome and performance measures and for annual reporting on grant performance and outcomes to the board that will allow the board to evaluate, at a minimum, the effectiveness of the strategies supported by the grant in reducing crime, incarceration, and criminal justice costs related to mentally ill offenders.

SECTION V: COLLABORATION

Address the following in narrative form:

The proposal demonstrates the applicant's ability to provide for interagency collaboration to ensure the effective coordination and delivery of the strategies, programs, and/or services described in the application. The proposal describes the coordinated planning process undertaken by the local Strategy Committee to develop the proposal. The proposal includes evidence that ongoing collaboration among the Strategy Committee participants (i.e., agencies/community-based organizations) will continue in the implementation and operation of the project as well as describing each entity's role in the 4-year project and beyond. The proposal describes the applicant's involvement in other collaborative efforts involving treatment and support services for mentally ill offenders. In addition, the proposal provides dates and times of the Strategy Committee meetings and includes key decisions made, including but not limited to implementation and sustainability planning.

SECTION VI: PROBABILITY OF SUCCESS

Address the following in narrative form:

The proposal demonstrates the applicant's ability to administer the proposed grant project, including any past experience in the administration of a prior mentally ill offender crime reduction grant. The proposal describes the likelihood the project would succeed due to the proven effectiveness of its design for the target population and includes evidence of research-based results. The proposal illustrates the applicant's demonstrated history of maximizing federal, state, local, and private funding sources to address the needs of the grant service population. This includes implementing and managing grant-funded projects in an efficient, effective and evidence-based manner. In addition, the timeline of activities for the proposed project is reasonable, given the nature and scope provided.

SECTION VII: EVALUATION

Address the following in narrative form:

The proposal describes project goals, the strategy/methodology for evaluating whether or not the project objectives were achieved, the plan for collecting data that supports the evaluation goals, and the manner in which the project evaluation will be documented and reported such as assessing the effectiveness of the program in reducing crime, adult and juvenile offender incarceration and placement levels, early releases due to jail overcrowding, and local criminal and juvenile justice costs. The proposal describes measures to be used to show successful outcomes, in addition to those provided in the application.

SECTION VIII: SUSTAINABILITY

Address the following in narrative form:

The proposal clearly describes how the program will be funded during the fourth year including a list of those funding source(s). The proposed project illustrates the likelihood that the program will continue to operate after state grant funding ends, including the applicant's demonstrated history of maximizing federal, state, local, and private funding sources to address the needs of the grant service population.

SECTION II: NEED STATEMENT

The proposed project will be implemented in the City and County of San Francisco, a uniquely concentrated region with high proportions of substance use and homelessness. With a land area of only 46.7 square miles, San Francisco County is by far the smallest county in California geographically, and the sixth smallest county in the US in terms of land area. According to the US Census, San Francisco had a 2013 population of 837,442 persons, resulting in a density of 17,932 persons per square mile - the highest population density of any county in the nation outside of New York City. The region is also diverse, with persons of color making up 45.7% of the city's total population.

The high prevalence of mental health issues in San Francisco provides a significant challenge both to service providers and law enforcement officials. According to the most recent report by the San Francisco Department of Public Health, at least 12,000 seriously emotionally disturbed children and youth and 32,000 adults with severe and persistent mental illness live in San Francisco, while up to 37% of San Francisco's homeless population suffers from some form of mental illness. According to San Francisco Jail Behavioral Health Services (BHS), the mental health and psychiatric services provider for the San Francisco jail system, fully 40.1% of all unduplicated inmates admitted to the jail in 2013 were seen by BHS (5,580 of 13,905 total inmates), an increase of 12.6% over the 35.6% of inmates seen by BHS in 2012. As of December 31, 2013, a total of 15.1% of current San Francisco jail inmates were receiving psychiatric medications (190 of December 2013 jail population of 1,262) - a surprisingly high percentage given the number of individuals who fall off medications prior to or during the process of being incarcerated. According to a snapshot of persons charged with misdemeanors and incarcerated in San Francisco Jail on March 4, 2015, these percentages are even higher, with 61.0% of all persons charged with misdemeanors having at least one contact with BHS, and 40.7% receiving ongoing BHS services.

Evidence for the prevalence of mental illness among adults in the local criminal justice system is reinforced by findings related to persons considered and denied pretrial release. The San Francisco Sheriff's Department currently contracts with San Francisco Pretrial Diversion Project (SFPDP) to operate three programs that provide a continuum of alternatives to pretrial incarceration, all of which strive to maximize

appearances in court and minimize risk to public safety pending trial. The first of these, the Own Recognizance Project, provides minimal supervision to low-risk defendants. The second program, Supervised Pretrial Release, is a conditional release program in which eligible defendants are released on their promise to abide by court orders such as engagement with treatment and office visits, with program participation closely supervised by staff. The third program, Court Accountable Homeless Services (CAHS), provides the most intensive supervision on the continuum of pretrial incarceration alternatives. CAHS seeks to address chronic homelessness and concurring court appearances through intensive case management. An analysis of the 80 persons referred by the Court for potential release to Supervised Pretrial Release and Court Accountable Homeless Services during January and February 2015, and subsequently denied release, revealed that 61.2% of these individuals had at least one contact with BHS, and that 35.0% - fully one-third - were receiving ongoing BHS services. The San Francisco Pretrial Diversion Project uses a pretrial risk assessment tool that does not include mental illness as a risk factor; however, a lack of engagement in treatment or a perception that the client is "too high need" can influence the Risk Assessor's decision to deny release.

An additional dataset requested by the Strategy Committee involved the average length of stay for persons currently in psychiatric housing units within the San Francisco Jail, which as of March 4, 2015 stood at an average of 138 days per client. This contrasts with the findings of a 2013 analysis conducted by the Controller's Office for the Sheriff's Department on its In-Custody Treatment Program which showed an average length of stay of 40 days per client in across its five programs.

Because of the growing shortage of affordable rental units and the city's rapidly escalating gap between rich and poor, the problem of housing and homelessness has also reached crisis proportions in San Francisco. According to the National Low Income Housing Coalition's Out of Reach 2012 report, San Francisco is tied with adjoining Marin and San Mateo Counties as the three least affordable counties in the nation in terms of the minimum hourly wage needed to rent an average two-bedroom apartment, which currently stands at \$36.63 per hour. Meanwhile, the City of San Francisco has the highest HUD-established Fair Market Rental rate in the nation at \$1,795 per month for a 2-bedroom apartment, defined as the amount needed to "pay the gross rent of privately owned, decent, and safe rental housing of a modest nature". The 2013 San

San Francisco Homeless Count found 6,436 homeless men and women living on the streets or in jails, shelters, rehabilitation centers, or other emergency facilities, while the city serves an additional 3,000 - 7,000 temporarily homeless persons per year, giving the city the second highest per capita homelessness rate of any city in the U.S. Lack of stable housing for criminal justice-involved adults is associated with high rates of substance abuse relapse, failure to meet court-ordered community supervision requirements, and recidivism.

The proposed MIOCR grant program describes a continuum of essential services centered around the creation of a new behavioral health court specifically designed to achieve stability and reduce recidivism among adults with mental illness who are accused of misdemeanor offenses in San Francisco. The new behavioral health misdemeanor court will address a major gap in our region's current continuum of services for mentally ill offenders (MIOs), who at the present time are unable to access the services of the city's existing Behavioral Health Court because it is geared to persons charged with serious felony offenses. The new behavioral health court also anticipates an increase in the number of adults expected to be charged with misdemeanors through the revised standards of Proposition 47.

SECTION III: PROJECT DESIGN

To address the crisis of adult offenders with mental illness in the San Francisco criminal justice system, the San Francisco Sheriff's Department will utilize funding through the Mentally Ill Offender Crime Reduction (MIOCR) Grant Program to implement a collaborative initiative that responds to key priorities in the 2015 Four-Year Local Strategic Plan for Integrated Services to Adult Mentally Ill Offenders (see County Plan section below). The proposed MIOCR initiative directly complements both the current local array of existing programs designed to better serve and address the needs of adult offenders with mental illness as well as emerging initiatives and responses described in the four-year strategic plan. Requested MIOCR funding is targeted toward those programmatic areas that are: a) most likely to have a long-term impact on criminal justice involvement by MIO populations; and b) least likely to be funded or supported through other existing or emerging funding sources.

At the core of our initiative is the creation of a new behavioral health court in San Francisco specifically geared to the needs of adult offenders with mental

illness who are charged with misdemeanors offenses (see County Plan Recommendation # 3 below). The court will fill a critical gap in the current Behavioral Health Court program, which generally serves persons with mental illness who have committed felonies and/or have longer-term exposure to the criminal justice system, by creating new options for persons with mental illness who are charged with misdemeanor offenses, including persons charged under the revised terms of Proposition 47. Through a partnership between the San Francisco Sheriff's Department, the District Attorney's Office, the Public Defender, the Superior Court, and community mental health providers, the misdemeanor behavioral health court will utilize incentives such as housing and supportive services to encourage individuals to enroll in and adhere to court-mandated treatment plans. Over the course of the three-year grant period, MIOCR funding will provide direct supportive services to a minimum of 114 individuals charged with misdemeanors who have diagnosed mental illness and who meet baseline participation criteria to be established by the court.

In association with our four-year County Plan, the San Francisco Sheriff's Department will commit and redirect resources from its existing intensive case management programs to ensure the success of the new misdemeanor behavioral health court. Many of these services will be provided through the Department's No Violence Alliance (NoVA), a unique collaborative partnership offering intensive case management and reentry services for offenders being released from San Francisco jails. Founded in 2006, NoVA represents a collaboration between the SF Sheriff's Department and six community-based agencies that engages incarcerated men and women and encourages them to take control of their violent behavior through rehabilitation. A key component of the No Violence Alliance is the Citywide Case Management Forensic Program (CCMFP) operated by the University of California San Francisco (UCSF) Department of Psychiatry since 1981. CCMFP provides comprehensive, intensive outpatient services to San Francisco residents with mental illness who are involved in the criminal justice system based on the Forensic Assertive Community Treatment (FACT) evidence-based model. The CCMFP Team works closely with Jail Psychiatric Services and is the primary treatment provider for the San Francisco Behavioral Health Court. The Department will also rely on the services of Court Accountable Homeless

Services (CAHS), a Sheriff's Department-funded program providing case management and supervision services to pre-trial homeless defendants referred by the Court who are charged with either felonies or misdemeanors. CAHS also maintains a subcontract with the Harm Reduction Therapy Center which provides individual therapy services and linkage to licensed prescribers.

For the proposed MIOCR initiative, two full-time case managers - one from NoVA and one from CAHS - will be assigned by the Sheriff's Department to support offenders with mental illness who are involved in the new misdemeanor behavioral health court system as a matching contribution. The case managers will collaborate with the court and with assigned high-risk clients to maximize chances of client success, including conducting comprehensive needs assessments for each client, developing an individualized care plan that includes client objectives and milestones that are also signed off on by the court, providing linkage to a continuum of housing, behavioral health, employment, and other key services, and conducting ongoing monitoring, updating, and modification of the care plan to respond to emerging client needs. Each client care plan is expected to include mandatory participation in at least two weekly, evidence-based support groups operated by project partners (see below). The Sheriff's Department will also assign a .50 FTE Mental Health Therapist through the UCSF/Citywide program to provide additional support to clients of the misdemeanor behavioral health court. The Mental Health Therapist will conduct a bio-psychosocial assessment for each client using information from a wide range of sources and will ensure integration of mental health and drug treatment services for clients with dual disorders.

Direct MIOCR grant funding will support a range of critical complementary services essential to the success of the misdemeanor behavioral health court that cannot be funded through other available sources. The most critical of these is support for expanded housing opportunities for adult offenders with mental illness. As described in the Need Statement above, the crisis of affordable housing access is a critical problem in San Francisco, and has been identified by our Strategy Committee as the single most important gap influencing criminal justice involvement and recidivism among local MIO populations. Housing offers stability that is essential both for maintaining mental health and for preventing episodes that can lead to criminal justice involvement. Over the proposed three-year grant

period, MIOCR housing funding will support an average of six months of temporary and transitional housing for a combined total of at least 114 adult offenders with mental illness involved in the San Francisco criminal justice system. These housing resources will be strategically distributed among three key housing providers so that housing options can be tailored to the specific needs of program participants. An estimated total of six beds dedicated to older adult offenders with mental illness will be provided in shared supportive housing settings provided by Bayview Hunters Point Multipurpose Senior Services, Inc., a well-respected transitional housing provider in our region with a 44-year history of providing effective supportive housing programs. Services available will include onsite House Managers, weekly house meetings, two hot meals per day, money management services, access to the Dr. George W. Davis Senior Day Center, and access to a housing case manager who specializes in applications for permanent senior housing in SF. MIOCR funding will also support another estimated seven supportive housing beds through a contract to Westside Community Services, one of San Francisco's oldest and most highly regarded community-based mental health agencies. These beds will also be in shared housing environments staffed by on-site House Managers, although they will not have access to day treatment and money management services. Finally, MIOCR funding will support an estimated total of six beds in single-room occupancy hotels. SRO residency offers a vital housing option for individuals with mental illness who may not be prepared to live in group housing arrangements, or who need emergency residential services on a shorter term basis. SRO services will be provided through a contract to Recovery Survival Network, a non-profit organization dedicated to assisting persons re-entering society from residential drug treatment programs and the criminal justice system. Housing allocations in the project budget are divided among the three modalities above based on our best thinking about how housing will actually be used by the program. However, actual housing allocations may change in each budget year based on individual client needs.

MIOCR funds will augment proposed housing support through contributions to the San Francisco Sheriff's Department's highly successful Flex Fund, created to address individual client barriers to success and promote consistent engagement in jail diversion programs. Administered through the No Violence

Alliance (NoVA), the Flex Fund supports a range of complementary services designed to augment the housing support component of the MIOCR program and support attainment of short-term client goals, such as subsidized transportation, support for employment skills training, incentives for participation in cognitive behavioral therapy, and support for short-term emergency needs. An average of \$500 per participant will be allocated to the Flex Fund through the MIOCR program, with individual per-client expenditure varying significantly based upon individual need and circumstances.

MIOCR funding will also support a new full-time Peer Specialist specifically dedicated to supporting clients of the new misdemeanor behavioral health court. The Peer Specialist - hired through a subcontract to Westside Community Services - will complement and build on the work of both the in-kind Case Managers and a new team of Peer Specialists recently hired through a local SAMHSA grant to support clients of the San Francisco collaborative court system. The Peer Specialist will utilize evidence-based practices to encourage, promote, and foster treatment success and recidivism reduction among MIOs participating in the misdemeanor behavioral health court, and will work with an estimated average of 19 court participants at any one time. The Peer Specialist will continually collaborate with the court treatment team to provide one-on-one support services to ensure that clients are continuing to adhere to court-mandated treatment and substance use requirements and to provide early identification of potential issues and circumstances that could serve as barriers to treatment success.

The San Francisco Sheriff's Department is committed to supporting programs, practices, and strategies that are strongly rooted in evidence in order to ensure better outcomes for both the criminal justice system and the individuals involved. The proposed MIOCR initiative will directly support the incorporation of at least two key evidence-based interventions identified as critically important to the mentally ill adult offender population: 1) Moral Reconation Therapy (MRT) and 2) Wellness Recovery Action Plan (WRAP). Moral Reconation Therapy is a cognitive behavioral counseling intervention that combines education, group, and individual counseling along with structured exercises that address beliefs and reasoning and is designed to alter the way in which clients think and make judgments regarding

what is right and wrong. Originally developed as the cognitive-behavioral component of a prison-based therapeutic community, MRT has been successfully utilized in parole and probation settings, community corrections, hospital and outpatient programs, educational settings, and drug courts. Meanwhile, WRAP is a well-established, self-help oriented group intervention for adults with mental illness which is included in the SAMHSA National Registry of Evidence-Based Programs and Practices. WRAP guides participants through the process of identifying and understanding their personal wellness resources and helps them develop an individualized plan to use these resources on a daily basis to manage their mental illness. WRAP groups typically range in size from 8 to 12 participants and are led by two trained co-facilitators. MIOCR grant funding will support the on-site training and certification of at least 10 project-related staff in the MRT intervention, including both the Case Manager and Peer Specialist, in order to provide weekly MRT groups for MIOCR project clients. Grant funding will also support the cost of training the Peer Specialist in the WRAP intervention to enable him or her to conduct one-on-one supportive interviews with clients which complement the weekly WRAP groups.

SECTION IV: COUNTY PLAN / STRATEGY

The overarching goal of the San Francisco four-year strategic plan for integrated services to adult mentally ill offenders (MIOs) is to continue to implement and expand a cost-effective continuum of evidence-based and promising strategies that both reduce recidivism among MIOs involved in the criminal justice system while producing improved overall health and wellness outcomes for these individuals. Continuing to forge a comprehensive, integrated, and cost-effective system of care for mentally ill offenders will have a range of positive outcomes for both MIOs and the local criminal justice system, including reductions in the over-incarceration of individuals with mental illness, reductions in crime and criminal justice costs as they relate to the mentally ill, and maximizing existing and emerging resources for prevention, intervention, detention, and aftercare services for adult mentally ill offenders. Members agreed that such a system will, at minimum, need to include the following elements: a) Readily accessible assessment services at all intervention points with immediate linkage to the most appropriate treatment alternatives; b) Access to affordable, long-term, safe, and secure housing; c) A means for MIOs to earn or collect a legal income; d) A range of

social, educational, and vocational opportunities that promote stability and reduce recidivism; and e) Expansion of peer-based support approaches for mentally ill offenders.

The Strategy Committee agreed that the creation of a comprehensive, cost-effective system of care is necessarily a long-term goal whose realization will require collaboration and commitment at multiple operational levels along with ongoing advocacy for wide-ranging policy decisions. The system will also require the use of evidence-based programs, practices, and strategies along with high-quality data collection, monitoring, evaluation, quality assurance, and oversight.

PLAN RECOMMENDATIONS

Recommendation # 1: The Strategy Committee agreed that responsibility for overseeing and implementing the four-year Strategic Plan should reside with the Reentry Council for the City and County of San Francisco. The Reentry Council, created through a formal city ordinance process in 2008, coordinates local reentry efforts to support adults exiting the San Francisco County Jail, the San Francisco juvenile justice out-of-home placements system, California Department of Corrections and Rehabilitation facilities, and United States Federal Bureau of Prison facilities. The Council coordinates information sharing, planning, and engagement among all relevant private and public stakeholders to the extent permissible under federal and state law. The Council will continually implement and monitor the four-year plan and will research, develop, and test innovative approaches to addressing Plan goals and recommendations. Outcome and Performance Measures. Continual tracking of Reentry Council activities and actions related to enhancement of services for adults with mental illness.

Recommendation # 2: A significant recent development affecting re-entry services for adults with mental illness involves the passage of California Proposition 47 (Prop 47) in November 2014, otherwise known as the Safe Neighborhoods and Schools Act. Prop 47 converted many nonviolent offenses, including drug and property offenses such as drug possession, shoplifting and writing bad checks, from felonies to misdemeanors. Apart from decreasing the number of felony charges and convictions, the proposition will result in the saving of hundreds of millions of dollars annually in criminal justice expenses across the state- savings which are mandated to be spent on school truancy and dropout prevention, mental health and substance abuse treatment,

and victim services. Fully 65% of all cost savings realized through the proposition are required to be spent on mental health and drug abuse treatment services designed to reduce recidivism and to keep individuals out of prison or jail - services that are of particular importance in reducing incarceration and recidivism among adults with mental illness. The San Francisco Reentry Council, along with the Sentencing Commission will actively pursue the task of exploring the emerging ramifications of Prop 47 over the four-year life of the Plan, particularly in regard to the availability of new behavioral health services funding for MIOs involved in the criminal justice system. This will include developing new behavioral health service options to reduce incarceration and re-incarceration and developing new collaborations and partnerships that maximize the value of Prop 47 in terms of achieving better outcomes for mentally ill adults. Outcome and Performance Measures: Develop and implement strategies, responses, and action plans related to Proposition 47.

Recommendation # 3: Provide funding for SFSD crisis intervention training (CIT) to meet the needs of Sheriff's Department deputies responsible for the safety of mentally ill adult offenders during a period of incarceration and in the community. SFSD training should include successful components of the SFPD CIT such as the inclusion of speakers who were formerly incarcerated. Outcome and Performance Measures: Secure funding to institutionalize training.

Recommendation # 4: Form a new behavioral health court specifically focused on the issues of mentally ill adults who have been charged with misdemeanor offenses. The court will fill a critical access gap in the current Behavioral Health Court program, which is currently used to address the needs of mentally ill individuals who have committed felonies and/or have longer-term experience with the criminal justice system. Through a partnership between the San Francisco District Attorney's Office, the Public Defender, the Superior Court, the Sheriff's Department, and community mental health providers, the misdemeanor behavioral health court will seek to utilize incentives such as access to housing and supportive services to encourage individuals to enroll in and adhere to court-mandated diversion programs. The court will simultaneously address the anticipated growing misdemeanor caseloads growing out of the passage of California Proposition 47. Outcome and Performance Measures: Successful implementation of the new behavioral health court no later than August 31, 2015.

Recommendation # 5: Convene regular housing-focused meetings of the San Francisco Reentry Council that include mental health providers and housing representatives in order to support development and piloting of a new supportive housing continuum for adult mentally ill offenders and ex-offenders in San Francisco. This recommendation was recently introduced to the Reentry Council by their Subcommittee on Assessment and Connections. Ideally this will include development of a flexible housing fund to respond to individual client housing needs using a range of appropriate sources. The continuum should also include approaches to ensure the availability of short-term and emergency housing to be made available to MIOs upon their release from prison or jail while they are searching for longer-term shelter or housing. The proposed Mentally Ill Offender Crime Reduction (MIOCR) Grant Program will serve as an initial stepping stone to this key long-term goal. Outcome and Performance Measures: Continually track activities and actions related to enhancement of housing opportunities for adults with mental illness in the San Francisco criminal justice system, including reports on capacity and utilization of client stabilization housing support through the MIOCR program.

Recommendation # 6: Provide education to nonclinical criminal justice service providers regarding the referral process for the San Francisco Department of Public Health's Direct Access to Housing (DAH) program, a collaborative supportive housing program targeting low-income San Francisco residents who are homeless and have special needs. The program provides wrap-around services that strive to help tenants stabilize and improve their health outcomes while confronting co-occurring disorders such as mental health issues, alcohol and substance abuse, and complex medical conditions. DAH currently houses over 1,700 formerly homeless people across 36 sites through components such as master-leased single room occupancy (SRO) hotels; units in new capital developments; set-aside units in larger residential buildings owned by nonprofit providers; and units in licensed residential care facilities. Outcome and Performance Measures: Expansion of enhanced housing opportunities for MIOs through the DAH program.

Recommendation # 7: Identify funding to provide training and certification for service providers working with MIOs on evidence-based practices that are of particular relevance to adult mentally ill populations, such as Wellness Recovery Action Plan (WRAP), Moral Reconation Therapy (MRT), Dialectical Behavior Training (DBT), and

training in interventions such as Illness Management and Recovery (IMR), Seeking Safety, and/or Matrix. Outcome and Performance Measures: Implementation of evidence-based practices for MIOs in San Francisco, including those funded by the MIOCR grant program to be implemented by September 30, 2015.

Recommendation # 8: Expand the availability of direct peer support programs as a potentially valuable asset for supporting adult mentally ill individuals involved in the criminal justice system. A recently awarded SAMHSA grant will pilot new peer-based support initiatives for clients of the San Francisco collaborative courts system in the coming years. This recommendation complements that initiative by proposing the addition of peer support programs in the context of the new misdemeanor-specific behavioral health court. Outcome and Performance Measures: Implementation of a peer support component funded by the MIOCR program for MIOs involved in the new misdemeanor behavioral health court by September 30, 2015.

Recommendation # 9: Incorporate and require completion of trauma-informed care training for all jail personnel who encounter and work with adult mentally ill individuals, as well as for supportive care and social service providers who work with these populations. Outcome and Performance Measures: Documentation of provision of trauma-informed training for staff in different sectors of the San Francisco criminal justice system.

Recommendation # 10: Add a new additional full-time officer to the current San Francisco Police Department Special Victims Unit specifically dedicated to arrestees with mental health issues who will also work in coordination with the Crisis Intervention training workgroup on curriculum building and faculty development. The Officer will also coordinate with other law enforcement agencies such as SFSD, BART, Golden Gate bridge Authority, and Dispatch. Outcome and Performance Measures: Addition of new MIO-specific Special Victims Unit officer as soon as funding becomes available.

Recommendation # 11: Explore the creation of a pre-booking diversion program specifically directed toward adults with mental illness who encounter law enforcement personnel through a range of circumstances. Modeled on other successful intervention efforts nationwide, the new program will involve research on existing models; development of collaborative implementation plans and strategies; extensive ongoing training of personnel both within and outside law enforcement; and a regional commitment to minimizing booking and incarceration of adults with mental illness to the

greatest extent possible. This recommendation has also been identified by the Sentencing Commission as an area of focus for policy development regarding arrestees with mental health and substance abuse issues. Outcome and Performance Measures: Consideration, development, and implementation of a citywide pre-booking diversion plan and strategy.

SECTION V: COLLABORATION

Ability to Ensure Effective Service Coordination: San Francisco is committed to the utilization of multi-disciplinary public and private partnerships to address the complex needs of adults with mental illness in the criminal justice system, and has a long history of intergovernmental collaboration to address the needs of this population. The San Francisco Reentry Council - the citywide group that will serve as the oversight and implementation body for the proposed MIOCR program - was formed in 2008 to coordinate local efforts to support adults exiting the San Francisco County Jail, San Francisco juvenile justice out-of-home placements, the California Department of Corrections and Rehabilitation facilities, and the US Federal Bureau of Prisons facilities. Co-chaired by the Chief Adult Probation Officer, the District Attorney, the Mayor, the Public Defender, and the Sheriff, the Council coordinates information-sharing, planning, and engagement among all relevant private and public stakeholders to the extent permissible by law. The San Francisco Community Corrections Partnership, responsible for overseeing criminal justice realignment in accordance with SB678-funded initiatives, is chaired by the Chief Probation officer, and develops citywide collaborative plans and strategies that are overseen and approved the San Francisco Board of Supervisors. The San Francisco Sheriff serves as a Co-Chair of the Partnership, and also co-chairs the San Francisco Sentencing Commission, established by Article XXV Chapter 5.250 of the San Francisco Administrative Code. The Commission encourages the development of criminal sentencing strategies that reduce recidivism, prioritize public safety and victim protection, emphasize fairness, employ evidence-based practices, and efficiently utilize SF criminal justice resources. In April 2012, the San Francisco Reentry Council was awarded a technical assistance grant by the US Department of Justice Assistance to participate in the Justice Reinvestment Initiative (JRI), designed to assist jurisdictions in identifying major cost drivers of their criminal justice systems and to explore ways to make these systems more cost-effective. The process will directly complement and cross-pollinates the proposed the MIOCR initiative, particularly by

working to maintain and expand pretrial alternatives to detention for adults with mental illness.

Coordinated Planning Process: San Francisco has a longstanding collaborative tradition through which it continually conducts and oversees a wide range of planning processes and groups that affect the population of criminally-involved adults with mental illness. At the time the 2015 MIOCR application was released, the Sheriff's Department convened a special Strategy Committee specifically focused on the development of an effective four-year County Plan in part to guide the selection of resource to be requested through the MIOCR grant program. The members of the Strategy Committee were already leading members of the key planning bodies related to services for adult offenders with mental illness in San Francisco and had a comprehensive knowledge both of the needs of mentally ill offender populations and of the range of services, programs, collaborations, and planning activities underway to address the needs of this group. The Strategy Committee began meeting in February 2015 in regular sessions that took place every other Friday at 4:00 PM directly within the San Francisco Sheriff's Office. Members of the Strategy Committee included the Sheriff of San Francisco, Ross Mirkarimi; Jo Robinson, Director of Behavioral Services, San Francisco Department of Public Health; Tanya Mera, Director of Behavioral Health and Reentry Services, Jail Health Services; Katy Miller, Chief of Alternative Programs and Initiatives, San Francisco District Attorney's Office; Kathleen Lacey, Program Director, UCSF/Citywide Case Management Forensic Program; Lisa Lightman, Director, San Francisco Collaborative Courts, Superior Court of California; Kathy Gorwood, Chief Deputy, San Francisco Sheriff's Department; Jennifer Johnson, Deputy Public Defender, San Francisco Office of the Public Defender; Lieutenant Ed Santos, Inspector, Special Victims Unit, San Francisco Police Department; Marty Krizay, Chief Deputy Adult Probation Officer, San Francisco Adult Probation Department; Jennifer Scaife, Director, Reentry Division, San Francisco Adult Probation Department; Kenneth Cooper, Peer Specialist, San Francisco Mental Health Association; Karen Shain, Reentry Policy Planner, San Francisco Adult Probation Department; and Alissa Riker, Director of Programs, San Francisco Sheriff's Department. Kenneth Cooper, representative of the San Francisco Mental Health Association, is a consumer and formerly incarcerated person.

At the first Strategy Committee meeting, the group reviewed the MIOCR Request for Proposals and discussed ways in which the program overlapped with and intersected existing initiatives and planning processes currently underway in the city. The group agreed to begin by revisiting the city's previous four-year strategic plan for adult offenders with mental illness to assess which objectives had been achieved, which were no longer priorities, and which remained priorities that had not yet been successfully addressed or achieved. Over the subsequent two weeks, group members submitted feedback regarding the previous five-year plan which was reviewed and discussed at the second committee meeting on March 6, 2015. This included discussion of potential new priorities for the 2015 Plan and review of additional priority suggestions submitted by two committee members. The group strongly agreed on the centrality of housing support as the key unmet need for adult offenders with mental illness, and the central issue on which the new MIOCR program should focus. The group also discussed and decided upon the San Francisco Reentry Council serving as the appropriating coordinating body for the MIOCR project in the event it was funded. The new four-year Plan was reviewed and finalized at the Committee meeting of March 20, 2015. A final meeting of members wishing to participate in a Project Design Subcommittee took place on March 25, 2015 to review the Project Design section of the MIOCR proposal.

Continuation of Planning Collaboration: The work of overseeing and coordinating the proposed MIOCR project will lie with the San Francisco Reentry Council, a well established and nationally respected interdisciplinary body that brings together all key stakeholders in planning post-release services, including for adult offenders with mental illness. As a city-chartered body, the Reentry Council has the support of all sectors of San Francisco leadership, and is supported on an ongoing basis through City general funds. Representatives of the San Francisco Sheriff's Department, led by Alissa Riker, the department's Director of Programs, will have responsibility for monitoring implementation of the MIOCR program in collaboration with the Reentry Council, and for ensuring the review and consideration of MIOCR program initiatives in Reentry Council meeting agendas.

Involvement in Initiatives Related to Adult Offenders with Mental Illness: The San Francisco Sheriff's Department has been at the forefront of efforts to develop and adopt alternative and evidence-based strategies for enhancing stability and reducing

recidivism among adult offenders with mental illness. The mission of the department's in-custody and post-custody release programs is to apply principles of restorative justice to the development of programs and services to the incarcerated, the previously incarcerated, and survivors which facilitate their positive, productive reintegration into communities. San Francisco has long been a national leader in developing and implementing collaborative approaches to the treatment and supervision of mentally ill individuals. Dating back to the early 1970's, San Francisco pioneered the development of Jail Psychiatric Services (JPS) and as a result now boasts one of the nation's finest jail-based forensic mental health systems. In June 1994, using jail fine money, JPS and the University of California at San Francisco's (UCSF) Citywide Forensic Case Management program also created a collaborative pilot project to provide intensive case management to offenders with mental illness. The San Francisco Behavioral Health Court (BHC) - a unit of San Francisco Collaborative Court system - is designed to specifically address the complex needs of defendants with mental illness, including those with co-occurring substance use disorders. An individualized treatment plan is developed with each which includes psychiatric rehabilitation services, medication management, supportive living arrangements, substance abuse treatment, supported employment, and intensive case management services. BHC received the 2008 Council on Mentally Ill Offenders Best Practices Award and currently serves over 140 clients per year.

Dates and Decisions of Strategy Committee Meetings: Please see attached Collaborative Efforts page (Section XI.B.) for a summary of meetings and decisions of the project's Strategy Committee.

SECTION VI: PROBABILITY OF SUCCESS

Past Experience: The San Francisco Sheriff's Department (SFSD) is a public agency whose mission is to serve as a successful part of the civil and criminal law enforcement efforts of the State of California and the City and County of San Francisco. The department fulfills this mission by promoting public safety and by working to reduce recidivism, crime, and violence. SFSD has a strong infrastructure to ensure that program objectives are met and that program activities and outcomes are effectively tracked and reported. Key administrative and fiscal staff of the department will provide extensive in-kind support to the program, including Alissa Riker, the department's Director of Programs, who will serve on a .05 FTE in-kind basis as Project Coordinator,

Jane Wong, who will work on a .15 FTE in-kind basis as the project's Contracts Administrator overseeing fiscal aspects of the program, and the department's currently vacant Rehabilitation Services Coordinator, who will provide .15 FTE of in-kind support providing day-to-day management and coordination for the program. The Coordinator will work closely with the San Francisco Sheriff to organize and monitor the program's collaborative activities, including serving as key project liaison to the San Francisco Reentry Council. The San Francisco Sheriff's Department has extensive experience in administering successful grant programs involving local, state, federal and private funding sources. The Department has received and successfully administered two prior MIOCR grants through the BSCC. This includes the highly successful first MIOCR grant funding cycle from 1999 through 2004 which led to the creation and implementation of the Citywide Case Management Forensic Program (CCMFP) still functioning today, and which led to the creation of the trailblazing San Francisco Behavioral Health Court.

Likelihood of Success Based on Proven Effectiveness of Design. The MIOCR program utilizes extensive evidence-based interventions to maximize the probability of success. As noted above, the project will incorporate required weekly MRT and WRAP intervention groups for project participants, both of which utilize structured interventions which rely on extensive training of presenting staff. The project will utilize demonstrated peer support approaches to augment services for adult offenders with mental illness. The project will also utilize a Housing First model, a supportive housing strategy endorsed in the United States Interagency Council on Homelessness' Opening Doors: Federal Strategic Plan to Prevent and End Homelessness, published in 2010. Housing First models incorporate approaches that minimize barriers to housing access and reduce pre-conditions of housing readiness, sobriety, or engagement in treatment.

The San Francisco Behavioral Health Court on which the new misdemeanor behavioral health court will be modeled has itself become a national model for behavioral health court responses. A study conducted by McNeil and Binder (2007) showed that individuals who successfully completed the court program were 39% less likely to have been charged with a new offense 18 months after completion as compared to the treatment-as-usual group, and that BHC graduates were 54% less likely to have been charged with a new violent offense.

The San Francisco Sheriff's Department's No Violence Alliance (NoVA) also applies evidence-based approaches by embodying five key Principles of Service

Delivery. A formal evaluation of NoVA conducted in 2007 by Pendergrass & Associates and LaFrance Associates, LLC found that NoVA effectively reduced the likelihood a client would return to jail following release. A July 2009 follow-up study concluded that only 36% of NoVA clients were rearrested as compared to 68% of a comparison group.

Demonstrated History of Maximizing Funding. The San Francisco Sheriff's Department has extensive experience planning, implementing and evaluating programs for special populations. SFSD has received numerous national awards, including a 2004 Innovations in American Government Award from the Ash Center for Democratic Governance and Innovation at the Harvard University Kennedy School, for the department's innovative Resolve to Stop the Violence Program (RSVP), a collaborative initiative that led to drops in recidivism rates as high as 80%, as measured in a comprehensive program evaluation. SFSD also has a long track record of successfully managing programs piloted through federal grants. The US Department of Education, the Bureau of Justice Assistance, and the US Department of Health and Human Services have all awarded multiple grants to the Sheriff's Department, reflecting the ongoing success of our grant-funded initiatives. In addition to receiving awards through the first two MIOCR offerings, the Department received a three-year, \$1.1 million grant from SAMHSA to provide jail diversion opportunities involving integrated mental health and substance abuse treatment for incarcerated women. SFSD has also received significant funding from local public entities such as the Mayor's Office of Criminal Justice, the San Francisco Private Industry Council and from private foundations including the Zellerbach Family Fund, the Richard and Rhoda Goldman Fund, and the Open Society of the Soros Foundation.

Project Timeline. Please see attached Proposed Timeline form.

SECTION VII: EVALUATION

The overarching goal of the proposed MIOCR program is to provide collaborative, multidisciplinary services that improve outcomes and reduce recidivism among adults with mental illness who are involved in the criminal justice system. All elements of the MIOCR initiative will incorporate outcome and performance measures related to short and long-term impacts on the target population. The San Francisco MIOCR program will collaborate with BSCC to develop a Local Evaluation Plan at the outset of the program which describes the specific research design to be used to evaluate program effectiveness and which incorporates both a Process Evaluation

designed to track the overall progress of the initiative in achieving its stated objectives in terms of participation and services and an Outcome Evaluation designed to identify how effective the program has been in achieving impacts on key factors such as long-term housing, mental health stabilization, and criminal justice recidivism. Specific indicators to be tracked and reported through the Process Evaluation component will include elements such as: a) the number of adult offenders with mental illness who participate in the new misdemeanor behavioral health court and the related service matrix provided through the MIOCR program and other sources, and the degree to which they complete some or all of the court's prescribed activities; b) the number of participants who receive housing support through the MIOCR program, of what type, and for what duration; c) the number of participants who receive Flex Fund support for key stabilization needs, and of what type and amount; d) the number of clients who participate in directly funded services such as Peer Specialist support and in-kind services such as Case Management and Mental Health Therapist support; and e) the number of clients who participate in weekly MRT and WRAP groups, and for what duration. Specific qualitative indicators and outcomes to be tracked through the Outcome Evaluation include elements such as: a) the number and percentage of project participants who are able to successfully transition to long-term housing following the termination of the average of six months of direct MIOCR housing support; b) the number of clients who achieve short-term and longer-term mental health stabilization as the result of behavioral health services received as part of participation in the behavioral health court program; c) reported changes in participant knowledge, attitudes, behaviors, and commitments to change related to their participation in the evidence-based group interventions; d) reductions in recidivism among program participants as measured by San Francisco definition of persons arraigned on a new offense or held on probation or parole within 12 months post release; and e) reductions in recidivism as measured by the MIOCR program definition of conviction of a new felony or misdemeanor within three years of release from custody or committed within three years of placement on supervision for a previous criminal conviction. The project evaluation component will be designed and overseen by the Project Coordinator, who will work in concert with the Rehabilitation Services Coordination to ensure ongoing data collection and reporting that ensures client confidentiality and that adheres to standards and requirements of the MIOCR grant program. This includes participating in periodic monitoring of the project by BSCC

staff to assess whether the project is in compliance with grant requirements and is making progress toward grant objectives, along with project assessments conducted by certified BSCC staff in the first and third year of the project which are designed to determine the extent to which projects are using correctional practices that are aligned with the goal of recidivism reduction.

SECTION VIII: SUSTAINABILITY

In the event the proposed MIOCR intervention proves successful in its goals of enhancing participant stability and reducing recidivism among the target population, the San Francisco Sheriff's Department will work with the San Francisco Reentry Council to identify long-term funding to sustain successful elements of the intervention following the three-year grant term. San Francisco has a demonstrated history of identifying long-term support to continue successful grant-funded interventions, particularly when those interventions produce outcomes that result in demonstrated cost reductions or in improvements in the overall stability and wellness of local populations. In the case of the first MIOCR initiative from 1999 to 2004, San Francisco identified permanent funding for the highly successful Citywide Case Management Forensic Program originally funded through that grant, a program which continues to provide comprehensive mental health support throughout local system. The initial MIOCR grant also led to the creation and funding of the San Francisco Behavioral Health Court which has become a national model of alternative court programming.

The key anticipated source of continuation funding for the MIOCR program will be new funding related to Proposition 47. As mandated by law, the net savings realized through Prop. 47 must be used in part to support mental health and substance abuse treatment for persons in the criminal justice system, and this new funding stream may prove to be a significant source of support to local jurisdictions. Expanded Prop. 47 behavioral health funding could offset local behavioral health expenditures which could in turn be used to support expanded long-term housing for adults with mental illness in the criminal justice system. Additional potential sources of support for program continuation funding include the San Francisco General Fund and Medi-Cal, particularly as a result of expanded Medi-Cal eligibility related to the Affordable Care Act. The San Francisco Sheriff's Department has recently implemented a Medi-Cal Enrollment Initiative through which all persons held in custody for more than three days are given the opportunity to enroll in Medi-Cal benefits.

SECTION IX: PROPOSED BUDGET

The proposal includes sufficient detail regarding how state grant and match funds will be expended to implement and operate the proposed project. The proposal provides justification that the amount of grant funds requested is reasonable and appropriate given the proposed project's design and scope, and describes other funding streams that may be used to support the proposed project. The proposal must name the sources to be applied as matching funds and describe how these sources of match will be utilized for the success of the proposed project.

- A. BUDGET LINE ITEM TABLES:** Complete the following table, **using whole numbers**, for the grant funds being requested ("targeted cap" / funding request guideline of \$950,000) for the 3-year grant period (July 1, 2015 to June 30, 2018).

While recognizing agencies may use different line items in the budget process, the line items below represent how the BSCC will require grantees to report expenditures via its invoicing system. Match funds may be expended in any line item, and must be identified as to their respective dollar amounts and source of the match. The 'Other' category funds should be budgeted for travel purposes for one mandatory grantee briefing meeting (*to be held in Sacramento, date TBA*) as well as other proposed travel.

Applicants projecting to utilize grant funds for Indirect Costs / Administrative Overhead may not use more than 10% of the state grant funds for this line item.

Applicants must provide a minimum **25 percent (25%) match**; of the grant funds requested. Matching funds may be met through cash, in-kind, or a combination of both.

All funds shall be used consistent with the requirements of the BSCC Grant Administration and Audit Guide, July 2012 (<http://www.bscc.ca.gov/resources>).

Please verify total grant funds requested and total match amounts
as columns and rows do not auto-calculate.

3-YEAR GRANT BUDGET TABLE

PROPOSED BUDGET LINE ITEMS	GRANT FUNDS	CASH MATCH	IN-KIND MATCH	TOTAL
1. Salaries and Benefits	0	0	113,898	113,898
2. Services and Supplies	0	0	5,400	5,400
3. Professional Services	0	0	0	0
4. Community-Based Organization (CBO) Contracts	863,636	200,001	476,613	1,540,250
5. Indirect Costs / Administrative Overhead (may not exceed 10% of grant award)	86,364	20,000	62,890	169,254
6. Fixed Assets / Equipment	0	0	0	0
7. Data Collection / Enhancement	0	0	4,680	4,680
8. Program Evaluation	0	0	15,600	15,600
9. Sustainability Planning	0	0	4,680	4,680
10. Other (include travel costs)	0	0	8,028	8,028
TOTAL	950,000	220,001	691,789	1,861,790

REQUESTED 3-YEAR GRANT TOTAL EXCEEDS THE "TARGETED CAP" OF \$950,000 ☐

Provide a brief justification (4-5 sentences) for exceeding the targeted cap / funding request guideline.

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Complete the following table, **using whole numbers**, for the grant funds anticipated to be expended during the first year of the grant (July 1, 2015 to June 30, 2016).

Please verify total grant funds requested and total match amounts
as columns and rows do not auto-calculate.

YEAR 1 GRANT BUDGET TABLE

PROPOSED BUDGET LINE ITEMS	GRANT FUNDS	CASH MATCH	IN-KIND MATCH	TOTAL
1. Salaries and Benefits	0	0	37,966	37,966
2. Services and Supplies	0	0	1,800	1,800
3. Professional Services	0	0	0	0
4. Community-Based Organization (CBO) Contracts	292,100	66,667	159,583	518,350
5. Indirect Costs / Administrative Overhead (may not exceed 10% of grant award)	29,210	6,667	21,034	56,911
6. Fixed Assets / Equipment	0	0	0	0
7. Data Collection / Enhancement	0	0	1,560	1,560
8. Program Evaluation	0	0	5,200	5,200
9. Sustainability Planning	0	0	1,560	1,560
10. Other (include travel costs)	0	0	2,676	2,676
TOTAL	321,310	73,334	231,379	626,023

B. BUDGET TABLE LINE ITEM DETAILS:

The proposal must provide sufficient detail in each category below regarding how state grant and match funds will be expended to implement and operate the proposed project as identified in the Year 1 Grant Budget Table (above). The proposal must provide justification that the amount of grant funds requested is reasonable and appropriate given the proposed project's design and scope, and describes other funding streams that may be used to support the proposed project. The proposal must name the sources to be applied as matching funds and describe how these sources of match will be utilized for the success of the proposed project. In addition, an outline of Year 2 and Year 3 proposed budget spending must be provided. If a budget line item and/or match category is not applicable for the proposed project, complete with N/A.

1. SALARIES AND BENEFITS (e.g., number of staff, classification/title, salary and benefits)

Requested Grant Funds Year 1: \$ 0

Matching Funds Year 1: \$ 37,986

Narrative: The line item supports costs for staff of the San Francisco Sheriff's Department to oversee and successfully operate the proposed MIOCR program. This includes a .03 FTE Project Coordinator (Alissa Riker) (\$120,000 per year x .03 FTE = \$3,600) who will be responsible for the overall success of the project, including negotiating project subcontracts,

convening collaborative meetings, and serving as primary liaison to BSCC; a .10 FTE Rehabilitation Services Coordinator (TBA) (\$80,000 per year x .10 FTE = \$8,000) who will provide day-to-day coordination and management of the program, including coordinating project activities, tracking progress toward objectives in the MIOCR grant and the four-year Strategic Plan, and collecting data and preparing project reports; and a .15 FTE Contract Administrator (Jane Wong) (\$117,364 per year x .15 FTE = \$17,605) who will oversee grant expenditures and manage allocations for housing and other budgeted services. (Line item also includes benefits @ 30% = \$8,761)

Match Source(s): San Francisco General Fund

Outline of Year 2 and Year 3 Line Item Proposed Budget Expenditures: Identical to Year 1

2. SERVICES AND SUPPLIES (e.g., office supplies and training costs)

Requested Grant Funds Year 1: \$ 0

Matching Funds Year 1: \$ 1,800

Narrative: The line item covers regular office supplies such as printer ink, paper, pens, notepads, and flipcharts @ avg. \$150 per month x 12 months

Match Source(s): San Francisco General Fund

Outline of Year 2 and Year 3 Line Item Proposed Budget Expenditures: Identical to Year 1

3. PROFESSIONAL SERVICES: (e.g., consultative services - include name of consultants or providers)

Requested Grant Funds Year 1: \$ 0

Matching Funds Year 1: \$ 0

Narrative: N/A

Match Source(s): N/A

Outline of Year 2 and Year 3 Line Item Proposed Budget Expenditures: N/A

4. COMMUNITY-BASED ORGANIZATION CONTRACTS (e.g., detail of services - provide name of CBO)

Requested Grant Funds Year 1: \$ 292,100

Matching Funds Year 1: \$ 228,250

Narrative: Proposed project subcontracts will support all direct client services proposed in the MIOCR grant, and are the only line item for which funding is requested from MIOCR, with the exception of indirect costs. The following is an outline of proposed annual subcontract expenditures for grant and match-funded activities in year 1:

GRANT FUNDED SUBCONTRACTS:

Bayview Hunters Point Multipurpose Senior Services, Inc.:

Shared Housing - 6 beds @ \$1,250 per month per bed x 12 months = \$90,000

Recovery Survival Network:

SRO Housing - 6 beds @ \$1,000 per month per bed x 12 months = \$72,000

Westside Community Services:

Shared Housing - 7 beds @ \$700 per month per bed x 12 months = \$58,800

Full-Time Peer Specialist with benefits - \$45,968

Flex Fund Support - 38 annual clients @ avg. \$500 per client = \$19,000

Database Development (Year 1 Only) - 10 hours @ \$40 per hour = \$400

Correctional Counseling, Inc.:

Moral Reconciliation Therapy (MRT) Training (Year 1 Only) - 10 staff - \$5,532

Mental Health Recovery:

Wellness Recovery Action Plan (WRAP) Training (Year 1 Only) for 1 staff - \$400

MATCH FUNDED SUBCONTRACTS:

Westside Community Services:

Full-Time Case Manager with benefits - \$56,265

UCSF / Citywide Case Management Forensic Program:

.50 FTE Mental Health Therapist with benefits - \$42,250

Pre-Trial Diversion Project, Inc.:

Full-Time Case Manager with benefits - \$60,000

Battery Powered Foundation:

Cash Award for SRO Housing for Mentally Ill Offenders - \$66,667

Correctional Counseling, Inc.:

Moral Reconciliation Therapy (MRT) Training (Year 1 Only) - 10 staff - \$1,068

Match Source(s): San Francisco General Fund (\$159,583) and Battery Powered Foundation (\$55,557)

Outline of Year 2 and Year 3 Line Item Proposed Budget Expenditures: Identical to Year 1 with the exception of the elimination of Database Modification (\$400) and Evidence-Based Intervention Trainings (\$5,932)

5. INDIRECT COSTS / ADMINISTRATIVE OVERHEAD: Indicate percentage and methodology for calculation. In the "Grant Funds" column of the previous table, this total may not exceed 10% of the total funds requested. In the "Match Funds" column of the previous table, agencies may expend up to their Indirect Cost Rate (over and above 10%) for match funds supported by state or local dollars.

Requested Grant Funds Year 1: \$ 29,210

Matching Funds Year 1: \$ 27,701

Narrative: Administrative Costs @ 10% of total Year 1 MIOCR grant expenditures of \$292,100 = \$29,210. Administrative Costs @ 10% of total Year 1 matching expenditures of \$277,012 = \$27,701.

Match Source(s): San Francisco General Fund

Outline of Year 2 and Year 3 Line Item Proposed Budget Expenditures: Years 2 and 3 MIOCR grant-funded Administrative Costs estimated at \$28,577. Years 2 and 3 matching Administrative Costs estimated at \$27,594.

6. FIXED ASSETS / EQUIPMENT (e.g., computers, other office equipment necessary to perform project activities)

Requested Grant Funds Year 1: \$ 0

Matching Funds Year 1: \$ 0

Narrative: N/A

Match Source(s): N/A

Outline of Year 2 and Year 3 Line Item Proposed Budget Expenditures: N/A

7. DATA COLLECTION / ENHANCEMENT (e.g., programming services, data analysis)

Requested Grant Funds Year 1: \$ 0

Matching Funds Year 1: \$ 1,560

Narrative: The line item supports costs for staff at the San Francisco Sheriff's Department to help oversee and coordinate Data Collection and Enhancement activities through a .015 FTE Rehabilitation Services Coordinator (TBA) (\$80,000 per year x .015 = \$1,200 plus benefits @ 30% = \$360..

Match Source(s): San Francisco General Fund

Outline of Year 2 and Year 3 Line Item Proposed Budget Expenditures: Identical to Year 1

8. PROGRAM EVALUATION (e.g., evaluator, materials)

Requested Grant Funds Year 1: \$ 0

Matching Funds Year 1: \$ 5,200

Narrative: The line item supports costs for staff at the San Francisco Sheriff's Department to help oversee and coordinate Data Collection and Enhancement activities through the .020 Project Coordinator (Alissa Riker) (\$120,000 per year x .020 = \$2,400) and the .015 FTE

Rehabilitation Services Coordinator (TBA) (\$80,000 per year x .020 = \$1,600) plus benefits @ 30% = \$1,200.

Match Source(s): San Francisco General Fund

Outline of Year 2 and Year 3 Line Item Proposed Budget Expenditures: Identical to Year 1

9. SUSTAINABILITY PLANNING

Requested Grant Funds Year 1: \$ 0

Matching Funds Year 1: \$ 1,560

Narrative: The line item supports costs for staff of the San Francisco Sheriff's Department to help oversee and coordinate Sustainability Planning activities through a .015 FTE Rehabilitation Services Coordinator (TBA) (\$80,000 per year x .015 = \$1,200 plus benefits @ 30% = \$360.

Match Source(s): San Francisco General Fund

Outline of Year 2 and Year 3 Line Item Proposed Budget Expenditures: Identical to Year 1

10. OTHER (e.g., travel expenses)

Requested Grant Funds Year 1: \$ 0

Matching Funds Year 1: \$ 2,676

Narrative: Other matching fund contributions in year 1 include the following:

Travel - Local mileage @ \$0.56 per mile x 600 miles = \$336

Printing & Duplicating - Avg. \$25 per month x 12 months = \$300

Phone & Internet Costs - Avg. \$150 per month x 12 months = \$1,800

Postage & Delivery - Avg. \$20 per month x 12 months = \$240

Match Source(s): San Francisco General Fund

Outline of Year 2 and Year 3 Line Item Proposed Budget Expenditures: Identical to Year 1

Funding Streams Utilized by the County / County Collaborative

Provide ten (10) funding streams and/or revenues available to the applicant that may be utilized for investing in or leveraging dollars for maximum benefit to the proposed project and 4-year strategic plan.

San Francisco General Fund
Future BSCC Grants
SAMHSA
California Proposition 47
Battery Powered Foundation

California Judicial Council
California Mental Health Services Act
US Bureau of Justice Assistance
SB-542 Inmate Welfare Fund
Medi-Cal

SECTION X: PROPOSED TIMELINE

Provide a timeline for the major activities to be accomplished or obstacles to be cleared in order to achieve the 3-year funded project (e.g., recruiting, selecting staff and/or contracting with an expert consultant or provider, analyzing data, conducting training sessions, development of project evaluation, determining sustainability plan/funding, etc.). Detail critical implementation activities occurring in Year 1 of the project.

Activity	Timeframe
Finalize grant parameters, objectives, and activities in collaboration with BSCC	7/1/15 - 7/31/15
Develop and finalize contracts with project housing and training subcontractors	7/1/15 - 7/31/15
Hire and train full-time Peer Specialist through contract to Westside Community Services	7/1/15 - 8/15/15
Finalize utilization and distribution rules for Flex Fund resources through Westside Community Services	7/1/15 - 8/15/15
Present, discuss, and finalize timeline and key activities of the MIOCR program with the SF Reentry Council	7/1/15 - 8/31/15
Develop and finalize Local Evaluation Plan in collaboration with BSCC, including data collection & reporting activities	7/1/15 - 8/31/15
Conduct essential database modifications to track program-related objectives and client activities	8/1/15 - 9/15/15
Provide collaborative, supportive services to adults with mental illness enrolled in the new misdemeanor behavior health court, including monitoring and tracking ongoing housing services and services provided by in-kind and grant-funded project support staff	9/1/15 - 6/30/18
Prepare quarterly data summaries and provide project data reports to BSCC as required	10/1/15 - 6/30/18
Continually utilize and track in-kind funding and outside	10/1/15 - 6/30/18

resources to augment, strengthen, and complement the MIOCR grant initiative	
Continually review MIOCR activities and progress in meetings of the San Francisco Reentry Council, and record on and include grant-related decisions of the Council in ongoing BSCC reports	10/1/15 - 6/30/18
Participate in periodic project monitoring visits by BSCC staff to assess progress toward grant objectives	10/1/15 - 6/30/18
Participate in BSCC project assessments in year one and year three to determine extent to which correctional practices are aligned with recidivism reduction goals	10/1/15 - 6/30/18
Attend training, orientation, and technical assistance meetings convened by BSCC as required	10/1/15 - 6/30/18
Based on results and outcomes of the MIOCR program in years one and two, begin assertive efforts to identify continuation funding for successful project activities following conclusion of the MIOCR grant period	7/1/17 - 6/30/18
Produce final report on MIOCR initiative, including identification of recommendations in the 4-Year Plan that were successfully completed and identification of continuation funds to support successful elements of the proposed intervention	6/30/18
TOTAL	\$2,000,000
FUNDING	\$2,000,000
MATCH	\$0.00
TOTAL	\$2,000,000
FUNDING	\$2,000,000
MATCH	\$0.00
TOTAL	\$2,000,000

[illegible]

SECTION XI: STRATEGY COMMITTEE'S COLLABORATIVE EFFORTS

**This section will be included in the scoring of the "Collaboration" rating factor.*

- A. STRATEGY COMMITTEE MEMBERSHIP:** Provide the name, title, and agency or organization for each Strategy Committee Member. Please refer to page two (2) of this RFP for the Legislation which provides necessary individuals, disciplines, and local stakeholders.

Name: Ross Mirkarimi	Title: Sheriff, City of San Francisco
Agency/Organization: San Francisco Sheriff's Office	
Name: Jo Robinson	Title: Director, Behavioral Health Services
Agency/Organization: San Francisco Department of Public Health	
Name: Tanya Mera	Title: Director of Behavioral Health and Reentry Services
Agency/Organization: Jail Health Services	
Name: Katy Miller	Title: Chief of Alternative Programs and Initiatives
Agency/Organization: San Francisco District Attorney's Office	
Name: Kathleen Lacy	Title: Program Director
Agency/Organization: UCSF / Citywide Case Management Forensic Program	
Name: Lisa Lightman	Title: Director
Agency/Organization: San Francisco Collaborative Courts	
Name: Kathy Gorwood	Title: Chief Deputy
Agency/Organization: San Francisco Sheriff's Department	
Name: Jennifer Johnson	Title: Deputy Public Defender
Agency/Organization: San Francisco District Attorney's Office	
Name: Lieutenant Ed Santos	Title: Inspector, Special Victims Unit
Agency/Organization: San Francisco Police Department	
Name: Marty Krizay	Title: Chief Deputy Adult Probation Officer
Agency/Organization: San Francisco Adult Probation Department	
Name: Jennifer Scaife	Title: Director, Reentry Division
Agency/Organization: San Francisco Adult Probation Department	
Name: Kenneth Cooper	Title: Peer Specialist / Consumer
Agency/Organization: San Francisco Mental Health Association	
Name: Karen Shain	Title: Recently Policy Planner
Agency/Organization: San Francisco Adult Probation Department	
Name: Alissa Riker	Title: Director of Programs
Agency/Organization: San Francisco Sheriff's Department	

B. COLLABORATIVE EFFORTS: List the dates and times the Strategy Committee met to collaborate on the local MIOCR plan and key decisions made during those meetings, including but not limited to implementation and sustainability planning. **This subsection may not exceed two (2) single-sided pages in length.**

As part of this section, provide Strategy Committee Member sign-in sheets, marked as Attachment B, as part of the complete RFP packet.

As noted in the project narrative, the Strategy Committee began meeting in February 2015 in regular sessions that took place every other Friday at 4:00 PM directly within the San Francisco Sheriff's Office. Members of the Strategy Committee are listed in Section XI above. The following summarizes the dates, times, and key activities and outcomes of each of the four Strategy Committee meetings held in the period leading up to finalization and submission of the MIOCR grant application. Sign-in sheets for each meeting are included as Attachment B of this application.

□ Friday, February 20, 2015 - 4:00 - 5:00 PM: a) Committee membership finalized; b) Committee meeting schedule determined; c) Comprehensive review of MIOCR RFP priorities and components conducted; d) Data collection activities identified and assigned; and e) Initial strategies finalized, including the strategy of reviewing and building off of the previous MIOCR four-year plan.

□ Friday, March 6, 2015 - 4:00 - 5:00 PM: a) Collaborative review and revision of previous four-year plan conducted, including additions, revisions, and deletions based on current programmatic and policy developments and on input from specific committee members; b) Discussion, consensus-building, and decision-making conducted on MIOCR program funding priorities and activities, with a strong consensus achieved on utilizing MIOCR funding primarily to help fill local gaps in housing; and c) San Francisco Reentry Council identified as appropriate oversight body for MIOCR program.

□ Friday, March 20, 2015 - 4:00 - 5:00 PM: a) New draft four-year plan reviewed and revised by the Committee; b) MIOCR program activities, objectives, and expenditure targets finalized; c) Process for final plan and application review finalized; and d) Strategy Subcommittee for proposal review identified.

□ Wednesday, March 25, 2015 - 4:00 - 5:00 PM (Project Design Subcommittee): a) Final review of four-year plan and MIOCR Project Design section conducted by members of the Strategy Subcommittee, and b) MIOCR Project Design modified based on Design Subcommittee feedback.

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, Board of Supervisors	City elective office(s) held: Members, Board of Supervisors

Contractor Information <i>(Please print clearly.)</i>	
Name of contractor: See attached.	
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.	
See attached.	
Contractor address: See attached.	
Date that contract was approved:	Amount of contract: \$950,000
Describe the nature of the contract that was approved:	
Provide transitional housing and peer specialist supports.	
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 <i>(Please print clearly.)</i>	
Name of filer: Angela Calvillo, Clerk of the Board	Contact telephone number: (415) 554-5184
Address: City Hall, Room 244, 1 Dr. Carlton B. Goodlett Pl., San Francisco, CA 94102	E-mail: Board.of.Supervisors@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

Names	Address	Board of Director	CEO/CFO	>= 20% ownership	Subcontractor	PC by contractor
Westside Com Svc.	1153 Oak Street, San Francisco CA 94117	Mary Ann Jones, PhD	Shalece Booker	N/A	N/A	N/A
Bayview Hunters Point	1706 Yosemite Avenue, San Francisco CA 94124	Cathy Davis, MSW	Felisia Thibeaux	Yes	N/A	N/A
Recovery Survival	P.O. Box 281344, San Francisco CA 94128	Lou Gordon	Chuck Dumanski	Yes	N/A	N/A