

File No. 100884

Committee Item No. 1

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Public Safety

Date: July 19, 2010

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

OTHER

(Use back side if additional space is needed)

<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
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<input type="checkbox"/>	<input type="checkbox"/>	_____

Completed by: Victor Young

Date July 15, 2010

Completed by: Victor Young

Date _____

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

1 [Accept and Expend Grant – Local Juvenile Justice Accountability Measures - \$119,034]

2
3 **Resolution authorizing the San Francisco Public Defender's Office to accept and**
4 **expend a grant in the amount of \$119,034 from the State Corrections Standards**
5 **Authority for the purposes of implementing local juvenile justice accountability**
6 **measures through the Juvenile Accountability Block Grant.**

7
8 WHEREAS, The San Francisco Public Defender's Office desires to receive and utilize
9 grant funds available through the Juvenile Accountability Block Grants (JABG) Program
10 administered by the Corrections Standards Authority (hereafter referred to as CSA); and

11 WHEREAS, the grant does not require an ASO amendment; now, therefore, be it

12 RESOLVED, that the Public Defender of the City and County of San Francisco is
13 authorized on behalf of the City and County of San Francisco Board of Supervisors to submit
14 the JABG application to CSA and is authorized to sign the Grant Agreement with CSA,
15 including any amendments thereof; and, be it

16 FURTHER RESOLVED, that the Board of Supervisors hereby waives inclusion of
17 indirect costs in the grant budget; and, be it

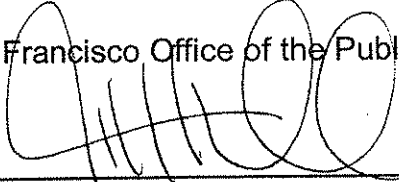
18 FURTHER RESOLVED, that the City and County of San Francisco agrees to provide
19 all matching funds as required for said project (including any amendment thereof), and abide
20 by the statutes and regulations governing the JABG Program as well as the terms and
21 conditions of the Grant Agreement as set forth by the CSA; and, be it

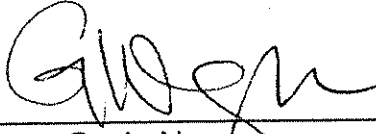
22 FURTHER RESOLVED, that grant funds received hereunder shall not be used to
23 supplant expenditures controlled by this body.

1 RECOMMENDED:

APPROVED:

2 San Francisco Office of the Public Defender

3 
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5 Jeff Adachi, Public Defender
6 City and County of San Francisco

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12 For Mayor Gavin Newsom

13 APPROVED:

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For Ben Rosenfield, Controller

Supervisor David Campos

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Patricia Lee
DATE: June 10, 2010
SUBJECT: Accept and Expend Resolution for Subject Grant

GRANT TITLE: Juvenile Accountability Block Grant

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

- X Proposed grant resolution; original signed by Department, Mayor, Controller
- X Grant information form, including disability checklist
- X Grant budget – Budget is included within the grant application
- X Grant application
- X Grant award letter from funding agency

___ Other (Explain):

Special Timeline Requirements: Corrections Standards Authority requests resolution asap. Supervisor Campos has offered to present the resolution at the Public Safety committee.

Departmental representative to receive a copy of the adopted resolution:

Name: Patricia Lee Phone: 415-753-7610

Interoffice Mail Address: patricia.lee@sfgov.org

Certified copy required Yes ☒ No ☐

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

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

Grant Information Form
(Effective March 2005)

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: 10/11 Juvenile Accountability Block Grant
2. Department: San Francisco Public Defender's Office
3. Contact Person: Jeff Adachi Telephone: 415-553-1671
4. Grant Approval Status (check one):
☒ [X] Approved by funding agency ☐ [] Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$ 119,034
- 6a. Matching Funds Required: \$ 11,903
- b. Source(s) of matching funds (if applicable): San Francisco Public Defender's Office
- 7a. Grant Source Agency: Department of Corrections and Rehabilitation – State of California
- b. Grant Pass-Through Agency (if applicable): Federal Grant – State Pass-Through: Office of Juvenile Justice and Delinquency Prevention

8. Proposed Grant Project Summary: **The project addresses the backlog of public defender cases while working to identify community-based alternatives and out-of-home placements for youth who would otherwise remain in custody unnecessarily. JABG will be used to fund the Public Defender Placement Assistance Program. Public Defender will represent clients in juvenile court matters, obtain appropriate assessments of clients including educational and mental health assessments, and identify and build partnerships with community-based alternatives to detention and other supportive community-based services**

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

Start-Date: July 1, 2010

End-Date: June 30, 2011

- 10a. Amount budgeted for contractual services: NONE
- b. Will contractual services be put out to bid? N/A
 - c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? N/A
 - d. Is this likely to be a one-time or ongoing request for contracting out? N/A
- 11a. Does the budget include indirect costs? ☐ [] Yes ☒ [X] No

b1. If yes, how much? \$
b2. How was the amount calculated?

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

c2. If indirect costs are included, what would have been the indirect costs? 5% of \$119,034 (\$5,952)

12. Any other significant grant requirements or comments:

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

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

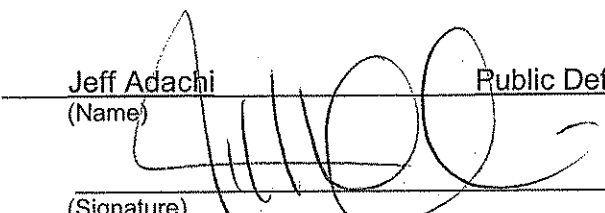
<input checked="" type="checkbox"/> Existing Site(s)	<input type="checkbox"/> Existing Structure(s)	<input checked="" type="checkbox"/> Existing Program(s) or Service(s)
<input type="checkbox"/> Rehabilitated Site(s)	<input type="checkbox"/> Rehabilitated Structure(s)	<input type="checkbox"/> New Program(s)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

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

Comments:

Departmental or Mayor's Office of Disability Reviewer: Sandy Chan
(Name)

Date Reviewed: June 10, 2010

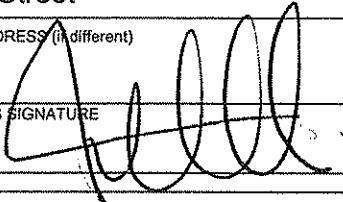
Department Approval: Jeff Adachi Public Defender
(Name) (Title)

(Signature)



**Juvenile Accountability Block Grants Program
2010/2011 Direct Allocation Application**

SECTION I: APPLICANT INFORMATION

A. APPLICANT AND CONTACT INFORMATION			
APPLICANT NAME	TELEPHONE NUMBER	FEDERAL EMPLOYER IDENTIFICATION NUMBER	
San Francisco Office of the Public Defender	415-753-7601		
STREET ADDRESS	CITY	STATE	ZIP CODE
555 7 th Street	San Francisco	CA	94103
MAILING ADDRESS (if different)	CITY	STATE	ZIP CODE
B. PROJECT TITLE		C. PROGRAM PURPOSE AREA	D. AMOUNT OF FUNDS REQUESTED
Public Defender Placement/Education Assistance Program		Court Staffing and Pretrial Services, Reentry	\$119,034
E. BRIEF DESCRIPTION OF PROJECT			
<p>The Placement and Education Assistance Program partially funds on Offender Counsel to advocate for youth who have been placed in or are at risk of out of home placement. Youth who have been committed to out of home placement have historically languished for months in detention while awaiting placement. The Public Defender Placement Attorney has reduced the detention time of Public Defender clients awaiting placement to an average of 2 to 3 weeks for first time placement. This year the Placement Attorney is now working collaboratively with the San Francisco Court, Juvenile Probation Department and a designated community based agency, the Center on Juvenile and Criminal Justice Center to provide coordinated and comprehensive reentry case planning and aftercare services for Public Defender clients in out of home placement with the goal of reducing recidivism and placement failure by 50% over 5 years. This new reentry court collaborative is entitled the San Francisco Juvenile Collaborative Reentry Team (JCRT).</p>			
F. IMPLEMENTING AGENCY			
AGENCY NAME			
San Francisco office of the Public Defender			
NAME, TITLE OF PROJECT DIRECTOR		TELEPHONE NUMBER	
Patricia Lee		415-753-7610	
STREET ADDRESS		FAX NUMBER	
375 Woodside Ave. Rm. 118		415-566-3030	
CITY	STATE	ZIP CODE	E-MAIL ADDRESS
San Francisco	CA	94127	Patricia.lee@sfgov.org
G. DESIGNATED FINANCIAL OFFICER			
NAME, TITLE		TELEPHONE NUMBER	
Angela Auyong		415-553-1677	
STREET ADDRESS		FAX NUMBER	
555 7 th Street		415-553-1607	
CITY	STATE	ZIP CODE	E-MAIL ADDRESS
San Francisco	CA	94103	Angela.Auyong@sfgov.org
H. DAY-TO-DAY PROJECT CONTACT PERSON			
NAME AND TITLE		TELEPHONE NUMBER	
Rebecca Marcus		415-753-7615	
STREET ADDRESS		FAX NUMBER	
375 Woodside Ave. Rm.118		415-566-3030	
CITY	STATE	ZIP CODE	E-MAIL ADDRESS
San Francisco	CA	94127	Rebecca.marcus@sfgov.org

I. APPLICANT'S AGREEMENT				
By submitting this application, the applicant assures that it will abide by the laws, policies and procedures governing this funding.				
NAME AND TITLE OF AUTHORIZED OFFICER (PERSON WITH LEGAL AUTHORITY TO SIGN)				TELEPHONE NUMBER
Jeff Adachi, San Francisco Public Defender				415-553-9520
STREET ADDRESS	CITY	STATE	ZIP CODE	FAX NUMBER
555 7 th Street	San Francisco	CA	94103	415-553-9520
MAILING ADDRESS (if different)	CITY	STATE	ZIP CODE	E-MAIL ADDRESS
APPLICANT'S SIGNATURE				DATE
				5/3/10

SECTION II: PROJECT INFORMATION

A. PROJECT DESCRIPTION:

Part I: In the space below #5, provide the following project information:

1. Describe the project(s)/program(s) to be supported with JABG funds.
2. Define project goals and major activities/services.
3. Define the juvenile justice population(s) to be served by the project, including the estimated number of youth.
4. Support the project need with local data/information.
5. Describe staffing, including classification and number of staff required to achieve project goals.

1. Placement and Education Assistance Project
2. The project goals and major activities/services include the following:
 - a. Direct referrals to appropriate residential programs
 - b. Identification of placement needs through conferencing with minor/family and other reentry team members including thorough review of relevant, social, psychological and school reports.
 - c. Close collaboration and monitoring of placement efforts by the probation department through regular meetings, court hearings, contacts with family members, and contacts with client and placement representatives.
 - d. Unreasonable delays are brought to the court's attention to ensure accountability.
 - e. Youth involved in multiple systems, such as mental health, special education, or foster care can result in extended detention delays. The attorney collaborates with the reentry team to identify the proper identification of services among multiple systems to expedite timely and appropriate placement.
 - f. Cooperation and coordination of reentry team and other key service providers reduces placement detention time. Regular case conferencing and communication reduces inefficiencies and improves placement and reentry outcomes for youth.
 - g. Maintain regular contact with placement clients to address needs, problems and concern in order to achieve successful graduation from placement and successful reentry to the community.
 - h. Ensure proper case plans are developed and individualized to minor's needs and complied with to promote family reunification and public safety.
 - i. Reduce number of youth in out of home placement or detention through effective utilization of community resources and family involvement.
 - j. Educational advocacy for youth to ensure success in education by advocating in school hearings to appropriately place youth in their school settings that meets the individualized needs of the youth.
 - k.
3. Cases per FY:
 - a. 100 youth in out of home placement
 - b. 50 educational cases

Part II: Further identify the target population for your program by completing the table below. Place an "X" next to at least one population segment (or "not applicable") in each of the six designated areas. Multiple boxes may be checked in any one area. Each "X" shall indicate the populations, if any, to which the program intends to offer targeted services. Targeted services include any services or approaches **specifically designed** to meet the needs of the population (e.g. gender specific, culturally based, developmentally appropriate services).

TARGET POPULATION	
1. RACE	4. AGE
<input type="checkbox"/> Not applicable	<input type="checkbox"/> Not applicable
<input type="checkbox"/> American Indian/Alaskan Native	<input type="checkbox"/> Under 11
X Asian	X 12-13
X Black/African American	X 14-15
X Hispanic or Latino (of any race)	X 16-17
X Native Hawaiian/Other Pacific Islander	X 18 and over*
X Other Race	
X White/Caucasian	
2. JUSTICE	5. GEOGRAPHIC
<input type="checkbox"/> At-Risk Population (no prior offense)	<input type="checkbox"/> Not applicable
<input type="checkbox"/> First Time Offenders	X Rural
X Repeat Offenders	X Suburban
X Sex Offenders	<input type="checkbox"/> Tribal
<input type="checkbox"/> Status Offenders	X Urban
X Violent Offenders	
3. GENDER	6. OTHER POPULATIONS
<input type="checkbox"/> Not applicable	<input type="checkbox"/> Not applicable
X Male	X Mental Health
X Female	X Pregnant
	X Substance Abuse
	X Truant/Dropout

*Participants 18 years and over must be under the jurisdiction of the juvenile justice system.

- B. PROGRAM PURPOSE AREA(S):** All funded projects must fall within one or more federally recognized purpose areas established for JABG. Appendix B includes a detailed listing of the 17 program purpose areas from which each applicant must choose. Each separate purpose area identified in this section will require subsequent data reporting on quarterly progress reports to the CSA. Applicants are encouraged to consolidate this portion as much as possible. In the space below, please indicate the selected program purpose area(s) by number and topic, and the federal dollar amount allotted to each. (*Example: #8 Juvenile Drug Courts - \$ 47,189*)

Program Area 3: Court Staffing and Pretrial Services - \$119,034

PRIORITY AREA(S): California's State Advisory Committee on Juvenile Justice and Delinquency Prevention (SACJJDP), which oversees the use of federal funds administered by CSA, has identified five priority areas in their Strategic Plan on which California is to focus its efforts. The five priority areas are Alternatives to Detention, Disproportionate Minority Contact, Evidence-Based Practices, Restorative Justice, and Holistic Approaches to Offender Counsel. The SACJJDP strongly encourages JABG recipients to align the use of their direct allocation with the priority areas that are identified in the SACJJDP's Strategic Plan (See Appendix C). An applicant's direct allocation will not be affected if a program propose area is selected that falls outside of the SACJJDP priority focus areas; however, an explanation must be provided that indicates why this exception should be made. In the space below, please indicate the SACJJDP priority area(s) that reflects your selected program purpose area(s) (*Example: # 8 Juvenile Drug Courts – Priority Area: Alternatives to Detention*). If you have selected a program purpose area(s) that falls outside of the SACJJDP priority areas listed on Appendix C, please provide an explanation as to why your agency was unable to utilize JABG funding within the priorities areas identified by the SACJJDP.

#3 Court Staffing and Pretrial Services - Priority Area: Alternatives to Detention

#17 Reentry - Priority Area: Alternatives to Detention and Holistic Approaches to Offender Counsel

- C. FEDERAL PERFORMANCE MEASURES:** Grantees receiving over \$10,000 must report data to the CSA on mandatory performance measures developed by the OJJDP. The performance indicators for each program purpose area are designed to measure outcomes/outputs during the reporting period. Once a purpose area(s) has been chosen in Section II-B above, applicants are to click the corresponding PDF link(s) below to locate the performance measure grid that identifies the data to be collected and reported. Please note the grid identifies the mandatory measures to be collected in the "Outcomes/Outputs Measures" column and the precise data to be reported in the "Reporting Format" column.

Data to be collected will fall into either one or both of the following categories:

- Direct Service - Defined as an actual service with an individual or group which could take the form of mentoring, counseling, or educational activities. The efforts of these services are defined as prevention, intervention, or rehabilitative.
- System Improvement – Defined as efforts to make desired changes in overall practices, policies or procedures through activities such as hiring personnel, providing training or technical assistance, purchasing equipment/supplies or new information systems, or conducting research.

Grantees must determine which category best describes their project, as this will later determine the data to be collected in the quarterly progress reports.

Performance Measures:

- Program Area 1: Graduated Sanctions PDF
- Program Area 2: Corrections/Detention Facilities PDF
- Program Area 3: Court Staffing and Pretrial Services PDF
- Program Area 4: Prosecutors (Staffing) PDF
- Program Area 5: Prosecutors (Funding) PDF
- Program Area 6: Training for Law Enforcement and Court Personnel PDF
- Program Area 7: Juvenile Gun Courts PDF
- Program Area 8: Juvenile Drug Courts PDF
- Program Area 9: Juvenile Records System PDF
- Program Area 10: Information Sharing PDF
- Program Area 11: Accountability PDF
- Program Area 12: Risk and Needs Assessment PDF
- Program Area 13: School Safety PDF
- Program Area 14: Restorative Justice PDF
- Program Area 15: Juvenile Courts and Probation PDF
- Program Area 16: Detention/Corrections Personnel PDF
- Program Area 17: Reentry PDF

Federal Juvenile Accountability Block Grant Logic Model PDF

- D. DMC REGIONAL TRAINING:** In the space below enter the number and position(s) of the staff you intend to send to DMC regional trainings.

2 Staff members:

Rebecca Marcus- Placement and Education Attorney

Vanessa Alvarez- Placement Youth Advocate

SECTION III: BUDGET INFORMATION

A. WAIVER AND MATCH CALCULATION: Completion of this segment of the budget section is only for those applicants receiving waivers of funding from other jurisdictions. Applicants not receiving waivers may skip to the next segment – part B of this budget section.

1.	Applicant unit of local government direct grant amount	(A)	\$	0
2.	Additional direct grants received from other eligible recipients (waivers):			
	Waiving jurisdiction:	Waiver Amount:		
		\$ 0		
		\$ 0		
		\$ 0		
	Total amount from other recipients	(B)	\$	0
3.	Total amount of federal award (A + B)	(C)	\$	0
4.	Cash Match (C x 10%)	(D)	\$	0
	(round to nearest dollar)			
5.	Total Project Costs (C + D)	(E)	\$	0
	(round to nearest dollar)			

NOTE: The above Waiver and Match table is an Excel document. Double click on the document; fill in the numbers for auto calculation, then save.

B. BUDGET LINE ITEM TOTALS: Please complete the applicable fields in the following table for the proposed budget.

- Administrative overhead may not exceed 5% of the total grant funds requested.
- With the exception of new and permanent construction projects requiring a 50% cash match, the required cash match for all other projects is 10% of the total project costs. See Appendix A for pre-calculated 10% match amounts based on federal formula.
- Other may include travel related costs for participants attending the DMC regional training (see Overview of Grant Award and Application Requirements).

Budget Line Items	Grant Funds	Cash Match	Total
Salaries and Benefits	\$119,034	\$11,903	\$130,937
Services and Supplies			\$ -
Professional Services			\$ -
CBO Contracts			\$ -
Administrative Overhead			\$ -
Fixed Assets/Equipment			\$ -

NOTE: The budget table is an Excel document. Double click on the document; fill in the numbers for auto calculation, then save.

C. BUDGET LINE ITEM DETAILS: Provide sufficient detail/breakdown to explain how the requested funds outlined in the table above will be expended in each applicable line item. Identify match items, their respective dollar amounts, and source of the match funds.

1. SALARIES AND BENEFITS: Number of staff, classification, salary and benefits.

One trial attorney 8177

Salary: \$172,588

Benefits: \$37,969

2. SERVICES AND SUPPLIES: Includes leases, rent, utilities, travel and training.

3. PROFESSIONAL SERVICES: Includes evaluator, consultant services, therapists, and other professionals as required.

4. COMMUNITY-BASED ORGANIZATIONS: Name of organization and services to be provided.

5. ADMINISTRATIVE OVERHEAD: Indicate percentage and how calculated. This total may not exceed 5% of the grant funds.

6. FIXED ASSETS/EQUIPMENT: Office equipment, vehicles, and other equipment necessary to perform program activities.

7. OTHER: Any other items not covered above but necessary to meet program goals.

SECTION IV: LOCAL ADVISORY BOARD

In meeting the federal requirement, indicate in the spaces below the membership of the locally designated advisory board charged with reviewing the plan for expending JABG funds.

Date of meeting to approve application: January 6, 2010

<u>Name</u>	<u>Title</u>	<u>Agency</u>
Chief William Siffermann	Chief Juvenile Probation Officer	Juvenile Probation Dept.
Julius Deguia	Managing Attorney	District Attorney's Office
Steve Acelona	Human Services Representative	Department of Human Services
John Avalos	Supervisor	Board of Supervisors
Andrew Balcazar	Youth Commission member	Youth Commission
Pat Boyd	Adult Probation member	Adult Probation Department
Dr. Ernest Brown	Principal Center Collaborative member	Principal Collaborative Center
Rev. Ishmael Burch	Community at large member	Bayview Hunter's Point Center
Brian Cheu	Director	Mayor's Office of Community Investment
Keith Choy	SF Unified School District member	Unified School District

Glenn Eagleson	Office of Economic and Workforce Development member	Office of Economic and Workforce Development
Captain John Ehrlich	Captain Police Department	Police Department
Honorable Donna Hitchens	Judge of the Superior Court	Superior Court
Patricia Lee	Managing Attorney	Public Defender's Office
Kyle Pedersen	Youth Commission member	Youth Commission
Jacqueline Ricci	Commissioner	Juvenile Probation Commission
Sunny Schwarz	Sherriff Department member	Sheriff's Department
Sai-Ling Chan Sew	Director	Department of Public Health
Maria Su	Director	Department of Children, Youth and their Families

SECTION V: BOARD OF SUPERVISORS' RESOLUTION

As part of the grant application process, applicants must submit a resolution from the City Council/Board of Supervisors addressing specified issues. **Please see Attachment D for a Sample Resolution.** The resolution need not be submitted at the same time as the application document; however, the original resolution or copy thereof must be provided to the CSA prior to a grant award agreement being signed. Resolutions may be directed by mail to the JABG Coordinator, Colleen Stoner at Corrections Standards Authority, 600 Bercut Drive, Sacramento 95811.

SECTION VI: AUDIT IDENTIFICATION

Grant recipients must submit an audit of expenditures within 120 days following the end of the grant period. Grantees may choose either a program specific audit or a single federal audit. Federal guidelines allow grant recipients receiving \$500,000 or more in federal funds (from all sources including pass-through sub-awards) in a fiscal year to use their federal juvenile justice grant funds to pay for the cost of the audit. Grantees falling below the \$500,000 threshold must use non-federal funds (i.e., match funds) to pay for audit costs. For purposes of this application, please check one of the boxes below to indicate the grantee's choice for meeting the audit requirement.

X In conformance with Federal OMB Circular #A-133, and the California State Controller's Accounting Standards and Procedures Chapter 23, Grant Accounting Index, the identified grant will be included in the City/County **Single Federal Audit Report**, which will be submitted to the CSA within the required timeframe of 120 days from the end of the 12-month grant period. NOTE: Should an extension be needed, please provide in advance of the deadline a written justification that indicates reasons for the extension and the timeframe needed.

OR

☐ In conformance with Federal OMB Circular #A-133, and the California State Controller's Accounting Standards and Procedures Chapter 23, Grant Accounting Index, the grantee will provide a **Program Specific Final Audit Report** to the CSA within the required timeframe of 120 days from the end of the 12-month grant period.

**PLEASE E-MAIL YOUR COMPLETED APPLICATION
BY JUNE 1, 2010**

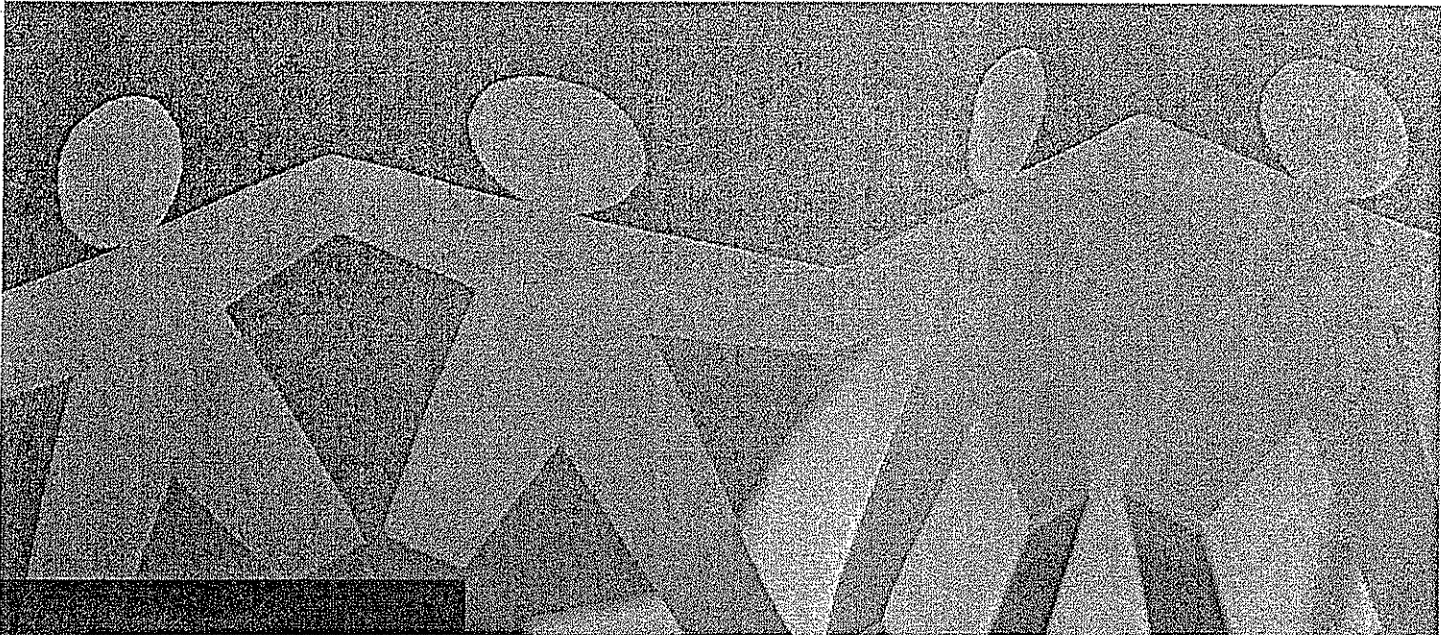
To

Colleen.Stoner@cdcr.ca.gov

California Department of Corrections & Rehabilitation

Corrections Standards Authority

Issued April 2010



Juvenile Accountability Block Grant Program (JABG)

2010/2011
Direct Allocation
Grants Application Packet



Overview of Grant Award

The Juvenile Accountability Block Grants (JABG) Program, administered at the federal level by the Office of Juvenile Justice and Delinquency Prevention (OJJDP), supports state and local efforts to reduce juvenile crime through programs that focus on offender accountability (Public Law 107-273). As the designated state agency for this federally funded program, the Corrections Standards Authority (CSA) will distribute the Federal Fiscal Year 2010 annual allocations to those local jurisdictions meeting the federal funding threshold to receive a direct allocation. The grant year will cover July 1, 2010 through June 30, 2011.

California's State Advisory Committee on Juvenile Justice and Delinquency Prevention (SACJJDP), which oversees the use of federal funds administered by CSA, identified five priority areas in their Strategic Plan on which California is to focus its efforts. The five priority areas are Alternatives to Detention, Disproportionate Minority Contact, Evidence-Based Practices, Restorative Justice, and Holistic Approaches to Offender Counsel. The SACJJDP encourages JABG recipients to align the use of their direct allocation with the five priority areas that are identified in the SACJJDP's Strategic Plan.

Application Requirements

Due Date: This application is due to the CSA via e-mail by **June 1, 2010**. A signed, hard copy of the application is to follow, submitted by the applicant via U.S. mail.

Eligible Applicants: Units of local government meeting the minimum federal funding threshold are eligible to apply for the formula-based direct allocation. **Please refer to Appendix A for a listing of eligible units of local government, including the federally determined grant amount for each.** Localities shall designate an implementing agency for the grant project.

Local Advisory Board: Under federal law, a local advisory board must review a Coordinated Enforcement Plan (CEP) outlining how JABG funds will be expended. For the purpose of this grant, this application is the CEP. The board must include, if appropriate, representatives from the police, sheriff and probation departments, district attorney's office, juvenile court, education, social services, a nonprofit and nongovernmental victim advocacy organization, and a nonprofit religious or community group. Grantees may use an existing advisory board with similar membership (e.g., Juvenile Justice Coordinating Council) to meet this requirement.

Local Match: Applicants must assure that they will contribute a cash match of 10% of the total project costs (see Appendix A for required match amounts based on the federal formula). Applicants opting to use JABG funds to construct new and permanent detention facilities must provide a 50% cash match. Matching funds may be either state or local dollars. Federal funds are not an allowable match source.

Eligible Expenditures: Grantees must expend JABG funds for projects that fall within the 17 federally designated program purpose areas, with a focus on juvenile accountability. **Please see Appendix B for information on the JABG program purpose areas and performance measures.** Additionally, the California SACJJDP strongly encourages JABG recipients to align the use of their direct allocation with the five priority areas identified in their strategic plan. **Please see Appendix C for information on how the 17 JABG program purpose areas align with the 5 priority areas of the SACJJDP.**

Disbursement of Grant Funds: Disbursement of grant funds occurs on a reimbursement basis for actual project costs incurred during a reporting period. Grantees must submit invoices online to the CSA on a quarterly basis, within 45 days following the end of the reporting period. Grantees must maintain adequate supporting documentation for all costs, both grant and match, claimed on invoices.

Federal Performance Measure: Federal regulations require JABG grantees to select a program purpose area(s) from the JABG program list and report specific data pertaining to the area(s) identified. Grantees will report data to the CSA on a quarterly basis via progress reports.

Resolution: Applicants must submit a resolution from their governing board (City Council or Board of Supervisors) addressing specific requirements. **Please see Attachment D for a Sample Resolution.** The resolution must be on file with the CSA prior to a finalized grant award agreement.

Waivers: A qualifying unit of local government may waive its right to a direct grant award and request that such unit's funds be awarded to and expended for its benefit by a larger or contiguous unit of local government. **Please see Attachment E for the pertinent waiver documentation.**

Disproportionate Minority Contact Training: To receive federal funding, the state of California is required to demonstrate a good faith effort to address Disproportionate Minority Contact (DMC). DMC refers to the overrepresentation of youth of color who come into contact with the juvenile justice system (at all points, from arrest through confinement) relative to their numbers in the general population. In an effort to comply with this requirement, the CSA has undertaken a number of activities to ensure that California addresses DMC. Accordingly, JABG recipients are invited to attend a one day regional DMC training for project directors and other interested staff which will be provided during the program year.

Viewing direct service for at-risk youth through the DMC lens not only complements the principles of the JABG program but can effectively influence the impact of current interventions. The regional DMC courses will be provided at no cost to attendees and address issues relevant to participants who have received previous training as well as those attending DMC training for the first time. Two trainings will be offered; one for the northern region and one for the southern region. JABG funding may be used to reimburse agencies for travel related expenditures such as mileage, meals, lodging if required, and other per diem costs. Applicants should include these costs in the budget section of this application. Registration information regarding the date, time and location of the regional trainings will be sent to all project directors. Additional information about DMC can be found at <http://www.cdcr.ca.gov/Divisions/Boards/CSA/PPP/Grants/DMC/Index.html> or applicants may contact DMC Coordinator, Shalinee Hunter, at 916/322-8081; Shalinee.hunter@cdcr.ca.gov.

Complete Application Submittal: A complete application includes the application document, Federal Performance Measures form(s) and governing body's resolution. Additionally, waiver documents are required from any applicant receiving funds waived from another locality.

Progress Reports: Grantees must submit quarterly progress reports, including the mandatory federal data and project progress notes, utilizing the JABG Progress Report form provided on the CSA website www.cdcr.ca.gov/Divisions/Boards/CSA/.

Audit: Grantees must submit an audit of expenditures within 120 days of the end of the grant period. Reasonable and necessary extensions to the timeframe may be granted if requested. Grantees may choose to submit either a program specific audit or a federal single audit.

Key Dates:

June 1, 2010	Applications due to CSA via email with signed hard copy to follow via U.S. mail
July 1, 2010	Grant year begins
November 15, 2010	First quarterly progress report due covering July – Sept. 2010 First quarterly financial invoice due covering July – Sept. 2010
February 15, 2011	Second quarterly progress report due covering Oct. – Dec. 2010 Second quarterly financial invoice due covering Oct. – Dec. 2010
May 15, 2011	Third quarterly progress report due covering Jan. – Mar. 2011 Third quarterly financial invoice due covering Jan. – Mar. 2011
June 30, 2011	Grant year ends
August 15, 2011	Fourth quarterly progress report due covering Apr. – June 2011 Fourth quarterly financial invoice due covering Apr. – June 2011
October 31, 2011	Final audit report due (unless extension granted)

Contact and Program Information: Questions regarding this application process may be directed to Colleen Stoner, Field Representative for CSA, (916) 324-9385 or colleen.stoner@cdcr.ca.gov.

Further information about the JABG Program, including fiscal and progress reporting forms and the Grant Contract Administration and Audit Guide, is also available on the CSA's web site at [www.cdcr.ca.gov/Divisions Boards/CSA/PPP/Grants/JABG/Index.html](http://www.cdcr.ca.gov/Divisions%20Boards/CSA/PPP/Grants/JABG/Index.html).

APPENDIX A – FFY 10/11 DIRECT ALLOCATIONS FOR ELIGIBLE LOCALITIES
THE 10/11 DIRECT ALLOCATIONS ARE BASED ON CALIFORNIA'S 09/010 ALLOCATION

LOCALITY	DIRECT ALLOCATION	10% CASH MATCH	TOTAL PROJECT COST
ALAMEDA COUNTY	\$129,324	\$12,932	\$142,256
BUTTE COUNTY	\$14,730	\$1,473	\$16,203
CONTRA COSTA COUNTY	\$63,212	\$6,321	\$69,533
EI DORADO COUNTY	\$12,378	\$1,238	\$13,616
FRESNO CITY	\$15,956	\$1,596	\$17,552
FRESNO COUNTY	\$52,243	\$5,224	\$57,467
IMPERIAL COUNTY	\$10,531	\$1,053	\$11,584
KERN COUNTY	\$65,957	\$6,596	\$72,553
LONG BEACH CITY	\$18,844	\$1,884	\$20,728
LOS ANGELES CITY	\$167,758	\$16,776	\$184,534
LOS ANGELES COUNTY	\$800,938	\$80,094	\$881,032
MARIN COUNTY	\$17,940	\$1,794	\$19,734
MERCED COUNTY	\$15,500	\$1,550	\$17,050
MONTEREY COUNTY	\$28,025	\$2,803	\$30,828
NAPA COUNTY	\$10,005	\$1,001	\$11,006
OAKLAND CITY	\$34,143	\$3,414	\$37,557
ORANGE COUNTY	\$151,148	\$15,115	\$166,263
PLACER COUNTY	\$13,082	\$1,308	\$14,390
RIVERSIDE COUNTY	\$94,338	\$9,434	\$103,772
SACRAMENTO CITY	\$25,205	\$2,521	\$27,726
SACRAMENTO COUNTY	\$134,017	\$13,402	\$147,419
SAN BERNARDINO CITY	\$10,896	\$1,090	\$11,986
SAN BERNARDINO COUNTY	\$85,404	\$8,540	\$93,944
SAN DIEGO CITY	\$38,512	\$3,851	\$42,363
SAN DIEGO COUNTY	\$192,109	\$19,211	\$211,320
SAN FRANCISCO CITY/COUNTY	\$119,034	\$11,903	\$130,937
SAN JOAQUIN COUNTY	\$43,555	\$4,356	\$47,911
SAN JOSE CITY	\$19,755	\$1,976	\$21,731
SAN LUIS OBISPO COUNTY	\$15,982	\$1,598	\$17,580
SAN MATEO COUNTY	\$49,108	\$4,911	\$54,019
SANTA BARBARA COUNTY	\$35,527	\$3,553	\$39,080
SANTA CLARA COUNTY	\$166,963	\$16,696	\$183,659
SANTA CRUZ COUNTY	\$20,399	\$2,040	\$22,439
SHASTA COUNTY	\$14,371	\$1,437	\$15,808
SOLANO COUNTY	\$27,657	\$2,766	\$30,423
SONOMA COUNTY	\$42,583	\$4,258	\$46,841
STANISLAUS COUNTY	\$32,767	\$3,277	\$36,044
STOCKTON CITY	\$20,025	\$2,003	\$22,028
TULARE COUNTY	\$27,538	\$2,754	\$30,292
VENTURA COUNTY	\$62,046	\$6,205	\$68,251
YOLO COUNTY	\$11,770	\$1,177	\$12,947
TOTALS	\$2,536,020	\$291,128	\$2,827,148

APPENDIX B – JABG PROGRAM PURPOSE AREAS

- 1) **Graduated sanctions:** Developing, implementing, and administering graduated sanctions for juvenile offenders.
- 2) **Corrections/detention facilities:** Building, expanding, renovating, or operating temporary or permanent juvenile corrections, detention or community corrections facilities.
- 3) **Court staffing and pretrial services:** Hiring juvenile court judges, probation officers, and court-appointed defenders and special advocates, and funding pretrial services (including mental health screening/assessment) for juvenile offenders to promote the effective, expeditious administration of the juvenile justice system.
- 4) **Prosecutors (staffing):** Hiring additional prosecutors so that more cases involving violent juvenile offenders can be prosecuted and backlogs reduced.
- 5) **Prosecutors (funding):** Providing funding to enable prosecutors to address drug, gang, and youth violence problems more effectively and for technology, equipment, and training to assist prosecutors in identifying and expediting the prosecution of violent juvenile offenders.
- 6) **Training for law enforcement and court personnel:** Establishing and maintaining training programs for law enforcement and other court personnel with respect to preventing and controlling juvenile crime
- 7) **Juvenile gun courts:** Establishing juvenile gun courts for the prosecution and adjudication of juvenile firearms offenders
- 8) **Juvenile drug courts:** Establishing drug court programs to provide continuing judicial supervision over juvenile offenders with substance abuse problems and to integrate administration of other sanctions and services for such offenders
- 9) **Juvenile records system:** Establishing and maintaining a system of juvenile records designed to promote public safety
- 10) **Information sharing:** Establishing and maintaining interagency information-sharing programs that enable the juvenile and criminal justice systems, schools, and social services agencies to make more informed decisions regarding the early identification, control, supervision, and treatment of juveniles who repeatedly commit serious delinquent or criminal acts.
- 11) **Accountability:** Establishing and maintaining accountability-based programs designed to reduce recidivism among juveniles who are referred by law enforcement personnel or agencies.
- 12) **Risk and needs assessment:** Establishing and maintaining programs to conduct risk and needs assessments of juvenile offenders that facilitate effective early intervention and the provision of comprehensive services, including mental health screening and treatment and substance abuse testing and treatment, to such offenders.
- 13) **School safety:** Establishing and maintaining accountability-based programs designed to enhance school safety.
- 14) **Restorative justice:** Establishing and maintaining restorative justice programs.
- 15) **Juvenile courts and probation:** Establishing and maintaining programs to enable juvenile courts and juvenile probation officers to be more effective and efficient in holding juvenile offenders accountable and reducing recidivism.
- 16) **Detention/corrections personnel:** Hiring detention and corrections personnel and establishing and maintaining training programs for such personnel, to improve facility practices and programming.
- 17) **Reentry systems and programs:** Establishing, improving and coordinating pre-release and post-release systems and programs to facilitate the successful reentry of juvenile offenders from state and local custody into the community.

APPENDIX C
ALIGNMENT OF JABG PROGRAM PURPOSE AREAS WITH SACJJD PRIORITY AREAS

Program Purpose Area	PRIORITY AREA ALTERNATIVES TO DETENTION
1	Developing, implementing, and administering graduated sanctions for juvenile offenders.
7	Establishing juvenile gun courts for the prosecution and adjudication of juvenile firearms offenders.
8	Establishing drug court programs for juvenile offenders that provide continuing judicial supervision over juvenile offenders with substance abuse problems and integrate administration of other sanctions and services for such offenders.
10	Establishing and maintaining interagency information sharing programs that enable the juvenile and criminal justice systems, schools, and social services agencies to make more informed decisions regarding the early identification, control, supervision, and treatment of juveniles who repeatedly commit serious delinquent or criminal acts.
11	Establishing and maintaining accountability-based programs designed to reduce recidivism among juveniles who are referred by law enforcement personnel or agencies.
12	Establishing and maintaining programs to conduct risk and needs assessments that facilitate effective early intervention and the provision of comprehensive services, including mental health screening and treatment and substance abuse testing and treatment, to juvenile offenders.
13	Establishing and maintaining accountability-based programs that are designed to enhance school safety, which programs may include research-based bullying, cyberbullying, and gang prevention programs.
15	Establishing and maintaining programs to enable juvenile courts and juvenile probation officers to be more effective and efficient in holding juvenile offenders accountable and reducing recidivism.
17	Establishing, improving, and coordinating pre-release and post-release systems and programs to facilitate the successful re-entry of juvenile offenders from state and local custody in the community.
Program Purpose Area	PRIORITY AREA HOLISTIC APPROACH TO OFFENDER COUNSEL
3	Hiring juvenile court judges, probation officers, and court-appointed defenders and special advocates, and funding pretrial services (including mental health screening and assessment) for juvenile offenders to promote the effective and expeditious administration of the juvenile justice system.
4	Hiring additional prosecutors so that more cases involving violent juvenile offenders can be prosecuted and case backlogs reduced.
5	Providing funding to enable prosecutors to address drug, gang, and youth violence problems more effectively and for technology, equipment, and training to help prosecutors identify and expedite the prosecution of violent juvenile offenders.
6	Establishing and maintaining training programs for law enforcement and other court personnel with respect to preventing and controlling juvenile crime.
Program Purpose Area	PRIORITY AREA RESTORATIVE JUSTICE
14	Establishing and maintaining restorative justice programs.
Program Purpose Area	PROGRAM PURPOSE AREAS THAT FALL OUTSIDE OF THE PRIORITY AREAS (as identified in the Strategic and Comprehensive Title II Plan)
2	Building, expanding, renovating, or operating temporary or permanent juvenile correction, detention, or community corrections facilities.
9	Establishing and maintaining a system of juvenile records designed to promote public safety.
16	Hiring detention and corrections personnel, and establishing and maintaining training programs for such personnel, to improve facility practices and programming.

Grant TITLE: Juvenile Accountability Block Grant

Total Grant Budget

FY 10-11

Revenue

Department of State	119,034
PD Matching Fund	<u>11,903</u>
Total Revenue	130,937

Expense

Salary for One Attorney (Job code 8177 @ 0.61 FTE)	104,892
Benefits	<u>26,045</u>
Total Compensation	130,937

JABG Grant Budget Allocation
FY 2010-11

Category	Amount
Revenue:	\$119,034
(job code 8177)	
Expenditures:	
00101	\$ 95,353
01301	\$ 9,049
01401	\$ 3,716
01402	\$ 1,382
01501	\$ 3,889
01571	\$ 2,356
01601	\$ 910
01701	\$ 191
01901	\$ (84)
01911	\$ 1,757
01912	\$ 515
Total Exp:	\$ 119,034

* Index Code: 055130

