

BSCC
CALIFORNIA

NOVEMBER 21
2024

BOARD MEETING AGENDA & REPORTS

STATE OF CALIFORNIA BOARD OF STATE AND COMMUNITY CORRECTIONS
WWW.BSCC.CA.GOV



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Executive Director, BSCC

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Chair, BSCC

JENNIFER BRANNING
Chief Probation Officer
Lassen County

SCOTT BUDNICK
Founder
Anti-Recidivism Coalition

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Sheriff
San Mateo County

NORMA CUMPIAN
Assistant Deputy Director
Anti-Recidivism Coalition
Women's Department

HON. JANET GAARD
Retired Judge
Yolo County

KIRK HAYNES
Chief Probation Officer
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JASON D. JOHNSON
Director, Adult Parole
Operations, CDCR

JEFFREY D. MACOMBER
Secretary, CDCR

WILLIAM "BILL" SCOTT
Chief of Police
City of San Francisco

DR. KAREN LAI M.D.
Licensed Health Care Provider

ERIC S. TAYLOR
Sheriff
San Benito County

ANGELES D. ZARAGOZA
Deputy Executive Director
Youth Justice Program

VACANT
County Supervisor
Or County Chief Administrative
Officer

VACANT
Licensed Mental/Behavioral
Health Care Provider

***AMENDED TO ADD PUBLIC LOCATIONS**

****PLEASE NOTE: ****
BYRNE STATE CRISIS INTERVENTION PROGRAM
Advisory Board Meeting Will Begin at 9:30 a.m.

BOARD MEETING AGENDA

Thursday, November 21, 2024

10:00 a.m. or Upon Adjournment of the Byrne SCIP Meeting

2590 Venture Oaks Way
Board Meeting Room, First Floor
Sacramento, California 95833

Anti-Recidivism Coalition*
1320 East 7th Street Suite 260
Los Angeles, California 90021

Lassen County Probation Department*
2950 Riverside Drive Suite 101
Susanville, California 96130

Zoom link & instructions appear at the end of the Agenda.

Instructions for remote attendance appear on the last page of this agenda.

Remote Public Participants:

*To request to speak on an agenda item during the Board meeting,
please email publiccomment@bscc.ca.gov*

Please state in the subject line on which item you would like to speak.

*To submit written public comment on an agenda item, please email
publiccomment@bscc.ca.gov*

Routine items are heard on the consent calendar. All consent items are approved after one motion unless a Board member asks for discussion or separate action on any item. Anyone may ask to be heard on any item on the consent calendar prior to the Board's vote. Members of the public will be given the opportunity to give public comment during the Board's discussion of each item. There is a two-minute time limit on public comment unless otherwise directed by the Board Chair.

I. Call Meeting to Order

II. Information Items

1. Chair's Report
2. Executive Director's Report
3. Legal Update
4. Legislative Update

III. Action: Consent Items

- A. Minutes from the October 3, 2024, Board Meeting: **Requesting Approval**
- B. Senate Bill 863 – (Adult Local Criminal Justice Construction) - Merced County Scope Change: **Requesting Approval**
- C. Senate Bill 81 – (Local Youthful Offender Rehabilitative Facilities Construction) – Riverside County Scope Change: **Requesting Approval**
- D. California Violence Intervention and Prevention (CalVIP) Grant - Cohort 4-Six-Month, No-Cost Extension: **Requesting Approval**

IV. Action: Discussion Items

- E. Missing and Murdered Indigenous People Grant Program (MMIP) - Cohort 3 – Release of the Requests for Proposals: **Requesting Approval**
- F. Adult Reentry Grant (ARG) Program – Cohort 4 – Release of the Requests for Proposals: **Requesting Approval**
- G. Implementation of Assembly Bill 268 – Cardiopulmonary Resuscitation (CPR) Requirements (Section 1028 of Title 15) Adoption of Revised Regulations: **Requesting Approval**
- H. Standards and Training for Corrections Compliance Report and Annual Update: **Information Only**
- I. Local Detention Facilities Inspection Update: **Requesting Approval**

V. Public Comments

Public comment about any other matter pertaining to the Board that is not on the agenda may be heard at this time.

VI. Closed Session– Consultation with Legal Counsel Regarding Pending Litigation (Gov. Code, § 11126, subd. (e)(2)(C).)

VII. Adjourn

Next Board Meeting: February 13, 2025

Instructions for Attending Zoom / Teleconference Board Meeting

Use Zoom to both view and hear the Board meeting. Join by phone for audio only. If you do not have Zoom, [download](#) to your device before the meeting.

Join Zoom:

Thursday, November 21, 2024
BSCC Board Meeting

Webinar ID: 820 5079 0933

Or join by phone: Dial:

Dial (for higher quality, dial a number based on your current location):
US: +1 669 900 9128 or +1 669 444 9171

Webinar ID: 820 5079 0933

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Adam.Lwin@bscc.ca.gov or call (916) 324-2626.

*For general information about the BSCC visit www.bscc.ca.gov, call (916) 445-5073 or write to:
Board of State & Community Corrections,
2590 Venture Oaks Way, Ste 200, Sacramento CA 95833*

BYRNE STATE CRISIS INTERVENTION PROGRAM

Byrne SCIP

Advisory Board Meeting

November 21, 2024



Board of State and Community Corrections

WWW.BSCC.CA.GOV

916-445-5073



**Byrne State Crisis Intervention Program (Byrne SCIP)
Advisory Board Meeting**

Thursday, November 21, 2024
9:30 A.M.

Public access options for this meeting include:

- **In-Person:** 2590 Venture Oaks Way, First Floor, BSCC Board Room, Sacramento, California, 95833
- **Zoom:** <https://us02web.zoom.us/j/82050790933>
- **Call-In:** 1 669 444 9171 | Meeting ID: 820 5079 0933

Agenda Items

- A. Call Meeting to Order
- B. Welcome and Introductions
- C. Byrne SCIP Updated Plan and Budget: **Requesting Approval**
 - Sub-awards to Judicial Council of California
 - Sub-awards to Units of Local Government
- D. Public Comment
- E. Adjourn

Note: Agenda items may be taken out of order.

Please contact Field Representative Ian Silva at (916) 597-4625 or ian.Silva@bscc.ca.gov for additional information about this notice, to submit written material regarding an agenda item or to request special accommodations for persons with disabilities. This agenda and additional information about the Board of State and Community Corrections may be found on our website at www.bscc.ca.gov.

**Byrne State Crisis Intervention Program
Report on Updated Program and Budget Plan for FFY 2024
November 21, 2024**

TO: Byrne State Crisis Intervention Advisory Board Chair and Members¹
FROM: Ian Silva, Field Representative

Summary

This item requests approval of the updated Program and Budget Plan for the Byrne State Crisis Intervention Program (Byrne SCIP). The updated Byrne SCIP Program and Budget Plan proposes continue implementation of BSCC's multipronged approach to decreasing gun violence in California by making subawards to the Judicial Council of California and to units of local government. The federal solicitation for Byrne SCIP funding requires the Program and Budget Plan to be approved by the Advisory Board.

Background

As authorized by the Bipartisan Safer Communities Act of 2022 (Pub. L. No. 117-159 (June 25, 2022) 126 Stat.1313), Byrne SCIP provides federal formula funds to implement state gun crisis intervention court proceedings and related programs or initiatives. On September 26, 2024, the Bureau of Justice Assistance (BJA) awarded \$16,611,430 in Federal Fiscal Year (FFY) 2024 Byrne SCIP funding to the BSCC.

As required by the Byrne SCIP program, the BSCC established the Crisis Intervention Advisory Board to inform and guide the implementation of the Byrne SCIP grant. On September 14, 2023, the Advisory Board approved BSCC's Program and Budget Plan for FFY 2022 and 2023 funds, which resulted in a subaward to the Judicial Council of California (JCC) and eleven subawards to units of local government.

The update to the Program and Budget Plan (Attachment 1) proposes to continue implementation of the Byrne SCIP grant program with similar subawards of FFY 2024 funds as follows:

- A subaward totaling \$10,066,067 would be made to the JCC to administer the court related aspects of the plan, including the continued expansion of collaborative courts and an ongoing operational review to identify best practices for firearms relinquishment in criminal courts. The JCC will announce a second Request for Proposal (RFP) process to all California courts. This RFP will combine the FFY 2024 funds with \$4,493,416 of remaining FFY 2022 and 2023 funds not awarded in the prior RFP process.

¹ The Byrne State Crisis Intervention Advisory Board is a sub-committee of the Board of State and Community Corrections as established by the BSCC Board on February 9, 2023.

- Subawards totaling \$6,132,845 in FFY 2024 funds, which will be combined with \$5,113,869 in FFY 2022/2023 funds that were not awarded in the prior RFP process. This will result in a competitive RFP for units of local government totaling \$11,246,714.

This RFP would seek to fund programs that supported activities listed in the FFY 2024 Byrne SCIP solicitation, including but not limited to:

- Communication, Education, Outreach, and Public Awareness;
- Referrals to Community-Based Services for People in Crisis; and
- Funding for Law Enforcement Crisis Intervention Programs or Initiatives.

The updated Program and Budget Plan also proposes to continue Byrne SCIP program implementation as described above for the anticipated FFY 2025 and 2026 Byrne SCIP awards, with subaward amounts based on the allocations established by the BJA for those fiscal years.

Upon the Advisory Board's approval of the Program and Budget Plan, BSCC will submit the plan and related attachments (Attachment 2, Attachment 3, and Attachment 4) to the BJA for approval, as required by the Byrne SCIP federal solicitation.

Recommendation/Action Needed

Staff recommends that the SCIP Advisory Board take the following actions:

- Approve the Byrne SCIP Program and Budget Plan, including related Attachments 1 through 3.
- Authorize the Chair to sign the Byrne SCIP Advisory Board Letter of Approval (Attachment 4).

Attachments

- 1: Byrne SCIP Updated Program and Budget Plan
- 2: Byrne SCIP Budget Detail Worksheet
- 3: Byrne SCIP Advisory Board Description and Roster
- 4: Byrne SCIP Advisory Board Letter of Approval

Attachment 1

BSCC BYRNE STATE CRISIS INTERVENTION PROGRAM PROGRAM AND BUDGET PLAN Updated November 21, 2024

The goal of the updated BSCC Program and Budget plan for the Byrne State Crisis Intervention Program (SCIP) funding is to develop a multipronged approach to decreasing gun violence in California, supporting local jurisdictions in their efforts to improve firearms relinquishment procedures and supporting the enhancement of collaborative court programs that address behavioral health issues, with a focus on people who are at higher risk for gun violence.

As it did with the first Byrne SCIP award (Federal Fiscal Years 2022 and 2023), the BSCC will continue to implement this plan by way of two sets of subawards in amounts determined by the Byrne SCIP allocation formula established by the Bureau of Justice Assistance (BJA).

Federal Fiscal Year 2024 Byrne SCIP Funding

The proposed subawards for the Byrne SCIP Federal Fiscal Year (FFY) 2024 award are as follows:

Subawards to the Judicial Council of California: The BSCC will make a subaward totaling \$10,066,067 to the Judicial Council of California (JCC) to administer the court-related aspects of the plan. These subawards will support two initiatives:

- Fund programs that address behavioral health needs for people in the criminal court system who are likely to use guns or be the victims of gun violence.
- Continue an operational review to identify best practices for firearms relinquishment in criminal courts and prepare resources, reference materials and job aids for courts and their justice system partners.

The subaward to the Judicial Council will fund the continued expansion and enhancement of collaborative courts and ongoing operational review of best practices. The subaward will include \$511,727 to expand and enhance collaborative courts in state courts that serve California's "Less-than-\$10,000 jurisdictions."

The JCC will announce a second Request for Proposal (RFP) process to all California courts advertising the opportunity through multiple channels within the judicial branch. This RFP will combine the FFY 2024 funds with \$4,493,416 of remaining FFY 2022 and 2023 funds not awarded in the prior RFP process.

The RFP will detail program objectives and legislative mandates and require applicant courts to describe how they will use the requested funding for collaborative court programs that include a focus on populations who are likely to use guns or be the victims of gun violence. The panel that reviews proposals will be comprised of JCC staff familiar with collaborative courts, mental health treatment and California law related to firearms safety.

An effort will be made to adequately fund as many eligible court programs as possible, emphasizing a diversity of program types throughout the state, including those from the “less than \$10,000 jurisdictions.”

Subawards to Units of Local Government: BSCC plans to make subawards totaling \$6,132,845 in FFY 2024 funds, which will be combined with \$5,113,869 in FFY 2022 and 2023 funds not awarded in the prior RFP process. This will result in a competitive RFP for units of local government totaling \$11,246,714. Eligible applicants will be California counties and cities.

The RFP will seek to fund programs that support activities listed in the FFY 2024 Byrne SCIP solicitation, including but not limited:

- Communication, Education, Outreach, and Public Awareness;
- Referrals to Community-Based Services for People in Crisis;
- Funding for Law Enforcement Crisis Intervention Programs or Initiatives.

Recognizing that different-sized jurisdictions have different capacities, resources, and needs, the RFP will offer grants in two categories within which applicants can compete. Maximum funding thresholds will be established for each category so small scope projects do not compete against large scope projects:

- Small scope projects will be allocated approximately \$3,374,014 and proposals in this category will be limited to requests of up to \$500,000.
- Large scope projects will be allocated approximately \$7,872,700 and proposals in this category will be limited to requests of up to \$1,000,000.

The RFP will be submitted to the BSCC for approval prior to being released. The proposals received will be rated by a Scoring Panel convened for this RFP. Once proposals are rated, the resulting funding recommendations will be approved by the Byrne SCIP Advisory Board.

Administrative Costs: The Program and Budget plan will allocate \$412,518 to the BSCC for administrative costs.

Federal Fiscal Year 2025 and 2026 Byrne SCIP Funding

For the anticipated FFY 2025 and 2026 Byrne SCIP awards, BSCC will continue to implement the Program and Budget Plan as described above with subawards to the Judicial Council and units of local government in amounts determined by the allocations established by the BJA for those fiscal years. The project activities for the subawards will remain the same unless adjustments are required by future federal solicitations.

Attachment 2

Budget Summary

Budget Summary											
<i>Note: Any errors detected on this page should be fixed on the corresponding Budget Detail tab.</i>											
Budget Category	Year 1		Year 2 (if needed)		Year 3 (if needed)		Year 4 (if needed)		Year 5 (if needed)		Total(s)
	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	
A. Personnel	\$185,833	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$185,833
B. Fringe Benefits	\$106,231	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$106,231
C. Travel	\$10,957	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,957
D. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
E. Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
F. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
G. Subawards (Subgrants)	\$16,198,912	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,198,912
H. Procurement Contracts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
I. Other	\$1,262	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,262
Total Direct Costs	\$16,503,195	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,503,195
J. Indirect Costs	\$108,235	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$108,235
Total Project Costs	\$16,611,430	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,611,430
Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N										No	

Budget Detail - Year 1

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N
[\(DOJ Financial Guide, Section 3.10\)](#)

A. Personnel

Name <i>List each name, if known.</i>	Position <i>List each position, if known.</i>	Computation <i>Show annual salary rate & amount of time devoted to the project for each name/position.</i>						
		Salary	Rate	Time Worked <i>(# of hours, days, months, years)</i>	Percentage of Time	Total Cost	Non-Federal Contribution	Federal Request
Colleen Curtin	Deputy Director (CPGP)	\$182,487.00	yearly	1	3%	\$4,563	\$0	\$4,563
TBD	Assistant Deputy Director	\$174,180.00	yearly	1	5%	\$8,709	\$0	\$8,709
Ian Silva	Field Representative	\$153,264.00	yearly	1	20%	\$30,653	\$0	\$30,653
TBD (Policy & Training Unit)	Field Representative	\$146,544.00	yearly	1	7%	\$10,259	\$0	\$10,259
Eloisa Tuitama	Attorney III	\$179,886.00	yearly	1	6%	\$10,794	\$0	\$10,794
TBD	Staff Management Auditor	\$115,302.00	yearly	1	35%	\$40,356	\$0	\$40,356
Rosa Pargas	Staff Services Manager II	\$116,196.00	yearly	1	2%	\$2,324	\$0	\$2,324
Danielle Feist	Staff Services Manager I	\$99,912.00	yearly	1	4%	\$3,997	\$0	\$3,997
TBD (Policy & Training Unit)	Staff Services Manager I	\$92,814.00	yearly	1	4%	\$3,713	\$0	\$3,713
April Albright	Assoc Gov Program Analyst	\$88,584.00	yearly	1	7%	\$6,201	\$0	\$6,201
TBD (Program)	Assoc Gov Program Analyst	\$88,584.00	yearly	1	50%	\$44,292	\$0	\$44,292
Chad Norred	Assoc Gov Program Analyst	\$80,641.00	yearly	1	5%	\$4,033	\$0	\$4,033
Kasey Warmuth	Deputy Director (Research)	\$182,487.00	yearly	1	1%	\$913	\$0	\$913
Michael Lee	Research Data Supervisor II	\$108,447.00	yearly	1	2%	\$2,169	\$0	\$2,169

Purpose Area #4

Trevor Bartley	Research Data Specialist I	\$85,707.00	yearly	1	15%	\$12,857	\$0	\$12,857
Total(s)						\$185,833	\$0	\$185,833
Narrative								
<ul style="list-style-type: none"> • One (1) Deputy Director will be allocated at 2.5% Full Time Equivalent (FTE) to oversee the program (Projected Personnel cost \$4,563) • One (1) Assistant Deputy Director will be allocated at 5.0% Full Time Equivalent (FTE) to assist in overseeing the program (Projected Personnel cost \$8,709) • One (1) Field Representative will be allocated at 20.0% FTE to manage the program including site monitoring & technical assistance (Projected Personnel cost \$30,653) • One (1) Field Representative will be allocated at 7.0% FTE to provide training & policy guidance to subgrantees (Projected Personnel cost \$10,259) • One (1) Attorney III will be allocated at 6.0% FTE to provide legal counsel & ensure compliance with federal requirements (Projected Personnel cost \$10,794) • One (1) Staff Management Auditor will be allocated at 35.0% FTE to provide audit support (Projected Personnel cost \$40,356) • One (1) Staff Services Manager II will be allocated at 2.0% FTE to provide supervision to program analysts (Projected Personnel cost \$2,324) • One (1) Staff Services Manager I will be allocated at 4.0% FTE to provide supervision to program analysts (Projected Personnel cost \$3,997) • One (1) Staff Services Manager I will be allocated at 4.0% FTE to provide supervision to fiscal analysts (Projected Personnel cost \$3,713) • One (1) Associate Governmental Program Analyst will be allocated at 7.0% FTE to develop budget and monitor spending (Projected Personnel cost \$6,201) • One (1) Associate Governmental Program Analyst will be allocated at 50.0% FTE to develop, implement, and monitor the program (Projected Personnel cost \$44,292) • One (1) Associate Governmental Program Analyst will be allocated at 5.0% FTE to develop, implement, and monitor the program (Projected Personnel cost \$4,033) • One (1) Deputy Director (Research) will be allocated at 0.5% FTE to oversee program development and outcomes (Projected Personnel cost \$913) • One (1) Research Data Supervisor II will be allocated at 2.0% FTE to supervise Research Data Specialist I (Projected Personnel cost \$2,169) • One (1) Research Data Specialist I will be allocated at 15.0% FTE to assist with program development and outcomes (Projected Personnel cost \$12,857) <p>Total Personnel Cost projected to be \$185,833</p>								

Purpose Area #4

B. Fringe Benefits					
Name	Computation				
<i>List each grant-supported position receiving fringe benefits.</i>	<i>Show the basis for computation.</i>				
	Base	Rate	Total Cost	Non-Federal Contribution	Federal Request
Colleen Curtin	\$83,212.08	2.50%	\$2,081	\$0	\$2,081
TBD	\$100,920.30	5.00%	\$5,047	\$0	\$5,047
Ian Silva	\$76,761.99	20.00%	\$15,353	\$0	\$15,353
TBD (Policy & Training Unit)	\$84,906.99	7.00%	\$5,944	\$0	\$5,944
Eloisa Tuitama	\$100,284.87	6.00%	\$6,018	\$0	\$6,018
TBD	\$66,806.19	35.00%	\$23,383	\$0	\$23,383
Rosa Pargas	\$75,166.32	2.00%	\$1,504	\$0	\$1,504
Danielle Feist	\$69,020.97	4.00%	\$2,761	\$0	\$2,761
TBD (Fiscal SSMI)	\$53,776.92	4.00%	\$2,152	\$0	\$2,152
April Albright	\$58,772.52	7.00%	\$4,115	\$0	\$4,115
TBD (Program)	\$51,325.20	50.00%	\$25,663	\$0	\$25,663
Chad Norred	\$45,016.95	5.00%	\$2,251	\$0	\$2,251
Kasey Warmuth	\$105,732.60	0.50%	\$529	\$0	\$529
Michael Lee	\$54,343.95	2.00%	\$1,087	\$0	\$1,087
Trevor Bartley	\$55,617.63	15.00%	\$8,343	\$0	\$8,343
Total(s)			\$106,231	\$0	\$106,231
Narrative					

Purpose Area #4

- One (1) Deputy Director will be allocated at 2.5% Full Time Equivalent (FTE) to oversee the program (Projected Benefits cost \$2,081)
- One (1) Assistant Deputy Director will be allocated at 5.0% Full Time Equivalent (FTE) to assist in overseeing the program (Projected Benefits cost \$5,047)
- One (1) Field Representative will be allocated at 20.0% FTE to manage the program including site monitoring & technical assistance (Projected Benefits cost \$15,353)
- One (1) Field Representative will be allocated at 7.0% FTE to provide training & policy guidance to subgrantees (Projected Benefits cost \$5,944)
- One (1) Attorney III will be allocated at 6.0% FTE to provide legal counsel & ensure compliance with federal requirements (Projected Benefits cost \$6,018)
- One (1) Staff Management Auditor will be allocated at 35.0% FTE to provide audit support (Projected Benefits cost \$23,383)
- One (1) Staff Services Manager II will be allocated at 2.0% FTE to provide supervision to program analysts (Projected Benefits cost \$1,504)
- One (1) Staff Services Manager I will be allocated at 4.0% FTE to provide supervision to program analysts (Projected Benefits cost \$2,761)
- One (1) Staff Services Manager I will be allocated at 4.0% FTE to provide supervision to fiscal analysts (Projected Benefits cost \$2,152)
- One (1) Associate Governmental Program Analyst will be allocated at 7.0% FTE to develop budget and monitor spending (Projected Benefits cost \$4,115)
- One (1) Associate Governmental Program Analyst will be allocated at 50.0% FTE to develop, implement, and monitor the program (Projected Benefits cost \$25,663)
- One (1) Associate Governmental Program Analyst will be allocated at 5.0% FTE to develop, implement, and monitor the program (Projected Benefits cost \$2,251)
- One (1) Deputy Director (Research) will be allocated at 0.5% FTE to oversee program development and outcomes (Projected Benefits cost \$529)
- One (1) Research Data Supervisor II will be allocated at 2.0% FTE to supervise Research Data Specialist I (Projected Benefits cost \$1,087)
- One (1) Research Data Specialist I will be allocated at 15.0% FTE to assist with program development and outcomes (Projected Benefits cost \$8,343)

Total Benefits Cost projected to be \$106,231

Purpose Area #4

C. Travel										
Purpose of Travel	Location	Type of Expense	Basis	Computation						
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Lodging, Meals, Etc.</i>	<i>Per day, mile, trip, Etc.</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>						
				Cost	Quantity	# of Staff	# of Trips	Total Cost	Non-Federal Contribution	Federal Request
Advisory Group Member Travel from Southern CA	Sacramento, CA	Lodging	Night	\$162.00	1	2	2	\$648	\$0	\$648
Advisory Group Member Travel from Southern CA	Sacramento, CA	Transportation	Round-trip	\$457.00	1	2	2	\$1,828	\$0	\$1,828
Advisory Group Member Travel from Southern CA	Sacramento, CA	Local Travel	N/A	\$20.00	2	2	2	\$160	\$0	\$160
Advisory Group Member Travel from Southern CA	Sacramento, CA	Meals	Day	\$59.00	1	2	2	\$236	\$0	\$236
Advisory Group Member Travel from Southern CA	Sacramento, CA	Other	N/A	\$22.00	1	2	2	\$88	\$0	\$88
Advisory Group Member Travel from Alameda Co, CA	Sacramento, CA	Mileage	Mile	\$0.67	196	1	2	\$263	\$0	\$263
Advisory Group Member Travel from Alameda Co, CA	Sacramento, CA	Meals	Day	\$59.00	1	1	2	\$118	\$0	\$118
FR Travel from Bakersfield for Subgrantee Site Visit	Northern CA	Transportation	Round-trip	\$457.00	1	1	4	\$1,828	\$0	\$1,828
FR Travel from Bakersfield for Subgrantee Site Visit	Northern CA	Lodging	Night	\$117.00	2	1	4	\$936	\$0	\$936
FR Travel from Bakersfield for Subgrantee Site Visit	Northern CA	Local Travel	N/A	\$73.00	3	1	4	\$876	\$0	\$876

Purpose Area #4

FR Travel from Bakersfield for Subgrantee Site Visit	Northern CA	Meals	Day	\$59.00	3	1	4	\$708	\$0	\$708
FR Travel from Bakersfield for Subgrantee Site Visit	Northern CA	Other	N/A	\$22.00	3	1	4	\$264	\$0	\$264
FR Travel from Bakersfield for Subgrantee Site Visit	Central CA	Lodging	Night	\$161.00	2	1	2	\$644	\$0	\$644
FR Travel from Bakersfield for Subgrantee Site Visit	Central CA	Local Travel	N/A	\$73.00	3	1	2	\$438	\$0	\$438
FR Travel from Bakersfield for Subgrantee Site Visit	Central CA	Meals	Day	\$59.00	3	1	2	\$354	\$0	\$354
FR Travel from Bakersfield for Subgrantee Site Visit	Southern CA	Lodging	Night	\$194.00	2	1	2	\$776	\$0	\$776
FR Travel from Bakersfield for Subgrantee Site Visit	Southern CA	Local Travel	N/A	\$73.00	3	1	2	\$438	\$0	\$438
FR Travel from Bakersfield for Subgrantee Site Visit	Southern CA	Meals	Day	\$59.00	3	1	2	\$354	\$0	\$354
Total(s)								\$10,957	\$0	\$10,957
Narrative										
<ul style="list-style-type: none"> • Two (2) trips to Sacramento, CA for two (2) Advisory Group Members from So. California projected to cost \$1,480 per visit (Projected Travel cost \$2,960) • Two (2) trips to Sacramento, CA for one (1) Advisory Group Member from Alameda, California projected to cost \$190.50 per visit (Projected Travel cost \$381) • Four (4) site visits to No. California for Field Representative projected to cost \$1,153 per visit (Projected Travel cost \$4,612) • Two (2) site visits to Central California for Field Representative projected to cost \$718 per visit (Projected Travel cost \$1,436) • Two (2) site visits to So. California for Field Representative projected to cost \$784 per visit (Projected Travel cost \$1,568) <p>Total Travel Cost projected to be \$10,957</p>										

Purpose Area #4

D. Equipment					
Item	Computation				
<i>List and describe each item of equipment that will be purchased</i>	<i>Compute the cost (e.g., the number of each item to be purchased X the cost per item)</i>				
	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
			\$0		\$0
Total(s)			\$0	\$0	\$0
Narrative					
n/a					

Purpose Area #4

E. Supplies						
Supply Items <i>Provide a list of the types of items to be purchased with grant funds.</i>		Computation <i>Describe the item and the compute the costs. Computation: The number of each item to be purchased X the cost per item.</i>				
		# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						
n/a						

Purpose Area #4

F. Construction						
Purpose <i>Provide the purpose of the construction</i>	Description of Work <i>Describe the construction project(s)</i>	Computation <i>Compute the costs (e.g., the number of each item to be purchased X the cost per item)</i>				
		# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						
n/a						

Purpose Area #4

G. Subawards (Subgrants)								
Description <i>Provide a description of the activities to be carried out by subrecipients.</i>		Purpose <i>Describe the purpose of the subaward (subgrant)</i>		Consultant? <i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>				
				Total Cost	Non-Federal Contribution	Federal Request		
Subaward		Judicial Council (state share)		No	\$9,554,340	\$0	\$9,554,340	
Subaward		Judicial Council (under \$10K)		No	\$511,727	\$0	\$511,727	
Subaward		Local Pass-through (direct)		No	\$6,132,845	\$0	\$6,132,845	
Total(s)					\$16,198,912	\$0	\$16,198,912	
Consultant Travel (if necessary)								
Purpose of Travel <i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>		Location <i>Indicate the travel destination.</i>	Type of Expense <i>Hotel, airfare, per diem</i>		Computation <i>Compute the cost of each type of expense X the number of people traveling.</i>			
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request
						\$0		\$0
Total						\$0	\$0	\$0
Narrative								

Purpose Area #4

- Subaward (Pass-through to state courts): The BSCC intends to make a subaward to the Judiciary Council to expand and enhance collaborative courts (Projected subaward amount \$9,554,340).
 - Subaward (Pass-through to state courts for under \$10K allocations): The BSCC intends to make a subaward to the Judiciary Council for state courts that serve California’s “Less-than-\$10,000 jurisdictions” to expand and enhance collaborative courts (Projected subaward amount \$511,727).
 - Subaward (Pass-through to local governments): The BSCC intends to make subawards to units of local government to fund program activities including, but not limited to, law enforcement programs to safely secure, store, track, and return relinquished guns, behavioral health deflection programs for those at risk to themselves or others, and programs that support collaborative court processes (Projected amount of total subawards \$6,132,845).
- Total Subawards (Subgrants) projected to by \$16,198,912

H. Procurement Contracts

Description <i>Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).</i>	Purpose <i>Describe the purpose of the contract</i>	Consultant? <i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>			
			Total Cost	Non-Federal Contribution	Federal Request
					\$0
Total(s)			\$0	\$0	\$0

Consultant Travel (if necessary)

Purpose of Travel <i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	Location <i>Indicate the travel destination.</i>	Type of Expense <i>Hotel, airfare, per diem</i>	Computation <i>Compute the cost of each type of expense X the number of people traveling.</i>					
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request
						\$0		\$0
Total						\$0	\$0	\$0

Narrative

n/a

I. Other Costs

Description <i>List and describe items that will be paid with grants funds (e.g. rent, reproduction, telephone, janitorial, or security services, and investigative or confidential funds).</i>	Computation <i>Show the basis for computation</i>						
	Quantity	Basis	Cost	Length of Time	Total Cost	Non-Federal Contribution	Federal Request
Annual Smartsheet License	1	each	\$1,262.00	1	\$1,262	\$0	\$1,262
Total(s)					\$1,262	\$0	\$1,262

Narrative

• One (1) Annual Smartsheet License for subgrantee data collection, reporting, and site visit tracking projected to cost \$1,262 per license (Projected cost \$1,262)

Total Other Costs projected to be \$1,262

Purpose Area #4

J. Indirect Costs					
Description <i>Describe what the approved rate is and how it is applied.</i>	Computation <i>Compute the indirect costs for those portions of the program which allow such costs.</i>				
	<i>Base</i>	<i>Indirect Cost Rate</i>	<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>
Indirect Costs Applied to Eligible Direct Costs	\$304,283.00	0.2629	\$79,997	\$0	\$79,997
Statewide Cost Allocation Plan (SWCAP)	\$304,283.00	0.0928	\$28,238	\$0	\$28,238
		Total(s)	\$108,235	\$0	\$108,235
Narrative					
<ul style="list-style-type: none"> • Internal Indirect Cost of 26.29% of allowable direct costs (Projected Internal Indirect cost \$79,997.00) • SWCAP Cost of 9.28% of allowable direct cost (Projected SWCAP Cost of \$28,238.00) <p>Total Indirect Costs projected to be \$108,235 (Total rate of 35.57% per negotiated FY2024/2025 ICRP)</p>					

Budget Detail - Year 2

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N
[\(DOJ Financial Guide, Section 3.10\)](#)

A. Personnel

Name <i>List each name, if known.</i>	Position <i>List each position, if known.</i>	Computation <i>Show annual salary rate & amount of time devoted to the project for each name/position.</i>						
		Salary	Rate	Time Worked <i>(# of hours, days, months, years)</i>	Percentage of Time	Total Cost	Non-Federal Contribution	Federal Request
						\$0		\$0
Total(s)						\$0	\$0	\$0
Narrative								

Purpose Area #4

B. Fringe Benefits						
Name		Computation				
<i>List each grant-supported position receiving fringe benefits.</i>		<i>Show the basis for computation.</i>				
		Base	Rate	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Purpose Area #4

C. Travel										
Purpose of Travel	Location	Type of Expense	Basis	Computation						
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Lodging, Meals, Etc.</i>	<i>Per day, mile, trip, Etc.</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>						
				Cost	Quantity	# of Staff	# of Trips	Total Cost	Non-Federal Contribution	Federal Request
			N/A					\$0		\$0
Total(s)								\$0	\$0	\$0
Narrative										

Purpose Area #4

D. Equipment					
Item	Computation				
<i>List and describe each item of equipment that will be purchased</i>	<i>Compute the cost (e.g., the number of each item to be purchased X the cost per item)</i>				
	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
			\$0		\$0
Total(s)			\$0	\$0	\$0
Narrative					

Purpose Area #4

E. Supplies						
Supply Items		Computation				
<i>Provide a list of the types of items to be purchased with grant funds.</i>		<i>Describe the item and the compute the costs. Computation: The number of each item to be purchased X the cost per item.</i>				
		# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Purpose Area #4

F. Construction						
Purpose <i>Provide the purpose of the construction</i>	Description of Work <i>Describe the construction project(s)</i>	Computation <i>Compute the costs (e.g., the number of each item to be purchased X the cost per item)</i>				
		# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Purpose Area #4

G. Subawards (Subgrants)								
Description <i>Provide a description of the activities to be carried out by subrecipients.</i>		Purpose <i>Describe the purpose of the subaward (subgrant)</i>		Consultant? <i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>				
				Total Cost	Non-Federal Contribution	Federal Request		
						\$0		
Total(s)				\$0	\$0	\$0		
Consultant Travel (if necessary)								
Purpose of Travel <i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	Location <i>Indicate the travel destination.</i>	Type of Expense <i>Hotel, airfare, per diem</i>	Computation <i>Compute the cost of each type of expense X the number of people traveling.</i>					
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request
						\$0		\$0
			Total			\$0	\$0	\$0
Narrative								
H. Procurement Contracts								
Description		Purpose		Consultant?				

Purpose Area #4

<p><i>Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).</i></p>		<p><i>Describe the purpose of the contract</i></p>		<p><i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i></p>							
							Total Cost	Non-Federal Contribution	Federal Request		
									\$0		
Total(s)							\$0	\$0	\$0		
Consultant Travel (if necessary)											
Purpose of Travel		Location		Type of Expense		Computation					
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>		<i>Indicate the travel destination.</i>		<i>Hotel, airfare, per diem</i>		<i>Compute the cost of each type of expense X the number of people traveling.</i>					
						Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request
									\$0		\$0
Total							\$0	\$0	\$0		
Narrative											
I. Other Costs											
Description					Computation						

Purpose Area #4

List and describe items that will be paid with grants funds (e.g. rent, reproduction, telephone, janitorial, or security services, and investigative or confidential funds).	Show the basis for computation						
	Quantity	Basis	Cost	Length of Time	Total Cost	Non-Federal Contribution	Federal Request
					\$0		\$0
Total(s)					\$0	\$0	\$0
Narrative							

Purpose Area #4

J. Indirect Costs						
Description <i>Describe what the approved rate is and how it is applied.</i>		Computation <i>Compute the indirect costs for those portions of the program which allow such costs.</i>				
		<i>Base</i>	<i>Indirect Cost Rate</i>	<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>
				\$0		\$0
<i>Total(s)</i>				\$0	\$0	\$0
Narrative						

Budget Detail - Year 3

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N
[\(DOJ Financial Guide, Section 3.10\)](#)

A. Personnel

Name <i>List each name, if known.</i>	Position <i>List each position, if known.</i>	Computation <i>Show annual salary rate & amount of time devoted to the project for each name/position.</i>						
		Salary	Rate	Time Worked <i>(# of hours, days, months, years)</i>	Percentage of Time	Total Cost	Non-Federal Contribution	Federal Request
						\$0		\$0
Total(s)						\$0	\$0	\$0
Narrative								

Purpose Area #4

B. Fringe Benefits						
Name		Computation				
<i>List each grant-supported position receiving fringe benefits.</i>		<i>Show the basis for computation.</i>				
		Base	Rate	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Purpose Area #4

C. Travel										
Purpose of Travel	Location	Type of Expense	Basis	Computation						
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Lodging, Meals, Etc.</i>	<i>Per day, mile, trip, Etc.</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>						
				Cost	Quantity	# of Staff	# of Trips	Total Cost	Non-Federal Contribution	Federal Request
			N/A					\$0		\$0
Total(s)								\$0	\$0	\$0
Narrative										

Purpose Area #4

D. Equipment					
Item <i>List and describe each item of equipment that will be purchased</i>	Computation <i>Compute the cost (e.g., the number of each item to be purchased X the cost per item)</i>				
	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
			\$0		\$0
Total(s)			\$0	\$0	\$0
Narrative					

Purpose Area #4

E. Supplies						
Supply Items		Computation				
<i>Provide a list of the types of items to be purchased with grant funds.</i>		<i>Describe the item and the compute the costs. Computation: The number of each item to be purchased X the cost per item.</i>				
		# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Purpose Area #4

F. Construction						
Purpose <i>Provide the purpose of the construction</i>	Description of Work <i>Describe the construction project(s)</i>	Computation <i>Compute the costs (e.g., the number of each item to be purchased X the cost per item)</i>				
		# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Purpose Area #4

G. Subawards (Subgrants)								
Description <i>Provide a description of the activities to be carried out by subrecipients.</i>		Purpose <i>Describe the purpose of the subaward (subgrant)</i>		Consultant? <i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>				
				Total Cost	Non-Federal Contribution	Federal Request		
						\$0		
Total(s)				\$0	\$0	\$0		
Consultant Travel (if necessary)								
Purpose of Travel <i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	Location <i>Indicate the travel destination.</i>	Type of Expense <i>Hotel, airfare, per diem</i>	Computation <i>Compute the cost of each type of expense X the number of people traveling.</i>					
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request
						\$0		\$0
			Total			\$0	\$0	\$0
Narrative								
H. Procurement Contracts								
Description		Purpose		Consultant?				

Purpose Area #4

<p><i>Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).</i></p>		<p><i>Describe the purpose of the contract</i></p>		<p><i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i></p>							
							Total Cost	Non-Federal Contribution	Federal Request		
									\$0		
Total(s)							\$0	\$0	\$0		
Consultant Travel (if necessary)											
Purpose of Travel		Location		Type of Expense		Computation					
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>		<i>Indicate the travel destination.</i>		<i>Hotel, airfare, per diem</i>		<i>Compute the cost of each type of expense X the number of people traveling.</i>					
						Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request
									\$0		\$0
Total							\$0	\$0	\$0		
Narrative											
I. Other Costs											
Description				Computation							

Purpose Area #4

List and describe items that will be paid with grants funds (e.g. rent, reproduction, telephone, janitorial, or security services, and investigative or confidential funds).	Show the basis for computation						
	Quantity	Basis	Cost	Length of Time	Total Cost	Non-Federal Contribution	Federal Request
					\$0		\$0
<i>Total(s)</i>					\$0	\$0	\$0
Narrative							

Purpose Area #4

J. Indirect Costs						
Description <i>Describe what the approved rate is and how it is applied.</i>		Computation <i>Compute the indirect costs for those portions of the program which allow such costs.</i>				
		<i>Base</i>	<i>Indirect Cost Rate</i>	<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>
				\$0		\$0
<i>Total(s)</i>				\$0	\$0	\$0
Narrative						

Budget Detail - Year 4

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N

[\(DOJ Financial Guide, Section 3.10\)](#)

A. Personnel

Name <i>List each name, if known.</i>	Position <i>List each position, if known.</i>	Computation <i>Show annual salary rate & amount of time devoted to the project for each name/position.</i>						
		Salary	Rate	Time Worked <i>(# of hours, days, months, years)</i>	Percentage of Time	Total Cost	Non-Federal Contribution	Federal Request
						\$0		\$0
Total(s)						\$0	\$0	\$0

Narrative

B. Fringe Benefits						
Name		Computation				
<i>List each grant-supported position receiving fringe benefits.</i>		<i>Show the basis for computation.</i>				
		Base	Rate	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Purpose Area #4

C. Travel										
Purpose of Travel	Location	Type of Expense	Basis	Computation						
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Lodging, Meals, Etc.</i>	<i>Per day, mile, trip, Etc.</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>						
				Cost	Quantity	# of Staff	# of Trips	Total Cost	Non-Federal Contribution	Federal Request
			N/A					\$0		\$0
Total(s)								\$0	\$0	\$0
Narrative										

Purpose Area #4

D. Equipment						
Item		Computation				
<i>List and describe each item of equipment that will be purchased</i>		<i>Compute the cost (e.g., the number of each item to be purchased X the cost per item)</i>				
		# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Purpose Area #4

E. Supplies						
Supply Items <i>Provide a list of the types of items to be purchased with grant funds.</i>		Computation <i>Describe the item and the compute the costs. Computation: The number of each item to be purchased X the cost per item.</i>				
		# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Purpose Area #4

F. Construction						
Purpose <i>Provide the purpose of the construction</i>	Description of Work <i>Describe the construction project(s)</i>	Computation <i>Compute the costs (e.g., the number of each item to be purchased X the cost per item)</i>				
		# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Purpose Area #4

G. Subawards (Subgrants)								
Description	Purpose	Consultant?						
<i>Provide a description of the activities to be carried out by subrecipients.</i>	<i>Describe the purpose of the subaward (subgrant)</i>	<i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>						
			Total Cost	Non-Federal Contribution	Federal Request			
					\$0			
			Total(s)	\$0	\$0	\$0		
Consultant Travel (if necessary)								
Purpose of Travel	Location	Type of Expense	Computation					
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Hotel, airfare, per diem</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>					
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request
						\$0		\$0
			Total			\$0	\$0	\$0
Narrative								
H. Procurement Contracts								
Description	Purpose	Consultant?						

Purpose Area #4

<p><i>Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).</i></p>		<p><i>Describe the purpose of the contract</i></p>		<p><i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i></p>						
						Total Cost	Non-Federal Contribution	Federal Request		
								\$0		
Total(s)						\$0	\$0	\$0		
Consultant Travel (if necessary)										
Purpose of Travel		Location		Type of Expense		Computation				
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>		<i>Indicate the travel destination.</i>		<i>Hotel, airfare, per diem</i>		<i>Compute the cost of each type of expense X the number of people traveling.</i>				
				Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request	
							\$0		\$0	
Total							\$0	\$0	\$0	
Narrative										
I. Other Costs										
Description				Computation						
<i>List and describe items that will be paid with grants funds (e.g. rent, reproduction, telephone, janitorial, or security services, and investigative or confidential funds).</i>				<i>Show the basis for computation</i>						
				Quantity	Basis	Cost	Length of Time	Total Cost	Non-Federal	Federal

Purpose Area #4

	Quantity	Basis	Cost	Length of Time	Total Cost	Contribution	Request
					\$0		\$0
Total(s)					\$0	\$0	\$0
Narrative							

Purpose Area #4

J. Indirect Costs						
Description <i>Describe what the approved rate is and how it is applied.</i>		Computation <i>Compute the indirect costs for those portions of the program which allow such costs.</i>				
		<i>Base</i>	<i>Indirect Cost Rate</i>	<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Budget Detail - Year 5

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N
[\(DOJ Financial Guide, Section 3.10\)](#)

A. Personnel

Name <i>List each name, if known.</i>	Position <i>List each position, if known.</i>	Computation <i>Show annual salary rate & amount of time devoted to the project for each name/position.</i>						
		Salary	Rate	Time Worked <i>(# of hours, days, months, years)</i>	Percentage of Time	Total Cost	Non-Federal Contribution	Federal Request
						\$0		\$0
Total(s)						\$0	\$0	\$0
Narrative								

Purpose Area #4

B. Fringe Benefits						
Name		Computation				
<i>List each grant-supported position receiving fringe benefits.</i>		<i>Show the basis for computation.</i>				
		Base	Rate	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Purpose Area #4

C. Travel										
Purpose of Travel	Location	Type of Expense	Basis	Computation						
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Lodging, Meals, Etc.</i>	<i>Per day, mile, trip, Etc.</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>						
				Cost	Quantity	# of Staff	# of Trips	Total Cost	Non-Federal Contribution	Federal Request
			N/A					\$0		\$0
Total(s)								\$0	\$0	\$0
Narrative										

Purpose Area #4

D. Equipment					
Item	Computation				
<i>List and describe each item of equipment that will be purchased</i>	<i>Compute the cost (e.g., the number of each item to be purchased X the cost per item)</i>				
	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
			\$0		\$0
Total(s)			\$0	\$0	\$0
Narrative					

Purpose Area #4

E. Supplies						
Supply Items		Computation				
<i>Provide a list of the types of items to be purchased with grant funds.</i>		<i>Describe the item and the compute the costs. Computation: The number of each item to be purchased X the cost per item.</i>				
		# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Purpose Area #4

F. Construction						
Purpose <i>Provide the purpose of the construction</i>	Description of Work <i>Describe the construction project(s)</i>	Computation <i>Compute the costs (e.g., the number of each item to be purchased X the cost per item)</i>				
		# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Purpose Area #4

G. Subawards (Subgrants)								
Description <i>Provide a description of the activities to be carried out by subrecipients.</i>		Purpose <i>Describe the purpose of the subaward (subgrant)</i>		Consultant? <i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>				
				Total Cost	Non-Federal Contribution	Federal Request		
						\$0		
Total(s)				\$0	\$0	\$0		
Consultant Travel (if necessary)								
Purpose of Travel <i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	Location <i>Indicate the travel destination.</i>	Type of Expense <i>Hotel, airfare, per diem</i>	Computation <i>Compute the cost of each type of expense X the number of people traveling.</i>					
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request
						\$0		\$0
			Total			\$0	\$0	\$0
Narrative								
H. Procurement Contracts								
Description		Purpose		Consultant?				

Purpose Area #4

<p><i>Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).</i></p>		<p><i>Describe the purpose of the contract</i></p>		<p><i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i></p>							
							Total Cost	Non-Federal Contribution	Federal Request		
									\$0		
Total(s)							\$0	\$0	\$0		
Consultant Travel (if necessary)											
Purpose of Travel		Location		Type of Expense		Computation					
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>		<i>Indicate the travel destination.</i>		<i>Hotel, airfare, per diem</i>		<i>Compute the cost of each type of expense X the number of people traveling.</i>					
						Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request
									\$0		\$0
Total							\$0	\$0	\$0		
Narrative											
I. Other Costs											
Description					Computation						

Purpose Area #4

List and describe items that will be paid with grants funds (e.g. rent, reproduction, telephone, janitorial, or security services, and investigative or confidential funds).	Show the basis for computation						
	Quantity	Basis	Cost	Length of Time	Total Cost	Non-Federal Contribution	Federal Request
					\$0		\$0
<i>Total(s)</i>					\$0	\$0	\$0
Narrative							

Purpose Area #4

J. Indirect Costs						
Description <i>Describe what the approved rate is and how it is applied.</i>		Computation <i>Compute the indirect costs for those portions of the program which allow such costs.</i>				
		<i>Base</i>	<i>Indirect Cost Rate</i>	<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>
				\$0		\$0
<i>Total(s)</i>				\$0	\$0	\$0
Narrative						

Attachment 3

Byrne State Crisis Intervention Program Advisory Board Description and Membership Roster

The California Board of State and Community Corrections (BSCC) established the State Crisis Intervention Program (SCIP) Advisory Board on February 9, 2023 to inform and guide the implementation of the federal Byrne SCIP grant. The Advisory Board consists of BSCC Board members and other subject matter experts, including additional representatives from prosecution, behavioral health, victim services, and legal counsel.

The BSCC appointed Linda Penner as the Advisory Board Chair and authorized her to appoint additional members as needed, consistent with the requirements of the Byrne SCIP federal grant program. The Advisory Board is convened in accordance with open-meeting laws and meetings are held in public locations that are noticed at least 10 days in advance.

Note: Where applicable, specific areas of expertise required by the Byrne SCIP solicitation are listed on the roster below in *italics* under the title of the Advisory Board members representing those fields.

	Name	Title	Organization/Agency	BSCC Board Member
1	Linda Penner (Chair)	Chair	Board of State and Community Corrections	√
2	Juan Avila	Chief Operating Officer <i>(Victim Services)</i>	Garden Pathways	
3	Norma Cumpian	Director, Women's Department <i>(Community)</i>	Anti-Recidivism Coalition	√
4	Brenda Grealish	Executive Officer, Council on Criminal Justice and Behavioral Health <i>(Behavioral Health)</i>	California Department of Corrections and Rehabilitation	
5	Kirk Haynes	Chief Probation Officer <i>(Law Enforcement)</i>	Fresno County	√
6	Jason Johnson	Director, Division of Adult Parole Operations <i>(Law Enforcement)</i>	California Department of Corrections and Rehabilitation	√
7	Jeffrey Macomber	Secretary <i>(Law Enforcement)</i>	California Department of Corrections and Rehabilitation	√
8	Nancy O'Malley	District Attorney (Retired) <i>(Prosecution)</i>	Alameda County	
9	Alan Slater	Chief Executive (Retired) <i>(Courts)</i>	Orange County Superior Court	
10	Eric Taylor	Sheriff-Coroner <i>(Law Enforcement)</i>	San Benito County	√
11	Eloisa Tuitama	Staff Counsel <i>(Legal Counsel)</i>	Board of State and Community Corrections	
12	Angeles D. Zaragoza	Attorney, Deputy Executive Director, Youth Programs <i>(Community)</i>	Los Angeles Room and Board	√

Attachment 4



November 21, 2024

Andrew Rodeghero
State Policy Advisor
Bureau of Justice Assistance
U.S. Department of Justice
810 Seventh Street NW, Fourth Floor
Washington, DC 20531

SUBJECT: STATE CRISIS INTERVENTION ADVISORY BOARD APPROVAL OF PROGRAM AND BUDGET PLAN FOR BYRNE SCIP AWARD (15PBJA-24-GG-02888-BSCI)

Dear Mr. Rodeghero,

As required by the Bureau of Justice Assistance (BJA) in Special Condition #62 in the Byrne State Crisis Intervention Program (15PBJA-24-GG-02888-BSCI) award letter, the California Board of State and Community Corrections (BSCC) is submitting this letter documenting the State Crisis Intervention Advisory Board's approval of BSCC's updated Program and Budget Plan. The updated plan approved by the Advisory Board is attached.

The BSCC established the Crisis Intervention Advisory Board on February 9, 2023, to inform and guide the implementation of the federal Byrne State Crisis Intervention Program (Byrne SCIP) grant. Please see the attached Advisory Board Description and Membership Roster for details.

Coordination between the BSCC and the Advisory Board consisted of four public meetings at which the Byrne SCIP program and budget plan were discussed:

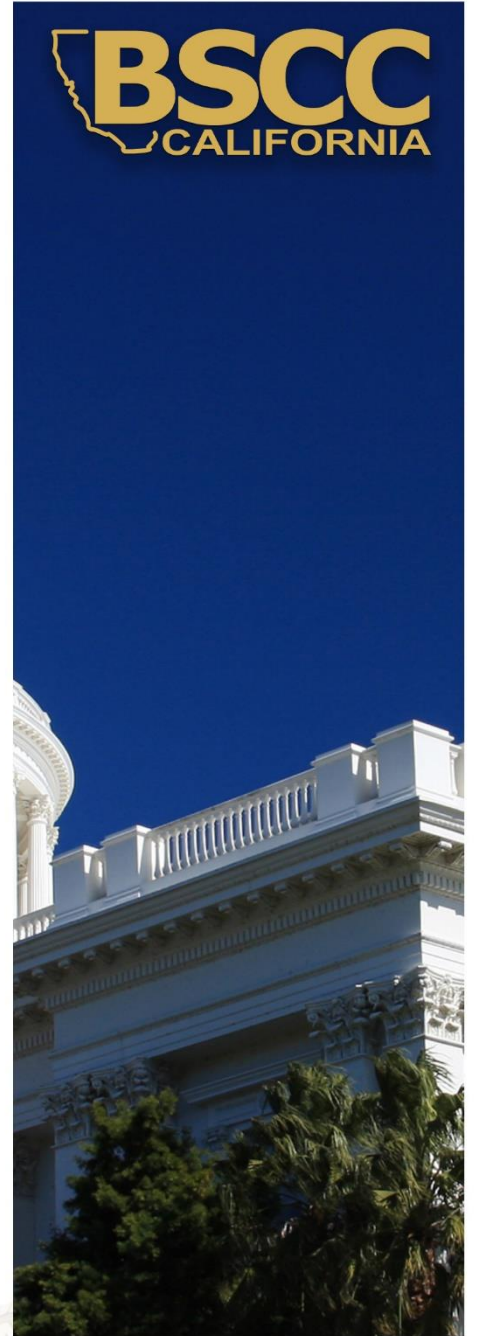
- On February 9, 2023, the Advisory Board members were briefed on the Byrne SCIP grant and the BSCC's preliminary program and budget plan.
- On April 13, 2023, the Advisory Board provided guidance and direction to staff on the implementation of the program and budget plan.
- On September 14, 2023, the Advisory Board reviewed and voted to approve the BSCC's Byrne SCIP Program and Budget Plan.
- On November 21, 2024, the Advisory Board met and voted to approve the BSCC's updated Byrne SCIP Program and Budget Plan.

Please accept this documentation as certification of the Byrne SCIP Advisory Board's approval of the attached Program and Budget Plan for 15PBJA-23-GG-00004-BSCI Special Condition #62.

If you have any questions, please contact Field Representative Ian Silva at ian.silva@bscc.ca.gov or (916) 597-4625.

Sincerely,

LINDA PENNER
Chair
Board of State and Community Corrections



BSCC
CALIFORNIA

NOVEMBER 21
2024

BOARD MEETING
AGENDA & REPORTS

STATE OF CALIFORNIA BOARD OF STATE AND COMMUNITY CORRECTIONS
WWW.BSCC.CA.GOV

I. Call Meeting to Order

II. Information Items

1. Chair's Report
2. Executive Director's Report
3. Legal Update
4. Legislative Update

III. Action: Consent Items

- A. Minutes from the October 3, 2024, Board Meeting: **Requesting Approval**
- B. Senate Bill 863 – (Adult Local Criminal Justice Construction) - Merced County Scope Change: **Requesting Approval**
- C. Senate Bill 81 – (Local Youthful Offender Rehabilitative Facilities Construction) – Riverside County Scope Change: **Requesting Approval**
- D. California Violence Intervention and Prevention (CalVIP) Grant - Cohort 4-Six-Month, No-Cost Extension: **Requesting Approval**

IV. Action: Discussion Items

- E. Missing and Murdered Indigenous People Grant Program (MMIP) - Cohort 3 – Release of the Requests for Proposals: **Requesting Approval**
- F. Adult Reentry Grant (ARG) Program – Cohort 4 – Release of the Requests for Proposals: **Requesting Approval**
- G. Implementation of Assembly Bill 268 – Cardiopulmonary Resuscitation (CPR) Requirements (Section 1028 of Title 15) Adoption of Revised Regulations: **Requesting Approval**
- H. Standards and Training for Corrections Compliance Report and Annual Update: **Information Only**
- I. Local Detention Facilities Inspection Update: **Requesting Approval**

V. Public Comments

Public comment about any other matter pertaining to the Board that is not on the agenda may be heard at this time.

Information Item 4
Legislative Update

	Bill & Author	Summary/ Version	BSCC Duties Impact	Status
1	<p><u>AB 1810</u></p> <p><u>Incarcerated persons: menstrual products</u></p> <p><u>Assemblymember Bryan, Isaac</u></p> <p><u>(D-55)</u></p>	<p>CHAPTER 939</p> <p>Will require a person who is incarcerated in state prison or confined in a local detention facility, a state or local juvenile facility, or a county juvenile justice facility, and who menstruates, or experiences uterine or vaginal bleeding shall, without needing to request, have ready access to these menstrual products without having to request them.</p> <p>Existing law requires a person who is incarcerated, upon request, to have access to, be allowed to use, and continue to use materials necessary for personal hygiene with regard to their menstrual cycle and reproductive system, including, but not limited to, sanitary pads and tampons.</p>	<p>BSCC will update Title 15 regulations.</p>	<p>9/29/2024</p> <p>Signed by the Governor.</p> <p>Chaptered by Secretary of State: Chapter 939</p>

Tracked Bills which Failed Passage

	Bill & Author	Summary/ Version	BSCC Duties Impact	Status
1	<p><u>AB 2882</u></p> <p><u>California Community Corrections Performance Incentives</u></p> <p><u>Assemblymember McCarty, Kevin</u></p> <p><u>(D-6)</u></p>	<p>AMENDED IN SENATE JUNE 20, 2024</p> <p>The BSCC, through <u>AB109</u> and <u>AB117</u> is currently the repository for the Community Corrections Partnership (CCP) plans. The CCPs develop and implement local approaches and corresponding spending plans for Adult Public Safety Realignment activities.</p> <p>This bill would add a representative of a community-based organization with experience in successfully providing behavioral health treatment services to persons who have been convicted of a criminal offense, and a representative of a Medi-Cal managed care plan that provides the Enhanced Care Management benefit, to the membership of the CCP.</p> <p>This bill would also require that funding be spent on evidence-based community corrections practices and programs as specified. The plan shall include an analysis and recommendations of how criminal justice resources may be spent as matching funds for other sources, including, but not limited to, Medi-Cal federal financial participation and include quantifiable goals for improving the community corrections system.</p>	No impact	<p>8/15/2024</p> <p>Failed passage.</p>

	Bill & Author	Summary/ Version	BSCC Duties Impact	Status
2	<p><u>SB 762</u></p> <p><u>Local detention facilities: safety checks.</u></p> <p>Senator <u>Becker, Josh</u> (D-13)</p>	<p>AMENDED IN ASSEMBLY JUNE 14, 2023</p> <p>This bill would require the board to revise the minimum standards for local correctional facilities. The standards shall include, but not be limited to, the following areas: health and sanitary conditions, fire and life safety, security, rehabilitation programs, recreation, treatment of persons confined in local correctional facilities, and personnel training. The bill will require that at least one person on duty at the facility is knowledgeable in the area of fire and life safety procedures.</p> <p>During the next regularly scheduled review, the bill also requires a local detention facility to include a procedure for affirming that an incarcerated individual is alive during a safety check.</p>	<p>Revise Title 15 Regulations at the next biennial review.</p>	<p>8/31/2024</p> <p>Failed passage.</p>

	Bill & Author	Summary/ Version	BSCC Duties Impact	Status
3	<p><u>SB 1057</u></p> <p><u>Juvenile justice coordinating council</u></p> <p><u>Senator Menjivar, Caroline</u></p> <p><u>(D-20)</u></p>	<p>AMENDED IN SENATE MAY 16, 2024</p> <p>Under the Juvenile Justice Crime Prevention Act (JJCPA), which was created under the Schiff-Cardenas Crime Prevention Act of 2000 (Chapter 353 of the Statutes of 2000), requires that each county establish a juvenile justice coordinating council that consists of representatives from a variety of local agencies and community groups to ensure the county’s multiagency juvenile justice plan is collaborative and comprehensive.</p> <p>This bill would revise and recast those membership provisions, and instead require each county juvenile justice coordinating council to, at a minimum, consist of at least 50% community representatives with the remainder of the seats allocated as specified.</p>	<p>No impact. Effective July 1, 2024, the JJCPA has transitioned to the Office of Youth and Community Restoration.</p>	<p>8/15/2024</p> <p>Failed passage.</p>

Agenda Item A

MINUTES
BOARD OF STATE AND COMMUNITY CORRECTIONS MEETING
THURSDAY OCTOBER 3, 2024
10:00 A.M.
BOARD MEETING

Meeting Held In-Person, Zoom & Teleconference

2590 Venture Oaks Way
BSCC Board Meeting Room
Sacramento, California 95833

The full recording of the meeting can be viewed here:

<https://youtu.be/1kl1eEKdJPA>

I. Call Meeting to Order

Chair Linda Penner called the meeting to order at 10:00 a.m. and welcomed the Board members and the public to the meeting. Penner announced that Governor Newsom has appointed four new members to the Board.

- Chief Jennifer Branning of Lassen County Probation
- Sheriff Christina Corpus of San Mateo County
- Dr. Karen Lai of Berkeley
- Chief William Scott of the City of San Francisco

In addition, Penner said the Governor reappointed Chief Kirk Haynes of Fresno County Probation to the Board.

Chair Penner also said that Governor Newsom appointed Allison Ganter as the new Director of In-Custody Death Review.

Penner administered the Oath to all five members.

Board Secretary Adam Lwin called roll and announced that there was a quorum.

The following members were in attendance:

Chair Penner	Mr. Johnson	Mr. Haynes	Mr. Taylor	Ms. Corpus
Ms. Branning	Ms. Gaard	Mr. Scott	Mr. Budnick	Ms. Zaragoza *
Ms. Cumpian	Dr.. Lai*			

Absent Board Members: Mr. Macomber

* Board members attended remotely through Zoom

Chair Penner asked Allison Ganter to provide information on the new ICDR Division and her plans in the new role.

Director Ganter reported on the following:

- Engagement will be key and will include the Board, detention facility administrators, family members and the community to inform policy, procedures, best practices, regulations, and information sharing for system change.
- First actions will be to staff the division, analyze the data received so far, meet and listen to families and community members, meet with sheriff offices and probation offices and consult with subject matter experts.
- Division will ultimately develop policy and procedures based on information and share the reports publicly and develop specific and statewide recommendations.
- Division will create policies and procedures informed by available data.
- Reports will be developed for both specific detention facilities and broader statewide policy recommendations.
- Regulatory revisions will be made where necessary.
- Division will act as a resource for both families and detention facilities.
- Acknowledgment of the emotional and complex nature of the work, with a focus on accuracy and thoroughness.

Chair Penner and the rest of the Board members offered congratulations in Ms. Ganter's new role.

II. Information Items

1. Chair's Report

None to report.

2. Executive Director's Report

Executive Director Kathleen Howard reported on the following:

Congratulated the newly appointed Board members and Allison Ganter as the Director of in-custody death review division.

Introduced Jana Sanford-Miller as the appointed Director of Communications and External Affairs.

Said that the BSCC has completed the Community Corrections Partnership Plan and published with Governor and Legislature. Howard also said that the BSCC completed the

Senate Bill 823 one-time report on the Youth Programs and Facilities Grant Program and published it to both Senate and Assembly Budget and Public Safety Committees.

Howard said there was a recent article in Cal Matters on Proposition 47 programs and how the BSCC did not include three-year recidivism data. Howard said the purpose of the report was to summarize what occurred during the August 15, 2019, to May 15, 2023 grant period. Howard said the BSCC is currently calculating three-year recidivism data through 2026. Howard provided additional clarification and said that the BSCC strives to obtain recidivism data for all participants.

Howard said that she will retire from public service and Aaron Maguire will remain in an acting role as Executive Director of the BSCC.

Various board members offered appreciation for Director Howard's accomplishments at the BSCC.

3. Legal Update

Referenced a legal update sent by email to the Board and advised board members to anticipate a closed session at the November 21st meeting.

Chief Deputy Director & General Counsel Aaron Maguire reminded Board members to review the Agenda Items and recuse themselves from items that may have potential conflicts of interest pursuant to Government Code section 1091.

4. Legislative Update

Chair Penner referred the Board to their reading materials.

III. Action: Consent Items

- A. Minutes from the July 11, 2024, Board Meeting: Requesting Approval
- B. Proposed 2025 Board of State and Community Corrections Meeting Schedule: Requesting Approval

Staff requested adoption of the 2025 Board of State and Community Corrections meeting schedule as follows:

DATE	LOCATION	TIME
BSCC BOARD MEETING THURSDAY, FEBRUARY 13, 2025	SACRAMENTO	10:00 AM
BSCC BOARD MEETING THURSDAY, APRIL 10, 2025	SACRAMENTO	10:00 AM
BSCC BOARD MEETING THURSDAY, JUNE 12, 2025	SACRAMENTO	10:00 AM
BSCC BOARD MEETING THURSDAY, JULY 17, 2025	SACRAMENTO - TENTATIVE	10:00 AM
BSCC BOARD MEETING THURSDAY, SEPTEMBER 11, 2025	SACRAMENTO	10:00 AM
BSCC BOARD MEETING THURSDAY, NOVEMBER 20, 2025	SACRAMENTO	10:00 AM

-
- C. Public Defender Pilot Program Grant – 22-Month, No-Cost Extension: Requesting Approval

Staff recommended the Board approve a one-time, no-cost, 22-month extension to the Public Defense Pilot Program grants, extending the end date from March 1, 2025, to December 31, 2026, as authorized by the State Budget Act of 2023.

D. Proud Parenting Grant – Six-Month, No-Cost Extension: Requesting Approval

Staff recommended the Board approve a six-month extension period for the Proud Parenting grants. This additional period will allow projects to spend down any remaining funds as this program is no longer being funded, effective Fiscal Year 2024-25.

Mr. Budnick moved approval. Mr. Haynes seconded. The motion was approved by all other Board members for Agenda item A through D.

IV. Action: Discussion Items

E. Launch of the Board of State and Community Corrections Strategic Plan 2025-2030: Requesting Approval

- Power Point Presentation

Communications Director Jana Sanford-Miller presented this agenda item which requested Board approval to initiate the strategic planning process to develop a new strategic plan 2025-2030. Sanford-Miller said that the strategic plan process is anticipated to take approximately 10 months to complete and will include seeking input, developing goals, objectives, strategies, and success measures. The planning process will include participation from Board members, staff, stakeholders, and the public.

Chair Penner called for public comment. Public comment was heard; the full recording of the public comment and its transcription may be viewed by turning closed captions on here: <https://www.youtube.com/watch?v=1kl1eEKdJPA>. Public comment for Agenda E Start: 1:11:20; End: 1:12:26.

Mr. Scott moved approval. Mr. Johnson seconded. The motion was approved by all other Board members for Agenda item E.

F. Opioids in Local Detention Facilities – Survey Results and Next Steps: Requesting approval

- Opioids in Local Detention Facilities – Survey Results Power Point Presentation

Deputy Director Kasey Warmuth presented this agenda item which provided a summary of the information gathered through the Opioids in Local Detention Facilities Survey. Highlights the results for both the adult and juvenile local detention facilities can be found here: <https://www.bscc.ca.gov/opioid-survey/>.

Staff recommended the Board defer further action until the In-Custody Death Review Division is established and can review the results for possible regulation recommendations or whether further information from local detention facilities is needed as well as end this data collection effort.

Chair Penner called for public comment. Public comment was heard; the full recording of the public comment and its transcription may be viewed by turning closed captions on here: <https://www.youtube.com/watch?v=1kl1eEKdJPA>. Public comment for Agenda F Start: 1:23:50; End: 1:30:35.

Board Members discussed the next steps for the establishment of the ICDR Division and process to review any future survey and/or recommendations to local facilities and the authority of the Board to detect opioids in local facilities and deaths. Ganter said she will update the Board at future meetings.

Mr. Taylor moved approval. Mr. Johnson seconded. The motion was approved by all other Board members for Agenda item F.

G. Proposition 47 Grant Program: Cohort 4, Funding Recommendations: Requesting Approval

Field Representative Dameion Renault presented this agenda item which requested Board approval of the Cohort 4 Proposition 47 grant awards as recommended by the Proposition 47 Scoring Panel. The list of proposals recommended and their project summaries may be found below:

- [List of Proposals Recommended for Funding](#)
- [Proposal Summaries](#)

Mr. Taylor moved approval. Mr. Johnson seconded. Mr. Scott, Ms. Gaard, Mr. Budnick, Ms. Zaragoza, and Ms. Cumpian recused pursuant to Section 1091. The motion was approved by all other Board members for Agenda item G.

H. Local Detention Facilities Inspection Update: Requesting Approval

Chief Deputy Director and General Counsel Aaron Maguire provided an update on inspections in adult and juvenile detention facilities. Staff did not recommend a formal

action at this time. Items of noncompliance may be found here: [Outstanding Items of Noncompliance Juvenile & Adult Detention Facilities](#).

Maguire gave an overview of Corrective Action Plans (CAP) and noncompliance updates:

- Kern County and Los Angeles County: Awaiting corrective action plans.
- Mendocino, Kings, and Alameda Counties: In the CAP phase with time remaining to resolve noncompliance issues.

Maguire said Field Representative Lisa Southwell has been conducting monthly announced and unannounced inspections since April 2024 of Los Angeles juvenile halls.

On June 27, 2024, Los Padrinos Juvenile Hall was found noncompliant with Section 1371 (Programs, Recreation, and Exercise). Maguire said:

- Although documentation suggested compliance, video review confirmed that certain programs did not take place.
- June 28, 2024: Notification of noncompliance issued.
- August 8, 2024: CAP approved, with issues to be resolved by October 15, 2024.
- August 12, 2024: Notified the county of noncompliance with Section 1321 (Staffing).
- Insufficient staffing impacted education, recreation, and medical appointments.
- CAP approval deadline set for October 11, 2024.
- October 14, 2024: Scheduled a comprehensive inspection of Los Padrinos.
- If the staffing CAP is not submitted or approved by October 11, 2024, the facility will be deemed unsuitable for operation.

Maguire said inspections were conducted September 22–27, 2024. Barry J. Nidorf Secure Youth Treatment Facility (SYTF)

- Noncompliance Findings: Room confinement, grievances, and clothing exchange issues.
- CAP Submission Deadline: November 26, 2024.

Maguire said If Los Padrinos does not meet compliance deadlines, a suitability determination will be made at the November Board Meeting.

Board members asked about CAP deadlines and how deadlines are managed when counties forecast an earlier resolution date but need the full 90 days to comply.

Maguire responded that Counties have 60 days to submit an approved CAP, followed by a 90-day period for full compliance. Maguire said the BSCC will honor a county's forecasted compliance date if it falls before the 90-day limit. If unforeseen circumstances

arise, the county may request additional time by working with their Field Representative and the Acting Deputy Director.

Board members echoed the ripple effect of inadequate staffing is impacting daily operations, including programming, education, and healthcare access for youth. Board members expressed frustration with Los Angeles County's ongoing "Band-aid" solutions and the lack of sustainable progress. The board acknowledged dissatisfaction with the slow pace but stressed that timelines and statutory procedures must be followed.

Chair Penner called for public comment. Public comment was heard; the full recording of the public comment and its transcription may be viewed by turning closed captions on here: <https://www.youtube.com/watch?v=1kl1eEKdJPA>. Public comment for Agenda G Start: 2:16:01; End: 2:29:23.

This item did not require a vote.

V. Public Comments

Chair Penner called for general public comment. Public comment was heard; the full recording of the public comment and its transcription may be viewed here by turning closed captions on here: <https://www.youtube.com/watch?v=1kl1eEKdJPA>. Start: 2:30:00; End: 1:23:10.

The following written comments were received and shared with the Board:

- [Written Public Comment from the Children's Defense Fund](#)
- [Written Public Comment: T. Lovett](#)
- [Written Public Comment 10-3-2024](#)
- [Written Public Comment 10-3-2024](#)

VI. Adjourn

The meeting adjourned at: 12:41 p.m.

ATTENDANCE ROSTER

BSCC BOARD MEMBERS:

1. Chair Penner, Chair, Board of State and Community Corrections
2. Mr. Johnson, Director, California Department of Corrections & Rehabilitations - Division of Adult Parole
3. Mr. Haynes, Chief Probation Officer, Fresno County
4. Ms. Corpus, Sheriff, Alameda County
5. Mr. Taylor, Sheriff, San Benito County
6. Ms. Branning, Chief Probation Officer, Lassen County
7. Ms. Gaard, Retired Judge, Yolo County
8. Mr. Scott, Chief of Police, City of San Francisco
9. Mr. Budnick, Founder, Anti-Recidivism Coalition
10. Ms. Cumpian, Associate Director, Anti-Recidivism Coalition

Participated Remotely:

11. Ms. Lai, M.D. Berkeley, Alameda County
12. Ms. Zaragoza, Deputy Executive Director of Youth Justice Programs LA Room & Board

BSCC STAFF:

Kathleen T. Howard, Executive Director
Aaron Maguire, Chief Deputy Director & General Counsel
Jana Sanford-Miller, Director of Communications and External Outreach
Adam Lwin, Board Secretary
Helene Zentner, Field Representative, Corrections Planning and Grant Programs
Damieon Renault, Field Representative, Corrections Planning and Grant Programs
Collen Curtin, Deputy Director, Corrections Planning and Grant Programs
Allison Ganter, Deputy Director, Facility Standards and Operations
Kasey Warmuth, Deputy Director, Research and Standards & Training for Corrections

Agenda Item B

DATE: November 21, 2024 **AGENDA ITEM:** B

TO: BSCC Chair and Members

FROM: Tonya Parker-Mashburn, Field Representative – County Facilities Construction (CFC), tonya.parker-mashburn@bscc.ca.gov

SUBJECT: Senate Bill 863 Adult Local Criminal Justice Facilities Construction Financing - Merced County Scope Change: **Requesting Approval**

Summary

This agenda item requests that the Board of State and Community Corrections approve Merced County's request for a scope change to clarify the project scope of the county's Senate Bill 863 project.

Background

On June 20, 2014, Senate Bill 863 (SB 863) (Chapter 37, Statutes of 2014) became law, authorizing up to \$500 million in state lease-revenue bond financing for the acquisition, design, and construction of Adult Local Criminal Justice Facilities (ALCJF).

On November 12, 2015, the Board fully allocated the SB 863 funding by approving conditional awards for 15 counties, including \$40 million for Merced County. (Attachment B-1).

On January 12, 2018, the State Public Works Board approved Merced County's request for a scope change to increase the intake/release and administration building area, primarily to include visitation space adequate to meet or exceed Title 15 standards. (Attachment B-2).

On May 30, 2023, the State Public Works Board approved Merced County's request for a scope change to add a treatment and programming wing onto the healthcare building to allow for more intensive services, including medical and mental health. (Attachment B-3).

On November 18, 2024, the BSCC received a letter from Merced County Assistant Director of Public Works Lindsey Johnson requesting a revised scope for the Board's approval (Attachment B-4).

The proposed scope change consists of technical elements in the project scope such as providing additional descriptions about the work being performed in each of the 11 buildings associated with this project, including roof repairs/replacements, site improvements, and utility enhancements. This detailed description is being provided to delineate the elements of the SB 863 project from separate, additional county improvements being done within the same project area.

Recommendation/Action Needed

Staff recommends the Board approve Merced County's request for a scope change for its SB 863 ALCJF Construction Financing program project.

Attachments

- B-1: November 12, 2015, BSCC Board Meeting, Agenda Item E
- B-2: January 12, 2018, SPWB Meeting, Consent Agenda Item 6
- B-3: May 12, 2018, SPWB Meeting, Consent Agenda Item B
- B-4: November 18, 2024, Merced County Public Works Department Request for Scope Change

Attachment B-1

DATE: November 12, 2015

AGENDA ITEM: E

TO: BSCC Chair and Members

FROM: Magi Work, Deputy Director, magi.work@bscc.ca.govSUBJECT: Senate Bill 863 (Adult Local Criminal Justice Facilities Construction Financing Program): Executive Steering Committee's Funding Recommendations: **Requesting Approval.**

Summary

This agenda item requests approval of conditional award recommendations totaling \$500,000,000 submitted by the Senate Bill (SB) 863 Local Adult Criminal Justice Facilities Construction Funding Executive Steering Committee. The recommendations for 12 fully funded and three partially funded projects are as follows:

FINAL RANKING					
Small	Applicant	Code	Requested	Recommended Conditional Award	Score
\$100,000,000	Amador	C25	17,179,000	17,179,000	103.74
	Colusa	C15	20,000,000	20,000,000	103.63
	Yuba	C13	20,000,000	20,000,000	99.99
	Trinity	C18	20,000,000	20,000,000	97.41
	Humboldt	C27	20,000,000	20,000,000	95.94
	Napa	C20	20,000,000	2,821,000	94.70
Medium	Applicant	Code	Requested	Recommended Conditional Award	Score
\$160,000,000	Butte	C2	40,000,000	40,000,000	104.04
	Sonoma	C32	40,000,000	40,000,000	99.44
	Yolo	C11	30,500,000	30,500,000	94.72
	Merced	C22	40,000,000	40,000,000	92.23
	Placer	C1	40,000,000	9,500,000	92.18
Large	Applicant	Code	Requested	Recommended Conditional Award	Score
\$240,000,000	San Francisco	C16	80,000,000	80,000,000	106.98
	Santa Clara	C19	80,000,000	80,000,000	103.66
	Alameda	C21	54,340,000	54,340,000	102.09
	Ventura	C12	55,137,000	25,660,000	99.80

Background

On June 20, 2014, Senate Bill 863 (Chapter 37, Statutes of 2014 (SB 863) became law, authorizing up to \$500,000,000 in state lease-revenue bond financing for the acquisition, design and construction of Adult Local Criminal Justice Facilities (ALCJF).

An ALCJF must be consistent with the legislative intent described in Sections 17.5 and 3450 of the Penal Code, must be under the jurisdiction of the sheriff or county department of corrections, and must follow the intent as provided in Government Code (GC) section 15820.93(b) (1) and (2):

1. Improved housing with an emphasis on expanding program and treatment space as necessary to manage the adult offender population.
2. Custodial housing, reentry, program, mental health or treatment space necessary to manage the adult offender population.

As provided in SB 863 (GC section 15820.936(d)), proposed projects may include the replacing of existing housing capacity, realizing only a minimal increase in capacity, if the requesting county clearly documents an existing capacity deficiency.

Scoring consideration was given to counties that have not received funding from Assembly Bill 900 or Senate Bill 1022 (GC section 15820.936(b)).

As a mandatory criterion, counties were required to submit documentation of the percentage of pretrial inmates in the county jail from January 1, 2013 to December 31, 2013, inclusive, and a description of the county's current risk-assessment-based pretrial release program.

In addition, SB 863 stated:

Funding preference shall be given to counties that are most prepared to proceed successfully with financing in a timely manner, which includes a Board of Supervisors' Resolution and documentation of CEQA compliance. (GC 15820.936(b))

Funding consideration shall be given to counties seeking to replace compacted, outdated, or unsafe housing capacity or are seeking to renovate existing or build new facilities that provide adequate space for the provision of treatment and rehabilitative services, including mental health treatment. (GC 15820.936(c))

At its September 11, 2014 meeting, the BSCC Board approved the establishment of an ESC (Attachment E-1) for the SB 863 Adult Local Criminal Justice Facilities Construction Program. The Board appointed BSCC member Dean Growdon, Sheriff of Lassen County, and Ian Parkinson, Sheriff of San Luis Obispo County, as ESC co-chairs. The Board directed the two co-chairs to convene an ESC to develop recommendations for the Request for Proposals (RFP) and proposal evaluation criteria, to review and rate proposals, and to make conditional award recommendations to the Board. The ESC met four times in 2015: January 21, February 26, March 25, and April 29. The four meetings were open to the public, and members of the public provided numerous comments for the ESC to consider.

On June 10, 2015, the BSCC authorized the release of the SB 863 Adult Local Criminal Justice Facility Construction financing RFP. The proposals were due back to the BSCC staff on August 28, 2015.

On June 26, 2015, staff held a bidders' conference to allow prospective applicants the opportunity to ask clarifying questions about the RFP and the lease revenue bond financing process.

Proposals were due on August 28, 2015. The BSCC received 32 proposals – 10 large county proposals, eight medium county proposals, and 14 small county proposals. The total dollar amount requested from the 32 counties was approximately \$1.2 billion (Attachment E-2). A raters' training was held for the SB 863 ESC members on September 16, 2015. The ESC members individually evaluated and rated the proposals based on the RFP criteria. The proposal scores were due back to the BSCC research staff by October 26, 2015.

The ESC convened for a final meeting on November 2, 2015. The purpose of the meeting was to allow the ESC members the opportunity to discuss scores and make any adjustments based upon ESC discussion and feedback. At the meeting the ESC established the ranked list of proposals, including the 15 recommended for funding. (Attachment E-3). At the request of the ESC chairs, after the meeting BSCC research staff analyzed and verified each rater's scores and confirmed the ranked list.

The table below outlines the timeline of events the ESC approved for recommendation to the Board.

SB 863 RFP Timeline

June 10, 2015	The BSCC issues SB 863 RFP
June 26, 2015	Bidders' Conference in Sacramento
August 28, 2015	Proposals due to the BSCC
August 31, thru September 11, 2015	BSCC technical review. Counties are given the opportunity to correct technical deficiencies.
September 16, 2015	Raters' training
September 16 thru October 26, 2015	ESC reviews the proposals and makes preliminary ratings
November 2, 2015	ESC convenes, makes final rating, and ranks proposals for funding recommendations to the Board.
November 12, 2015	ESC recommendations presented to the BSCC for financing action/intent to make a conditional award at the BSCC regularly scheduled meeting.

Recommendation/Action Needed

Staff recommends the Board approve for conditional awards the six small counties, five medium counties, and four large counties that ranked highest on the list established by the Senate Bill 863 Jail Construction Financing Program ESC.

Staff also recommends that should a county revert its conditional award back to the State, staff would be allowed to offer the funds to the next-ranked county within the same population category.

Attachments

E-1: September 11, 2014 BSCC Board Meeting Agenda Item J

E-2: List of All Applicants

E-3: SB 863 Final Ranking

Attachment B-1

Attachment B-2



**CALIFORNIA STATE
PUBLIC WORKS BOARD**

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STATE PUBLIC WORKS BOARD

January 12, 2018

PROPOSED MINUTES

PRESENT:

Ms. Jacqueline Wong-Hernandez, Chief Deputy Director, Department of Finance
Mr. Jeff McGuire, Chief Deputy Director, Department of General Services

CALL TO ORDER AND ROLL CALL:

Ms. Jacqueline Wong-Hernandez, Chairperson of the Board, called the meeting to order at 10:02 a.m. Ms. Patrice Coleman, Executive Assistant for the Board, called the roll. A quorum was established.

MINUTES:

The next order of business was to consider approving the minutes from the December 8th Board meeting.

Ms. Lukenbill welcomed Madam Chair, Ms. Wong-Hernandez to the Board. Ms. Lukenbill reported that staff had prepared and reviewed the minutes from the December 8th Board meeting.

A motion was made by Mr. McGuire and seconded by Ms. Wong-Hernandez to approve the minutes. The minutes were approved by a 2-0 vote (Ms. Wong-Hernandez and Mr. McGuire all voting aye).

CONSENT ITEMS:

The first order of business was to consider seven Consent Items.

- Consent Item 1: Consider accepting real property through a transfer of title for the George McDonald Hall of Justice in the County of Alameda for the Judicial Council.
- Consent Item 2: Consider recognizing a scope change for the Relocation of Red Mountain Communications Site project in Del Norte County for the Governor's Office of Emergency Services.
- Consent Item 3: Consider approving preliminary plans for the Upper Truckee Marsh Restoration Project in El Dorado County, for the California Tahoe Conservancy.
- Consent Item 4: Consider approving acquisition and the execution of a Property Acquisition Agreement and other necessary documents for the Potrero Fire Station Replacement Facility Project in San Diego County, for the Department of Forestry and Fire Protection.
- Consent Item 5: Consider approving an augmentation for the Malibu Creek State Park New Stokes Creek Bridge Project in Los Angeles County, for the Department of Parks and Recreation.

- Consent Item 6: Consider recognizing a scope change for the Adult Local Criminal Justice Facilities Project in Merced County, for the Board of State and Community Corrections.
- Consent Item 7: Consider recognizing a scope change for the Redwoods Community College District, College of the Redwoods Utility Infrastructure Replacement Project in Humboldt County, for the California Community Colleges.

Ms. Lukenbill reported that Consent Items 2, 5, 6 and 7 required 20-day notices to the Legislative Fiscal Committees, and the review period for these actions has expired without adverse comment.

Ms. Lukenbill reported that for Consent Item 3, various quitclaim deeds will need to be secured and recorded prior to the start of construction.

Staff recommended approval of Consent Items 1 through 7.

Ms. Wong-Hernandez asked if there were any questions or comments from the Board, or from the public. There were none.

A motion was made by Mr. McGuire and seconded by Ms. Wong-Hernandez to approve the Consent Calendar. The Consent Calendar was approved by a 2-0 vote (Ms. Wong Hernandez and Mr. McGuire, all voting aye).

ACTION ITEMS:

The next order of business was to hear the Action Items.

- Action Item 1: Ms. Lukenbill informed the Board that if approved, the requested action would authorize site selection of two parcels in Kings and Tulare Counties for the High Speed Train System project.

Staff recommended the Board authorize site selection of two parcels in Kings and Tulare Counties.

Ms. Wong-Hernandez asked if there were any questions or comments from the Board, or from the public. There were none.

A motion was made by Mr. McGuire and seconded by Ms. Wong-Hernandez to approve the Action Item. Action Item 1 was approved by a 2-0 vote (Ms. Wong-Hernandez and Mr. McGuire, all voting aye).

- Action Item 2: Ms. Lukenbill informed the Board that if approved, the action would adopt three Amended Resolutions of Necessity authorizing the use of eminent domain to acquire properties in Fresno and Kings Counties.

Staff recommended the adoption of three amended RONS for properties in Fresno and Kings Counties.

Ms. Wong-Hernandez acknowledged a speaker, Mr. Mark Wasser. First, Mr. Mark Wasser spoke on behalf of the PRG Farms Property. Mr. Wasser reminded the Board, that in order to acquire property, the project is proposed and planned in a manner that is most compatible with the greatest public good and least private injury. Mr. Wasser stated that in a design-build project, this finding cannot be made, and that the finding made in the first Resolution of Necessity was not correct. He claimed that High Speed Rail didn't know what property was needed the first time, and that they still don't know. Mr. Wasser also advised the Board that an offer of just compensation must be made, and that the offer that was made did not include goodwill damages and was therefore invalid. For these reasons, Mr. Wasser asked the Board to not adopt the Resolution of Necessity.

Mr. Wasser also addressed the Board on behalf of Tri West Investments. He explained that Tri West operates a slaughterhouse and has a wastewater pipe that conveys waste from the slaughterhouse to an alfalfa field. Mr. Wasser stated that the project will sever the wastewater pipe and will essentially take the entire slaughterhouse, which he contends is more property than is needed for the High Speed Rail project. Mr. Wasser further stated that there was no offer of goodwill or just compensation. For these reasons, Mr. Wasser asked the Board to not adopt the Resolution of Necessity.

Mr. Wasser also addressed the Board on behalf of EBC Farms LLC. He stated that High Speed Rail acquired 25-acres from EBC farms about two years ago, and the land has not been devoted to public use and contended that the property won't be available for public use in the foreseeable future. Mr. Wasser expressed that these three properties (PRG, Tri West and EBC Farms) are evidence that a design-build project is ineligible for a condemnation action. Mr. Wasser concluded that High Speed Rail does not know what property is needed for the project and that the Board should not adopt the Resolutions of Necessity.

Ms. Lukenbill acknowledged that High Speed Rail staff and PWB eminent domain counsel were available to respond to Mr. Wasser's comments.

Mr. McGuire asked for staff to respond specifically to the design build and goodwill issues raised by Mr. Wasser. Mr. McGuire also asked for clarification on how long can a property can remain unused before it must be used for its intended purpose.

Mr. Ephram Egan, counsel for the Board on eminent domain issues, responded to Mr. Wasser's statements. He stated the issue of whether goodwill exists is handled within the court. Mr. Egan stated that goodwill is not generally included in the offer of just compensation. Therefore, goodwill is not a necessary condition to present a valid offer under the statute. Secondly, regarding Tri West, Mr. Egan noted that the original Resolution of Necessity, which was adopted in November, had an incorrect citation to a civil code of procedure section. The Amended Resolution simply incorporates the correction. Mr. Egan also addressed Mr. Wasser's claims regarding design-build, stating that design build is a manner of how the project is built. Once a project has reached a certain design threshold, Mr. Egan noted that you can seek properties for the project based on that design. If there are changes to the design, then there may be changes to the Resolutions of Necessity if it is determined that additional property is needed to complete the project.

Mr. Egan stated that counsel for High Speed Rail could highlight additional factors as to why these particular properties are needed for the project.

Ms. Kendall Darr, counsel for High Speed Rail, addressed the Board. Ms. Darr stated that she agreed with statements made regarding goodwill and the design build nature of the project. She stated that Resolutions of Necessity are amended over time due to design changes. While they try to keep these changes to a minimum, they are intended to make the project more efficient and economical. Ms. Darr stated if the Board had any specific questions, she would be happy to answer them.

Mr. McGuire again raised the previous question, regarding how long land can remain idle before the High Speed Rail Authority has to exercise its public use of the land. Ms. Darr confirmed that it must be used within seven years. She further stated that High Speed Rail anticipates the EBC property would be utilized quickly.

Ms. Wong-Hernandez asked if there were any questions or comments from the Board, or from the public. There were none.

A motion was made by Mr. McGuire and seconded by Ms. Wong-Hernandez to approve the Action Item. Action Item 2 was approved by a 2-0 vote (Ms. Wong-Hernandez and Mr. McGuire, all voting aye).

- Action Item 3: Ms. Lukenbill informed the Board that if approved, the action would adopt seven Resolutions of Necessity authorizing the use of eminent domain to acquire properties in Fresno and Kings Counties.

Ms. Lukenbill reported that Property #3, the Dias Property, had been pulled from the agenda and would not be part of the Board's vote.

Ms. Shadbanou Azad, acting counsel to the Board on eminent domain issues, presented the Resolutions of Necessity. Ms. Azad reported that the proposed Resolutions of Necessity before the Board had been reviewed, to ensure that they comply with the conditions set forth in Code of Civil Procedure Section 1245.230. Specifically, Ms. Azad verified that each Resolution provides:

1. The public interest and necessity require the Project;
2. That the proposed Project is planned and located in a manner that will provide the greatest public good with the least private injury;
3. The acquisition property described in Exhibit A to each of the Resolutions is necessary for the project; and
4. The offers of just compensation required by Government Code section 7267.2 have been made to all owners of record as required by the statute.

Ms. Wong-Hernandez invited Mr. Wasser to address the Board regarding the Dieplersloot property. He stated that the most pressing issue is the design-build issue as the authority does not know what property is actually needed for the project. Mr. Wasser also stated that no goodwill offer was made. He advised the Board that they would be making a mistake if the Resolution of Necessity is adopted, and urged the Board to not adopt a Resolution of Necessity for the reasons previously stated.

Ms. Wong-Hernandez asked Mr. Wasser clarify his objection regarding design-build projects. She stated that it seemed like the objection would apply to any design-build project, not just the High Speed Rail project. She asked if this meant that the state can't have an eminent domain or condemnation proceeding on any design-build project anywhere in California.

Mr. Wasser responded, saying that he could not categorically state that all design-build projects statewide are not eligible for condemnation actions. He stated that in the case of High Speed Rail, an estimated 15% design is performed in-house, then the project is turned over to the contractor, who is responsible for the remaining 85% of design. Mr. Wasser noted that because so much design is done after a Resolution of Necessity is adopted, the statute cannot be satisfied.

Ms. Lukenbill commented that over a thousand properties have been acquired over the past four years, and that the Board has adopted many Resolutions of Necessity, but there have only been a handful of amended Resolutions or additional properties needed for the project.

Ms. Wong-Hernandez asked if there were any other questions or comments from the Board or public. There were none.

A motion was made by Mr. McGuire and seconded by Ms. Wong-Hernandez to approve the Action Item. Action Item 3 was approved by a 2-0 vote (Ms. Wong- Hernandez and Mr. McGuire, all voting aye).

REPORTABLES:

Ms. Lukenbill then presented the reportable items, and told the Board that she would be happy to answer any questions. The Board had none.

NEXT MEETING:

Ms. Wong-Hernandez stated the next Board meeting is scheduled for Monday, February 12, 2018 at 10:00 a.m. in Room 113 at the State Capitol.

The meeting was adjourned at 10:32 a.m.

Attachment B-3



STATE PUBLIC WORKS BOARD

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STATE PUBLIC WORKS BOARD
May 19, 2023

FINAL MINUTES

PRESENT:

Joe Stephenshaw, Director, Department of Finance
 Mike Keever, Chief Deputy Director, Department of Transportation
 Jennifer Osborn, Chief Deputy Director, Department of General Services
 Blake Fowler, Director of Public Finance, State Treasurer
 David Oppenheim, Deputy Controller, State Controller
 Bryan Cash, Assistant Secretary for Administration-and Finance, Natural Resources Agency

CALL TO ORDER AND ROLL CALL:

Joe Stephenshaw Chairperson of the Board, called the meeting to order at 10:00 am. Randall Katz, Secretary of the Board, called the roll. A quorum was established.

BOND ITEMS:

The first order of business was to consider one bond item.

If approved, the requested action would adopt a resolution authorizing actions to be taken to provide for interim financing, authorize the sale of lease revenue bonds, and other related actions for the Adult Local Criminal Justice Facilities Project in San Joaquin County for the Board of State and Community Corrections.

Sally Lukenbill, Executive Director of the Board noted the scope of this project consists of the design and construction of a new stand-alone one-story jail facility with a mezzanine, on county-owned land in French Camp, California. The new jail will provide 260 beds across four medium security level housing pods, and a 12-person Mental Health housing unit. The facility will include a medical clinic, and spaces for staff and administration, receiving and transportation, for various support services.

Ms. Lukenbill further stated that bonds for this project will be issued in an amount not to exceed \$36,511,286.

Mr. Stephenshaw asked if there were any questions or comments from the Board, or from the public. There were none.

A motion was made by Mr. Oppenheim and seconded by Mr. Fowler to approve the Bond Item. The motion passed unanimously through a 5-0 roll-call vote (Mr. Stephenshaw, Ms. Osborn, Mr. Keever, Mr. Oppenheim, and Mr. Fernandez all voting aye).

Ms. Miller thanked and excused Mr. Oppenheim and Mr. Fowler.

MINUTES:

The next order of business was to approve the minutes from the April 14, 2023 Board meeting.

Ms. Sally Lukenbill, Executive Director of the Board stated that staff had prepared and reviewed the minutes from the April 14, 2023 Board meeting and recommended approval of the meeting minutes.

Mr. Stephenshaw asked if there were any questions or comments from the Board, or from the public. There were none.

A motion was made by Ms. Osborn and seconded by Mr. Keever to approve the minutes. The motion passed unanimously through a 3-0 roll-call vote (Mr. Stephenshaw, Ms. Osborn, and Mr. Keever all voting aye).

CONSENT CALENDAR A:

The next order of business was to consider Consent Calendar A, consisting of one item within the Natural Resources Agency. Mr. Cash joined as a voting member.

If approved, the requested action would approve the acquisition of real property and the execution of a Property Acquisition Agreement and other such documents as may be required to complete the acquisition for the Six Pack Site by Castle Rock State Park in Santa Cruz County as part of the State Parks System Acquisition Program, for the Department of Parks and Recreation.

The acquisition consisted of 222 acres near State Route 9 and State Route 236, and Skyline Boulevard in the town of Boulder Creek, Santa Cruz County. The acquisition of the property provides for expansion of the Castle Rock State Park improves wildlife corridors and park trails, provides unimpeded migration and movement potential in the habitat area for endangered or threatened species, and preserves redwoods and forest lands. The acquisition also eliminates private inholdings of the state park and reduces the Department of Parks and Recreation management costs related to the inholdings.

The cost of the acquisition is \$4.2 million and was funded with bond proceeds and funds from various budget appropriations.

Mr. Stephenshaw asked if there were any questions or comments from the Board, or from the public. There were none.

A motion was made by Mr. Cash and seconded by Ms. Osborn to adopt the requested action. The motion passed unanimously through a 4-0 roll-call vote (Mr. Stephenshaw, Ms. Osborn, Mr. Cash, and Mr. Keever all voting aye).

Mr. Stephenshaw thanked and excused Mr. Cash.

CONSENT CALENDAR B:

The next order of business was to consider Consent Calendar A, consisting of one item for the Board of State and Community Corrections.

If approved, the requested action will recognize a scope change and revised project costs contingent upon expiration of the 20-day legislative notification, for the Adult Local Criminal Justice Facilities Project in Merced County for the Board of State and Community Corrections.

The scope change includes the construction of a new treatment support and program wing. The approximately 3,200 square foot addition will support various mental health treatment programs, such as the Jail-Based Competency Treatment program or the DSH Early Access and Stabilization Services program, which did not exist when the project was initially established.

The total estimated project cost including this scope change is \$77.4 million, which is an increase of \$6 million and will be paid by the County.

Mr. Stephenshaw asked if there were any questions or comments from the Board, or from the public. There were none.

A motion was made by Ms. Osborn and seconded by Mr. Keever to adopt the requested action. The motion passed unanimously through a 3-0 roll-call vote (Mr. Stephenshaw, Ms. Osborn, and Mr. Keever all voting aye).

REPORTABLES:

Ms. Lukenbill presented the reportable items for the period of April 4, 2023, through May 8, 2023, and stated that the reportable items were included in the staff analysis and in the member's briefing packets.

Mr. Stephenshaw asked if there were any questions or comments from the Board, or from the public. There were none.

NEXT MEETING:

Ms. Lukenbill stated that the next Board meeting was scheduled for Friday, June 9, 2023, and the time and location of the meeting would be posted on the Board's website.

Mr. Stephenshaw asked if there were any other questions or comments from the Board, or from the public. There were none.

The meeting was concluded.

Attachment B-4



DEPARTMENT OF PUBLIC WORKS

Lindsey Johnson
Assistant Director

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November 18, 2024

Ms. Tonya Parker-Mashburn
Field Representative – County Facilities Construction (CFC)
Board of State and Community Corrections (BSCC)
2590 Venture Oaks Way, Suite 200
Sacramento, CA 95833

Re: **SB 863 Scope Change Request**

Dear Ms. Parker-Mashburn:

Merced County is grateful to receive the SB 863 funding for the Merced County Sheriff John Latorraca Correctional Center project located at 2584 West Sandy Mush Road, Merced, California. The current project scope includes the renovation of four existing dormitory buildings to harden the units and upgrade the toilet and shower area to allow the housing of higher classification inmates; and the construction of three standalone buildings including a new program and services building, a new kitchen and laundry facility, and a new intake/ release and administration building that includes visitation space. The scope also includes the renovation of an existing healthcare building to include a remodel of the lobby, the construction of a clinic area, the addition of 30 medical/mental health beds, and the construction of a new treatment support and program wing that will allow for more intensive services to be provided. Outdoor recreation yards will be constructed with direct access from the dormitories. The project also includes the addition of a sallyport, seismic upgrades to existing the buildings, reconfiguration of an existing parking lot into public and secure employee parking, on-site utility systems, and site secure perimeter fencing.

Because this project includes renovation of existing facilities, we have experienced numerous unexpected issues that weren't originally considered but are required and/or necessary to obtain certificates of occupancy and for continued operation of the facilities. We request a scope change to include roof repairs/replacements and utility upgrades that are above and beyond what was originally anticipated, an emergency responder radio communication system in all 11 buildings, widening of the fire apparatus access road with extensions for hose pulls, and all other necessary appurtenances. Upgrades to the propane system are necessary due to existing propane lines being dirty and some components of the system being faulty. Additionally, we are requesting a scope change to include the demolition of a building and to add in three new buildings – an electrical/utility room and two ancillary custody security buildings. The new electrical/utility room will replace the main electrical room that was located in the original Building 200 prior to

it being demolished. The two ancillary custody security buildings are integral to the continued surveillance and security of the facility. Upgrades to the backup emergency generator are necessary to meet new San Joaquin Valley Air Pollution Control District requirements.

The unexpected issues have caused delays to the overall project completion schedule. As of the last scope change, the construction complete date was anticipated to be March 11, 2026. The schedule has since slipped and the construction completion date is now anticipated to be November 15, 2026, but could be later if additional issues arise.

Due to all of the unanticipated work needed for this facility to operate appropriately upon completion, project costs have increased substantially. Since the last scope change/action, the anticipated total project costs increased by \$18,412,108, from \$77,351,709 to \$95,763,817. The County anticipates approving a resolution on November 26, 2024, to dedicate additional funds to cover the unexpected costs that have arisen. This will bring the total county cash contribution to \$55,298,817; the county in-kind match will remain at \$465,000 and the conditional state award will remain at \$40,000,000. This includes a sizeable contingency in the event other unanticipated work arises during the construction phase to ensure there are adequate funds to complete the project. The increased funding being contributed by the County is from State Public Works Board (SPWB)-approved funding sources to ensure compatibility with lease-revenue bonds.

Please accept this letter as a request to modify the project scope description included in the previous scope change that was approved by the BSCC on February 09, 2023, followed by the SPWB on May 30, 2023, to include the additional elements of work specified in Exhibit B (attached).

We appreciate your assistance in facilitating the scope change approval. If there is a need for additional information or if you have any questions, please contact me at (209) 385-7602 or lindsey.johnson@countyofmerced.com.

Sincerely,



Lindsey Johnson
Assistant Director
Merced County Department of Public Works

Attachments:

- Exhibit A – Current Project Scope Summary
- Exhibit B – Proposed Project Scope Summary
- Exhibit C – Updated Site Plan

PROJECT SCOPE SUMMARY
SB 863 ADULT LOCAL CRIMINAL JUSTICE FACILITY PROJECT
MERCED COUNTY
MERCED COUNTY JOHN LATORRACA CORRECTIONAL CENTER
2584 WEST SANDY MUSH ROAD MERCED, CA 95341-8713

This project will design and construct new additions and renovation to the existing jail facility on approximately 13 acres of county-owned land, in the county of Merced. This project consists of the construction of four new buildings and renovation of the existing dorms.

The four new buildings include a new health care building with approximately 30 medical/mental health beds and associated clinic area with a treatment support and program wing; a new standalone program and services building; a new kitchen and laundry facility; and a new county intake, release, and administration building with visiting space. A sallyport will be constructed and the existing parking lot will be reconfigured into public and secure employee parking.

Renovation of the existing dormitory units on site will be to harden the construction and upgrade the toilet and shower areas to allow the housing of higher classification inmates. Additionally, outdoor recreation yards will be constructed with direct access from the dormitories.

This project will also install upgraded on-site utility systems including, but not limited to, water; septic sewer; electrical; plumbing; mechanical; heating, ventilation, and air conditioning; telecommunications; security; fire protection; and storm water systems. The project will include seismic upgrades to existing buildings and will install site secure perimeter fencing.

Approve / Disapprove / Approve with changes



Merced County Authorized Representative
Scott Silveira, Chairman
Merced County Board of Supervisors

3-20-23

Date

PROJECT SCOPE SUMMARY
SB 863 ADULT LOCAL CRIMINAL JUSTICE FACILITY PROJECT
MERCED COUNTY
MERCED COUNTY JOHN LATORRACA CORRECTIONAL CENTER
2584 WEST SANDY MUSH ROAD MERCED, CA 95341-8713

The project includes the design and construction of new additions and renovations to the existing jail facility, which is sited on approximately 13 acres of county-owned land, in the County of Merced. This project consists of the construction of six stand-alone buildings; the renovation of four existing dormitory buildings; and the renovation of, and addition to, one existing building.

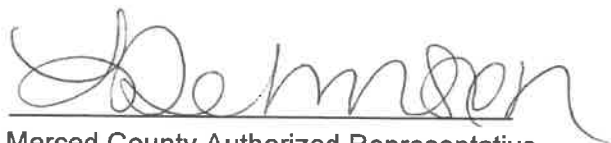
The project includes the construction of the following six new buildings: a new program and services building (Building 1100), a new kitchen and laundry facility (Building 1200), a new intake/release and administration building that includes visitation space and a sallyport (Building 200), a new electrical/utility room (Building 1400), and two ancillary custody security buildings (Buildings 1300A and 1300B).

The project also includes the renovation of four existing dormitory buildings (Buildings 300, 400, 500, and 600) to harden the units, repair/replace roofs, and to upgrade the toilet and shower areas to allow for the housing of higher classification of inmates. Additionally, outdoor recreation yards will be constructed that will include direct access from the dormitories.

The project includes the renovation of and addition to an existing health care building, including roof repair/replacement, renovation of the building lobby, and construction of a clinic area, the addition of approximately 30 medical/mental health beds, and a program wing to support various mental health treatment programs (Building 100).

The project also includes the installation of upgraded on-site utility systems including, but not limited to, water; septic sewer; electrical; plumbing; mechanical; heating, ventilation, and air conditioning; telecommunications, including an emergency responder radio communication system in all 11 buildings; security fire protection; and storm water systems. The project also includes demolition of the original Building 200, seismic upgrades to existing buildings, widening of the fire apparatus access road with extensions for hose pulls, emergency generator, propane upgrades, site secure perimeter fencing, public and secure employee parking, and all necessary appurtenances.

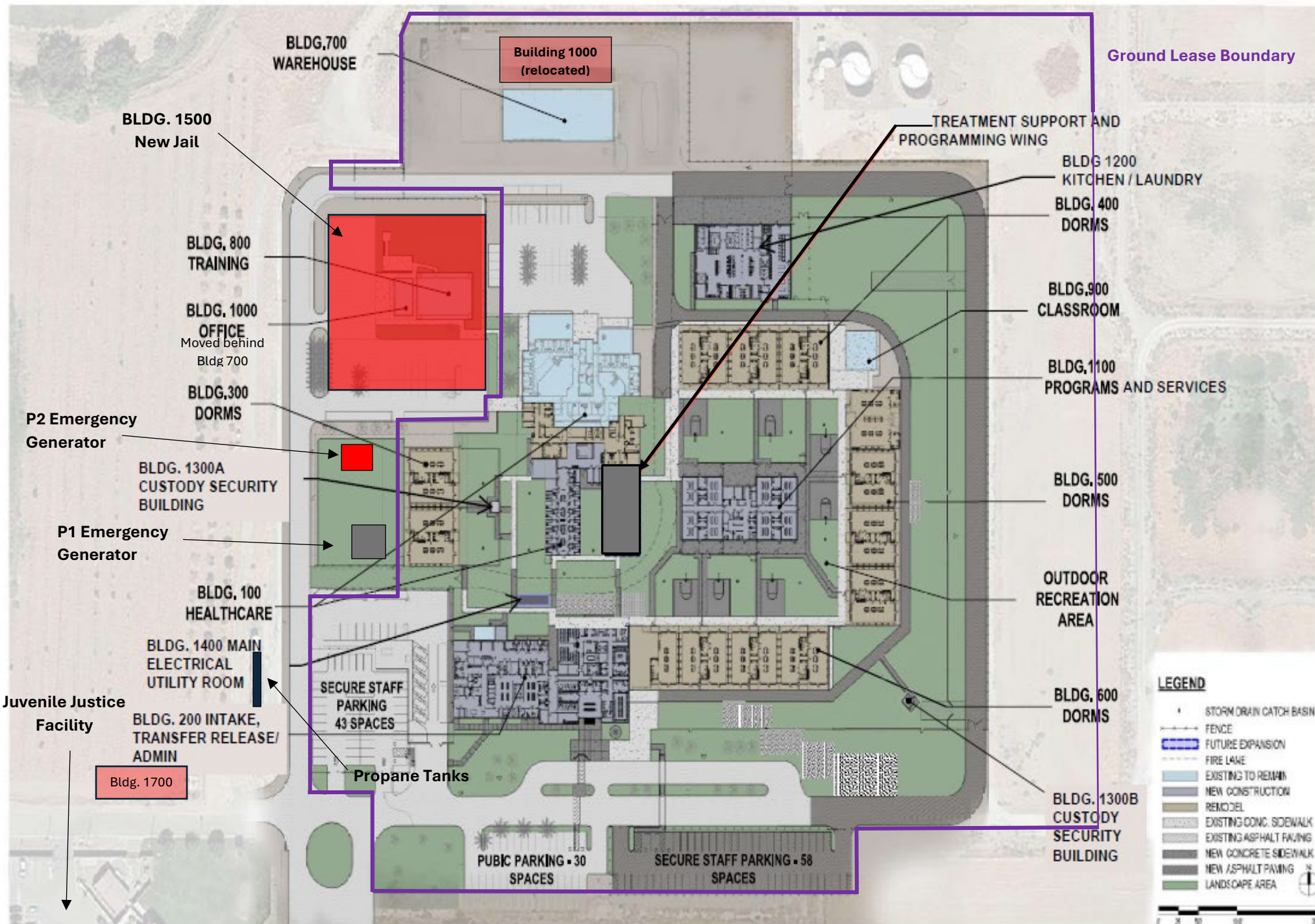
Approve Disapprove / Approve with changes



Merced County Authorized Representative
Lindsey Johnson, Assistant Public Work Director
Merced County Department of Public Works

11/14/24

Date



Ground Lease Boundary

LEGEND

- STORM DRAIN CATCH BASIN
- FENCE
- FUTURE EXPANSION
- FIRE LANE
- EXISTING TO REMAIN
- NEW CONSTRUCTION
- REMODEL
- EXISTING CONC. SIDEWALK
- EXISTING ASPHALT PAVING
- NEW CONCRETE SIDEWALK
- NEW ASPHALT PAVING
- LANDSCAPE AREA



JLC - MERCED COUNTY JAIL REMODEL AND EXPANSION
 2584 W. SANDY MUSH ROAD
 MERCED | CA 95341

SITE PLAN
 DATE 3/9/2023
 FIG02
 PRESENTATION

Agenda Item C

DATE: November 21, 2024

AGENDA ITEM: C

TO: BSCC Chair and Members

FROM: Michael Shores, Field Representative, County Facilities Construction,
Michael.shores@bscc.ca.gov

SUBJECT: Senate Bill 81 (Local Youthful Offender Rehabilitative Facilities Construction Financing Program Round 2) Riverside County Scope Change: **Requesting Approval**

Summary

This agenda item requests the Board of State and Community Corrections approve Riverside County's request for a change in project scope. Riverside County is seeking to construct new, therapeutic space to support and expand the existing Alan M. Crogan Youth Treatment and Education Facility (YTEC) (SB81, Round 1). This new scope proposal seeks to add approximately 14,000 square feet of classroom, program, vocational training, multi-sensory rooms and a dental office to land adjacent to the existing YTEC facility. Additionally, approximately 10,000 square feet of outdoor recreational space will be added to create stationary fitness, gym, handball courts and basketball courts.

Background

SB 81 Round One (Stats. 2007, Chapter 175) authorized \$100 million in state lease-revenue bond financing for the acquisition, design, renovation, or construction of LYORFs. Assembly Bill 1628 (Stats. 2010, Chapter 729) added another \$200 million in financing. Conditional awards were made to 13 counties under the SB 81 Round One LYORF Construction Financing Program.

After the Round One financing was conditionally awarded, \$79.2 million in state lease-revenue bond financing remained unallocated. SB 365 (Stats. 2013, Chapter 627) authorized the BSCC to release the remainder in lease-revenue bond financing under the SB 81 Round Two program.

At the April 9, 2015 meeting, the Board made a partial conditional award of \$15,898,455 in SB 81 Round 2 financing to Riverside County (Attachment C-1).

At the November 17, 2016 meeting, Riverside County received \$1,101,545 that augmented its partial conditional award to a full conditional award of \$17,500,000.

The BSCC, at the request of Riverside County, previously approved a change in scope at the November 8, 2018 board meeting (Attachment C-2). The 2018 scope change approved construction of a new, 64 bed detention facility next to YTEC. The new facility was to replace the existing Riverside Juvenile Hall and would have reduced their total detention beds by 120 from 184 to 64 beds.

On April 30, 2024, Riverside County Probation formally requested (Attachment C-3) to change the scope once again due to continued reductions of youth in detention, the closure of DJJ and need for long term, therapeutic space. The new scope enhances the modern YTEC site without increasing the number of beds while using appropriate county owned land. In addition, this proposal will add needed dental care services, which will allow the county to avoid costly and disruptive transport to outside locations.

Recommendation/Action Needed

Staff recommends the Board approve the change in scope for the Riverside County Senate Bill 81 Round 2 Local Youthful Offender Rehabilitative Facility Construction Financing Program project.

Attachments

- C-1: April 9, 2015 Board meeting minutes
- C-2: November 18, 2018 BSCC Board minutes
- C-3: Riverside County April 30, 2024, request for scope change memo
- C-4: Riverside County side by side comparison
- C-5: Riverside YTEC proposed site plan

Attachment C-1

MINUTES
BOARD OF STATE AND COMMUNITY CORRECTIONS MEETING
THURSDAY, April 9, 2015

Meeting held at: The Board of State and Community Corrections Board Room
 2590 Ventura Oaks Way, Suite 101, Sacramento, CA 95833

The meeting commenced at 10:03 a.m.

Chair Linda Penner welcomed the Board Members and public to the April 9, 2015 Board of State and Community Corrections (BSCC) meeting.

Ms. Maria Rodriguez-Rieger called roll and announced there was a quorum.

The following members were in attendance:

Ms. Penner	Mr. Dean	Mr. Ertola	Mr. Maggard
Mr. Stone	Ms. Mauriello	Judge Pounders	Mr. Budnick
Mr. Growdon	Ms. Brown		Mr. Steinhart

ABSENCE OF BOARD MEMBERS

Mr. Beard and Ms. Silbert were not present.

INFORMATION ITEMS:

1. Chair's Report:

Ms. Penner reported the following:

- Introduced Mary Jolls, Deputy Director Corrections Planning and Programs Division. Ms. Jolls replaced William Crout, who recently had retired.
- Announced that Agenda Item I, the Edward Byrne Memorial Justice Assistance Grant (JAG), was being pulled.

2. Executive Director's Report.

Ms. Howard:

- Asked the Members to calendar July 16, 2015 for a possible Board Meeting, re: Agenda Item B, should Board Action be necessary as a result of the 2015-16 State Budget.
- Reported that the Performance Metrics for Community Corrections Report that was released in February is posted on BSCC's website and was discussed with Senators Hancock and Nielsen. In addition, Chair Penner, Research Specialist David Lovell and Ms. Howard presented the report at an informational hearing held on March 17, 2015 jointly by the Senate Public Safety Committee and the Senate Budget Subcommittee #5.

- Mr. Steinhart provided an update on the Juvenile Justice Data Working Group, which he chairs.

3. **Legislative Update Report**

Ms. Howard reported that staff will prepare a legislative update for each Board meeting on bills of interest to the Board. A hard copy was provided.

4. **Report from Chair of BSCC Research and Data Committee**

Member Susan Mauriello provided an update.

5. **Report from Chair of Standing Committee on Gang Issues**

Member David Maggard provided an update.

6. **ESC Formation**

Executive Director Kathleen Howard and General Counsel Patricia Pechtel provided an informational briefing to the Board on ESC formation. Ms. Howard reported on the recent activity on ESC formation. At the Sept 2014 meeting, when the Board approved the SB 863 ESC, some of the Board members asked about the policies and practices surrounding ESC formation and asked staff to report back. A policy was drafted and placed on the November 2014 agenda. At the request of a Board member who was not able to attend the meeting, that agenda item was pulled. At the February Board meeting, Ms. Howard provided an update to the Board to say that a more detailed legal and policy review was in process.

Ms. Howard reported that at that time, the BSCC had recently hired an in-house counsel. Staff were focused on balancing three important goals: 1) complying with all legal and statutory requirements; 2) ensuring clear policy guidance to the Board, with an eye toward consistent practice; and 3) ensuring the Board can complete its work in a timely and efficient manner. As of the April meeting, staff had discovered some important legal and policy issues, as follows: The policy that staff had previously drafted would have provided for a consistent practice for the agency, however, it could not be implemented as a Board policy. Because that policy would have applied generally and consistently and would have interpreted and implemented statutes pertaining to the Board, it would have to proceed under the regulatory process through the Administrative Procedures Act (APA). If BSCC were to proceed without following the APA, the result would be an illegal underground regulation, which could invalidate ESCs' recommendations. Ms. Pechtel provided an overview of the law and the Regulations process and walked through a hypothetical timeline, which showed a sample regulation taking approximately one year to complete.

After some discussion and questions, Ms. Mauriello pointed out that the ESCs' primary roles are to operate as advisory committees to the Board, providing due diligence in the review of applications and proposals. The Board is deeply appreciative of their work, and the Board is ultimately responsible for making decisions. Mr. Budnick discussed the importance of being transparent in the formation of ESCs, to provide information to the public about ESCs, to provide for balanced ESCs, and the Board's strong preference to ensure that a member of the Board serves as Co-chair.

Mr. Budnick asked the Chair if it would be possible to ensure these goals without going through a rulemaking process. The Chair urged the Board to consider moving forward with transparency, to hold each other accountable, and to encourage interested stakeholders' participation on ESCs.

Mr. Steinhart observed that the BSCC statute already requires the involvement of interested stakeholders in our process. Mr. Maggard supported the comments Ms. Mauriello had made, and encouraged the Board to hold itself accountable for ensuring transparency. Mr. Dean observed the importance of ensuring a common sense approach that provides for transparency. Mr. Growdon urged the Board to maintain flexibility in appointing ESCs. Mr. Budnick suggested that the Board make information available to show interested stakeholders that the Board is transparent.

7. Proposition 47 Status Update

Executive Director Kathleen Howard, Deputy Director Mary Jolls and Josh Gauger of the Department of Finance provided an update to advise that there is currently significant uncertainty about the level of state savings and implementation and there are a number of moving parts. These include several pending bills that seek to specify additional priorities, such as housing, in the grant program that the BSCC will administer. They reported that the BSCC will actively engage with stakeholders as a way to both provide and receive information and that several regional meetings will be held after the legislative session for this purpose. Mr. Gauger discussed the savings calculation and the Department of Finance's role in determining the overall state savings. Mr. Gauger indicated that DOF had not yet determined precisely how the savings will be calculated.

CONSENT ITEMS:

A. Board of State and Community Corrections (BSCC) February 12, 2015 Meeting Minutes. Requesting Approval.

B. Recommendation for a July 16, 2015 Board of State and Community Corrections Meeting: Requesting Approval.

C. Senate Bill 1022 Adult Local Criminal Justice Facilities Construction Financing Program: Tulare County's Request for Extension of Time to Prepare Scope Change: Requesting Approval.

Staff recommended the Board approve Tulare County's request to extend its deadline to accept its partial conditional award, in connection with the Sequoia Field Program Facility, Senate Bill 1022 Jail Construction Financing Program project, to September 17, 2015.

D. Assembly Bill 900, Phase II Jail Construction Financing Program: Siskiyou

County's Request for Extension of Time to Declare Project Establishment: Requesting Approval.

Staff recommended the Board approve Siskiyou County's request for a schedule extension for the Siskiyou County Correctional Facility, Assembly Bill 900 Phase II Jail Construction Financing Program project.

E. Senate Bill 1022 Adult Local Criminal Justice Facilities Construction Financing Program: Tehama County's Request for Extension of Time to Accept Partial Award: Requesting Approval.

Staff recommended the Board approve Tehama County's request for a schedule extension for the Tehama County Community Corrections Re-entry and Day reporting Center, Senate Bill 1022 Adult Local Criminal Justice Facilities Construction Program project.

F. Senate Bill 863: Adult Local Criminal Justice Facilities Construction Financing Program Emergency Regulations – Amendment to Title 15 Regulations: Requesting Approval.

Staff recommended:

1. The Board determine that the proposed regulations are necessary to address an emergency as defined in Government Code section 11342.545.
2. The Board approve the draft emergency adoptions and amendments to the regulations.
3. The Board approve the publishing of the emergency adoptions and amendments to the regulations by the Office of Administrative Law.
4. The Board approve the Certificate of Compliance Rulemaking with the Office of Administrative Law subsequent to the emergency process, contingent on there being no further substantial edits.

Mr. Steinhart asked for two corrections to the February minutes. Staff will provide amended minutes at the next Board meeting.

Mr. Maggard moved to approve the Board of State and Community Corrections February 12, 2014 Meeting Minutes with the corrections mentioned by Mr. Steinhart, and moved to approve the entire consent agenda. Ms. Brown seconded. The motion carried.

There were no public comments.

DISCUSSION AGENDA ITEMS:**G. Assembly Bill 1837, Social Innovation Financing Program: Establish**

Executive Steering Committee (ESC), Chair Appointment and Timeline: Requesting Approval.

Staff recommended the Board's approval to:

1. Form an Executive Steering Committee (ESC) to oversee the development and release of the Social Innovation Financing Project Request for Proposals (RFP).
2. Appoint Board Member Scott Budnick to serve as the Chair of the ESC.
3. Approve the list of stakeholder interests and subject matter expertise to be represented on the ESC.
4. Delegate authority to the Chair to work with staff to name the members of the ESC, based on stakeholder interests and subject matter expertise.
5. Approve the activities and tentative timeline associated with the ESC and RFP.

Public comments were heard.

Judge Pounders moved to approve staff's requests as listed 1 – 5. Ms. Brown seconded. The motion carried.

H. Local Correctional Selection and Training Standards**H-1. Update on Standards and Training for Corrections Division Local Correctional Selection and Training Standards Project, including Job Analysis Findings: Information Only.**

This agenda item provided a summary of the findings of a recently completed job analysis of the Adult Corrections Officer (ACO), Juvenile Corrections Officer (JCO), and Probation Officer (PO) classifications and a study of how those jobs have changed over time and as a result of realignment.

This was an information item only; no action was taken. There were no Public Comments.

H-2. Formation of Executive Steering Committee (ESC) to Revise the Selection and Training Standards for Local Corrections: Requesting Approval.

Staff recommended the Board's approval to:

1. Approve the formation of an Executive Steering Committee (ESC) to review and possibly revise the Selection and Training Standards for Local Corrections.
2. Appoint Board member Michael Ertola to serve as the Chair of the ESC.
3. Approve this report's list of stakeholder interests and subject matter expertise to be represented on the ESC.
4. Delegate authority to the Chair to work with staff to name the members of the ESC, based on stakeholder interests and subject matter expertise.

Mr. Dean moved to approve staff's requests as listed 1 – 4 with the change to item 3 as recommended by Mr. Growdon, that the ESC Roster include representatives from both adult and juvenile. Mr. Maggard seconded. The motion carried.

There were no public comments.

I. Edward Byrne Memorial Justice Assistance Grant (JAG): Redistribution of Unspent Fiscal Year 2012 and 2013 Funds: Requesting Approval.

This item was pulled from the April 9, 2015 Agenda.

J. State Advisory Committee on Juvenile Justice and Delinquency Prevention (SACJJDP), Executive Steering Committee (ESC): Title II Delinquency Prevention and Intervention Grant Program, Release of the Requests for Proposals (RFPs): Requesting Approval.

Staff and the State Advisory Committee on Juvenile Justice and Delinquency Prevention (SACJJDP) recommended the Board approve the issuance of two competitive Request for Proposals (RFP) awarding up to \$3,000,000 in Title II Prevention and Intervention monies for both the Title II Prevention and Intervention Grant Request for Proposals (RFP) and the Tribal Youth Grant Request for Proposal (RFP).

Mr. Steinhart moved to approve the release of the Title II Prevention and Intervention Grant Request for Proposals and the release of the Tribal Youth Grant Request for Proposals as presented. Mr. Budnick seconded. The motion carried.

There were no public comments.

K. State Advisory Committee on Juvenile Justice and Delinquency Prevention (SACJJDP), Evidence-Based Practices Training Project Executive Steering Committee (ESC) Proposed Grant Awards: Requesting Approval.

Staff recommended the Board approve the recommended grant awards for the Evidence-Based Practices (EBP) Training Project, as recommended by the EBP Training Project Executive Steering Committee and approved by the State Advisory Committee on Juvenile Justice and Delinquency Prevention (SACJJDP) at its March 18, 2015 meeting. If the proposed list of grantees was approved by the Board, the grants would become effective May 1, 2015 and expire June 30, 2016.

Mr. Dean moved to approve the Evidence-Based Practices Training Project Executive Steering Committee's proposed recommendations as proposed to the State Advisory Committee on Juvenile Justice and Delinquency Prevention (SACJJDP), and as

recommended by the SACJJDP to the Board. Mr. Maggard seconded. Mr. Growdon and Ms. Mauriello abstained. The motion carried.

There were no public comments.

L. Proud Parenting Program Executive Steering Committee's (ESC) Funding Recommendations, Fiscal Year 2015-2016: Requesting Approval.

Staff recommended Board approval for seven grant awards in the total amount of \$832,924 for Fiscal Year 2015-16 for the Proud Parenting Program, as recommended by the Executive Steering Committee (ESC). If the proposed list of grantees was approved, the initial grant period would be July 1, 2015 through June 30, 2016. Grantees may obtain funding on a non-competitive basis for up to two additional years (12-month grants) if: (a) the Legislature appropriates funds for the grants, (b) the grantee is making measurable progress toward stated goals, and (c) the grantee is in compliance with all contractual requirements.

Mr. Steinhart moved to approve the proposed list of Probation Departments to receive a total of \$832,924 in Fiscal Year 2015-16 for the Proud Parenting Program, as recommended by the Proud Parenting Program Executive Steering Committee for the first year of a three-year grant period and to fund the departments on the list at the same level for years two and three, if (a) the Legislature appropriates funds for the grants, (b) the grantee is making measurable progress toward stated goals, and (c) the grantee is in compliance with all contractual requirements. Judge Pounders seconded. Ms. Mauriello abstained. The motion carried.

Public comments were heard.

M. Senate Bill 81, Round Two Local Youthful Offender Rehabilitative Facility Construction Financing Program, Executive Steering Committee (ESC) Proposed Conditional Awards: Requesting Approval.

Staff recommended the Board approve conditional awards under the Senate Bill (SB) 81 Round Two Local Youthful Offender Rehabilitative Facility (LYORF) Construction Financing Program, as recommended by the Executive Steering Committee (ESC). Approval of these conditional awards would enable the BSCC to disburse the remaining \$79.2M in remaining funds from the SB 81 Round One financing program.

Judge Pounders moved to approve the proposed list of conditional awards, as recommended by the Senate Bill 81, Round Two Local Youthful Offender Rehabilitative Facility Construction Financing Program, Executive Steering Committee (ESC); Approve full conditional awards to seven (7) counties, totaling \$63,303,000 and to approve partial conditional award to Riverside in the amount of \$15,898,455. Mr. Growdon seconded. Ms. Mauriello abstained. The motion carried.

There were no public comments.

PUBLIC COMMENTS

Public comments were heard. The meeting was adjourned.

Next meeting: July 16 2015 - Tentative or September 17, 2015

Meeting adjourned at 1:11 p.m.

Respectfully submitted,

Originally signed by

MARIA RODRIGUEZ-RIEGER
Executive Assistant
Board of State and Community Corrections

ROSTER OF PERSONS IN ATTENDANCE

BSCC Board Members

Ms. Penner, Chair, Board of State and Community Corrections
Mr. Stone, Director, Adult parole Operations California Department of Corrections and Rehabilitation
Mr. Growdon, Sheriff, Lassen County Sheriff's Department
Mr. Dean, Sheriff, Ventura County Sheriff's Department
Ms. Mauriello, County Administrative Officer, Santa Cruz County
Ms. Brown, Chief Probation Officer, San Bernardino County Probation Department
Mr. Ertola, Chief Probation Officer, Nevada County Probation Department
Judge Pounders, Retired Judge of Los Angeles County
Mr. Maggard, Chief of Police, City of Irvine Police Department
Mr. Budnick, Founder, The Anti-Recidivism Coalition
Mr. Steinhart, Director, Juvenile Justice Program Commonweal

BSCC Staff

Kathleen Howard, Executive Director
Tracie Cone, Communications Director
Patricia Pechtel, General Counsel
Maria Rodriguez-Rieger, Executive Assistant
Robert Takeshta, Deputy Director, Administration and Research
Mary Jolls, Deputy Director, Corrections Planning and Programs (CPP)

Magi Work, Deputy Director (A), County Facilities Construction (CFC)
Allison Ganter, Deputy Director, Facilities Standards and Operations (FSO)
Evonne Gardner, Deputy Director, Standards and Training for Corrections (STC)
Robert Oates, Project Director, CFC
Michael Scott, Project Director, CFC
Ginger Wolfe, Associate Governmental Program Analyst, CFC
Colleen Curtin, Field Representative, CPP
Daryle McDaniel, Field Representative, CPP
Ricardo Goodridge, Field Representative, CPP
Shaline Hunter, Field Representative, CPP
Colleen Stoner, Field representative, CPP
Helene Zentner, Field Representative, CPP
Mary Wakefield, Field Representative, STC

Attachment C-2

MINUTES
BOARD OF STATE AND COMMUNITY CORRECTIONS MEETING
THURSDAY, NOVEMBER 8, 2018

Meeting Held At:
BSCC Board Room
2590 Venture Oaks Way, Suite 101
Sacramento, CA 95833

I. Call to Order

Chair Linda Penner called the meeting to order at 10:00 AM.

Chair Penner welcomed the Board Members and the public to the meeting.

Chair Penner introduced new Board Member Andrew Mills, Chief of Police for the City of Santa Cruz.

Chair Penner administered the Oath to Chief Mills.

Board Member Mills provided background on his career and said he looks forward to serving on the Board.

Penner thanked departing Board Member, retired Chula Vista Police Chief David Bejarano, for his service.

Chair Penner let the Board Members and the public know that the Agenda will be taken out of order and will be heard as follows:

1. Closed Session
2. Agenda Item A
3. Agenda Item B
4. Agenda Item E
5. Agenda Item C
6. Agenda Item D
7. Agenda Item F
8. Agenda Item G

Board Secretary Adam Lwin called roll and announced there was a quorum.

The following members were in attendance:

Ms. Penner	Mr. Steinhart	Mr. Powers
Mr. Growdon	Mr. Gore	Mr. Varela
Mr. Baranco	Mr. Mills	Mr. Ertola
Ms. Tournour	Ms. Perez	

ABSENT BOARD MEMBERS

Mr. Diaz and Mr. Budnick

II. Information Items

1. Chair's Report

Nothing to report

2. Executive Director Report

Executive Director Kathleen Howard Reported on the following:

- Confirmed that the Board will need to meet on all six proposed dates for the 2019 calendar year, which includes June and July 2019 meetings.
- The Youth Reinvestment Grant and the Tribal Advisory Group are doing great work under Co-Chairs David Steinhart and Chief Mark Varela.
- The Adult Reentry Grant ESC will meet on November 14 and will continue to work on the Request for Proposal development. It is led by Co-Chairs Linda Penner and Ms. Tournor.
- The 2018 Edward Byrne Memorial Justice Assistance Grant (JAG) application was posted to the BSCC's website for public comment for 30 days as required by the Bureau of Justice Assistance (BJA). No public comment was received.
- The 2018 JAG application be presented to the Board members for their consideration for 30 days. It is in the Board Member binders for this purpose and is posted on the BSCC's website.

3. Legislative Update Report (Presented by Executive Director Howard):

Legislative Board Report in Board binders.

4. Legal Update:

General Counsel Aaron Maguire reported that there might be items on the Agenda that could be a conflict of interest for some of the Board members and the Members should recuse themselves during the discussion of the respective Agenda Items.

On Friday, November 2, 2018 the BSCC received the award packet for the 2017 JAG grant pursuant to the court action for State of California v. Sessions' court case; however, there has been a court motion to modify that judgment that is still ongoing.

5. Juvenile Justice Update:

Board Member David Steinhart reported on the following:

- Highlights of the Youth Reinvestment Grant
 - This is a \$37 million grant program established by 2018 Legislation
 - \$35 million will support trauma informed and community-based youth diversion program in cities and counties
 - \$1.1 million will go to Indian tribal youth diversion programs and a separate RFP is being developed by a working group of tribal experts.
 - Both RFPs are expected to come to the Board for approval at the January 2019 meeting.
 - The State Advisory Committee on Juvenile Justice and Delinquency Prevention (SACJJDP) continues to make excellent progress in grant development.
 - The committee convened a Title II ESC chaired by SACJJDP Chair Rachel Rios and Co-Chaired by SACJJDP member Michelle Brown, Chief of Probation of San Bernardino County.
 - The Title II award has been offered to California with special conditions that are under legal review. Consistent with the Title II State Plan, which the Board approved in April 2018, local grant awards will be approximately \$3 million, which includes \$100,000 set aside for Tribal grants.
 - The State Plan established the two highest priority needs:
 - Keeping youth out of the juvenile justice system by promoting community and family support, and
 - Promoting youth success by reducing recidivism.
 - Efforts to reduce racial and ethnic disparities will be embedded into the Title II Grant Program.
 - Two RFPs, one for non-tribal and one for tribal, will be brought to this Board for approval at the July 11, 2019 meeting.
 - The juvenile justice system is changing in California. The focus is now less on prosecution and incarceration and more on trauma-informed approaches.
 - Some legislation helping the change in culture includes: banning youth transfer to adult court, revision in sentencing laws, and sealing of records so that the youth may gain housing and jobs.
 - The Governor and Legislature have terminated delinquency jurisdiction for youth under the age of 12.
-

III. Closed Session- (Gov. Code, § 11126, subd. (e)(2)(B) & (C).):

The Board went into closed session at 10:22 AM.

- State of California v. Sessions, Case No. 17-cv-4701 (Byrne/JAG Litigation). (Gov. Code, § 11126, subd. (e)(2)(B) & (C).)
- State of California v. Sessions II, Case No. 18 -cv-5169. (Gov. Code, § 11126, subd. (e)(2)(C)).

The Board met in closed session. The Board took no action on these item.

The Board reconvened at 10:47 AM.

IV. Action: Consent Items

A. Minutes from the September 6, 2018 Board Meeting: Requesting Approval

Mr. Gore moved approval. Mr. Growdon seconded. Mr. Ertola, Mr. Mills, and Ms. Tournour abstained. The motion carried.

V. Discussion Items

B. Edward Byrne Memorial Justice Assistance Grant (JAG) State Strategy, Request for Proposals (RFP) and Request for Applications (RFA) Requesting Approval.

Field Representative Daryle McDaniel presented this agenda item, which requested the Board's approval to continue the current JAG State Strategy and conditionally release the JAG RFP and the JAG RFA for the California Department of Justice (DOJ). This agenda item further requested that staff be delegated to pass through the DOJ funds upon award after the CA DOJ successfully completes its application.

The RFP and RFA would establish three-year grant cycles that are contingent upon receipt of California's Bureau of Justice Assistance (BJA) 2017, 2018 and 2019 awards. BSCC has submitted applications to BJA in response to its 2017 and 2018 solicitations but have not yet received the awards.

Counsel Maguire stated that once judgment has been entered regarding the case of State of California v. Sessions in the Northern District of California, then the BSCC will proceed to accept the award packet and release the RFP to the field.

Staff asked for approval of the JAG State Strategy, RFP, DOJ RFA, and CA DOJ funding.

Mr. Ertola moved approval. Mr. Steinhart seconded. Prior to the discussion Mr. Growdon, Mr. Gore, and Mr. Mills recused themselves and left the room pursuant to Government Code section 1091. The motion carried.

E. Standards and Training in Corrections Training Project and Supplemental Award of unspent Edward Byrne Memorial Assistance Grant (JAG) Funds: **Requesting Approval.**

Deputy Director Evonne Garner presented this agenda item, which requested the Board's approval to use \$7 million of unused prior year JAG funding for an education and training initiative for corrections law enforcement agencies and to authorize staff to seek a one-year extension for spending if necessary. The funds are set to expire in September 2019 and will revert if unspent. The proposal falls within two of the three JAG priority areas (law enforcement and education) and has been approved in concept by the BJA.

Chair Penner asked for background on how the unspent funding accumulated.

Garner responded that the money is two years' of JAG funding that reverted to the BSCC from grantees that were unable to spend it. Typically, reverted funds are rolled into future JAG awards, but the litigation and uncertainty surrounding the JAG funds prevented it. Additionally, the funds couldn't be expended by their reversion date if rolled into the next round of JAG funding.

Public comment was heard for agenda item E:

Rene Minart (Center for Juvenile and Criminal Justice): Asked for clarification on the decision-making process for the reverting funds and why law enforcement was selected instead of the other two JAG priority areas. Additionally, she asked about how BSCC will know whether the training effort will be effective.

End of Public Comment

Garner stated that the BSCC has contracted with the University of Colorado to develop the model behavioral health training module and that it includes the development of an assessment tool to determine the effectiveness of the training. Additionally, the lesson plan is being reviewed and vetted during the design process by a combination of job experts and mental health professionals to ensure the content is appropriate. The lesson plan will also be pilot tested before final roll out. Garner also stated that mental health training was selected because of the need for more and better mental health training to prepare corrections staff to recognize and respond appropriately to mental illness and trauma.

Mr. Powers stated that any additional training for law enforcement is needed and recommended.

Mr. Steinhart asked how the training will be distributed between adult and juvenile responsibilities.

Garner stated that the distribution will be by a formula that will identify a specific amount that will be provided to all adult and juvenile corrections staff that receive the training.

Mr. Mills asked if there will be an evaluation tool that will examine the new training.

Garner responded that the evaluation tool will be part of the design process.

Mr. Powers moved approval. Chair Penner seconded. Mr. Gore, Mr. Growdon, Mr. Varela, and Mr. Ertola recused themselves and left the room prior to the discussion of this agenda item pursuant to Government Code section 1091. The motion carried.

C. Proposition 47 Executive Scoring Panel Chair and Request for Proposals Approval: Requesting Approval

Prior to the presentation on this Board item, Mr. Growdon, Mr. Gore, Ms. Perez, Mr. Varela, Mr. Ertola, and Mr. Mills recused themselves from the discussion citing potential remote interests (Gov. Code, § 1091) in the Proposition 47 grant process. However, these recusals resulted in the Board lacking a quorum to proceed with the discussion. General Counsel Maguire invoked the “rule of necessity” citing the Board’s mandatory obligation to operate the Proposition 47 grant program. Through random drawing, Mr. Mills and Mr. Gore were selected to return to the discussion to maintain the quorum.

Field Representative Ricardo Goodridge presented this agenda item, which requested the Board appoint a chair for the scoring panel, determine the agencies that are eligible to apply, and approve release of the Proposition 47 Request for Proposals for Cohort 2.

Applicant Eligibility was based on two options:

- Option 1: Restrict applicants to public agencies that did not receive funding in the first round.
- Option 2: All public agencies including existing grantees from the first round are eligible to apply for funding.

Staff recommended that the Board:

1. Approve the release of the Proposition 47 RFP;
2. Allocate the FY 2019-20 deposit and FY 2020-21 to the Cohort 2 RFP;
3. Identify public agency applicant criteria; and
4. Appoint a chair of the scoring panel.

Chair Penner nominated Board Member Gordon Baranco as the Chair of the Scoring Panel.

Public comment was heard for Agenda Item C:

Cheavon Brown and Connie Chan Robinson (Women Organizing Re-Entry Communities of Color): Asked that the Proposition 47 grant allocate funds to women of color.

End of Public Comment

After discussion amongst the Board Members, the Board approved the following recommendations:

All public agencies, including existing grantees from the first round, are eligible to apply for funding.

The following recommendations were approved by the Board:

1. The release of the Proposition 47 RFP;
2. The FY 2019-20 deposit and FY 2020-21 to the Cohort 2 RFP;
3. All public agencies, including existing grantees from the first round, are eligible to apply for funding.
4. Appointment of Gordon Baranco as chair of the scoring panel.

Mr. Powers moved approval. Mr. Steinhart seconded. Mr. Growdon, Ms. Perez, Mr. Varela, and Mr. Ertola recused themselves pursuant to Government Code section 1091. The motion carried.

D. Standards and Training for Corrections Compliance Report and Annual Update: Information Only

Deputy Director Evonne Garner presented the Standards and Training for Corrections annual report. The agenda item provided program statistics and compliance findings for the Standards and Training for Corrections Division for Fiscal Year 2017-18.

Section 318 of Title 15 of the California Code of Regulations directs the BSCC to annually monitor local correctional agency compliance with STC training standards. In Fiscal Year 2017-18, 152 agencies were in compliance and nine were out of compliance with the training standards. In accordance with STC policies and procedures, the nine local agencies that were out of compliance for FY 2017-18 are required to submit corrective action plans to remedy the problems in the succeeding fiscal year. All have done so, and those plans are responsive to the out-of-compliance finding.

Executive Director Howard acknowledged the STC team and the work they have performed to compile the data.

This item did not require a vote by the Board.

F. Senate Bill 81 (Local Youthful Offender Rehabilitative Facilities (LYORF) Construction Financing Program Round 2) Riverside County Site and Scope Change: **Requesting Approval**

Field Representative Michael Shores presented this agenda item, which requested the Board approve Riverside County's request for a change in project scope for its SB 81 Round 2 project. Because of declining youth incarceration rates, Riverside County is seeking to construct a new 64-bed youth detention facility to replace the aged 184-bed Riverside Juvenile Hall in Riverside instead of the planned 16 bed Youth Treatment and Education Center (YTEC) in Indio. The new project would be on a site adjacent to the existing Alan M. Crogan Youth Treatment and Education Facility (SB 81, Round 1), which has enough beds to adequately meet the county's needs.

Mr. Growdon moved approval. Mr. Varela seconded. The motion carried.

G. Senate Bill 81 (Local Youthful Offender Rehabilitative Facilities (LYORF) Construction Financing Program Round 1 & Round 2) Yuba Tri-County Scope Change: **Requesting Approval**

Field Representative Michael Shores presented this agenda item, which requested the Board approve the Yuba Tri-County request for a change in project scope. Yuba Tri-County is seeking to reduce the total number of beds by 16, to a new total of 32.

Mr. Gore moved approval. Mr. Powers seconded. The motion carried.

VI. Public Comments

Randal Broadhurst (Gang Awareness and Prevention): Asked the Board for help in funding more counseling programs and other resources, especially housing, for youth coming out of probation.

VII. Adjourn

The meeting adjourned at: 12:15 PM

Next Meeting:

- ❖ BSCC Board Meeting: Thursday, January 17, 2019 (Sacramento)

ROSTER OF PERSONS IN ATTENDANCE

BSCC BOARD MEMBERS:

Chair Penner, Chair, Board of State and Community Corrections
Mr. Powers, Director, Adult Parole Operations, CDCR
Mr. Growdon, Sheriff, Lassen County Sheriff
Mr. Gore, Sheriff, San Diego County Sheriff
Ms. Perez, Kern County Supervisor
Mr. Varela, Chief Probation Officer, Ventura County
Mr. Ertola, Chief Probation Officer, Nevada County
Mr. Baranco, Retired Judge, Alameda County
Mr. Mills, Chief of Police, City of Santa Cruz
Mr. Steinhart, Director, Commonweal Juvenile Justice Program
Ms. Tournor, Director, City of Sacramento, Office of Public Safety Accountability

BSCC STAFF:

Kathleen T. Howard, Executive Director
Tracie Cone, Communications Director
Aaron Maguire, General Counsel
Mary Jolls, Deputy Director, Corrections Planning and Grant Programs
John W. Prince, Deputy Director, County Facilities Construction
Allison Ganter, Deputy Director, Facilities Standards and Operations
Evonne Garner, Deputy Director, Standards and Training for Corrections
Adam Lwin, Associate Governmental Program Analyst
Daryle McDaniel, Field Representative, Corrections Planning and Grant Programs
Ricardo Goodridge, Field Representative, Corrections Planning and Grant Programs
Michael Shores, Field Representative, County Facilities Construction

Attachment C-3



RIVERSIDE COUNTY PROBATION DEPARTMENT
Serving Courts • Protecting Our Community • Changing Lives



Project Scope Change Request- SB81, ROUND 2 -Riverside Youth Treatment & Education Center (AMC-YTEC) Detention Facility Expansion

Current approved Scope

Synopsis:

The currently approved scope is a 64-bed replacement facility for the aging 184-bed Riverside Juvenile Hall. The plan for the new facility was to create a therapeutic environment for confidential assessments and intakes, and an overall treatment-oriented detention facility, keeping in line with the philosophy of existing law. As it would be adjacent to the recently completed Alan M. Crogan Youth Treatment and Education Center (AMC-YTEC) treatment facility, leveraging the existing infrastructure (kitchen, laundry, and warehouse) proposed to reduce construction costs for the new facility.

Square Footage:

54,000 sf building-consisting of four living units, treatment space, intake and administration areas, and a sally-port.

Region:

City of Riverside

BSCC Rated Bed Capacity:

64 beds

Change of Scope Proposal

Synopsis:

The revised scope will expand the current AMC YTEC facility by approximately 14,000 SF. The expansion and supporting site improvements focus on additional program space, classrooms, vocational training rooms, multi-purpose rooms, sensory rooms, server/snack bar, dental office, external/internal recreational areas (stationary fitness/gym, handball court, basketball/volleyball), which would expand the existing recreational facility by approximately 10,000 square feet, and include exterior landscape, hardscape, site security, lighting, fencing, necessary drive aisle, and parking lot improvements.

Square Footage:

10,000 to 14,000 SF new building for additional program and recreational spaces and an on-site dental suite.

Region:

City of Riverside

BSCC Rated Bed Capacity:

0 beds

Attachment C-4



RIVERSIDE COUNTY PROBATION DEPARTMENT
Serving Courts • Protecting Our Community • Changing Lives



Date: April 30, 2024

To: Board of State and Community Corrections (BSCC)

From: Riverside County Probation

RE: Project Scope Change Request- SB81, ROUND 2 -Riverside Youth Treatment & Education Center (AMC-YTEC) Detention Facility Expansion - 10000 County Farm Rd. Riverside, CA 92503

Introduction

On April 13, 2015, Riverside County Probation (RCP) received a financial conditional lease revenue bond from the BSCC in the amount of \$15,898,455 for the expansion and construction of a youth offender rehabilitation facility at the existing Indio Juvenile Hall (IJH). Of note, another competing county withdrew their application and therefore the final amount awarded to RCP was \$17,500,000. At the time of the application, the intent for the initial proposal was to construct intake and assessment areas as well as a program and vocational training facility on the IJH campus to service the youth in need of a treatment center in the desert region. On July 21, 2015, Item 3-32, the RCP accepted the funding from BSCC for the construction of the facility.

On October 11, 2018, RCP submitted a Scope Change request to the BSCC seeking to utilize the funds to build a new 64-bed juvenile hall behind the Alan M. Crogan Youth Treatment and Education Center (AMC-YTEC) in Riverside to eventually replace the aging Riverside Juvenile Hall (RJH). However, after engineers mapped the site, it was determined that the location was cost prohibitive. Thus, it was determined a replacement of RJH would be best located at the AMC-YTEC property, behind the SB81 Round 1 structure.

Current Proposal

In late 2021 Riverside County issued a Request for Proposal (RFP) for architectural services and selected a qualified architectural firm to assist RCP in reevaluating the programmatic needs and determine the most appropriate scope to accommodate our current philosophy and operational needs.

Attachment C-4

Per Item 3.11 (ID#14980) dated June 21, 2022, it was determined the land behind the existing AMC-YTEC facility was the most appropriate and feasible location for the construction. The revised scope would expand the current AMC-YTEC facility by approximately 14,000 SF and the existing recreational facility by approximately 10,000 square feet (Exhibit C-page 88).

In addition, a dental care office is included in this new proposal as RCP's detained population must have access to timely medical and dental care. Youth's oral health needs are essential standard of care. Riverside County's current dental contract requires the youth to be escorted outside a secure setting to a dental office. This on-site dental suite will have qualified professional staff available to respond to youth urgent and routine dental service to meet Title 15 1435 (Dental Care) requirements, National Commission on Correctional Health Care Y-E-06 Oral Care and basic needs of AMC-YTEC patient population.

RCP is aware that the project costs have increased, total cost estimate is anticipated to be \$23,430,125; of this, \$17,500,000 will be funded through the BSCC Conditional Award and \$5,930,000 from the Development Impact Funds (DIF). The County of Riverside has taken the steps to account for escalation and confirmed the funding is available.

Conclusion

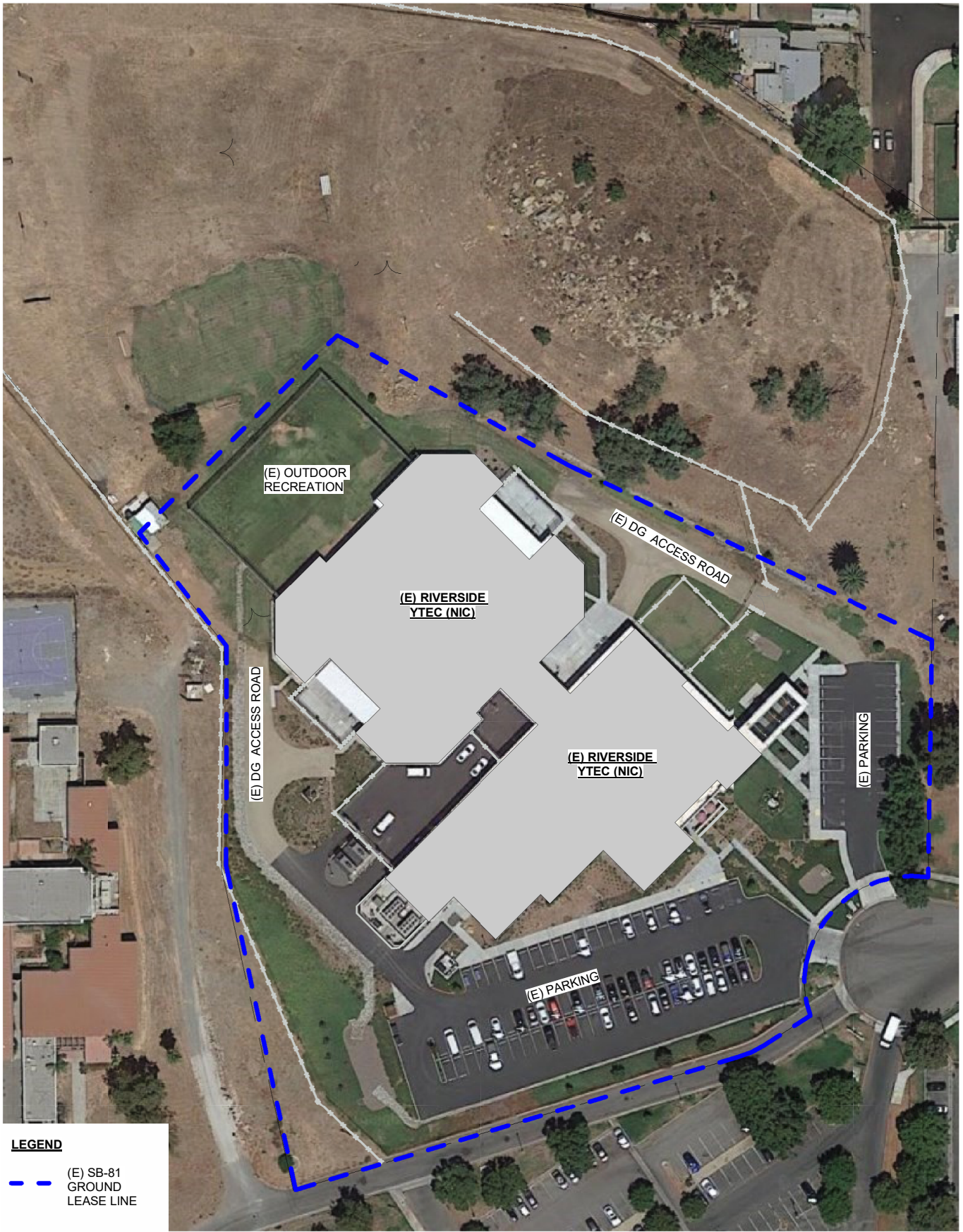
In conclusion, the proposed buildings will be developed on county-owned land that is currently within the confines of the property lines of the existing AMC-YTEC facility. This requested infrastructure is required to keep with the intent of SB81 and ensure a welcoming and therapeutic environment, while maintaining a healthy and safe setting for staff and youth to interact in educational and pro-social activities. The primary goal is to ensure youth focus on taking responsibility for their thoughts, actions, and choices, and setting personal goals and objectives to fulfill their vision of their future. As such it is respectfully requested the scope change for SB81 Round 2 funds be approved. Upon notice of approval for this scope, RCP is ready to proceed with the project.

Respectfully,



Rachel Ligtenberg
Probation Division Director
Riverside County Probation Department

Attachment C-5



LEGEND

— (E) SB-81
GROUND
LEASE LINE

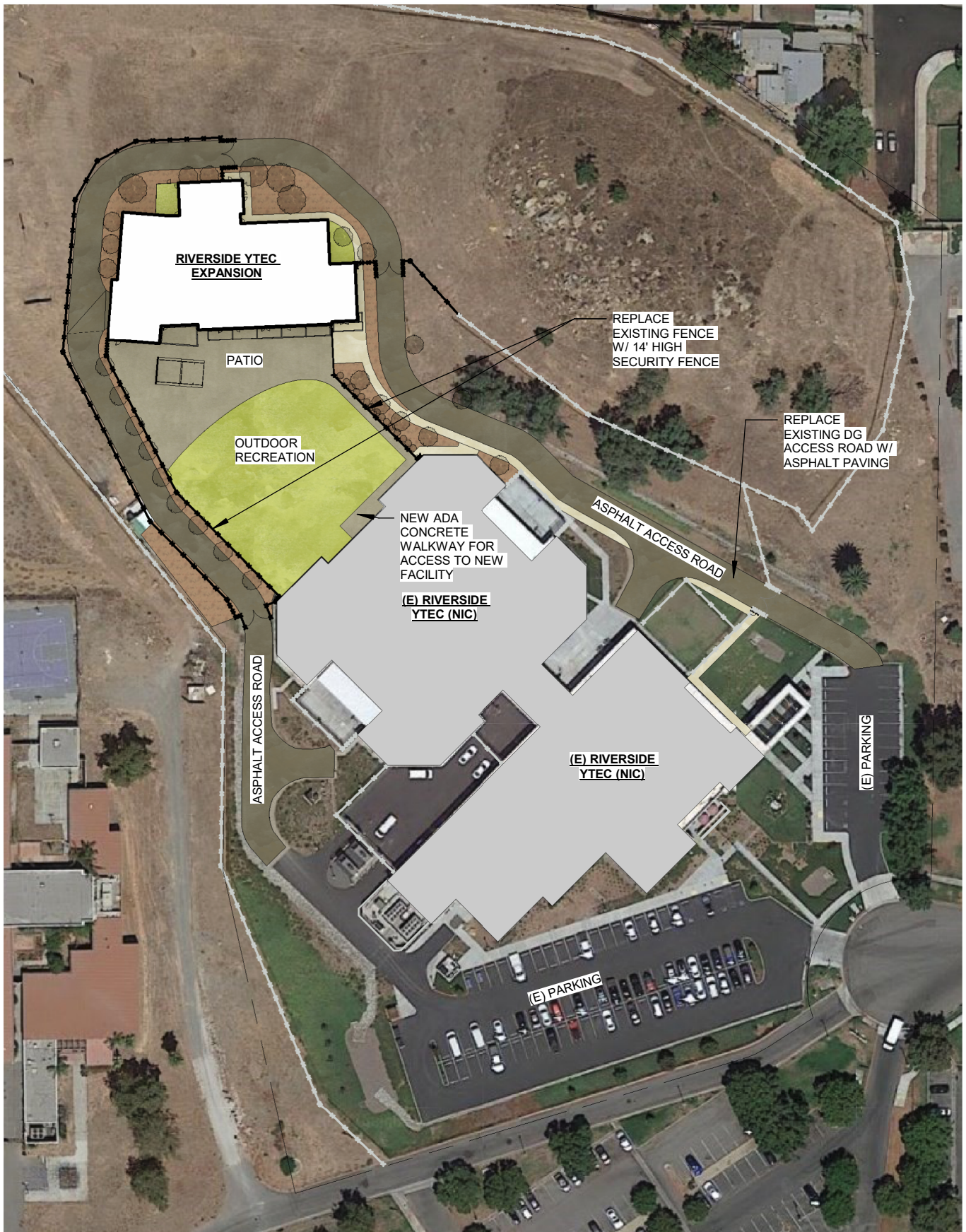
EXISTING PROJECT SITE PLAN

RIVERSIDE YOUTH TREATMENT AND
EDUCATION CENTER EXPANSION



SCALE: 1" = 100'-0"

LIONAKIS
JUNE 6, 2023



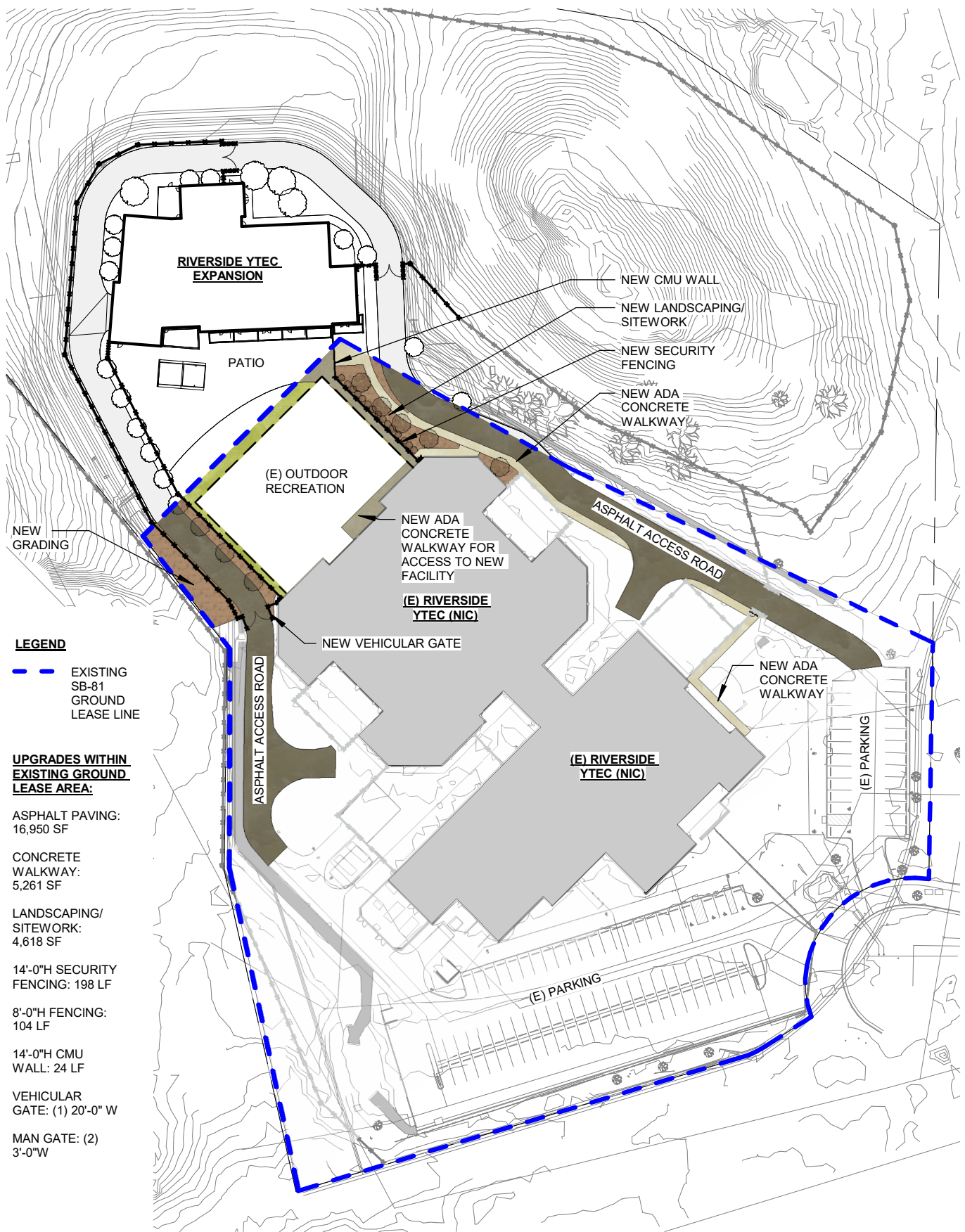
PROPOSED PROJECT SITE PLAN

RIVERSIDE YOUTH TREATMENT AND
EDUCATION CENTER EXPANSION



LIONAKIS
JUNE 6, 2023

SCALE: 1" = 100'-0"



LEGEND

— EXISTING SB-81 GROUND LEASE LINE

UPGRADES WITHIN EXISTING GROUND LEASE AREA:

ASPHALT PAVING: 16,950 SF

CONCRETE WALKWAY: 5,261 SF

LANDSCAPING/SITWORK: 4,618 SF

14'-0"H SECURITY FENCING: 198 LF

8'-0"H FENCING: 104 LF

14'-0"H CMU WALL: 24 LF

VEHICULAR GATE: (1) 20'-0" W

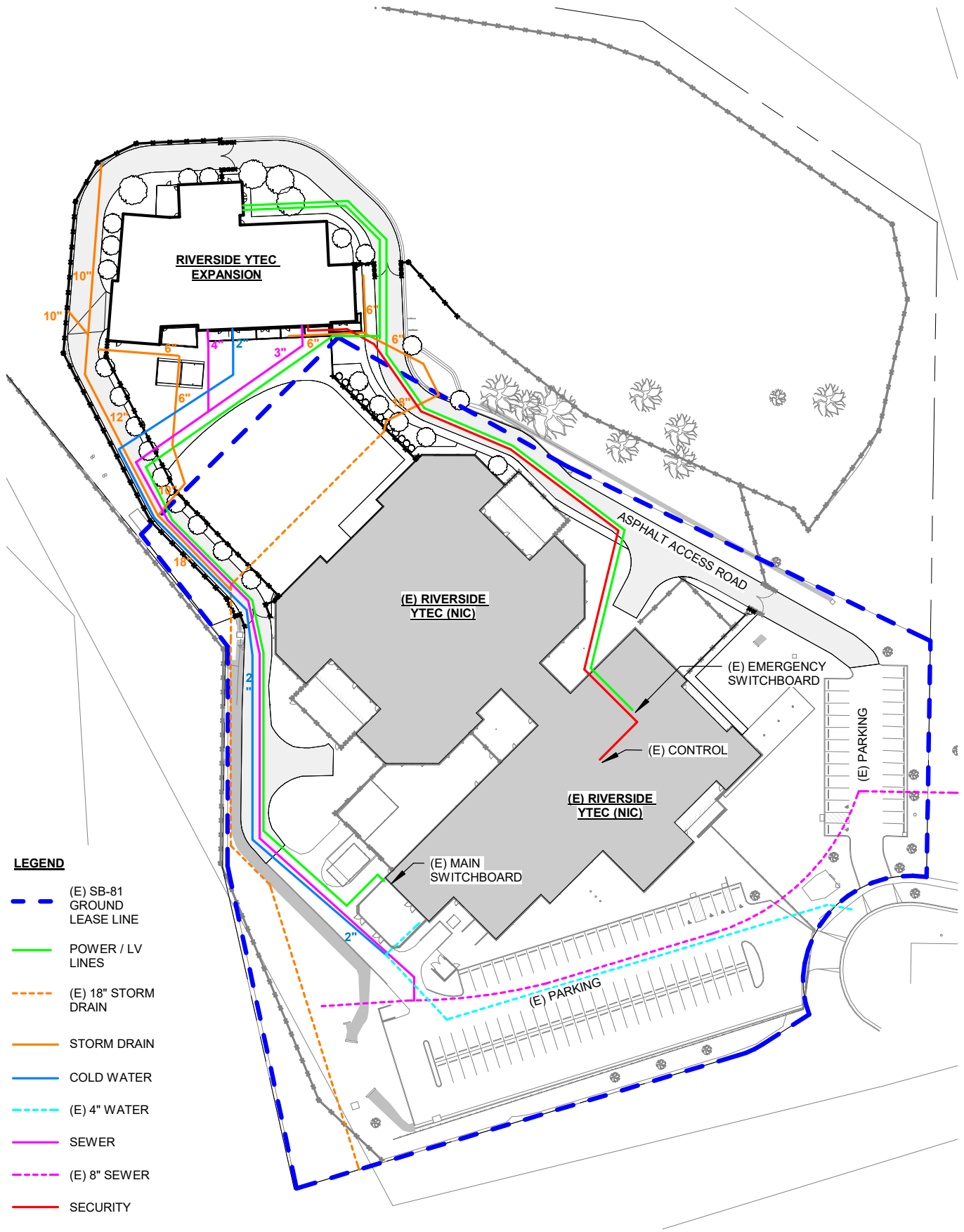
MAN GATE: (2) 3'-0" W

NEW SB-81 PROJECT OVERLAP
 RIVERSIDE YOUTH TREATMENT AND EDUCATION CENTER EXPANSION



LIONAKIS
 JUNE 6, 2023

SCALE: 1" = 100'-0"



LEGEND

- (E) SB-81 GROUND LEASE LINE
- POWER / LV LINES
- (E) 18" STORM DRAIN
- STORM DRAIN
- COLD WATER
- (E) 4" WATER
- SEWER
- (E) 8" SEWER
- SECURITY

SITE UTILITIES EXHIBIT
 RIVERSIDE YOUTH TREATMENT AND
 EDUCATION CENTER EXPANSION



LIONAKIS
 JUNE 6, 2023

SCALE: 1" = 100'-0"

Agenda Item D

MEETING DATE: November 21, 2024

AGENDA ITEM: D

TO: BSCC Chair and Members

FROM: Tony Knapp, Field Representative, tony.knapp@bscc.ca.gov

SUBJECT: California Violence Intervention and Prevention (CalVIP) Grant - Cohort 4-Six-Month, No-Cost Extension: **Requesting Approval**

Summary

This agenda item requests Board approval for a six-month no-cost contract extension for the Cohort 4 California Violence Intervention and Prevention (CalVIP) grant program. Due to an unanticipated delay in the availability of funds for Cohort 5, this extension will allow BSCC to avoid a service gap between cohorts and allow Cohort 4 projects additional time to spend down remaining funds. If approved, this action will extend the service delivery period for currently funded grantees to December 31, 2025, and the contract end date to June 30, 2026.

Background

Formerly known as the California Gang Reduction, Intervention and Prevention Grant, the State Legislature established the California Violence Intervention and Prevention (CalVIP) Grant Program in Fiscal Year (FY) 2017-18. In 2019, the CalVIP Grant Program was codified as the Break the Cycle of Violence Act (Assembly Bill 1603, Chapter 735, Statutes of 2019), establishing the authority and duties of the BSCC in administering the program.

To date, the BSCC has administered four rounds of CalVIP funding, providing more than \$250 million toward local violence intervention and prevention efforts, most recently through Cohort 4. On June 9, 2022, the Board approved \$156 million in Cohort 4 CalVIP funding for 79 cities and community-based organizations (CBOs), for a grant term of July 1, 2022, to December 31, 2025. On September 8, 2022, the Board approved an additional \$53 million in Cohort 4 CalVIP funding for 29 cities and CBOs, for a grant term of October 1, 2022 to December 31, 2025.

New Funding for the CalVIP Grant

Effective July 1, 2024, the CalVIP program will be funded by an excise tax. Assembly Bill 28 (AB 28) (Chapter 231, Statutes of 2023), also known as the [Gun Violence Prevention and School Safety Act](#), imposes an excise tax in the amount of 11 percent of the gross receipts from the retail sale in California of firearms, firearm parts, and ammunition. Revenues collected will be deposited annually into the Gun Violence Prevention and School Safety Fund, which will be used to fund various gun violence prevention, education, research, response, and investigation programs, including the CalVIP program. AB 28 allocates the first \$75 million available in the fund (or as much of that amount as is available) annually to the BSCC. The first allocation to BSCC will not be available until September 2025. BSCC anticipates releasing a Request for Proposals for Cohort 5 in February 2025.

Recommendation/Action Needed

Staff recommends that the Board:

- Approve a six-month, no-cost extension of the Cohort 4 CalVIP Grant program, extending the service delivery six months and grant end date to June 30, 2026.

Agenda Item E

MEETING DATE: November 21, 2024

AGENDA ITEM: E

TO: BSCC Chair and Members

FROM: Eddie Escobar, Field Representative, eddie.escobar@bscc.ca.gov

SUBJECT: Missing and Murdered Indigenous People Grant Program (MMIP) - Cohort 3 – Release of the Requests for Proposals: **Requesting Approval**

Summary

This agenda item requests Board approval to release a Request for Proposals (RFP) (Attachment E-1) for Cohort 3 of the Missing and Murdered Indigenous People (MMIP) Grant, as recommended by the MMIP Executive Steering Committee (ESC) (Attachment E-2).

Background

The Budget Act of 2022 (Senate Bill 154, Chapter 43, Statutes of 2022) established the Board of State and Community Corrections MMIP Grant Program, which would provide \$11.4 million over a period of three fiscal years to federally recognized Indian tribes in California to support efforts to identify, collect case-level data, publicize, and investigate and solve cases involving missing and murdered indigenous people.

Grants should focus on activities including, but not limited to, developing culturally based prevention strategies, strengthening responses to human trafficking, and improving cooperation and communication between state, local, federal, and tribal law enforcement to investigate and solve cases involving missing and murdered indigenous people.

Cohort 1

- On July 25, 2022, the Board approved a staff recommendation to appoint a Chair and establish an ESC to develop an RFP. On April 13, 2023, the Board approved release of an RFP that made \$11.4 million available across three fiscal years to implement the grant program, subject to future appropriations.
- In response to the original MMIP RFP, BSCC received only four proposals requesting approximately \$3.29 million in funding. The Board approved these awards at the September 14 and November 17, 2023 meetings, leaving \$8.52 million unallocated.

Cohort 2

- The Budget Act of 2023 (Senate Bill 101, Chapter 12, Statutes of 2023) contained the expected annual appropriation of \$4 million for this grant and added a one-time augmentation of \$12 million.
- With the unallocated \$8.52 million from the first round of funding, and this one-time augmentation, \$19.92 million was made available for a second round of grant funding.

- To increase awareness about the MMIP grant, solicit feedback from the tribal community, and encourage participation in the next RFP, BSCC representatives conducted extensive outreach efforts, speaking with tribal leaders and attending several important tribal events in 2023.
- Based on feedback from the tribal community, staff revised the MMIP RFP as Cohort 2, with several non-substantive modifications. Modifications included the addition of language to highlight the flexibility afforded by the authorizing legislation in the types of activities that could be implemented and encouraged collaborative applications among one or more tribes.
- On November 17, 2023, the Board approved the release of the Cohort 2 MMIP RFP that made \$19.92 million available across three fiscal years to implement the grant program, subject to future appropriations.
- In response to the Cohort 2 MMIP RFP, BSCC received 20 proposals requesting almost \$21.25 million in funding. Eighteen of the proposals met all submission criteria and were provided to the MMIP ESC for funding consideration. On July 11, 2024, the Board approved the awards for all 18 proposals to begin the grant on August 1, 2024.

Additional Funding for Cohort 3

In addition to the expected third year of funding for the MMIP program, the Budget Act of 2024 (Senate Bill 108, Chapter 35, Statutes of 2024) added a one-time augmentation of \$13.25 million (Attachment E-3). After deducting five percent of this amount for the administration of the grant, there is \$12.93 million for a third round of grant funding.

- BSCC staff proposes to re-release the MMIP RFP with non-substantive modifications as the MMIP RFP for Cohort 3 with a due date of April 18, 2025. The grant projects will begin on August 1, 2025.
- Eligible applicants will compete in one of three categories, based upon the size and scope of the proposed project:
 1. Small Scope: up to \$500,000
 2. Large Scope: up to \$1,000,000
 3. Collaborative (two or more tribes): up to \$2,000,000
- To make the tribal community aware of the availability of the Cohort 3 MMIP funding, BSCC representatives will again conduct extensive outreach to tribal associations and at tribal events. Virtual Grant Information Sessions will be held to provide clarification on application instructions and answer technical questions from prospective applicants.
- Tribes that were successful in the first and second round of funding will be eligible to apply for this third round but will not be awarded unless there are funds remaining after all eligible first-time applicants have been funded.

RFP Activities and Tentative Timeline

Below is a tentative timeline of activities necessary to administer a competitive RFP for the MMIP grant.

Activity	Date
RFP Presented for Board Approval	November 21, 2024
Release RFP to the Field	November 22, 2024
Grant Information Sessions for Prospective Applicants	January 16, 2025 & March 5, 2025
Proposals Due to the BSCC	April 18, 2025
Proposal Rating Process and Development of Funding Recommendations	April to June 2025
Present Funding Recommendations to the Board	July 12, 2025
Grants Begin	August 1, 2025
Grants End	January 31, 2029

Recommendation/Action Needed

On behalf of the MMIP Executive Steering Committee, staff recommends that the Board:

- Release the Cohort 3 Missing and Murdered Indigenous People Grant RFP with approximately \$12.93 million in available funding.

Attachments

E-1: MMIP Cohort 3 Request for Proposals

E-2: MMIP Executive Steering Committee Roster

E-3: Budget Act of 2024 (Senate Bill 108, Chapter 35, Statutes of 2024)

Attachment E-1



Missing and Murdered Indigenous People Grant Program (Cohort 3)

Request for Proposals (RFP)

Eligible Applicants: Federally Recognized
California Indian Tribes

Release Date: November 22, 2024

Proposals Due: April 18, 2024

Grant Period: August 1, 2025 to January 31, 2029



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PART I: GRANT INFORMATION

Background Information

The State Budget Act of 2022 (Senate Bill 154, Chapter 43, Statutes of 2022) established the Missing and Murdered Indigenous People Grant Program. Funding is available to federally recognized Indian tribes in California to support efforts to identify, collect case-level data, publicize, investigate and solve cases involving missing and murdered indigenous people. Grants should focus on activities including, but not limited to, developing culturally based prevention strategies, strengthening responses to human trafficking, and improving cooperation and communication on jurisdictional issues between state, local, federal, and tribal law enforcement.

Contact Information

This Request for Proposal (RFP) Instruction Packet provides the necessary information to prepare a proposal to the Board of State and Community Corrections (BSCC) for the Missing and Murdered Indigenous People Grant Program.

This is a competitive grant process, therefore BSCC staff cannot assist the applicant or its partners with the preparation of the proposal. Any questions concerning this RFP, the proposal process, or the submission process must be submitted by email to: mmip@bscc.ca.gov.

BSCC will create a Frequently Asked Questions page and update it periodically up to the proposal submission deadline. See the [BSCC website](#) for more information.

Proposal Due Date and Submission Instructions

Missing and Murdered Indigenous People Grant Program (MMIP) proposals must be received by **5:00 P.M. (PST) on Friday, April 18, 2025**.

BSCC uses special application software called “Submittable” for its competitive grant process. Applications for the MMIP Grant Program must be submitted through the **BSCC Submittable Application Portal**. A link to the BSCC Submittable Application Portal, MMIP Grant Program Application, and all required attachments are available on the [BSCC website](#).

To apply for this funding opportunity, applicants must create a free Submittable account or use an existing Submittable account when prompted. After an account is established, applicants may proceed with the submission process. As part of this process, applicants will be required to upload mandatory attachments. Applicants will complete these attachments ahead of time and then upload them to the BSCC Submittable Application Portal. All mandatory attachments are listed at the end of this document and available on the [BSCC website](#).

Please be advised that completing the application and uploading the required documents into the Submittable Application Portal can take a significant amount of time. It is extremely important that applicants begin the submission process early. Applicants that wait until the due date to complete the submission process often run out of time. Applicants are strongly advised to submit proposals well in advance of the due date and time to avoid disqualification.

The BSCC Submittable Application Portal will not accept submissions once the submission deadline has passed. If the BSCC does not receive a submission by 5:00 p.m. (PST) on April 18, 2025, the proposal **will not be considered for funding.**

Once you have successfully submitted your application and all required attachments, you will receive an email acknowledging your application has been received.

Having Tech Issues?

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

Need More Information About the Grant?

To learn more about the grant or ask technical questions, prospective applicants are invited to attend a **Grant Information Session**. The purpose of these Information Sessions is to provide clarification on application instructions and answer technical questions from prospective applicants. At these sessions, BSCC staff will review application submission instructions, applicant eligibility, funding information, eligible grant activities and the rating process. After a brief presentation, prospective applicants will be able to ask questions. Attendance at these sessions is not a requirement of applying for the grant and it is not necessary to attend both sessions. Details are listed below:

MMIP Virtual Grant Information Session #1

Thursday, January 16, 2025

10:00 AM

Join by Zoom:

<https://us02web.zoom.us/j/82984723683?pwd=MtFJph8rgaeWgWha53xfhd3O5eOSui.1>

OR

Call In:

1-669-900-9128

Meeting ID: 829 8472 3683

Passcode: 031636

MMIP Grant Virtual Grant Information Session #2

Wednesday, March 5, 2025

10:00 AM

Join by Zoom:

<https://us02web.zoom.us/j/85966503577?pwd=J7j7z10t89Tca5wNLs9HpAbiYDtbC.1>

OR

Call In:

1-699-900-9128

Meeting ID: 859 6650 3577|

Passcode: 896514

Technical Assistance

The Grant Information Sessions will be recorded and posted to the BSCC website for those who are unable to attend. If you need additional technical assistance on completing the grant application during the application period, please send an email to mmip@bscc.ca.gov or call **(916) 445-5073** during the following times:

March 6, 2025, 10:00 AM to 1:00 PM

March 7, 2025, 10:00 AM to 1:00 PM

March 26, 2025, 10:00 AM to 1:00 PM

March 27, 2025, 10:00 AM to 1:00 PM

If MMIP staff are away from their desk or on another call, you will be prompted to leave a message.

Are you Planning to Apply?

Prospective applicants are asked, but not required, to submit a non-binding letter indicating their intent to apply. These letters help the BSCC plan for the proposal evaluation process. Please submit your letter in Microsoft Word or as a PDF.

There is no formal template for the letter, but it should include the following information:

1. Name of the federally recognized tribe;
2. Name and title of a contact person; and
3. A brief statement indicating the applicant's intent to submit a proposal.

Failure to submit a Letter of Intent is not grounds for disqualification. Prospective applicants that submit a Letter of Intent and decide later not to apply will not be penalized. Please email your non-binding Letter of Intent to Apply by **Friday, February 21, 2025**. Please identify the email subject line as **MMIP Grant Letter of Intent** and submit the letter to mmip@bscc.ca.gov.

Development of the MMIP Grant: Executive Steering Committee

To ensure successful program design and implementation, the BSCC uses an Executive Steering Committee (ESC) process to inform decision making. An ESC is composed of subject matter experts, community partners, and interested parties representing both the public and private sectors. The BSCC makes every attempt to include diverse representation on its ESCs in breadth of experience, geography and demographics.

ESCs are convened by the BSCC Board to carry out specified tasks, including the development of BSCC's grant programs. In addition to developing the RFP, members of the ESC also read and rate the proposals submitted by prospective grantees. Once the proposal evaluation process is complete, ESCs submit grant award recommendations to the BSCC Board and the Board then approves, rejects, or revises those recommendations. Members of the ESCs are not paid for their time but are reimbursed for travel expenses incurred to attend meetings.

The ESC for the MMIP Grant Program includes representation from native organizations, community-based organizations, legal services, and state and local law enforcement agencies. A list of ESC members can be found in **Appendix A**.

Conflicts of Interest

Existing law prohibits any grantee, subgrantee, partner, or like party participating on the ESC from receiving funds from the grants awarded under this RFP. Applicants who are awarded grants under this RFP are responsible for reviewing the ESC membership roster and ensuring that no grant dollars are passed through to any entity represented by any member of the ESC.

Eligibility to Apply

Eligible applicants are federally recognized Indian tribes in California. The current list, as published by the U.S. Department of Interior, Bureau of Indian Affairs, is attached as **Appendix B**.

Eligible tribes may apply individually and/or as part of a collaborative proposal, as described here:

- **Individual Proposals**

For an individual proposal, a single eligible tribe is the applicant and responsible for the fiscal and program management of the grant. The applicant may still subcontract with outside entities for grant services. See corresponding funding information below.

- **Collaborative Proposals**

Partnerships among tribes are allowed and encouraged. For a collaborative proposal, two or more tribes partner together and share the grant award. For a collaborative proposal, one tribe must be designated as the Lead Tribal Applicant and will be responsible for the fiscal and program management of the grant. See corresponding funding information below.

Tribes Already Receiving an MMIP Grant

Tribes that were awarded Cohort 1 and 2 MMIP grants may submit an individual proposal for new or expanded activities and/or apply as part of a collaborative proposal. Tribes that were already awarded funds will only be considered for an individual award if there are funds remaining after all new eligible applicants have been funded.

Funding Information

This RFP makes \$12,933,395¹ available competitively to federally recognized Indian tribes in California.

Funding Categories

Recognizing that Indian tribes have different capacities, resources, and needs, there are three funding categories within which applicants will compete:

1. Individual Tribe – Small Scope (up to \$500,000)
2. Individual Tribe – Large Scope (up to \$1,000,000)
3. Two Or More Tribes – Collaborative (up to \$2,000,000)

An individual applicant will choose to apply in either the Small Scope category or Large Scope category (but not both), depending on the size and scope of the project and the amount of funding needed to implement the project. Individual applicants in the Small Scope category may apply for up to **\$500,000**. Individual applicants in the Large Scope category may apply for up to **\$1,000,000**. The purpose of the two funding categories is to allow small projects to compete against other small projects and large projects to compete against other large projects.

Tribes that apply as part of a Collaborative Proposal will compete in a third category against other Collaborative Proposals. Applicants in this category may apply for up to **\$2,000,000**.

An eligible tribe may submit an individual proposal and be included on a Collaborative Proposal.

Please note that all applicants may apply for any dollar amount up to and including the maximum grant amount identified in each category and are strongly encouraged to apply for only the amount of funding needed to implement the project. Proposals will be scored, in part, on the reasonableness of the proposed budget.

An illustration of the funding categories, maximum grant awards, and total available funding by category is provided below:

¹ Provided funding is appropriated in the Budget Act of 2024 (Senate Bill 108, Chapter 35, Statutes of 2022) and the Budget Act of 2023 (Senate Bill 101, Chapter 12, Statutes of 2023), which was amended by Senate Bill 104 (Chapter 189, Statutes of 2023).

Funding Categories	Maximum Grant Award	Total Available Funding
Small Scope	Up to \$500,000	\$4,933,395
Large Scope	Up to \$1,000,000	\$4,000,000
Collaborative Proposal	Up to \$2,000,000	\$4,000,000
Total Funding Available for Competitive Grants:		\$12,933,395

Reimbursement-Based Grant

Please be advised that the MMIP Grant is a reimbursement-based grant. This means that grantees are reimbursed in arrears for grant-related expenditures. Grantees will choose to invoice BSCC on either a monthly or quarterly basis. There will be no advance payments. Therefore, applicants should have sufficient capital to support the first 2-3 months of grant expenditures (for monthly invoicing) or the first 3-6 months of grant expenditures (for quarterly invoicing).

Funding Decisions

As explained above, applicants will compete for funds within either the Small Scope, Large Scope or Collaborative Proposal Category. Proposals will be scored and ranked within each category, and a ranked list of all scored proposals will be generated. The BSCC will move down the ranked lists to fund all qualified applicants who meet the Minimum Scoring Threshold (see page 18), in each of the three funding categories until all funds in that category are exhausted. Applicants that fall at the cut-off point may be offered a partial award if there are not sufficient remaining funds to make a full award.

If funding remains in one or more categories, the following will occur:

- Funds remaining in the Small Scope category after all qualified applicants in that category have been fully funded, will be used to fund any additional qualified applicants in the Large Scope category first, and then the Collaborative Proposal category.
- Funds remaining in the Large Scope category after all qualified applicants in that category have been fully funded, will be used to fund any additional qualified applicants in the Small Scope category first, and then the Collaborative Proposal category.
- Funds remaining in the Collaborative Proposal category after all qualified applicants in that category have been fully funded, will be used to fund any additional qualified applicants in the Large Scope category first, and then the Small Scope category.

If an applicant or grantee relinquishes an award, BSCC has authority to offer that award to the next qualifying applicant(s) on the ranked list.

Eligible Grant Activities

The Missing and Murdered Indigenous People Grant Program was established in Senate Bill 154 (Senate Bill 154, Chapter 43, Statutes of 2022). The Budget Act of 2023 (Senate Bill 101, Chapter 12, Statutes of 2023) augmented the annual appropriation and then Senate Bill 104 (Chapter 189, Statutes of 2023) added language regarding eligible expenditures (in bold below). The Budget Act of 2024 (Senate Bill 108, Chapter 35, Statutes 2024) augmented the annual appropriation (**Appendix C**).

Funds shall be awarded by the Board of State and Community Corrections as competitive grants to federally recognized Indian tribes in California to support efforts to identify, collect case-level data, publicize, and investigate and solve cases involving missing and murdered indigenous people. The board shall consult with and include stakeholders from the indigenous community to inform the grant outreach process and the process to select and administer grants.

Grants should focus on activities including, but not limited to, developing culturally based prevention strategies, strengthening responses to human trafficking, and improving cooperation and communication on jurisdictional issues between state, local, federal, and tribal law enforcement in order to investigate and solve cases involving missing and murdered indigenous people. **Allowable expenditures may include reimbursement to eligible tribes for contracted services with local law enforcement agencies for staffing in support of eligible grant activities.**

Within these parameters, tribal applicants have discretion in how to use these grant funds. Tribal applicants are encouraged to develop proposals that best fit the needs of their communities. Grant funds can be used for activities such as:

- Culturally based outreach and awareness campaigns
- Mental health services
- Substance use disorder treatment
- Reunification of indigenous foster youth or runaways with their families
- Community healing activities
- Activities to prevent human trafficking
- Services for the families of missing or murdered indigenous people
- Promoting coordination between tribal police and their non-tribal counterparts
- Legal clinics that offer training on the development of formal agreements between tribes and state and local governments
- Funding partnerships with local law enforcement agencies

In support of these efforts, each applicant will develop a Project Work Plan that identifies measurable project goals, objectives, and commensurate timelines (**Appendix D**).

Additional information on these terms (i.e., goals and objectives) and other definitions referenced in this RFP are available in the Glossary of Terms (**Appendix F**).

Applicants may either implement new activities, strategies, or programs and/or expand existing activities, strategies, or programs (without supplanting funds - see definition for “Supplanting” in the General Grant Requirements).

With input from California’s tribal community, the ESC developed the following list of strategies that could be implemented with grant funds. This list is not exhaustive but provided here to foster discussion and assist in planning among prospective applicants and their communities.

Sample Strategy: Culturally Based Prevention Strategies

Culturally based prevention strategies are vast, varied, and have different meanings to the impacted tribal communities. For the purposes of this grant, eligible activities, strategies, or programs could include:

- Missing and murdered indigenous people outreach and awareness campaigns.
- Mental health services to prevent or address the impact of missing and murdered indigenous people.
- Substance use disorder treatment to prevent or address the impact of missing and murdered indigenous people.

Sample Strategy: Strengthening Responses to Human Trafficking

Human trafficking is a crime involving the exploitation of a person for labor, services, or commercial sex. For the purposes of this grant, eligible activities, strategies, or programs could include:

- Programs to reunite indigenous foster youth or runaways with their families.
- Community healing activities (e.g., cultural ceremonies, healing circles, GONA gatherings).
- Domestic violence and sexual assault prevention campaigns for indigenous people.
- Human trafficking education and training for law enforcement (tribal and non-tribal), health care workers and community providers.
- Human trafficking task forces focused on the recovery of missing and murdered indigenous people.
- Support services for the victims and families dealing with the loss of a missing and murdered indigenous person (e.g., counseling, safe houses, temporary housing).

Sample Strategy: Improving Cooperation and Communication on Jurisdictional Issues

Improved cooperation and communication between Indian tribes and state and local governments may aid in the identification and investigation of cases involving missing and murdered indigenous people. For the purposes of this grant, eligible activities, strategies, or programs could include:

- Education programs on Public Law 83-280 and the rights of Indian tribes.
- Programs that promote collaboration between tribal police, tribal courts, and their non-tribal counterparts on cases involving missing and murdered indigenous people.
- Programs that promote cross deputization (e.g., tribal police are commissioned as deputy sheriffs, state police, or municipal officers and non-tribal law enforcement officers are commissioned as tribal police).
- Programs that support coordination with local law enforcement and Indian tribes in high crime areas.
- Legal clinics that offer training on the development of MOUs and formal agreements between Indian tribes and state and local governments.

Examples of items that may be purchased using grant funds (Note: this list is not exhaustive, but provided here to assist with planning):

- Alert Notifications Systems (Amber Alerts, Feather Alerts)
- Billboard, Online, and Print Advertising
- Burial Costs / Costs Connected to the Transfer of Human Remains
- Databases
- Case Management Systems
- Computers / Laptops / Tablets
- Contracts with Private Investigators, Legal Advocates, Subject Matter Experts
- Dedicated MMIP investigators to work with Local Law Enforcement Agencies
- DNA Testing
- Identification and cataloging of missing and murdered indigenous people remains, consistent with the practices and approaches identified by the [California Native American Heritage Commission](#)
- Independent Autopsies
- Participant Support Items such as clothing, hygiene, job supplies, etc. (see [BSCC Grant Administration Guide](#), Pages 27-29)
- Telephone and Text and Message Tip Lines
- Vehicles / Law Enforcement Vehicles
- Investigative Equipment / Software

All proposed activities, strategies, or programs must have a link to the Missing and Murdered Indigenous People Program as described in the authorizing legislation and this RFP.

Grant Period

Proposals selected for funding will be under agreement from August 1, 2025 to January 31, 2029. The grant service period will start on August 1, 2025 and end on October 31, 2028. However, an additional three (3) months (November 1, 2028 to January 31, 2029) will be included in the term of the grant agreement for the sole purposes of finalizing and submitting a required Local Evaluation Report and a required financial audit. A visual illustration of the grant agreement period is provided below:

August 1, 2025 to January 31, 2029

Start-Up & Implementation	Service Delivery	Service Delivery	Service Delivery	Data Evaluation & Audit
Up to 3 Months	Year 1	Year 2	Year 3	Up to 3 Months
August 1, 2025 to October 31, 2025	November 1, 2025 to October 31, 2026	November 1, 2026 to October 31, 2027	November 1, 2027 to October 31, 2028	November 1, 2028 to January 31, 2029
Implementation period for hiring, procurement, and other activities that facilitate a timely start. Grantees who do not need the full implementation period can begin service delivery at any time once under contract.	Service delivery and data collection.	Service delivery and data collection.	Service delivery and data collection.	Data analysis and evaluation period. Completion of a grant-specific audit. Completion of Local Evaluation Report. Only expenses incurred for evaluation and audit efforts may be incurred in this period.

Match Requirement

No match is required for the Missing and Murdered Indigenous People Grant Program.

Data Collection, Reporting and Evaluation Requirements

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

The BSCC will also be conducting a statewide evaluation of the impact of the initiatives supported by the grant funding including the outcomes and objectives that were achieved. The focus of the statewide evaluation is to report on the impact of the grant funds across all, and subgroups, of the grant-funded projects. This contrasts with grantees' evaluation of their grant-funded projects which focus on their project's specific goals and objectives. The primary data collection instrument for the BSCC's statewide evaluation will be the QPR and information gathered from grantees through their LEPs, LERs, and interviews.

Quarterly Progress Reports

Grant recipients are required to submit QPRs to the BSCC. The QPRs are a critical element in BSCC's monitoring and oversight process and the primary data collection tool for the BSCC's statewide evaluation.

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

Types of data and information gathered through the QPRs:

- Grantee progress in implementing common project implementation activities (i.e., partnerships, staffing, training, enrollment process, programming, data collection/evaluation and quality assurance).
- Grantee progress in achieving their project's goals and objectives.
- Aggregate data for project participants including:
 - Demographic information for age, gender identity, race or ethnicity, risk level, education, employment status, and housing status.
 - Services received during the reporting period by specific service categories (e.g., case management, mentoring, community engagement/outreach).
 - Outcomes achieved (e.g., improved cultural awareness/identity, improved resilience, other positive outcomes). Grantees will report on outcomes appropriate for their project and participants.
- Project-level qualitative (narrative) information related to investigations of new and pre-existing missing or murdered indigenous people cases, database or case management systems, outreach and awareness, etc., and project highlights or success stories.

Local Evaluation Plan

The purpose of the LEP is to ensure that the grantee has a plan in place at the beginning of the project to collect the data and information necessary to, at the conclusion of the grant period, report on the extent to which the project's goals and objectives, as included in the proposal, were achieved. The LEP is expected to include a detailed description of the data and information that will be collected for each goal and its associated objectives and detailed descriptions of the data management, analysis and reporting plans. The plan should be developed before the project starts or during project implementation before services or activities begin. Generally, modifications to the plan may occur during the grant period to address challenges or lessons learned. Appendix E provides the guidelines for the LEP. The LEP is due no later than **April 30, 2026**.

Local Evaluation Report

The purpose of the Local Evaluation Report (LER) is to document the extent to which the project achieved its goals and objectives. Implementation of the Local Evaluation Plan

should ensure the grantee has the data and information necessary to do so. Appendix E provides the guidelines for the LER. The LER is due no later than **January 31, 2029**.

Recommendation for Evaluation Efforts

To ensure that grantees can comply with the BSCC's data collection and reporting requirements in a meaningful way that benefits the applicants, their communities, and the State of California, it is highly recommended that grantees budget at least 5 percent of the total grant award for data collection and evaluation efforts. These efforts include the resources necessary to complete the QPRs; develop and write the LEP, implement the LEP; and analyze data and write the required LER.

Applicants are also encouraged to use outside evaluators to ensure objective and impartial evaluations. Specifically, applicants are encouraged to partner with institutions of higher learning universities, state universities, community colleges, and other research entities.

In addition, applicants are strongly encouraged to identify research partners early on and include them in the development of the proposal, so that the goals and objectives listed in the Project Work Plan are measurable.

Additional Grant Requirements

Key Partner Commitments

For the purposes of this RFP, "Key Partner" means an indispensable agency or entity, named in the proposal, that the grantee does not have direct control over and that will provide essential services for the grant project. If the success of the grant project depends upon the cooperation of an outside agency or entity, that agency or entity is a key partner. Examples could include:

- The grantee will provide funding to a law enforcement agency or nonprofit (already identified) for specified services.
- The grantee will depend upon referrals from a local probation department or state parole in order to meet target population eligibility requirements.
- The grantee will need a data sharing agreement with a local law enforcement agency in order to meet grant reporting requirements.
- The grantee will require access to a local detention facility under the control of a local department.
- The grantee will rely on staff dedicated via a contractual relationship with the local department of behavioral health services.

For each Key Partner, the grantee must submit a signed **Key Partner Commitment Form (see Attachment G)** from the outside entity or agency named. The form must identify the outside agency or entity, include a description of the services to be provided, and be signed and dated by an authorized individual representing the agency or organization. Submit one form per partner agency or entity.

The applicant is not required to submit a Key Partner Commitment Form if the applicant has determined that an outside agency or entity is not critical to the launch or ongoing implementation of the proposed program. “Key partners” do not include vendors that provide contracted goods, services or products.

Criteria for Non-Governmental Organizations

Applicants for the Missing and Murdered Indigenous People Grant Program may elect to partner, contract, or establish agreements with non-governmental organizations (NGOs)². in the implementation of their program.

All applicants must complete, sign, and submit the BSCC *Grantee Assurance for Non-Governmental Organizations (Appendix H)*, even if there are no plans to subcontract at the time of submission, or if the name of the subcontract party is unknown. A signature on this form provides an assurance to BSCC that the signing authority has read and acknowledged these terms, should the applicant choose to enter into an agreement with an NGO at a later date.

Once under contract, grantees must submit an updated *Grantee Assurance for Non-Governmental Organizations* throughout the life of the grant agreement for any additional NGOs that receive funds through subcontracts after awards are made. The BSCC will not reimburse for costs incurred by NGOs that do not meet the BSCC’s requirements. All NGOs must adhere to the terms described in the table below:

² For the purposes of this RFP, NGOs include nonprofit and for-profit community-based organizations, faith-based organizations, evaluators (except government institutions such as universities), grant management companies, and any other non-governmental agency or individual.

Eligibility Criteria for Non-Governmental Organizations Providing Services with BSCC Grant Funds

Any non-governmental organization that receives Missing and Murdered Indigenous People Grant funds (as either a subgrantee or subcontractor) must:

- Have been duly organized, in existence, and in good standing for at least six (6) months prior to the effective date of its fiscal agreement with the BSCC or with the Missing and Murdered Indigenous People grantee;
 - Non-governmental entities that have recently reorganized or have merged with other qualified non-governmental entities that were in existence prior to the six (6) month date are also eligible, provided all necessary agreements have been executed and filed with the California Secretary of State prior to the start date of the grant agreement with the BSCC or the start date of the grantee subcontractor fiscal agreement;
- Be registered with the California Secretary of State's Office, if applicable;
- Be registered with the Attorney General's Office Register of Charitable Trust, if applicable;
- Have a valid Employer Identification Number (EIN) or Taxpayer ID (if sole proprietorship);
- Have a valid business license, if applicable;
- Have no outstanding civil judgments or liens;
- Have any other state or local licenses or certifications necessary to provide the services requested (e.g., facility licensing by the Department of Health Care Services), if applicable.

Organizational Capacity and Coordination

Applicants will be rated, in part, on how well they demonstrate they have the experience, staffing, and any partnerships necessary to implement the proposed strategy. If an applicant is unable to identify staff and/or subcontractors until after the grant is awarded, the applicant should explain, at a minimum, the process and criteria by which they will select staff and/or subcontractors after award.

Distinct from administrative staff and partners, applicants must also demonstrate how they plan to ensure that the staff who deliver the services or work with the target population in the field have backgrounds and experience that are culturally relevant to the proposed strategy and/or target population.

BSCC Audit Requirements

Grantees are required to provide the BSCC with a program-specific compliance audit that covers the three-year service delivery period of the grant (August 1, 2025 to October 31, 2028). The audit report will be due no later than **January 31, 2029**. The program-specific compliance audit shall be performed by a Certified Public Accountant or a participating county or city auditor that is organizationally independent from the participating county or city's project financial management functions. Expenses for the final program-specific compliance audit may be reimbursed with grant funds for actual costs up to \$25,000.

In addition, the BSCC reserves the right to call for a program, compliance or financial audit at any time between the execution of the grant agreement and three (3) years following the end of the grant period. The Department of General Services, the California State Auditor, the Department of Finance, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this grant.

BSCC Grant Agreement

Applicants approved for funding by the BSCC Board are required to enter into a Grant Agreement with the BSCC. Grantees must agree to comply with all terms and conditions of the Grant Agreement. A sample Grant Agreement for the Missing and Murdered Indigenous People Grant Program is available on the [BSCC website](#).

The Grant Agreement start date is expected to be **August 1, 2025**. Grant Agreements are considered fully executed only after they are signed by both the grantee and the BSCC and the BSCC is in receipt of all required attachments including documentation of signing authority. Work, services, and encumbrances cannot begin prior to the Grant Agreement start date. Any work, services and encumbrances that occur after the start date but prior to Grant Agreement execution may not be reimbursed. Grantees and all subgrantees are responsible for maintaining their Grant Agreement, all invoices, records, and relevant documentation for the life of the grant cycle plus three (3) years after the final payment under the contract.

Debarment, Fraud, Theft or Embezzlement

It is the policy of the BSCC to protect grant funds from unreasonable risks of fraudulent, criminal, or other improper use. As such, the Board will not enter into contracts or provide reimbursement to applicants that have been:

1. Debarred by any federal, state, or local government entities during the period of debarment; or
2. Convicted of fraud, theft, or embezzlement of federal, state, or local government grant funds for a period of three years following conviction.

Furthermore, the BSCC requires grant recipients to provide an assurance that there has been no applicable debarment, disqualification, suspension, or removal from a federal, state, or local grant program on the part of the grantee at the time of application and that the grantee will immediately notify the BSCC should such debarment or conviction occur during the term of the Grant contract.

BSCC also requires that all grant recipients include, as a condition of award to a subgrantee or subcontractor, a requirement that the subgrantee or subcontractor will provide the same assurances to the grant recipient. If a grant recipient wishes to consider a subgrantee or subcontractor that has been debarred or convicted, the grant recipient must submit a written request for exception to the BSCC along with supporting documentation. All applicants must complete an assurance certifying they are compliant with the BSCC's policies on debarment, fraud, theft, and embezzlement (**Appendix I**).

Governing Board or Tribal Council Resolution

Successful applicants will be required to submit a Resolution from their Governing Board or Tribal Council before the grant award can be finalized and funds awarded. A signed resolution is not required at the time of proposal submission, but applicants are advised that no financial invoices will be processed for reimbursement until the Governing Board or Tribal Council Resolution has been received by the BSCC. A sample Governing Board Resolution can be found in **Appendix J**.

Grantee Orientation

Following the start of the grant period, BSCC staff will conduct a Virtual Grantee Orientation (September 2025, date to be determined). The purpose of this mandatory session is to review the program requirements, invoicing and budget modification processes, data collection and reporting requirements, as well as other grant management and monitoring activities. Typically, the Project Director, Financial Officer, and Day-to-Day Contact must attend. Grantees are also strongly encouraged to include the individual tasked with Data Collection and Evaluation. Award recipients will be provided with additional details regarding the Grantee Orientation.

Invoicing

Disbursement of grant funds occurs on a **reimbursement basis** for costs incurred during a reporting period (either monthly or quarterly). The State Controller's Office (SCO) will issue the warrant (check) to the individual designated on the Applicant Information Form as the Financial Officer for the grant. Grantees must submit invoices to the BSCC on either a monthly or quarterly basis through an online process no later than 45 days following the end of the invoicing period. Grantees will make their choice between monthly or quarterly invoicing prior to grant agreement execution.

Grantees must maintain adequate supporting documentation for all costs claimed on invoices. BSCC staff will conduct a desk review, which requires grantees to submit electronic documentation to support all grant funds claimed during the invoicing period. In addition, BSCC staff may conduct on-site monitoring visits that include a review of documentation maintained as substantiation for project expenditures with grant funds. Additional information about invoicing can be found in the [BSCC Grant Administration Guide](#).

Program Monitoring / Site Visits

The BSCC staff will monitor each project to assess whether the project is in compliance with grant requirements and making progress toward grant objectives. As needed, monitoring visits may also occur to provide technical assistance on fiscal, programmatic, evaluative, and administrative requirements. For your reference, a Comprehensive Monitoring Visit checklist can be found on the Corrections Planning and Grants Program [website](#).

Supplanting

Supplanting is the deliberate reduction in the amount of federal, state, or local funds being appropriated to an existing program or activity because grant funds have been awarded

for the same purposes. Supplanting is strictly prohibited for all BSCC grants. Missing and Murdered Indigenous People Grant Program funds shall be used to support new program activities or to augment or expand existing program activities but shall not be used to replace existing funds. It is the responsibility of the grantee to ensure that supplanting does not occur. The grantee must keep clear and detailed financial records to show that grant funds are used only for allowable costs and activities.

Travel

Travel is usually warranted when personal contact by project staff is the most appropriate method of conducting project-related business. Travel to and from training conferences may also be allowed. The most economical method of transportation, in terms of direct expenses to the project and the employee's time away from the project, must be used. Projects are required to include sufficient per diem and travel allocations for project related personnel, as outlined in the Grant Award, to attend any mandated BSCC training conferences or workshops outlined in the terms of the program.

- **Indian Tribes and Non-Governmental Organizations (NGOs)**

Grantees and NGOs must use the California State travel and per diem policy, unless the Grantee's written travel policy is more restrictive than the State's, in which case it must be used. Reimbursement is allowed for the cost of commercial carrier fares, parking, bridge, and road tolls, as well as necessary taxi, bus, and streetcar fares.

- **Out-of-State Travel**

Out-of-state travel is restricted and only allowed in exceptional situations. Grantees must receive written BSCC approval prior to incurring expenses for out-of-state travel. Even if previously authorized in the Grant Award, Grantees must submit to the BSCC a separate formal request (on Grantee letterhead) for approval. Out-of-state travel requests must include a detailed justification and budget information.

Overview of the RFP Process

Confirmation of Receipt of Proposal

Upon submission of a proposal, applicants will receive a confirmation email from the BSCC stating that the proposal has been received.

Disqualification

Please see the table below for problems that will result in disqualification.

Disqualification - PLEASE REVIEW CAREFULLY

The following will result in an automatic disqualification:



- Submission is not received in the Submittable Application by **5:00 P.M. (PST) on April 18, 2025**.
- Applicant is not a federally recognized Indian tribe.
- Application, and all required attachments, are not submitted through the BSCC-Submittable Application Portal.
- Budget Attachment is missing.
- Funding request exceeds the allowable amount in the Small Scope, Large Scope or Collaborative Proposal categories.
- Attachment(s) are illegible.
- Attachment(s) will not open or the file(s) are corrupted.

NOTE: Disqualification means that the proposal will not move forward to the Executive Steering Committee for the Proposal Rating Process, and, therefore, will NOT be considered for funding.

Proposal Rating Process

Unless disqualified, proposals will advance to the ESC for funding consideration. Proposals will be evaluated in accordance with the BSCC's *Grant Proposal Evaluation Process* ([link](#)) and as described below. The ESC will read and assign ratings to each proposal in accordance with the prescribed rating factors listed in the table below. ESC members will base their ratings on how well an applicant addresses the criteria listed under each rating factor within the Proposal Narrative and Budget Sections. ESC ratings, once submitted to the BSCC, will be final.

At the conclusion of this process, applicants will be notified of the Board's funding recommendations. It is anticipated that the Board will act on the recommendations at its meeting on July 10, 2025. Applicants and their partners are not to contact members of the ESC or the BSCC Board to discuss proposals.

Rating Factors

The five (5) *Rating Factors* that will be used and the maximum points assigned to each factor are shown in the table below. Applicants are asked to address each of these factors as a part of their proposal. The MMIP ESC assigned a percent value to each of the five (5) *Rating Factors*, correlating to its importance within the overall project (see *Percent of Total Value* column).

	Rating Factors	Point Range	Percent of Total Value	Weighted Rating Factor Score
1	Project Need	0-5	15%	30
2	Project Description	0-5	45%	90
3	Project Organizational Capacity and Coordination	0-5	10%	20
4	Project Data Collection and Evaluation	0-5	15%	30
5	Project Budget	0-5	15%	30
Maximum Proposal Score:			100%	200

Scoring Panel members will rate an applicant’s response to each Rating Factor on a scale from 0 to 5, according to the Six-Point Rating Scale below. For each Rating Factor, the rating value received is then weighted according to the “Percent of Total Value” column (determined by the ESC) associated with the Rating Factor to arrive at the final Weighted Rating Factor Score. The Weighted Rating Factor Scores are then added together for a final overall proposal score. The maximum possible proposal score is 200.

Minimum Scoring Threshold

To be considered for funding, a proposal must meet a threshold of **20 percent (20%)**, or a minimum proposal score of **40** total points.

In the event two proposals have identical proposal scores, the tie will be resolved by evaluating the individual Rating Factor scores of the two proposals, starting with the highest weighted Rating Factor (in this case, the Project Description score). If an identical score occurs on this Rating Factor, Rating Factor Scores will be used in the following order based on the descending weight valued until the tie is broken Project Need, Project Budget, Project Data Collection and Evaluation, and Project Organizational Capacity and Coordination.

Six Point Rating Scale

Not Responsive 0	Poor 1	Fair 2	Satisfactory 3	Good 4	Excellent 5
The response fails to address the criteria.	The response addresses the criteria in a very inadequate way.	The response addresses the criteria in a non-specific or unsatisfactory way.	The response addresses the criteria in an adequate way.	The response addresses the criteria in a substantial way.	The response addresses the criteria in an outstanding way.

Summary of Key Dates

The following table shows the key dates for the MMIP Grant.

Activity	Date
Present the RFP for BSCC Board approval	November 21, 2024
Release the RFP	November 22, 2024
Applicant Information Session #1	January 16, 2025
Letter of Intent Due to the BSCC	February 21, 2025
Applicant Information Session #2	March 5, 2025
Proposals Due to the BSCC	April 18, 2025
Proposal Rating Process and Development of Funding Recommendations	June 2025
BSCC Board Considers Funding Recommendations	July 10, 2025
Grant Period Begins	August 1, 2025
Mandatory New Grantee Orientation (Virtual)	August or September 2025 (TBD)
Grant Service Period Ends	October 31, 2028
Final Evaluation Report and Program Audit Due	January 31, 2029

PART II: PROPOSAL INSTRUCTIONS

This document/section contains the necessary information for completing the Missing and Murdered Indigenous People Grant Program Application. The Application and all required attachments are provided on the [BSCC website](#).

Proposal Narrative and Budget Sections

The five rating factors that will be addressed in the Proposal Narrative and the Proposal Budget sections, are shown below:

	Rating Factor	Percent Value	Addressed In:
1	Project Need	15%	Proposal Narrative
2	Project Description	45%	
3	Project Organizational Capacity and Coordination	10%	
4	Project Data Collection and Evaluation	15%	
5	Project Budget	15%	Proposal Budget (Excel Attachment)

Proposal Narrative Instructions

Applicants will complete the Proposal Narrative by accessing the BSCC Submittable Application Portal and responding to a series of prompts. The Proposal Narrative must address the five rating factors listed above. Please do not include website links, charts, tables or graphs when responding.

Within the Proposal Narrative, each Rating Factor has a character limit as shown below:

	Rating Factor	Total Characters	Microsoft Word Equivalent*
1	Project Need	4,474	Up to 2 (two) pages
2	Project Description	8,948	Up to 4 (four) pages
3	Project Organizational Capacity and Coordination	4,474	Up to 2 (two) pages
4	Project Data Collection and Evaluation	4,474	Up to 2 (two) pages

**Assumes text is in a Microsoft Word document in Arial 12-point font with one-inch margins on all four sides and at 1.5-line spacing.*

Character Counter

The BSCC Submittable Application Portal includes an automatically enabled character counter. This feature shows the number of characters used and the remaining number of characters before the limit is met. If the limit is exceeded, a red prompt will appear with the message "**You have exceeded the character limit**". Applicants are prohibited from submitting the Missing and Murdered Indigenous People Grant Program Application until they comply with all character limit requirements.

Bibliography

Applicants *may*, but are not required to, include a bibliography containing citations, using either the Modern Language Association (MLA) or American Psychological Association (APA) style in the "OPTIONAL Bibliography" field on the BSCC-Submittable application page. The bibliography may not exceed 2,218 total characters (includes punctuation, numbers, spaces, and any text). In Microsoft Word, this is approximately one (1) page in Arial 12-point font with one-inch margins on all four sides and at 1.5-line spacing.

Required Attachments

In addition to completing the Proposal Narrative, the following attachments must be completed and uploaded in the identified fields in the BSCC Submittable Application Portal at the time of submission (unless noted as "if applicable" below):

- Project Work Plan (Appendix D)
- Key Partner Commitment Form (Appendix G) – *only if applicable*
- Grantee Assurance for Non-Governmental Organizations (Appendix H)
- Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft, and Embezzlement (Appendix I)
- Governing Board or Tribal Council Resolution *Optional* (Appendix J) – *not required at time of submission; may be submitted later*

Writing the Proposal Narrative

Section 1: Project Need (Percent Value - 15%)

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

Project Need:	
1.1	Please describe the need(s) of the community or communities that will be addressed by the Missing and Murdered Indigenous People (MMIP) Grant Program.
1.2	Identify local gaps in service that contribute to the need for the MMIP Grant Program.
1.3	<p>Please provide relevant local qualitative and/or quantitative data (e.g., local tribal data) with citations in support of the MMIP Grant Program need(s).</p> <ul style="list-style-type: none">• If data supporting the need(s) is not formally documented, please speak to the concern(s) surrounding the lack of data related to the Project Purpose Area(s) identified above.• Describe the process of how the applicant documents those ongoing concern(s).
1.4	<p>Please describe the process used and level of collaboration that was utilized to determine the need(s), including:</p> <ul style="list-style-type: none">• If the applicant collaborated with other stakeholders (e.g., impacted populations, local tribes, tribal organizations, local law enforcement, community, public), please describe the stakeholders and/or partners, and• The results of that collaboration.

Section 2: Project Description (Percent Value - 45%)

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

Project Description: The applicant provides a description that is pertinent to the intent of the grant. The elements that comprise this Rating Factor are listed below. Addressing each element does not in itself merit a high rating; rather, although each element is to be addressed (when applicable), it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5.	
2.1	<p>Please describe the proposed project that will address the need(s) discussed in the Project Need section above, to include:</p> <ul style="list-style-type: none">• A description of the components of the proposed project.• A description of the target area and/or population which will be the focus of the project, including how and why it was selected.• If applicable, an estimate of how many individuals will be served and the process for determining which services/activities an individual/group will receive.
2.2	<p>Please describe the goals, objectives, and impact of the proposed project, making a connection to the intent of the MMIP Grant Program.</p> <ul style="list-style-type: none">• The completed Work Plan (Appendix D) is appropriate for the proposed project and aligns with the need and intent of the MMIP Grant Program. The plan identifies the top goals and objectives (see Appendix F for definitions) and how these will be achieved in terms of the activities, responsible staff/partner agencies, process measures and outcome measures, data sources and start and end dates.
2.3	<p>Please describe the rationale for the proposed MMIP Grant Program which includes:</p> <ul style="list-style-type: none">• How the target population/area will benefit from the program.• What guidance, consultation, and/or considerations were used to determine the structure of the proposed program.• An explanation of how the proposed strategy will achieve reductions in missing and murdered indigenous people.• If evidenced-based, evidence-informed, promising, or innovative practices, interventions, and services are used, describe how.

Section 3: Project Organizational Capacity and Coordination (Percent Value - 10%)

Within this section, address the criteria that defines the Project Organizational Capacity and Coordination Rating Factor (see table below) in a cohesive, comprehensive, and concise narrative format.

Project Organizational Capacity and Coordination: The applicant described their organization's ability to implement the proposed project. The elements that comprise this Rating Factor are listed below. Addressing each element does not in itself merit a high rating; rather, although each element is to be addressed (when applicable), it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5.	
3.1	<p>Please describe the applicant's ability to administer the MMIP Grant Program-related services to the local target area/population, to include:</p> <ul style="list-style-type: none">• The individual applicant's (or multiple applicants', for collaborative proposals) current infrastructure for administering the proposed program.• How the proposed project will increase capacity to serve the target area/population, and/or improve the applicant's infrastructure related to the intent of the MMIP Grant Program.• How subcontractors or partners agencies or organizations will contribute to the project. If partner agency (or agencies) are to be selected after the grant is awarded, then specify the process and criteria for selecting those partner agency (or agencies).• Include a Key Partner Commitment Form (Appendix G) for any indispensable agency or entity, named in the proposal, that the grantee does not have direct control over and that will provide essential services for the grant project. (Note: The applicant is not required to submit a Key Partner Commitment Form if the applicant has determined that an outside agency or organization is not critical to the launch or ongoing implementation of the proposed program. Additional information on page 12.)
3.2	<p>Please provide a description of the timeline for the execution of the contract(s) and the implementation of services such that they are in place in a reasonable timeframe to support the project. Include a description of readiness to proceed.</p>
3.3	<p>Please describe the proposed outreach and community engagement efforts for the MMIP Grant Program-related services to include:</p> <ul style="list-style-type: none">• How people with lived experience or who are impacted contributed or will contribute to the project's design, implementation, and evaluation process.• What methods will be used by the applicant to conduct outreach and engagement efforts.• If community engagement and outreach is not applicable to the proposed program, describe why.

3.4	Please describe how the applicant or lead tribal applicant (for regional partnerships) will ensure that the proposed program is implemented as intended. If outside technical assistance is required, describe the plan for obtaining outside technical assistance (i.e., subject matter expertise) to implement the proposed program as intended.
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Section 4: Project Data Collection and Evaluation (Percent Value - 15%)

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

Project Data Collection and Evaluation: The applicant described how it will collect data and evaluate the effectiveness of the proposed project. The elements that comprise this Rating Factor are listed below. Addressing each element does not in itself merit a high rating; rather, although each element is to be addressed (when applicable), it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5.	
4.1	Please describe the plan to determine the project staff and/or entity that will conduct the project data collection and evaluation activities and how they will be incorporated in the various phases of the project; for example, start-up, implementation, service delivery period, etc.
4.2	Please describe the plan to collect data and other information to measure the success and impact of your project in line with the goals and objectives listed in the Work Plan (see Appendix D).
4.3	If the outcomes you propose to track require you to collect data from an outside entity, describe your plan for obtaining data and entering into data sharing agreements if needed.

Proposal Budget Instructions

As part of the application process, applicants are required to complete and upload a Proposal Budget Table and Budget Narrative (Budget Attachment) in the budget section of the BSCC-Submittable application page. The Budget Attachment is provided on the [BSCC website](#).

Applicants should be aware that budgets will be subject to review and approval by the BSCC staff to ensure all proposed costs listed within the budget narrative are allowable and eligible for reimbursement. Regardless of any ineligible costs that may need to be addressed post award, the starting budget for the reimbursement invoices and the total amount requested will be the figures used for the Standard Grant Agreement

Applicants are solely responsible for the accuracy and completeness of the information entered in the Proposal Budget Table and Budget Narrative. Detailed instructions for completing the Budget Attachment are listed on the Instructions tab of the Excel workbook. All project costs must be directly related to the objectives and activities of the

project. **The Budget Table must cover the entire grant period.** For additional guidance related to grant budgets, refer to the [BSCC Grant Administration Guide](#).

Proposal Budget Rating Factor

Section 5: Project Budget (Percent Value – 15%)

The following items are rated as part of this section and must be addressed by the applicant in the Budget Attachment.

Project Budget: The applicant provided a complete Budget Attachment (Proposal Budget Table and Budget Narrative) for the proposed project. The elements against which the Budget Attachment will be rated are listed below. Addressing each element does not in itself merit a high rating; rather, although each element is to be addressed (when applicable), it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5.	
5.1	Please provide complete and detailed budget information in each section of the MMIP Grant Program Budget Attachment that includes: <ul style="list-style-type: none">• For each section, a brief explanation justifying each expense.• For each section, ensure expenses are appropriate for the grant’s intent, the project’s goals, and planned activities.

DRAFT

PART III: APPENDICES

Appendices

This section includes the following appendices:

- Appendix A: Executive Steering Committee Members
- Appendix B: Senate Bill 108 (2024)
- Appendix C: Federally Recognized Tribes in California by U.S. Department of Interior, Bureau of Indian Affairs as of March 1, 2023
- Appendix D: Project Work Plan **(REQUIRED)**
- Appendix E: Guidelines for the Local Evaluation Plan and Local Evaluation Report
- Appendix F: Glossary of Terms
- Appendix G: Key Partner Commitment Form **(REQUIRED, BUT ONLY IF APPLICABLE)**
- Appendix H: Grantee Assurance for Non-Governmental Organizations **(REQUIRED)**
- Appendix I: Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft, and Embezzlement **(REQUIRED)**
- Appendix J: Governing Board or Tribal Council Resolution **(CAN BE INCLUDED IF READY AT TIME OF SUBMISSION; OR CAN BE SUBMITTED AFTER AWARD)**

Appendix A: Missing and Murdered Indigenous People Grant Executive Steering Committee (ESC)

	Member	Title	Organization/Tribe
1.	Norma Cumpian, ESC Chair	Associate Director	Anti-Recidivism Coalition
2.	Merri Lopez-Keifer	Director	California Attorney General's Office of Native American Affairs
3.	Matt Hansen	Lieutenant	Red Bluff Police Department
4.	Hedi Bogda Hitchcock	Lawyer/Consultant	Leech Lake Band
5.	Walter Kurtz	Sergeant	Riverside County Sheriff's office
6.	Keely Linton-Gallardo	Director	Strong Hearted Native Women's Coalition
7.	Percilla Frizzell	Director	Sacred Generations
9.	Heather Hostler	Executive Director	California Legal Services

Appendix B: Federally Recognized California Tribes
U.S. Department of Interior, Bureau of Indian Affairs as of March 2023

No.	TRIBE
1	Agua Caliente Band of Cahuilla Indians of the Agua Caliente Indian Reservation, California
2	Alturas Indian Rancheria, California
3	Augustine Band of Cahuilla Indians, California
4	Bear River Band of the Rohnerville Rancheria, California
5	Berry Creek Rancheria of Maidu Indians of California
6	Big Lagoon Rancheria, California
7	Big Pine Paiute Tribe of the Owens Valley
8	Big Sandy Rancheria of Western Mono Indians of California
9	Big Valley Band of Pomo Indians of the Big Valley Rancheria, California
10	Bishop Paiute Tribe
11	Blue Lake Rancheria, California
12	Bridgeport Indian Colony
13	Buena Vista Rancheria of Me-Wuk Indians of California
14	Cabazon Band of Mission Indians, California
15	Cachil DeHe Band of Wintun Indians of the Colusa Indian Community of the Colusa Rancheria, California
16	Cahto Tribe of the Laytonville Rancheria
17	Cahuilla Band of Indians
18	Campo Band of Diegueno Mission Indians of the Campo Indian Reservation, California
19	California Valley Miwok Tribe, California

No.	TRIBE
20	Capitan Grande Band of Diegueno Mission Indians of California (Barona Group of Capitan Grande Band of Mission Indians of the Barona Reservation, California)
21	Capitan Grande Band of Diegueno Mission Indians of California: Viejas (Baron Long) Group of Capitan Grande Band of Mission Indians of the Viejas Reservation, California
22	Cedarville Rancheria, California
23	Chemehuevi Indian Tribe of the Chemehuevi Reservation, California
24	Cher-Ae Heights Indian Community of the Trinidad Rancheria, California
25	Chicken Ranch Rancheria of Me-Wuk Indians of California
26	Cloverdale Rancheria of Pomo Indians of California
27	Cold Springs Rancheria of Mono Indians of California
28	Coyote Valley Band of Pomo Indians of California
29	Dry Creek Rancheria Band of Pomo Indians, California
30	Elem Indian Colony of Pomo Indians of the Sulphur Bank Rancheria, California
31	Elk Valley Rancheria, California
32	Enterprise Rancheria of Maidu Indians of California
33	Ewiiapaayp Band of Kumeyaay Indians, California
34	Federated Indians of Graton Rancheria, California
35	Fort Bidwell Indian Community of the Fort Bidwell Reservation of California
36	Fort Independence Indian Community of Paiute Indians of the Fort Independence Reservation, California
37	Fort Mojave Indian Tribe of Arizona, California & Nevada
38	Greenville Rancheria
39	Grindstone Indian Rancheria of Wintun-Wailaki Indians of California
40	Guidiville Rancheria of California
41	Habematolel Pomo of Upper Lake, California
42	Hoopa Valley Tribe, California

No.	TRIBE
43	Hopland Band of Pomo Indians, California
44	Iipay Nation of Santa Ysabel, California
45	Inaja Band of Diegueno Mission Indians of the Inaja and Cosmit Reservation, California
46	Ione Band of Miwok Indians of California
47	Jackson Band of Miwuk Indians
48	Jamul Indian Village of California
49	Karuk Tribe
50	Kashia Band of Pomo Indians of the Stewarts Point Rancheria, California
51	Kletsel Dehe Band of Wintun Indians
52	Koi nation of Northern California
53	La Jolla Band of Luiseno Indians, California
54	La Posta Band of Diegueno Mission Indians of the La Posta Indian Reservation, California
55	Lone Pine Paiute-Shoshone Tribe
56	Los Coyotes Band of Cahuilla and Cupeno Indians, California
57	Lytton Rancheria of California
58	Manchester Band of Pomo Indians of the Manchester Rancheria, California
59	Manzanita Band of Diegueno Mission Indians of the Manzanita Reservation, California
60	Mechoopda Indian Tribe of Chico Rancheria, California
61	Mesa Grande Band of Diegueno Mission Indians of the Mesa Grande Reservation, California
62	Middletown Rancheria of Pomo Indians of California
63	Mooretown Rancheria of Maidu Indians of California
64	Morongo Band of Mission Indians, California
65	Northfork Rancheria of Mono Indians of California

No.	TRIBE
66	Pala Band of Mission Indians
67	Paskenta Band of Nomlaki Indians of California
68	Pauma Band of Luiseno Mission Indians of the Pauma & Yuima Reservation, California
69	Pechanga Band of Indians
70	Picayune Rancheria of Chukchansi Indians of California
71	Pinoleville Pomo Nation, California
72	Pit River Tribe, California
73	Potter Valley Tribe, California
74	Quartz Valley Indian Community of the Quartz Valley Reservation of California
75	Quechan Tribe of the Fort Yuma Indian Reservation, California & Arizona
76	Ramona Band of Cahuilla, California
77	Redding Rancheria, California
78	Redwood Valley or Little River Band of Pomo Indians of the Redwood Valley Rancheria California
79	Resighini Rancheria, California
80	Rincon Band of Luiseno Mission Indians of the Rincon Reservation, California
81	Robinson Rancheria
82	Round Valley Indian Tribes, Round Valley Reservation, California
83	San Pasqual Band of Diegueno Mission Indians of California
84	Santa Rosa Band of Cahuilla Indians, California
85	Santa Rosa Indian Community of the Santa Rosa Rancheria, California
86	Santa Ynez Band of Chumash Mission Indians of the Santa Ynez Reservation, California
87	Scotts Valley Band of Pomo Indians of California
88	Sherwood Valley Rancheria of Pomo Indians of California

No.	TRIBE
89	Shingle Springs Band of Miwok Indians, Shingle Springs Rancheria (Verona Tract), California
90	Soboba Band of Luiseno Indians, California
91	Susanville Indian Rancheria, California
92	Sycuan Band of the Kumeyaay Nation
93	Table Mountain Rancheria
94	Tejon Indian Tribe
95	Timbisha Shoshone Tribe
96	Tolowa Dee-ni' Nation
97	Torres Martinez Desert Cahuilla Indians, California
98	Tule River Indian Tribe of the Tule River Reservation, California
99	Tuolumne Band of Me-Wuk Indians of the Tuolumne Rancheria of California
100	Twenty-Nine Palms Band of Mission Indians of California
101	United Auburn Indian Community of the Auburn Rancheria of California
102	Utu Utu Gwaitu Paiute Tribe of the Benton Paiute Reservation, California
103	Wilton Rancheria, California
104	Wiyot Tribe, California
105	Yocha Dehe Wintun Nation, California
106	Yuhaaviatam of San Manuel Nation
107	Yurok Tribe of the Yurok Reservation, California

Appendix C: Senate Bill 108 (2024)

SEC. 209.

Item 5227-122-0001 of Section 2.00 of the Budget Act of 2024 is amended to read:

5227-122-0001—For local assistance, Board of State and
Community Corrections

Schedule:

- (1) 4945-Corrections Planning and Grant Programs
.....

Provisions:

1. These funds shall be awarded by the Board of State and Community Corrections as competitive grants to federally recognized Indian tribes in California to support efforts to identify, collect case-level data, publicize, and investigate and solve cases involving missing and murdered indigenous people. The board shall consult with and include stakeholders from the indigenous community to inform the grant outreach process and the process to select and administer grants.
2. Grants should focus on activities including, but not limited to, developing culturally based prevention strategies, strengthening responses to human trafficking, and improving cooperation and communication on jurisdictional issues between state, local, federal, and tribal law enforcement in order to investigate and solve cases involving missing and murdered indigenous people. Allowable expenditures may include reimbursement to eligible tribes for contracted services with local law enforcement agencies for staffing in support of eligible grant activities.
3. Of the amount identified in this item, up to 5 percent shall be available to the Board of State and Community Corrections for transfer to Schedule (1) of Item 5227-001-0001 for costs to administer the grant programs. Funds transferred pursuant to this provision are available for encumbrance or expenditure until June 30, 2027.
4. Funds appropriated in this item are available for encumbrance or expenditure until June 30, 2027.
5. The Board of State and Community Corrections shall provide an initial report to the Legislature by December 1, 2023, and a final report by December 1, 2025, that includes, but is not limited to, information about the grant recipients, the allocation of funds, and applicable metrics and outcomes of the program.

https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB108

Appendix D: Project Work Plan

REQUIRED ATTACHMENT: You will be prompted to upload this document to the BSCC-Submittable Application.

Instructions: Applicants must complete a Project Work Plan, using the format below, that identifies measurable goals and objectives, process and outcome measures, activities and services, responsible parties for those activities and services, data sources and estimated timelines. Completed plans should (1) identify the project’s top goals and objectives; (2) identify how the goal(s) will be achieved in terms of the activities, responsible staff/partners, and start and end dates, process and outcome measures; and (3) provide goals and objectives with a clear relationship to the need and intent of the grant. The Project Work Plan must attempt to identify activities/services and estimate timelines for the entire grant term. A minimum of one goal and corresponding objectives, process measures, etc. must be identified.

Please cut and paste into a Word document. Expand cells as necessary.

(1) Goal:	>		
Objectives (A., B., etc.)	A.> B.> C.>		
Process Measures and Outcome Measures:	>		
Project activities that support the identified goal and objectives:	Responsible staff/partners:	Timeline	
		Start Date	End Date
1.> 2. 3.	1. > 2. 3.	1.> 2. 3.	1.> 2. 3.
List data and sources to be used to measure outcomes: >			

(2) Goal:	>		
Objectives (A., B., etc.)	A.> [redacted] B.> [redacted] C.> [redacted]		
Process Measures and Outcome Measures:	> [redacted]		
Project activities that support the identified goal and objectives:	Responsible staff/partners:	Timeline	
		Start Date	End Date
1.> [redacted] 2. 3.	1.> [redacted] 2. 3.	1.> [redacted] 2. 3.	1.> [redacted] 2. 3.
List data and sources to be used to measure outcomes: >			

(3) Goal:	>		
Objectives (A., B., etc.)	A.> [redacted] B.> [redacted] C.> [redacted]		
Process Measures and Outcome Measures:	> [redacted]		
Project activities that support the identified goal and objectives:	Responsible staff/partners:	Timeline	
		Start Date	End Date
1.> [redacted] 2. 3.	1.> [redacted] 2. 3.	1.> [redacted] 2. 3.	1.> [redacted] 2. 3.
List data and sources to be used to measure outcomes: >			

Appendix E: Level One Evaluation Requirements

Guidelines for the Local Evaluation Plan and Local Evaluation Report

For the MMIP grant program, the Board of State and Community Corrections (BSCC) requires grantees to complete what is called a **Level One Evaluation** of their grant-funded project. A Level One Evaluation focuses on achievement of the project's goals and objectives. Demonstration of completing this requirement will require the submission of two documents, a Local Evaluation Plan and a Local Evaluation Report. Both are described below along with their due dates.

- **Local Evaluation Plan (LEP)** – A written document that describes the data collection, management, and analysis and reporting plan that will be implemented to ensure that achievement of the project's goals and objectives can and will be assessed. Ideally it should be developed before the project starts or during project implementation, before services or activities begin. It is due by 5 p.m. on April 30, 2026.
- **Local Evaluation Report (LER)** – A written document that provides the interpretation of various data elements intended to assess whether the project was successful in achieving its goals and objectives. It is due by 5 p.m. on June 1, 2029.

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

LOCAL EVALUATION PLAN

Cover Page

The cover page provides a descriptive report title and identifies the grantee(s), author(s), project period, and funding source.

Project Overview

This section provides a concise overview of the project's activities, services, or interventions, emphasizing their relevance to the target population (if applicable). The information provided should focus on the essential information necessary to understand the project's goals and objectives (next section). It should not describe the need for the project. This section shall not exceed two (2) pages in length.

Data Collection Plan

For each of the project's goals and associated objectives, this section identifies the data elements, including their source and frequency of collection, that will be used to measure their achievement. To complete this section, first use the table template provided (see example below) to list each of the project's goals and associated objectives as documented in the grant agreement.³ One table template should be used for each goal and its associated objectives. Next, complete each table by listing, on separate rows, each distinct data element that will be collected to measure achievement toward the respective goal or its objective(s). For each data element, use the remaining columns to identify the data source, frequency of data collection, and the goal or objective that is the target. Definitions for these terms follow.

³ The goals and objectives shall be those within the grant agreement unless changes were preapproved by the assigned BSCC Field Representative.

- *Data element* – a basic unit of information, or data, to be collected that has a unique meaning (e.g., gender, race, city, age, arrest date, graduation rate). Please note that the data elements must be logically related to the respective goal or objective it is intended to assess.
- *Data source* – the location from which the data element originates (e.g., intake form, case management system, standardized assessment, interview, focus group, MOU with partner agency).
- *Frequency of data collection* – defines how often the data element will be collected or pulled from the data source (e.g., at enrollment, at project/program exit/completion, every 6 months, annually, quarterly, during case management sessions, at course completion).
- *Target* – the goal or objective(s) that the data element is intended to assess.

Data Collection Plan for Goal 1 (Table Template)

Goal 1:			
Objective a:			
Objective b:			
Objective c:			
Objective d:			
Data Elements	Data Sources	Frequency of Collection	Target
1.			<input type="checkbox"/> Goal <input type="checkbox"/> Objective(s):
2.			<input type="checkbox"/> Goal <input type="checkbox"/> Objective(s):
3.			<input type="checkbox"/> Goal <input type="checkbox"/> Objective(s):

Data Management

This section provides a concise description of the process that will be used to acquire, validate, store, protect, and monitor the data elements identified in the section(s) above. The description shall not exceed one page and should, at a minimum, include:

- Identification of who is responsible for implementing the data collection plan(s).
- Detail data sharing agreements with external partners, if applicable.
- How the data will be monitored throughout the duration of the project and adjustments, if needed, will be identified and made in a timely manner to the data collection plan(s).
- How incomplete or inconsistent data will be identified and corrected.
- Where the data will be stored and kept secure.

Data Analysis and Reporting

This section provides a concise description of the process that will be used to analyze and present the data in a meaningful way. The description shall not exceed one-page and should, at a minimum, include:

- Identification of who is responsible for analyzing the data.
- How the data will be used to determine achievement of the goal(s) or objective(s) (e.g., comparison between two points in time).
- The analytical tools that will be used (e.g., Excel, Sheets, SPSS, SAS, R).
- Identification of who is responsible for communicating the findings and writing the LER.

LOCAL EVALUATION REPORT

Cover Page

The cover page provides a descriptive report title and identifies the grantee(s), author(s), project period, and funding source.

Project Overview

This section provides a concise overview of the project's activities, services, or interventions, emphasizing their relevance to the target population (if applicable). The information provided should focus on the essential information necessary to understand the project's goals and objectives (next section). It should not describe the need for the project. This section shall not exceed two (2) pages in length.

Goal Achievements

For each of the project's goals, this section(s) should highlight the most important results and analyses of the data elements collected that describe the extent to which the goal was achieved. Follow the results with a brief narrative that provides necessary context to understand the findings. The report writer can decide the proper heading(s) for this section(s). That is, rather than "Goal Achievements" as a single heading and section, a heading that is appropriate for each goal and its achievement can be used to organize the report (e.g., "Recidivism was Reduced by 50 Percent", "85 Percent of Participants Actively Engaged in Treatment"). The goals and objectives of the project should be clearly provided either within the text of this section or by providing the data collection tables from the LEP as an appendix.⁴

Discussion

This section is the final portion of the report and provides a holistic description of the meaning, importance, and relevance of the achievements reported. The content may also include a discussion of limitations, challenges, recommendations for future projects, and lessons learned. This section shall not exceed one (1) page in length.

Grantee Highlight

This section provides the grantee the opportunity to share a brief, visually appealing highlight or success story that provides additional information related to the project's success over the grant cycle. Optional graphs, charts, or photos may be included.⁵ This highlight may be included in a statewide report for the grant program. While every effort will be made to include these in a statewide report, inclusion in the report is not guaranteed. This section shall not exceed one (1) page in length.

Appendix (Optional)

The appendix(ices) may be provided to present the Data Collection table for each goal from the Local Evaluation Plan. Other content may be provided as appropriate.

⁴ These should be the original goals and objectives for the project as defined in the project's proposal unless they were modified with the approval of the assigned BSCC Field Representative. If they were modified, indicate so and provide a brief explanation for the modification.

⁵ The BSCC will only accept photographs in which all persons depicted are over 18 years of age and have consented to both being photographed and to the use and release of their image. By submitting photographs to the BSCC, the submitter acknowledges that all approvals have been obtained from the subjects in the photograph(s) and that all persons are over 18 years of age. Further, by submitting the photographs, the submitter irrevocably authorizes the BSCC to edit, alter, copy, exhibit, publish or distribute the photographs for purposes of publicizing BSCC grant programs or for any other lawful purpose. All photographs submitted will be considered public records and subject to disclosure pursuant to the California Public Records Act.

Appendix F: Glossary of Terms

Case Management

A collaborative process which assesses, plans, implements, coordinates, monitors, and evaluates the options and services required to meet an individual's health needs.⁶

Community-Based Organization

For this RFP, a Community-Based Organization is an organization located in the State of California that has been determined by the IRS to have 501(c)(3) status (i.e., nonprofit).

Community Defined Evidence Practices

A set of practices that communities have used and found to yield positive results as determined by community consensus over time. These practices may or may not have been measured empirically but have reached a level of acceptance by the community. Community defined evidence takes a number of factors into consideration, including a population's worldview and historical and social contexts that are culturally rooted. It is not limited to clinical treatments or interventions. Community Defined Evidence is a complement to Evidence Based Practices and Treatments, which emphasize empirical testing of practices and do not often consider cultural appropriateness in their development or application.⁷

Cultural Competence

Cultural competency is a developmental process in which one achieves increasing levels of awareness, knowledge, and skills along a continuum, improving one's capacity to work and communicate effectively in cross-cultural situations. Strategies for practicing cultural competency include:

- Learning about your own and others' cultural identities
- Combating bias and stereotypes
- Respecting others' beliefs, values, and communication preferences
- Adapting your services to each patient's unique needs
- Gaining new cultural experiences

Cultural Humility

Cultural humility is a reflective process of understanding one's biases and privileges, managing power imbalances, and maintaining a stance that is open to others in relation to aspects of their cultural identity that are most important to them.⁸

Strategies for practicing cultural humility include:

- Practicing self-reflection, including awareness of your beliefs, values, and implicit biases
- Recognizing what you don't know and being open to learning as much as you can
- Being open to other people's identities and empathizing with their life experiences
 - Acknowledging that the person is their own best authority, not you.
 - Learning and growing from people whose beliefs, values, and worldviews differ from yours.

Cultural Relevance

For the RFP, culturally relevant programs incorporate an awareness and understanding of, as well as a capacity to honor, the specific tribal customs, traditions, and beliefs pertinent to the population being served. In a broader sense, cultural relevancy acknowledges the influence of the person's identity characteristics on the person's experience of the world and incorporates perspectives into the

⁶ Source: National Institute of Health

⁷ National Latino Behavioral Health Association

⁸ <https://thinkculturalhealth.hhs.gov/assets/pdfs/resource-library/clas-clc-ch.pdf>

program's environment. These identity characteristics include racial/ethnic, gender, class, religion, educational, sexual orientation, gender identity, family heritage, disability, and any other identity the child communicates as important.

Evaluations (Process and Outcomes)

Process Evaluation⁹

The purpose of the process evaluation is to assess how program activities are being carried out in accordance with goals and objectives. Process measures are designed to answer the question: "What is the program actually doing and is this what we planned it to do?"

Examples of process measures could include:

- Project staff have been recruited, hired, and trained according to the proposal.
- Activities/strategies have been implemented on time according to the proposal.
- Number of interagency agreements entered into by the program compared to the number planned.
- Number of trainings conducted.
- Number of neighborhood meetings conducted.

Outcome Evaluation¹⁰

The purpose of the outcome evaluation is to identify whether the program "worked" in terms of achieving its goals and objectives. Outcome measures are designed to answer the question: "What results did the program produce?"

Examples of outcome measures include:

- Results of pre/post surveys (e.g., changes in the reported confidence/trust in law enforcement among community members).
- Implementation of regular, ongoing community forums where community dialogue takes place.
- Changes in policies at the Lead Agency level to reflect procedural justice principles.

In an evidence-based practice approach, outcome evaluations must include not only the measures but also analysis of the extent to which the measured results can be attributed to the program rather than to coincidence or alternative explanations.

Evidence-based / Promising Practices

Evidence-based practices are programs and strategies that have been found effective at improving outcomes, using rigorous scientific research methods. Programs and strategies may be evidence-based across all populations, or only for particular cultures and identities.

Promising practices are programs and strategies that have shown some positive results and potential for improving outcomes. They may have evidence from use in real-world settings, a strong theoretical framework, and/or expert opinion, but have not been fully replicated in scientific studies. Depending on the level of scientific evidence, these are sometimes referred to as "evidence-informed," "research-supported," or "emerging" practices.

Financial Audit

A financial audit provides assurances that an organization's financial statements are free of material misstatement based upon the application of generally accepted accounting principles.

⁹ Justice Research and Statistics Association, Juvenile Justice Evaluation Center. (2003, June). *Juvenile Justice Program Evaluation: An overview* (Second Edition) p. 7. Retrieved from <http://www.jrsa.org/njjec/publications/program-evaluation.pdf>

¹⁰*Id* at pp. 7-8.

Goals and Objectives

Goals and objectives are terms in common use, sometimes used interchangeably because both refer to the intended results of program activities. Goals are longer-term than objectives, more broadly stated and govern the specific objectives to which program activities are directed.

In proposals, goals are defined by broad statements of what the program intends to accomplish, representing the long-term intended outcome of the program.¹¹

Examples of goal statements:¹²

- To reduce the number of serious and chronic juvenile offenders.
- To divert nonviolent juvenile offenders from state juvenile correctional institutions.
- To restore the losses suffered by the victims of crimes.

Objectives are defined by statements of specific, measurable aims of program activities.¹³ Objectives detail the tasks that must be completed to achieve goals.¹⁴ Descriptions of objectives in the proposals should include three elements:¹⁵

1. Direction – the expected change or accomplishment (e.g., improve, maintain);
2. Timeframe – when the objective will be achieved; and
3. Target Population– who is affected by the objective.

Examples of program objectives:¹⁶

- By the end of the program, young, drug-addicted juveniles will recognize the long-term consequences of drug use.
 - To place eligible juveniles in an intensive supervision program within two weeks of adjudication to ensure offender accountability and community safety.
 - To ensure that juvenile offenders carry out all the terms of the mediation agreements they have worked out with their victims by program completion.

Human Trafficking

Human Trafficking is a crime involving the exploitation of a person for labor, services, or commercial sex¹⁷.

Key Partner

A Key Partner is an indispensable agency or entity that the grantee does not have direct control over that will provide essential services for the grant project.

Trauma

Trauma is an experience(s) that causes intense physical and psychological stress reactions. It can refer to a single event, multiple events, or a set of circumstances that is experienced by an individual as physically and emotionally harmful or threatening and that has lasting adverse effects on the individual's physical, social, emotional, cognitive, or spiritual well-being.

¹¹ Justice Research and Statistics Association, Juvenile Justice Evaluation Center. (2003, June). *Juvenile Justice Program Evaluation: An overview (Second Edition)*. Retrieved from <http://www.jrsa.org/njiec/publications/program-evaluation.pdf>. See also New York State Division of Criminal Justice Services. *A Guide to Developing Goals and Objectives for Your Program*. Retrieved from .

¹² *Id.* at p. 4.

¹³ National Center for Justice Planning. Overview of Strategic Planning. *Where Do We Want to Be? Goals and Objectives*. Retrieved from <http://ncjp.org/strategic-planning/overview/where-do-we-want-to-be-goals-objectives>.

¹⁴ *Id.*; see *supra* fn 1.

¹⁵ Justice Research and Statistics Association, Juvenile Justice Evaluation Center. (2003, June). *Juvenile Justice Program Evaluation: An overview (Second Edition)* p. 5. Retrieved from <http://www.jrsa.org/njiec/publications/program-evaluation.pdf>.

¹⁶ *Id.*

¹⁷ U.S. Department of Justice

Trauma-Informed

A Trauma-Informed approach is one in which all parties involved recognize and respond appropriately to the impact of traumatic stress designed to the individual needs and ensure their physical and psychological safety. Trauma-informed care is an organizational structure and system framework that involves understanding, recognizing, and responding to traumatic stress reactions and the effects of all types of trauma.

Qualitative Data

Data/information that is based on written or spoken narratives. The purpose of qualitative data/information is to explain and gain insight and understanding of events through collection of narrative data/information.

Quantitative Data

Data/information that is based on numbers and mathematical calculations. The purpose of quantitative data is to explain, predict, and/or control events through focused collection of numerical data.

Temporary Housing

For this RFP, temporary housing includes reimbursement for hotel/motels stays up to but not exceeding 14-days. Reimbursement for hotel/motels stays must be approved by the BSCC in advance. If temporary housing is requested, it must have a link to a PPA or MMIP grant activities.

DRAFT

Appendix G: Key Partner Commitment Form

Missing and Murdered Indigenous People (MMIP) Grant Program

Instructions: For the purposes of this RFP, “Key Partner” means an indispensable agency or entity, named in the proposal, that the grantee does not have direct control over that will provide essential services for the grant project. If the success of the grant project depends upon the cooperation of an outside agency or entity, that agency or entity is a key partner. (See RFP for specific examples.) The form must include the name of the agency or entity, a description of the services to be provided, and be signed and dated by an authorized individual representing the agency or entity. Submit one form per partner agency or organization. **This form is required only if there are key partners identified in the Proposal Narrative.**

Tribal Applicant(s): Enter applicant name

Partner Organization or Agency: Enter partner name

Grant Service Period: August 1, 2025 to January 31, 2029

Services to be Provided by the Partner Organization or Agency during the Grant Period:

Enter services to be provided

Authorized Signature of Partner Organization or Agency (electronic signatures accepted):

Title of Individual Signing this Form: Enter title

Date Signed: Enter date

Appendix H: Grantee Assurance for Non-Governmental Organizations

REQUIRED ATTACHMENT:

You will be prompted to upload this document to the BSCC-Submittable Application.

Instructions: The form on the following page must be submitted with the application even if there are no plans to subcontract at the time of submission, or if the name of the subcontract party is unknown. In either of these cases, the applicant should write “N/A” in the Name of Subcontracted Party column and complete the signature box. A signature on this form provides an assurance to BSCC that the signing authority has read and acknowledged these terms.

The Missing and Murdered Indigenous People (MMIP) Grant Program Request for Proposals (RFP) includes requirements that apply to non-governmental organizations (NGOs)¹⁸ providing services with grant funds. Grantees are responsible for ensuring that all contracted third parties continually meet these requirements as a condition of receiving funds. The RFP describes these requirements as follows:

Any non-governmental organization that receives Missing and Murdered Indigenous People Grant funds (as either a subgrantee or subcontractor) must:

- Have been duly organized, in existence, and in good standing for at least six (6) months prior to the effective date of its fiscal agreement with the BSCC or with the Missing and Murdered Indigenous People grantee;
 - Non-governmental entities that have recently reorganized or have merged with other qualified non-governmental entities that were in existence prior to the six (6) month date are also eligible, provided all necessary agreements have been executed and filed with the California Secretary of State prior to the start date of the grant agreement with the BSCC or the start date of the grantee subcontractor fiscal agreement;
- Be registered with the California Secretary of State’s Office, if applicable;
- Be registered with the Office of the Attorney General’s Registry of Charitable Trusts, if applicable;
- Have a valid Employer Identification Number (EIN) or Taxpayer ID (if sole proprietorship);
- Have a valid business license, if applicable;
- Have no outstanding civil judgments or liens; and
- Have any other state or local licenses or certifications necessary to provide the services requested (e.g., facility licensing by the Department of Health Care Services), if applicable.

Completing the NGO Assurance Form (on the next page)

1. Provide the name of the Applicant Agency (the Grantee),
2. List all contracted parties (if known*),
3. Check Yes or No to indicate if each contracted part meets the requirements,
4. Sign and Submit to the BSCC.

***NOTE:** If the name of the contracted party is unknown or if there will be no contracted parties. Write N/A in the “Name of Contracted Party” field and sign the document.

¹⁸ For the purposes of this RFP, NGOs include nonprofit and for-profit community-based organizations, faith-based organizations, evaluators (except government institutions such as universities), grant management companies, and any other non-governmental agency or individual.

**Missing and Murdered Indigenous People Grant Program
Non-Governmental Organization Assurances**

Name of Applicant:

Name of Sub-Contracted Party	Address	Email / Phone	Meets All Requirements
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>

*Grantees are required to update this list and submit it to BSCC any time a new third-party contract is executed after the initial assurance date. Grantees shall retain (on-site) applicable source documentation for each contracted party that verifies compliance with the requirements listed in the RFP. The BSCC will not reimburse for costs incurred by any third party that does not meet the requirements listed above and for which the BSCC does not have a signed grantee assurance on file.

A signature below is an assurance that all requirements listed above have been met.

AUTHORIZED SIGNATURE			
This document must be signed by the person who is authorized to sign the Grant Agreement.			
NAME OF AUTHORIZED OFFICER	TITLE	TELEPHONE NUMBER	EMAIL ADDRESS
STREET ADDRESS	CITY	STATE	ZIP CODE
APPLICANT'S SIGNATURE (Blue Ink Only)			DATE

Appendix I: Certification of Compliance with BSCC Polices on Debarment, Fraud, Theft and Embezzlement

REQUIRED ATTACHMENT:

You will be prompted to upload this document to the BSCC-Submittable Application.

It is the policy of the BSCC to protect grant funds from unreasonable risks of fraudulent, criminal, or other improper use. As such, the Board will not enter into contracts or provide reimbursement to applicants that have been:

1. debarred by any federal, state, or local government entities during the period of debarment; or
2. convicted of fraud, theft, or embezzlement of federal, state, or local government grant funds for a period of three years following conviction.

Furthermore, the BSCC requires grant recipients to provide an assurance that there has been no applicable debarment, disqualification, suspension, or removal from a federal, state or local grant program on the part of the grantee at the time of application and that the grantee will immediately notify the BSCC should such debarment or conviction occur during the term of the Grant contract.

BSCC also requires that all grant recipients include, as a condition of award to a subgrantee or subcontractor, a requirement that the subgrantee or subcontractor will provide the same assurances to the grant recipient. If a grant recipient wishes to consider a subgrantee or subcontractor that has been debarred or convicted, the grant recipient must submit a written request for exception to the BSCC along with supporting documentation.

By checking the following boxes and signing below, applicant affirms that:

I/We are not currently debarred by any federal, state, or local entity from applying for or receiving federal, state, or local grant funds.

I/We have not been convicted of any crime involving theft, fraud, or embezzlement of federal, state, or local grant funds within the last three years. We will notify the BSCC should such debarment or conviction occur during the term of the Grant contract.

I/We will hold subgrantees and subcontractors to these same requirements.

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

AUTHORIZED SIGNATURE			
This document must be signed by the person who is authorized to sign the Grant Agreement.			
NAME OF AUTHORIZED OFFICER	TITLE	TELEPHONE NUMBER	EMAIL ADDRESS
STREET ADDRESS	CITY	STATE	ZIP CODE
APPLICANT'S SIGNATURE (Blue Ink Only) X			DATE

Appendix J: Governing Board or Tribal Council Resolution

Before grant funds can be reimbursed, a grantee must either (1) submit a resolution from its Governing Board or Tribal Council that delegates authority to the individual authorized to execute the grant agreement or (2) provide sufficient documentation indicating that the prospective grantee has been vested with plenary authority to execute grant agreements.

Below is assurance language that, at a minimum, must be included in the resolution submitted to the Board of State and Community Corrections. **Applicants are encouraged (but not required) to submit the resolution with their application.**

WHEREAS the ***(insert name of Applicant Tribe)*** desires to participate in the Missing and Murdered Indigenous People Grant Program funded through the California State Budget Act and administered by the Board of State and Community Corrections (hereafter referred to as the BSCC).

NOW, THEREFORE, BE IT RESOLVED that the ***(insert title of designated official)*** be authorized on behalf of the ***(insert name of Governing Board or Tribal Council)*** to submit the grant proposal for this funding and sign the Grant Agreement with the BSCC, including any amendments thereof.

BE IT FURTHER RESOLVED that grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

BE IT FURTHER RESOLVED that the ***(insert name of Applicant Tribe)*** agrees to abide by the terms and conditions of the Grant Agreement as set forth by the BSCC.

Passed, approved, and adopted by the ***(insert name of Governing Board or Tribal Council)*** in a meeting thereof held on ***(insert date)*** by the following:

Ayes:
Notes:
Absent:
Signature: _____ Date: _____

Typed Name and Title: _____

ATTEST: Signature: _____ Date: _____

Typed Name and Title: _____

Attachment E-2

**Missing and Murdered Indigenous People (MMIP) Grant Program
Executive Steering Committee Members**

	Name	Title	Organization/Tribe
1.	Norma Cumpian, Char	Associate Director	Anti-Recidivism Coalition
2.	Merri Lopez-Keifer	Director	CA Attorney General's, Office of Native American Affairs
3.	Matt Hansen	Lieutenant	Red Bluff Police Department
4.	Hedi Bogda Hitchcock	Lawyer/Consultant	Leech Lake Band
5.	Walter Kurtz	Corporal	Riverside County Sheriff's Office
6.	Keely Linton-Gallardo	Director	Strong Hearted Native Women's Coalition
7.	Percilla Frizzell	Director	Sacred Generations
9.	Heather Hostler	Executive Director	California Legal Services

Attachment E-3

Missing and Murdered Indigenous People Grant Program

5227-122-0001—For local assistance, Board of State and Community Corrections 17,250,000

Schedule:

(1) 4945-Corrections Planning and Grant Programs 17,250,000

Provisions:

These funds shall be awarded by the Board of State and Community Corrections as competitive grants to federally recognized Indian tribes in California to support efforts to identify, collect case-level data, publicize, and investigate and solve cases involving missing and murdered indigenous people. The board shall consult with and include stakeholders from the indigenous community to inform the grant outreach process and

1. the process to select and administer grants.

Grants should focus on activities including, but not limited to, developing culturally based prevention strategies, strengthening responses to human trafficking, and improving cooperation and communication on jurisdictional issues between state, local, federal, and tribal law enforcement in order to investigate and solve cases involving missing and murdered indigenous people. Allowable expenditures may include reimbursement to eligible tribes for contracted services with local law enforcement agencies for staffing in support of eligible grant activities.

2.

Of the amount identified in this item, up to 5 percent shall be available to the Board of State and Community Corrections for transfer to Schedule (1) of Item 5227-001-0001 for costs to administer the grant programs. Funds transferred pursuant to this provision are available for encumbrance or expenditure until June 30, 2027.

3.

Funds appropriated in this item are available for encumbrance or expenditure until June 30, 2027.

4.

The Board of State and Community Corrections shall provide an initial report to the Legislature by December 1, 2023, and a final report by December 1, 2025, that includes, but is not limited to, information about the grant recipients, the allocation of funds, and applicable metrics and outcomes of the program.

5.

https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB108

Agenda Item F

MEETING DATE: November 21, 2024

AGENDA ITEM: F

TO: BSCC Chair and Members

FROM: Katie Thompson, Field Representative, katie.thompson@bscc.ca.gov
Lonni Jones, Field Representative, lonni.jones@bscc.ca.gov

SUBJECT: Adult Reentry Grant (ARG) Program – Cohort 4 – Release of the Requests for Proposals: **Requesting Approval**

Summary

This agenda item requests Board approval to release a Request for Proposals (RFP) (Attachment F-1) for Cohort 4 of the Adult Reentry Grant (ARG), as recommended by the Executive Steering Committee (ESC). This RFP will make \$108.3 million available to eligible community-based organizations to provide warm handoff, reentry, and rental assistance programs that support individuals released from state prison.

Background

The ARG Program provides funding for community-based organizations (CBO) to support individuals formerly incarcerated in state prison. ARG was established in the 2018 Budget Act (Senate Bill 840, Chapter 29, Statutes of 2018) and has received annual appropriations through the State Budget Act. A total of 217 projects have been awarded more than \$221 million in funding since ARG was implemented.

The Budget Acts of 2023 (Assembly Bill 102, Chapter 38, Statutes of 2023) and 2024 (Assembly Bill 107, Chapter 22, Statutes of 2024) appropriated \$57 million, respectively, for a total of \$114 million to award competitive grants, as follows:

- \$54.15 million shall be available for the **warm handoff and reentry** of offenders transitioning from state prison to communities. Priority shall be given to individuals released to state parole.
- \$54.15 million shall be available for **rental assistance**. Priority shall be given to individuals released to state parole.
- Up to 5 percent (\$5.7 million) shall be available to BSCC for costs to administer the grant programs.

Key Grant Components

Authorizing legislation required BSCC to establish an ESC comprised of members from relevant state agencies with expertise in public health, housing, and rehabilitation, including justice-impacted individuals and community-based organizations focused on reentry.

On July 12, 2024, the Board appointed Board Member Jason Johnson, Director of the Division of Adult Parole Operations at the California Department of Corrections and Rehabilitation, as Chair of the ARG Cohort 4 ESC. The ESC convened two days in September 2024 and one day in October 2024 to develop the RFP. An ESC membership

roster is included in Attachment F-2. The ESC and staff discussed several components of the new RFP and have recommended the following:

- **Eligibility:** Only community-based organizations with nonprofit (501(c)(3) status) in California that provide direct services to the community are eligible to apply.
- **Grant Period:** ARG projects will be awarded for a 42-month term, from July 1, 2025 to December 31, 2028. The first three years (July 1, 2025, to June 30, 2028) are for implementation and service delivery. The last six months (July 1, 2028, to December 31, 2028) are for completion of an audit and final evaluation report.
- **Funding Thresholds:** Eligible applicants may apply for a **maximum of \$4,500,000** for the entire grant period. Within that funding threshold, applicants may request up to:
 - \$2,250,000 in the Warm Hand-Off/Reentry Services category
 - \$2,250,000 in the Rental Assistance category
- **Housing First:** ARG projects must align with Housing First, which is an approach to serving people experiencing homelessness that recognizes that a person must first be able to address basic needs before stabilizing and engaging in programs. Welfare and Institutions Code sections 8255-8257.2 provide legislative guidance by defining the core components of “Housing First” and requiring a state agency that funds, implements, or administers a state program that provides housing or housing-related services to people experiencing homelessness or at risk of homelessness, to adopt guidelines that include the principles of “Housing First.”
- **New Grant Structure:** Historically, BSCC has administered separate RFP processes for the two grant components, Warm Handoff/Reentry and Rental Assistance, treating them as stand-alone grant projects. This ESC determined that the two components should not be treated as separate and distinct grants, but rather, they should be treated as categories or program purposes areas in a single grant. Therefore, the ESC recommended a new grant structure, where applicants may submit one proposal and request funding for a project with grant activities that include **both** Warm Handoff/Reentry Services **and** Rental Assistance or either component.
- **Eligible grant activities:** Authorizing legislation does not define or specify the types of services to be funded under “Warm Handoff” or “Rental Assistance.” To guide applicants, the ESC developed the following definitions:
 - *Warm Handoff:* A collaborative continuity of care that includes the participant and their support team when services transition from one provider to another. Multiple warm handoffs may occur during a client’s engagement, e.g., from an in-custody counselor to a transitional case manager to a housing provider. These activities can also include reentry services, which may include barrier removal, case management, housing support, and incentives to assist an

individual in transitioning from incarceration, parole supervision, or housing insecurity to self-sufficiency and permanent housing.

- **Rental Assistance:** Direct housing costs, including rent, vouchers, deposits, landlord incentives, utility payments, household furnishings, and costs required to place or maintain a participant in transitional or permanent housing.
- **Target population:** Grant projects funded by ARG must serve individuals, age 18 and over, who have been formerly incarcerated in state prison, with priority being given to those recently released and/or on state parole.
- **Reporting requirements:** ARG grantees must submit Quarterly Progress Reports, a Local Evaluation Plan (six months post-award), and a Final Local Evaluation Report.

RFP Activities and Tentative Timeline

Below is a tentative timeline of activities necessary to administer a competitive RFP for the ARG Cohort 4 grant.

Activity	Date
RFP Presented for Board Approval	November 21, 2024
Release RFP to the Field	November 22, 2024
Grant Information Session for Prospective Applicants	December 17, 2024
Proposals Due to the BSCC	March 3, 2025
Proposal Rating Process and Development of Funding Recommendations	March - June, 2025
Present Funding Recommendations to the Board	June 19, 2025
Grants Begin	July 1, 2025
Grants End	December 31, 2028

Recommendation/Action Needed

Staff recommends that the Board:

- Approve the release of the Adult Reentry Grant Cohort 4 Request for Proposals as recommended by the Executive Steering Committee.

Attachments

F-1: Adult Reentry Grant RFP

F-2: ARG Cohort 4 ESC Membership Roster

Attachment F-1

Adult Reentry Grant (ARG) Cohort 4 Request for Proposals

Eligible Applicants:

California Nonprofit Community-Based Organizations



Grant Period: July 1, 2025, to December 31, 2028
(three years for service delivery, six months for evaluation and audit)

RFP Released: November 22, 2024

Letters of Intent Due: December 20, 2024

Proposals Due: March 3, 2025

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CONFIDENTIALITY NOTICE:

All documents submitted as a part of the Adult Reentry Grant Program proposal are public documents and may be subject to a request pursuant to the California Public Records Act. The BSCC cannot ensure the confidentiality of any information submitted in or with this proposal.

(Gov. Code, §§ 6250 et seq.)

Part I: Grant Information

Questions about the Grant?

This Request for Proposals (RFP) provides the information necessary to submit a proposal to the Board of State and Community Corrections (BSCC) for grant funds available through the Adult Reentry Grant Program (ARG).

The BSCC staff cannot assist the applicant or its partners with the actual preparation of a proposal. Any technical questions concerning the RFP, the proposal process, or programmatic issues must be submitted by email to: ARGCohort4@bscc.ca.gov

The BSCC will accept and respond to written questions about this RFP until February 28, 2025. A Frequently Asked Questions (FAQs) document will be posted to the [BSCC website](#) and updated periodically through March 7, 2025.

Background and Purpose of the Grant

The ARG Program provides funding for community-based organizations to support individuals formerly incarcerated in state prison. ARG was established in the 2018 Budget Act (Senate Bill 840, Chapter 29, Statutes of 2018) and receives annual appropriations through the Budget Acts.¹ A total of 217 projects have been awarded \$221,243,057 in funding since ARG was implemented.

The Budget Acts of 2023 (Assembly Bill 102, Chapter 38, Statutes of 2023) (AB 102) and 2024 (Assembly Bill 107, Chapter 22, Statutes of 2024) (AB 107) appropriated \$57,000,000, respectively, for a total of \$114,000,000² to award competitive grants as follows:

- \$54,150,000 shall be available for **warm handoff and reentry** of offenders transitioning from state prison to communities. Priority shall be given to individuals released to state parole.
- \$54,150,000 shall be available for **rental assistance**. Priority shall be given to individuals released to state parole.

This RFP will address funding available for both the Warm Handoff and Reentry Services and Rental Assistance components of the grant. **Within a proposal, applicants may apply for funding in either or both categories.**

¹ ARG received funding through the Budget Act of 2019 (Assembly Bill 74, Chapter 23, Statutes of 2019), the Budget Act of 2020 (Assembly Bill 89, Chapter 7, Statutes of 2020), the Budget Act of 2021 (Assembly Bill 128, Chapter 21, Statutes of 2021) Budget Act 2022 (Senate Bill 154, Chapter 43, Statutes of 2022).

² Up to 5% (\$5,700,000 total) shall be available to BSCC for costs to administer the grant programs.

BSCC Executive Steering Committee Process

To ensure successful program design and implementation, the BSCC uses Executive Steering Committees (ESC) to inform decision making related to the Board's programs. BSCC's ESCs are composed of subject matter experts and stakeholders representing both the public and private sectors. The BSCC makes every attempt to include diverse representation on its ESCs, in breadth of experience, geography and demographics.

ESCs are convened and approved by the BSCC Board, as the need arises, to carry out specified tasks, including the development of RFPs for grant funds. ESCs submit grant award recommendations to the BSCC Board, and the Board then approves, rejects, or revises those recommendations. Members of the ESCs are not paid for their time but are reimbursed for travel expenses incurred to attend meetings.

Pursuant to AB 107 and 102, the BSCC was required to form an ESC with members from relevant state agencies and departments with expertise in public health, housing, workforce development, and effective rehabilitative treatment for people returning from prison to develop grant-program criteria and make recommendations to the board regarding grant awards. Representatives were to include but were not limited to the:

- Department of Housing and Community Development;
- Office of Health Equity, California Department of Public Health;
- County probation;
- Representatives of reentry-focused community-based organizations;
- Criminal justice impacted individuals; and
- Representatives of housing-focused community-based organizations.

Throughout the ESC process, there have been opportunities for stakeholder and public input into the development of the Adult Reentry grant program. For a list of ESC members see Appendix B of this RFP.

Conflicts of Interest

Existing law prohibits any grantee, subgrantee, partner or like party who participated on the Adult Reentry Grant Program ESC from receiving funds awarded under this RFP. Applicants who are awarded grants under this RFP are responsible for reviewing the Adult Reentry Grant Program ESC membership roster and ensuring that no grant dollars are passed through to any entity represented by any member of the Adult Reentry Grant Program ESC.

Proposal Due Date and Submission Instructions

The Adult Reentry Grant Program Proposal Package submission is available through an online portal submission process. Applicants must submit proposals through the BSCC Submittable Portal by **5:00 P.M. on Monday, March 3, 2025**.

Please allow sufficient time to begin and submit your proposal. Be advised that completing the proposal and uploading the required documents into the Submittable portal may take a significant amount of time. If the BSCC does not receive a submission by 5:00 p.m. (PST) on March 3, 2025, the proposal **will not be considered for funding. Applicants are strongly advised to submit proposals in advance of the due date and time to avoid disqualification.

Submission Instructions

READ THIS ENTIRE RFP DOCUMENT PRIOR TO INITIATING THE RFP PROCESS. This RFP Instruction Packet contains all the necessary information to successfully complete and submit the Adult Reentry Grant Program Proposal.

Proposals for the Adult Reentry Grant Program must be submitted through the **BSCC-Submittable Application portal**. The BSCC-Submittable Application portal, Adult Reentry Grant Program Application, and all required attachments are available on the [BSCC](#) website.

The ARG RFP is accessible by clicking the “Click here to Submit; Powered by Submittable” button located on the ARG homepage at: https://www.bscc.ca.gov/s_argrant/. You will be prompted to create a free Submittable account and log-in (or sign into an existing account) prior to accessing the online RFP.

After an account is established, applicants may proceed with the submission process. As part of the online BSCC Submittable process, applicants will be required to download several mandatory forms that must be completed, signed (if applicable), and uploaded at specific prompts within the BSCC Submittable portal prior to submission, to include:

1. Project Work Plan
2. Budget Attachment
3. Grantee Assurance for Non-Governmental Organizations that Receive BSCC Funds as a Subcontractor
4. Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft, and Embezzlement
5. Governing Board Resolution – (optional; not required for proposal submission)

Note: You must click the “Save Draft**” button at the end of the proposal page to save any updates and/or changes you have made to your proposal prior to applying, each time you log in to your proposal. In addition, most of the fields within the RFP require information to be entered; therefore, the system will not allow proposal submission if all mandatory fields are not

completed. Once you have successfully submitted the proposal through the BSCC Submittable portal, you will receive an email acknowledging your proposal has been received.

Having Technical Issues?

If you experience technical difficulties with submitting your proposal through the Submittable portal, you should submit a Help Ticket through Submittable, as BSCC does not control that site. Also please email the BSCC at: ARGCohort4@bscc.ca.gov and call the BSCC main line at (916) 445-5073 and ask to speak to someone about the ARG RFP process. Be advised that applicants contacting Submittable and/or the BSCC on the due date may not receive timely responses.

Please allow sufficient time for Submittable and BSCC to provide technical assistance.

Planning to Apply? How to Submit a Letter of Intent

Applicants interested in applying for an ARG grant are asked (but not required) to submit a non-binding letter indicating their intent to apply. These letters will aid the BSCC in planning for the proposal evaluation process.

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

1. Name of the applicant entity;
2. Name of a contact person; and
3. A brief statement indicating the applicant's intent to submit a proposal.

Please submit Letters of Intent via email to argcohort4@bscc.ca.gov by Friday, December 20, 2024. Please identify the email subject line as "ARG Letter of Intent."

Failure to submit a Letter of Intent is not grounds for disqualification. Prospective applicants that submit a Letter of Intent and decide later not to apply be penalized.

Want to Learn More About the ARG Grant?

Prospective applicants are invited but not required to attend a virtual **Grant Information Session** for prospective applicants. Attendance at the virtual Information Session is not a requirement. The purpose of this Information Session is to answer technical questions from prospective applicants and provide clarity on RFP instructions. Topics may include, but are not limited to, proposal submission instructions, eligibility, funding, and an overview of the evaluation requirements. There is no preference given to applicants who attend the Grant Information Session. Details are listed below:

**Adult Reentry Grant Program - Cohort 4
Grant Information Session**

***Tuesday, December 17, 2024
at 1:30 P.M.***

[Join Zoom Here](#)

Or

Call In:

1-669-900-9128

Webinar ID: 827 8811 0481

Grant Period

Proposals selected for funding will be under agreement for 42 months, from **July 1, 2025 to December 31, 2028**. This includes a three-year grant project service delivery period starting on July 1, 2025 and ending on June 30, 2028. An additional six months (July 1, 2028 to December 31, 2028) will be included in the term of the grant agreement for the sole purposes of finalizing and submitting a required Local Evaluation Report and a required audit (both described later in this RFP).

Table 1. A visual illustration of the grant agreement period is provided below:

Year 1	Year 2	Year 3	Six-Month Closeout
Service Delivery	Service Delivery	Service Delivery	Data Analysis, Evaluation and Audit
July 1, 2025 – June 30, 2026	July 1, 2026 – June 30, 2027	July 1, 2027 – June 30, 2028	July 1, 2028 – December 31, 2028
Service delivery and data collection.	Service delivery and data collection.	Service delivery and data collection.	Completion of a: <ul style="list-style-type: none"> ▪ Final Evaluation Report ▪ Program Compliance Audit <i>Only expenses related to evaluation and audit efforts may be incurred in this period. No new services should be delivered during the closeout period.</i>

Eligibility to Apply³

Eligibility for ARG funding is limited to Community-Based Organizations (CBOs) that provide direct services to the community and meet all the following criteria at the time of application and for the duration of the grant term:

- Have been duly organized, in existence, and in good standing for at least **twelve (12) months** prior to the proposal submission deadline of March 3, 2025;

Note: CBOs that have recently reorganized or have merged with other qualified CBOs that were in existence prior to the twelve (12) month date are also eligible, provided all necessary agreements have been executed and filed with the [California Secretary of State](#) prior to the proposal submission deadline of March 3, 2025.

- Have been determined by the Internal Revenue Service to have 501(c)(3) status (i.e., non-profit);
- Be registered and in good standing with the [California Secretary of State's Office](#) as a non-profit, if applicable;
- Be registered and in good standing with the [California Office of the Attorney General, Registry of Charitable Trusts](#), if applicable;
- Have a valid Employer Identification Number (EIN) or Taxpayer ID (if sole proprietorship);
- Have a valid business license, if applicable;
- Have any other state or local licenses or certifications necessary to provide the services requested (e.g., facility licensing by the Department of Health Care Services), if applicable; and

³ The criteria listed above apply to CBOs receiving grant funds as a **direct grantee**. Other CBOs or non-governmental organizations receiving grant funds as a **subcontractor** must meet all the above criteria, with the following exceptions:

- Subcontractors need only be in existence and in good standing for at least **six (6) months** prior to the start date of the applicant's Grant Agreement with BSCC.
- Subcontractors are not required to have non-profit status.
- Subcontractors are not required to be registered with the California Office of the Attorney General, Registry of Charitable Trusts unless required by law.
- Subcontractors are not required to have a physical address.

- Have a physical address in California (a P.O. Box does not meet this requirement).

An applicant that receives ARG funding as a grantee may also subcontract on a maximum of two (2)* additional proposals. If an applicant intends to apply directly and also subcontract on another proposal, the proposals must fund separate and unique activities. An applicant may not be a subcontractor on their own proposed project.

**This limit applies to subcontractors delivering direct services to the target area or target population. This limit does not apply to subcontractors delivering professional services such as staff training, legal services, evaluation, organizational capacity building, accounting, bookkeeping, grants management, etc.*

An applicant may subcontract with other public or private entities, but if awarded, the applicant is the responsible agency and must ensure that all subcontractors comply with the requirements of the Grant Agreement. The grantee will be responsible for the implementation and administration of the grant project.

An applicant with multiple field offices or satellite projects must identify a county as the primary service area in which they will provide services and may submit one proposal covering all (or multiple) field offices and satellite projects.

Eligibility Criteria for Non-Governmental Organization Subcontractors

Community-based organizations or other non-governmental organizations (NGOs) receiving ARG funds as a subcontractor must also meet certain eligibility criteria. These can be found on the preceding page (see footnote) and in Attachment B, *Criteria and Assurance for NGOs that Receive BSCC Grant Funds as a Subcontractor*.

All applicants will be asked to submit a completed Attachment B as part of the complete proposal package to document the compliance of any NGOs identified as partners in the proposal. This form must be submitted even if an applicant has not yet identified its NGO subcontractors, to provide assurance that the applicant is aware of these criteria. Please note that these criteria do not apply to subcontractors delivering professional services such as staff training, legal services, evaluation, organizational capacity building, accounting, bookkeeping, grants management, etc.

Once awarded, grantees must submit an updated Attachment B throughout the grant term any time a new NGO subcontractor is added to the project through a subcontract. The BSCC will not reimburse for costs incurred by NGOs that do not meet the BSCC's requirements.

Fiscal Sponsors Applying for BSCC Grants

A tax exempt 501(c)(3) fiscal sponsor that provides administrative, accounting, organizational, and financial support to "projects" that have charitable purposes may apply for BSCC grants on behalf of a single "project."

Fiscal sponsors must meet the eligibility criteria and also adhere to the following conditions:

- The fiscal sponsor must be listed as the “applicant” throughout the application. This includes in the Submittable Applicant Information section, Budget document, and on any attachments that require the identification of an applicant.
- An authorized signatory for the fiscal sponsor that is vested with authority to enter into a contract with the BSCC must sign the grant application. The fiscal sponsor must certify that they and any subcontractors will abide by the laws, policies, and procedures governing funding of the program.
- A fiscal sponsor may only submit one application for the ARG Cohort 4 Request for Proposals. The roles, responsibilities, and participation of each sponsored “project” involved in the application should be identified.
- The fiscal sponsor may not charge the ARG Cohort 4 Grant a percentage fee to provide services for the project. Grant funded projects must be reimbursed for actual expenditures that are for eligible project costs.
- The fiscal sponsor must have a written fiscal sponsorship agreement with the sponsored group. A copy of the sponsorship agreement must be provided upon request by the BSCC.

Conflicts of Interest for Fiscal Sponsors

Existing law prohibits any grantee, subgrantee, partner or like party who participated on the ARG Cohort 4 Executive Steering Committee or Scoring Panel from receiving funds from the grants awarded under the ARG Cohort 4 RFP. Employees of fiscal sponsors that serve on this Executive Steering Committee or Scoring Panel, and any projects sponsored by the fiscal sponsor, may not receive ARG Cohort 4 grant funds directly or indirectly.

Applicants who are awarded grants under this RFP are responsible for reviewing the membership roster of the Executive Steering Committee or Scoring Panel and ensuring that no grant dollars are passed through to any entity represented by any member of the ARG Cohort 4 Executive Steering Committee or Scoring Panel. The ESC membership is included in this RFP in Appendix B.

Project Description

Target Population

The target population are people, 18 and over, who have been formerly incarcerated in state prison with priority being given to those recently released and/or on state parole.

ARG Project Design (NEW)

The Adult Reentry Grant consists of two components: 1) Warm Handoff/Reentry Services and 2) Rental Assistance (Housing). In past cohorts, these components were treated as separate grants. For Cohort 4, the ESC established a new model that combines both components into one grant, and thus, one application. This model is designed to support projects that provide for a continuum of care model, meet a client where they are, and lead to building self-sufficiency and navigation to permanent housing.

Applicants may request funding to support **either or both components** of their project. Applicants are not required to apply for both funding categories; however, applicants must address both components in their proposals. For example, an applicant's proposal can describe how their organization already has robust warm handoff/reentry services and may only need funding to supplement the housing needs of their clients, or vice versa.

Activities Eligible for Funding

The statutory language authorizing the Adult Reentry Grant Program does not specify the types of Warm Handoff/Reentry Services and Rental Assistance to be funded. Applicants should select programs and services that best fit the needs of the community.

Applicants will be rated on how well they demonstrate a Continuum of Care model within their proposal, that is, how well they address both components of the ARG Program: **Warm Handoff/Reentry** and **Rental Assistance (Housing)**, as defined below:

- **Warm Handoff/Reentry Services:** The ESC defined Warm Handoff/Reentry Services as follows: A collaborative continuity of care that includes the participant and their support team when services transition from one provider to another. Multiple Warm Handoffs may occur during the course of a client's engagement, e.g., in-custody counselor, transitional case manager, to housing provider. These activities can also include reentry services, which may include barrier removal, case management, housing and system navigation, and incentives to assist an individual in transitioning from incarceration, parole supervision or housing insecurity to self-sufficiency and permanent housing.
- **Rental Assistance (Housing):** The ESC has defined Rental Assistance as direct housing costs including rent, vouchers, deposits, landlord incentives, utility payments, household furnishings, and costs required to place and/or maintain a participant in

transitional and/or permanent housing. The supportive services necessary for building self-sufficiency may be funded through the Warm Handoff/Reentry services component.

Grant funds may be used to implement new activities and programs and/or augment existing funds dedicated to a project but may not replace or supplant funds that have been appropriated for the same purpose.

Examples of Eligible Expenditures

Examples of eligible expenditures under each program component are listed below and in the following tables.

- Grant funding in the **Warm Handoff/Reentry Services** category may be used to fund the implementation and delivery of client supportive services, including salaries and benefits associated with the project. Note: Housing costs should not be included here but may be included in the Rental Assistance category of an applicant's budget.
- Grant funding for **Rental Assistance** (Housing) may only be used for direct housing costs. Any other proposed project costs (including all salaries and benefits, supportive services, etc.) are to be included as part of the Warm Handoff/Reentry Services category of an applicant's budget.

The tables below include *examples* of eligible grant expenditures under each program component that can be funded by this grant. The lists are not exhaustive, and applicants are not required to implement these specific activities; they are offered as suggestions only. Please find additional definitions in Appendix C.

Table 2.

Component 1: Warm Handoff/Reentry Services Examples of Eligible Grant Expenditures
<p>Including but not limited to:</p> <ul style="list-style-type: none">• Salaries and benefits for project staff• Training for project staff• Program supplies• In-reach client services (i.e., to prisons or jails)• Case management staff and services• Housing Navigation staff and services• Transportation (staff and vehicle costs)• Food for clients• Emergency services• Employment/vocational services• Social services

- Behavioral health care (staff and services)
- Mentors
- Barrier removal services
- System navigation
- 24-hour response
- Credit repair
- Other activities as necessary, specific to warm handoff and reentry services

Table 3.

<i>Component 2: Rental Assistance (Direct Housing Costs)</i> Examples of Eligible Grant Expenditures
<p>Including but not limited to:</p> <ul style="list-style-type: none"> • Transitional housing costs • Landlord incentives and deposits • Permanent housing costs • Rent subsidies • Stipends to friends and families who provide housing directly to a person who is eligible for ARG services (cannot exceed the fair market rental value of the housing provided). • Hotel/housing vouchers • Move in costs • Coverage of back rent/housing retention costs • Housing set-up supplies (furnishings, cleaning supplies, bedding, appliances) • Other activities as necessary, specific to direct housing costs

Housing First Approach to Service Delivery

[Welfare and Institutions Code sections 8255-8257.2](#) requires a state agency that funds, implements, or administers a state program that provides housing or housing-related services to people experiencing homelessness or at risk of homelessness, to adopt guidelines related to include Housing First principles. As such, this will require applicants proposing projects that include housing or housing-related services to incorporate the core components of Housing First in their proposed program design.

Housing First is an approach to serving people experiencing homelessness that recognizes a homeless person must first be able to access a decent, safe place to live, that does not limit length of stay (permanent housing), before stabilizing, improving health, reducing harmful behaviors, or increasing income.

Under the Housing First approach, anyone experiencing homelessness is connected to a permanent home as quickly as possible and Housing First programs remove barriers to accessing housing and do not require sobriety or an absence of criminal history. It is based on the “hierarchy of need” in which people must access basic necessities like a safe place to live and food to eat before being able to achieve quality of life or pursue personal goals. Housing First values choice not only in where to live, but whether to participate in services. Housing First providers offer services as needed and requested on a voluntary basis and do not make housing contingent on participation in services.

The core components of Housing First include the following:

- 1) Tenant screening and selection practices that promote accepting applicants regardless of their sobriety or use of substances, completion of treatment, or participation in services.
- 2) Applicants are not rejected on the basis of poor credit or financial history, poor or lack of rental history, criminal convictions unrelated to tenancy, or behaviors that indicate a lack of “housing readiness.”
- 3) Acceptance of referrals directly from shelters, street outreach, drop-in centers, and other parts of crisis response systems frequented by vulnerable people experiencing homelessness.
- 4) Supportive services that emphasize engagement and problem solving over therapeutic goals and service plans that are highly tenant-driven without predetermined goals.
- 5) Participation in services or program compliance is not a condition of permanent housing tenancy.
- 6) Tenants have a lease and all the rights and responsibilities of tenancy, as outlined in California’s Civil, Health and Safety, and Government codes.
- 7) The use of alcohol or drugs in and of itself, without other lease violations, is not a reason for eviction.
- 8) In communities with coordinated assessment and entry systems, incentives for funding promote tenant selection plans for supportive housing that prioritize eligible tenants based on criteria other than “first-come-first-serve,” including, but not limited to, the duration or chronicity of homelessness, vulnerability to early mortality, or high utilization of crisis services. Prioritization may include triage tools, developed through local data, to identify high-cost, high-need homeless residents.
- 9) Case managers and service coordinators who are trained in and actively employ evidence-based practices for client engagement, including, but not limited to, motivational interviewing and client-centered counseling.
- 10) Services are informed by a harm-reduction philosophy that recognizes drug and alcohol use and addiction as a part of tenants’ lives, where tenants are engaged in nonjudgmental communication regarding drug and alcohol use, and where tenants are offered education regarding how to avoid risky behaviors and engage in safer practices, as well as connected to evidence-based treatment if the tenant so chooses.

11)The project and specific apartment may include special physical features that accommodate disabilities, reduce harm, and promote health and community and independence among tenants.

(Welf. & Inst. Code, § 8255, subd. (b).)

Grantees awarded funding under the Adult Reentry Grant Program are required to support these core components of the Housing First model pursuant to these guidelines, which will be woven throughout the RFP and incorporated into the rating criteria. Applicants should develop proposals that reflect these principles to the extent that their projects include housing or housing related services. (For additional resources and information related to Housing First and Harm Reduction Principles, see Appendix C).

Ineligible Grant Expenditures

Adult Reentry Grant funds may not be used for the following:

1. Purchase, leasing, or payments for automobiles or recreational vehicles to house individuals.
2. Purchase of camping equipment for living outside;
3. Costs for refurbishing or rehabilitating a dwelling;
4. The acquisition of real property; or
5. International travel.

Eligible Grant Expenditures that Require Special Approval Post Grant Award

The BSCC recognizes that offering meals, incentives, and participant support items can help maximize participation among clients engaged in services. ARG grant funds may be used to purchase meals or snacks, items or activities used as program incentives, and participant support items, only if they are used to encourage program participation, reward participants who meet certain documented milestones, or celebrate program completion. In all cases, there must be a direct link to grant-funded activities.

Applicants should be advised that once a Grant Agreement is executed, they must obtain explicit prior written approval from the BSCC for the purchase of any of the items listed above, ***even if these items were included in the original application's proposed budget.*** Please refer to the [BSCC Grant Administration Guide](#), pages 29 - 31 for more information.

Grantees will be required to maintain and provide detailed documentation for any meals, incentives, and travel purchased with grant funds. Discretion for final approval of any purchases under this section lies with the BSCC. Purchases should not be made until the BSCC approves the written request. The BSCC shall not be obligated to reimburse purchases made with ARG grant funds without prior approval.

For information on eligible and ineligible costs, refer to the [BSCC Grant Administration Guide](#), found on the [BSCC Correction Planning and Grant Programs](#) website.

Funding Information

A total of \$108,300,000 is available for the Adult Reentry Grant, to be divided evenly between Warm Handoff/Reentry Services and Rental Assistance (Housing). Eligible applicants are not required to apply for funding in both categories but are required to provide detail on how the program will address both the Warm Handoff/Reentry and Rental Assistance (Housing) needs of the target population in the proposal.

Eligible applicants may apply for a **maximum of \$4,500,000** for the entire grant period. Within that funding threshold, applicants may request up to:

- Up to \$2,250,000 in the Warm Handoff/Reentry Services category
- Up to \$2,250,000 in the Rental Assistance category

Applicants are encouraged to request only the amount of funds needed to support their proposal and not base the request on the maximum allowed.

The ESC chose to distribute the available funding across four regions based on the county in which the primary service area is located, as shown in the table below.

Applicants must choose one primary county service area and select the corresponding Applicant Region. Applicants may provide services in counties other than the primary county service area, but the grant project must be focused primarily in the county region in which they compete. Applicants within each region will compete independent of the other region. **Applicants cannot compete in more than one region.**

Table 4.

Applicant Region		Eligible Applicants May Request	Funds Available
1	CBOs providing services in a Southern County*	Up to \$4,500,000 , which can include: <ul style="list-style-type: none"> • no more than \$2,250,000 for WHO/Reentry Services • no more than \$2,250,000 for Rental Assistance 	\$58,575,000
2	CBOs providing services in a Coastal County*		\$22,075,000
3	CBOs providing services in a Central County*		\$14,075,000
4	CBOs providing services in a Small County*		\$13,575,000
Total ARG Cohort 4 Funds Available:			\$108,300,000

***A list of counties that fall within each Applicant Region is provided in Table 5 below.**

Small counties are defined as counties with a population of less than 220,001. Other categories are defined geographically. Population is defined by the California Department of Finance 2023 County Population Index.

Counties in Each Applicant Region

Table 5.

Southern Counties	Coastal Counties	Central Counties	Small Counties	
Kern Los Angeles Orange Riverside Santa Barbara San Bernardino San Diego San Luis Obispo Ventura	Alameda Contra Costa Marin Monterey San Francisco San Mateo Santa Cruz Santa Clara Solano Sonoma	Fresno Merced Placer Sacramento San Joaquin Stanislaus Tulare	Alpine Amador Butte Calaveras Colusa Del Norte El Dorado Glenn Humboldt Imperial Inyo Kings Lake Lassen Madera Mariposa	Mendocino Modoc Mono Napa Nevada Plumas San Benito Shasta Sierra Siskiyou Sutter Tehama Trinity Tuolumne Yolo Yuba

Advance Payments

At the grantee’s request, BSCC will make a one-time payment up to ten (10) percent of a grantee’s total award available at the start of the grant period. The advance payment and invoicing processes are addressed in further detail below.

No Match Requirement

There is no match requirement for the ARG Cohort 4 Grant.

Identifying Partner Agencies

Applicants will be rated, in part, on how well they demonstrate they have the experience, staffing, and any partnerships necessary to implement the proposed strategy. If the success of the grant project depends upon the cooperation of an outside agency or entity, applicants should consider the development of relationships with outside entities for recruitment and referral efforts. For example:

- The grantee will depend upon referrals from a local probation department or state parole in order to meet target population eligibility requirements.
- The grantee will need a data sharing agreement with a local law enforcement agency in order to meet grant reporting requirements.

- The grantee will require access to a local detention facility under the control of a local department.

If an applicant is unable to identify staff and/or subcontractors until after the grant is awarded, the applicant should explain, at a minimum, the process and criteria by which they will select staff and/or subcontractors after award.

Distinct from administrative staff and partners, applicants must also demonstrate how they plan to ensure that the staff who deliver the services or work with the target population in the field have backgrounds and experience that are culturally relevant to the proposed strategy and/or target population.

Data Collection, Reporting and Evaluation Requirements

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

The BSCC will also be conducting a statewide evaluation of the impact of Warm Handoff/Reentry and Rental Assistance services of the ARG Program. The focus of the statewide evaluation is to report on the impact of the grant funds across all, and subgroups, of the grant-funded projects. This contrasts with grantees' evaluation of their grant-funded projects which focus on their project's specific goals and objectives. The primary data collection instrument for the BSCC's statewide evaluation will be the QPR and information gathered from grantees through their LEPs, LERs, and interviews.

Quarterly Progress Reports

Grant recipients are required to submit QPRs to the BSCC. The QPRs are a critical element in BSCC's monitoring and oversight process and the primary data collection tool for the BSCC's statewide evaluation.

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

Types of data and information gathered through the QPRs:

- Grantee progress in implementing common project implementation activities (e.g., partnerships, staffing, training, enrollment process, programming, data collection/evaluation and quality assurance). For each activity, grantees will report their implementation status (not started, planning, started, complete, N/A) and provide a narrative description of their progress, accomplishments, and/or challenges.
- Grantee progress in achieving their project's goals and objectives. For each goal and its associated objectives, grantees will describe their progress toward achieving the goal, any challenges achieving the goal or objectives, and, if applicable, how the challenges are being addressed.
- Aggregate data for project participants including:
 - Demographic information for age, gender identity, race or ethnicity, risk level, education, employment status, and housing status.
 - Services received during the reporting period by specific service categories (e.g., case management, mentoring, crisis intervention, rental assistance).
 - Outcomes achieved (e.g., improved housing status, reduced risk, improved employment status, other positive outcomes). Grantees will report on outcomes appropriate for their project and participants.
- Project-level qualitative (narrative) information related to detecting and interrupting cycles of violence and project highlights or success stories.

Local Evaluation Plan

The purpose of the LEP is to ensure that the grantee has a plan in place at the beginning of the project to collect the data and information necessary to, at the conclusion of the grant period, report on the extent to which the project's goals and objectives, as included in the proposal, were achieved. The LEP is expected to include a detailed description of the data and information that will be collected for each goal and its associated objectives and detailed descriptions of the data management, analysis and reporting plans. The plan should be developed before the project starts or during project implementation before services or activities begin. Generally, modifications to the plan may occur during the grant period to address challenges or lessons learned. Appendix E provides the guidelines for the LEP. The LEP is due no later than December 31, 2025.

Local Evaluation Report

The purpose of the LER is to document the extent to which the project achieved its goals and objectives. Implementation of the LEP should ensure the grantee has the data and information necessary to do so. Appendix E provides the guidelines for the LER. The LER is due no later than December 31, 2028.

Recommendation for Data Collection and Evaluation Efforts

To ensure that grantees can comply with the BSCC's data collection and reporting requirements in a meaningful way that benefits the applicants, their communities, and the State of California, grantees are highly recommended to budget a minimum of five percent of the total grant award for data collection and evaluation efforts. These efforts include the resources necessary to complete the QPRs; develop and write the LEP; implement the LEP; and analyze data and write the required LER.

Applicants are also encouraged to use outside evaluators to ensure objective and impartial evaluations. Specifically, applicants are encouraged to partner with institutions of higher learning universities, state universities, community colleges, and other research entities.

In addition, applicants are strongly encouraged to identify research partners early on and include them in the development of the proposal, so that the goals and objectives listed in the Project Work Plan are measurable.

Additional BSCC Grant Requirements

BSCC Grant Agreement

Applicants approved for funding by the BSCC Board are required to enter into a Grant Agreement with the BSCC. Grantees must agree to comply with all terms and conditions of the Grant Agreement. A sample BSCC Grant Agreement can be found on the BSCC ARG [website](#).

The Grant Agreement start date is expected to be July 1, 2025. Grant Agreements are considered fully executed only after they are signed by both the Grantee and the BSCC, and the BSCC is in receipt of all required attachments including documentation of signing authority. Work, services, and encumbrances cannot begin prior to the Grant Agreement start date. Any work, services, and encumbrances that occur after the start date, but prior to Grant Agreement execution may not be reimbursed. Grantees are responsible for maintaining their Grant Agreement. Grantees, subgrantees, and subcontractors are responsible for maintaining all invoices, records, and relevant documentation for at least three (3) years after the final payment under the Grant Agreement.

Please note:

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

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

Signing Authority

Before the grant award can be finalized and funds awarded, applicants must provide evidence that the person signing the grant agreement has signing authority, which may include articles of incorporation, bylaws, or a board resolution conferring authority to the signatory.

This documentation is not required at the time of proposal submittal, but applicants are advised that the grant agreement will not be fully executed, nor will any financial invoices be processed for reimbursement until the required documentation has been received by the BSCC.

Advance Payments and Invoicing

At the grantee's request, BSCC may make ten (10) percent of a grantee's total award available at the start of the grant period. Grantees requesting an advance payment may be required to submit documentation that supports the need for advance payment.⁴

For grantees that select to receive an advance, once the Grant Agreement has been fully executed, the State Controller's Office (SCO) will issue the advance payment in the form of a warrant (check) mailed to the individual designated as the Financial Officer for the grant.

With the exception of the one-time advance payment, disbursement of grant funds occurs on a reimbursement basis for costs incurred during a reporting period. All grantees must submit invoices to the BSCC on either a monthly or quarterly basis through the online process no later than 45 days following the end of an invoicing period, whether or not an advance payment was received or funds were expended. (Grantees will make their choice between monthly or quarterly invoices at the time they execute their contracts.)

For grantees that choose to receive an advance payment, BSCC will withhold a minimum of 50 percent of funds claimed on each invoice toward reconciliation of the advance until the full advance is expended and accounted for. The goal is to have the advanced amount expended and accounted for by the end of the second year of the grant. Grantees that fail to submit invoices, fail to report expenditures commensurate with implementation of the project, and/or fail to expend the advance by the end of the second year of the grant, will receive a warning and may be subject to withholding of the full amount claimed on an invoice until the full advance is expended and accounted for.

Grantees must maintain adequate supporting documentation for all costs claimed on invoices. BSCC staff will conduct a desk review process which requires grantees to submit documentation to support all grant funds claimed during the invoicing period. BSCC reserves the right to request any and all supporting documentation on any invoice. In addition, BSCC staff will conduct on-site monitoring visits that will include a review of documentation maintained as substantiation for project expenditures with grant funds.

⁴ Assembly Bill 590 (Chapter 535, Statutes of 2023) authorizes an administering state agency to advance a payment to a recipient entity, if the recipient entity satisfies certain minimum requirements, including providing an itemized budget and submitting documentation, as required by the administering state agency, to support the need for advance payment.

Refer to page 48 of the [BSCC Grant Administration Guide for more detail](#).

Supplanting

Supplanting is the deliberate reduction in the amount of federal, state, or local funds being appropriated to an existing program or activity because grant funds have been awarded for the same purposes. Supplanting is strictly prohibited for all BSCC grants. ARG funds shall be used to support new program activities or to augment or expand existing program activities but shall not be used to replace existing funds.

It is the responsibility of the Grantee to ensure that supplanting does not occur. The Grantee must keep clear and detailed financial records to show that grant funds are used only for allowable costs and activities.

Audit Requirements

Grantees are required to provide the BSCC with a program-specific compliance audit that covers the three-year service delivery period of the grant (July 1, 2025 to June 30, 2028). The audit report will be due no later than **December 31, 2028**. The program specific compliance audit shall be performed by a Certified Public Accountant. Expenses for the final audit may be reimbursed with grant funds for actual costs up to \$25,000.

In addition, the BSCC reserves the right to call for a program, compliance or financial audit at any time between the execution of the grant agreement and three (3) years following the end of the grant period.

The Department of General Services, the California State Auditor, the Department of Finance, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this grant.

Grantee Orientation Process

Following the start of the grant period, BSCC staff will conduct a Virtual Grantee Orientation (August 2024, date to be determined). The purpose of this mandatory session is to review the program requirements, invoicing and budget modification processes, data collection and reporting requirements, as well as other grant management and monitoring activities. Typically, the Project Director, Financial Officer, and Day-to-Day Contact must attend. Grantees are also strongly encouraged to include the individual tasked with Data Collection and Evaluation. Award recipients will be provided with additional details regarding the Grantee Orientation.

Travel

Travel is usually warranted when personal contact by project staff is the most appropriate method of conducting project-related business. Travel to and from training conferences may also be allowed. The most economical method of transportation, in terms of direct expenses to the project and the employee's time away from the project, must be used. Projects are required

to include sufficient per diem and travel allocations for project-related personnel, as outlined in the Grant Award, to attend any mandated BSCC training conferences or workshops outlined in the terms of the program.

Non-Governmental Organizations (NGOs)

An NGO receiving BSCC funds must use the State travel and per diem policy, unless the grantee's written travel policy is more restrictive than the State's, in which case the more restrictive policy must be used. Reimbursement is allowed for the cost of commercial carrier fares, parking, bridge, and road tolls, as well as necessary taxi, bus, and streetcar fares. This policy applies equally to NGOs that receive grant funds directly from the BSCC and those that receive grant funds indirectly through a subcontract with another NGO that received a BSCC grant award.

Units of Government

Units of government may follow either their own written travel and per diem policy or the State's policy. Units of government that plan to use cars from a state, county, city, district carpool, or garage may budget either the mileage rate established by the carpool or garage, or the state mileage rate, not to exceed the loaning agency rate.

Out-of-State Travel

Out-of-state travel is restricted and only allowed in exceptional situations. Even if previously authorized in the Grant Award, grantees must submit to the BSCC a separate formal request (on grantee letterhead) for approval that includes a detailed justification and budget information. Grantees must receive written approval from BSCC prior to incurring expenses for out-of-state travel.

Debarment, Fraud, Theft, or Embezzlement

It is the policy of the BSCC to protect grant funds from unreasonable risks of fraudulent, criminal, or other improper use. As such, the Board will not enter into contracts or provide reimbursement to applicants that have been:

- debarred by any federal, state, or local government entities during the period of debarment; or
- convicted of fraud, theft, or embezzlement of federal, state, or local government grant funds for a period of three years following conviction.

Furthermore, the BSCC requires grant recipients to provide an assurance that there has been no applicable debarment, disqualification, suspension, or removal from a federal, State, or local grant program on the part of the grantee at the time of application and that the grantee will immediately notify the BSCC should such debarment or conviction occur during the term of the Grant contract.

BSCC also requires that all grant recipients include, as a condition of award to a subgrantee or subcontractor, a requirement that the subgrantee or subcontractor will provide the same

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

All applicants must complete Attachment C certifying that they are in compliance with the BSCC's policies on debarment, fraud, theft, and embezzlement.

Program Monitoring / Site Visits

The BSCC staff will monitor each project to assess whether the project is in compliance with grant requirements and making progress toward grant objectives. As needed, monitoring visits may also occur to provide technical assistance on fiscal, programmatic, evaluative, and administrative requirements.

For your reference, a Comprehensive Monitoring Visit checklist can be found on the Corrections Planning and Grants Program [website](#).

DRAFT

Overview of the RFP Process


Confirmation of Receipt of Proposal

Upon submission of a proposal, applicants will receive a confirmation email generated by the Submittable Application portal stating that the proposal has been received.

Eligibility Screening

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

DISQUALIFICATION CRITERIA
PLEASE REVIEW CAREFULLY



The following will result in an automatic disqualification:

- Proposal submission is not received by **5:00 P.M. (PST) Monday, March 3, 2025**. *(Allow sufficient time to upload all required documents in the BSCC Submittable Application portal. Do not wait until the last minute!)*
- Proposal (with all required attachments) is not submitted via the BSCC Submittable portal. **Email submissions will not be accepted.**
- Applicant is not a Community-Based Organization (CBO) located in the State of California.
- Applicant does not meet CBO eligibility requirements listed on page 7.
- Budget Attachment (Excel attachment) is not submitted through the BSCC Submittable portal, is blank, or the total amount requested exceeds the maximum funding thresholds (see Table 4 on page 15).
- Attachment(s) are illegible.
- Attachment(s) will not open or the file(s) are corrupted.

NOTE: Disqualification means that the proposal will not move forward to the Executive Steering Committee for the Proposal Rating Process, and therefore, will NOT be considered for funding.

Proposal Rating Process

Unless disqualified, proposals will advance to the Proposal Rating Process. Proposals will be evaluated in accordance with the BSCC's *Grant Proposal Evaluation Process* ([link](#)) and as described below. Scoring Panel members will read and assign ratings to each proposal in accordance with the prescribed rating factors listed in the table below. Scoring Panel members will base their ratings on how well an applicant addresses the criteria listed under each rating factor within the Proposal Narrative and Budget sections. ESC member ratings, once submitted to the BSCC, will be final.

At the conclusion of this process, applicants will be notified of the funding recommendations. It is anticipated the BSCC Board will act on the recommendations at its June 2025 Board meeting. Neither applicants nor their partners or subcontractors are permitted to contact members of the ESC, Scoring Panel or the BSCC Board to discuss proposals.

Rating Factors

The five (5) Rating Factors to be used and the maximum points assigned to each factor are shown in the table below. Applicants are asked to address each of these factors as a part of their proposal. The ARG ESC assigned a percent of total value to each of the five (5) Rating Factors, correlating to its importance within the overall project (see Percent of Total Value column).

ARG Rating Factors		Point Range	Percent of Total Value	Weighted Rating Factor Score
1	Project Need	0 - 5	15%	30
2	Project Description	0 - 5	30%	60
3	Project Organizational Capacity and Coordination	0 - 5	25%	50
4	Project Data Collection & Evaluation	0 - 5	15%	30
5	Project Budget	0 - 5	15%	30
Total:			100%	200

Scoring Panel members will rate an applicant's response to each Rating Factor on a scale from 0 to 5, according to the Six-Point Rating Scale shown below. Each rating factor then will be weighted according to the Percent of Total Value (determined by the ESC) associated with the Rating Factor to arrive at the final Weighted Rating Factor Score. The Weighted Rating Factor Scores are then added together for a Total Score.

The maximum possible proposal score is **200**.

Six-Point Rating Scale

Not Responsive 0	Poor 1	Fair 2	Satisfactory 3	Good 4	Excellent 5
The response fails to address the criteria.	The response addresses the criteria in a very inadequate way.	The response addresses the criteria in a non-specific or unsatisfactory way.	The response addresses the criteria in an adequate way.	The response addresses the criteria in a substantial way.	The response addresses the criteria in an outstanding way.

Scoring Threshold/Minimum Score

A proposal must meet **two minimum scoring thresholds** to be considered for funding. A proposal must meet thresholds of:

- 1) **60 percent (60%)**, or minimum proposal total score of **120** total points and;
- 2) **At least a rating of 1** on the Six-Point Rating Scale for Rating Factor 4 Project Data Collection and Evaluation *and* Rating Factor 5 Project Budget.

BSCC Funding Decisions

Applicants will compete for funds within their selected Applicant Region (see page 15). Once the proposals have been scored and ranked, BSCC will move down the ranked lists to fund all qualified applicants in each of the four Applicant Regions until all funds assigned to that Region are exhausted. Applicants that fall at the cut-off point may be offered a partial award if there are not sufficient remaining funds to make a full award.

If funding remains in one or more Applicant Regions, the following will occur:

- 1) Remaining funds will be used to provide funding to applicants in other Applicant Regions. Funding priority will be given to the highest scoring partially funded applicant, amongst all Applicant Regions.
- 2) If funding remains after all partially funded applicants have been fully funded, the remaining funds will be used to fund, fully or partially, any additional qualified applicants. Funding priority will be given to the remaining highest scoring applicants, amongst all Applicant Regions.

In the event two proposals have identical proposal scores, the tie will be resolved by evaluating the individual Rating Factor scores of the two proposals, starting with the highest weighted Rating Factor (Project Description). If an identical score occurs on this Rating Factor, Rating Factor Scores will be used based on the descending weight valued until the tie is broken.

If an applicant or grantee relinquishes an award, BSCC has authority to offer that award to the next qualifying applicant (s) on the ranked list.

Key Dates

The following table shows an estimated timeline of key dates related to the Adult Reentry Grant Program.

Activity	Date
Release Request for Proposals	November 22, 2024
Grant Information Session (via Zoom) for Prospective Applicants	December 17, 2024
Letter of Intent Due to the BSCC (<i>not required</i>)	January 17, 2025
Proposals Due to the BSCC	March 3, 2025
Proposal Rating Process and Development of Funding Recommendations	March – June 2024
BSCC Board Considers Funding Recommendations	June 19, 2025
Notice to Grantees	June 2025
Grant Period Begins	July 1, 2025
Mandatory New Grantee Orientation	August 2025 (TBD)
Grant Service Period Ends	June 30, 2028
Final Evaluation Report and Program Audit Due	December 31, 2028

PART II: Proposal Instructions

This document/section contains the necessary information for completing the Adult Reentry Grant Program Application. The Application and all required attachments are provided on the [BSCC website](#).

Proposal Narrative and Budget Sections

The five (5) Rating Factors that will be addressed in the Proposal Narrative and the Proposal Budget sections, are shown below:

	Rating Factor	Percent Value	Addressed In:
1	Project Need	15%	Proposal Narrative
2	Project Description	30%	
3	Project Organizational Capacity and Coordination	25%	
4	Project Evaluation and Monitoring	15%	
5	Project Budget	15%	Proposal Budget (Excel Attachment)

Proposal Narrative Instructions

Applicants will complete the Proposal Narrative by accessing the BSCC Submittable Application Portal (see Submission Instructions on page 4) and responding to a series of prompts.

The Proposal Narrative section must address Rating Factors 1-4, as listed in the table above. Within each section, address the Rating Criteria (found on the following pages) in a cohesive, comprehensive narrative format. Within the Proposal Narrative, each Rating Factor has a character limit as shown below:

	Rating Factor	Total Characters	Microsoft Word Equivalent*
1	Project Need	4,474	Up to 2 (Two) Pages
2	Project Description	11,185	Up to 5 (Five) Pages
3	Project Organizational Capacity and Coordination	6,711	Up to 3 (Three) Pages
4	Project Evaluation and Monitoring	4,474	Up to 2 (Two) Pages

**Assumes text is in a Microsoft Word document in Arial 12-point font with one-inch margins on all four sides and at 1.5-line spacing.*

Character Counter

The BSCC Submittable Application Portal includes an automatically enabled character counter. This feature shows the number of characters used and the remaining number of characters before the limit is met. If the limit is exceeded, a red prompt will appear with the message "**You have exceeded the character limit**". Applicants are prohibited from submitting the Adult Reentry Grant Program Application until they comply with all character limit requirements.

Bibliography

Applicants *may*, but are not required to, include a bibliography containing citations, using either the Modern Language Association (MLA) or American Psychological Association (APA) style in the "OPTIONAL Bibliography" field in the BSCC Submittable Application portal. The bibliography may not exceed 2,218 total characters (includes punctuation, numbers, spaces, and any text). In Microsoft Word, this is approximately one (1) page in Arial 12-point font with one-inch margins on all four sides and at 1.5-line spacing.

Required Attachments

In addition to completing the Proposal Narrative, the following attachments must be completed and uploaded in the identified fields in the BSCC Submittable Application Portal at the time of submission (except for Documentation of Signing Authority):

- Project Budget Attachment (Attachment A)
- Project Work Plan (Attachment B)
- Criteria and Assurance for NGOs that Receive BSCC Grant Funds as a Subcontractor (Attachment C)
- Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft, and Embezzlement (Attachment D)
- Board Resolution or Documentation of Signing Authority (Attachment E) (*not required at time of application, but must be submitted prior to contract execution*)

Proposal Narrative Rating Factors

Section 1: Project Need (Percent Value – 15%)

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

Project Need: The applicant described a need that is pertinent to the intent of the grant. The elements that comprise this Rating Factor are listed below. Addressing each element does not in itself merit a high rating; although each element is to be addressed (when applicable), it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5.	
1.1	Describe the need(s) to be addressed by the Adult Reentry Grant (Warm-Handoff/Reentry and Rental Assistance).
1.2	Identify the conditions or elements that contribute to the need (e.g., service gaps, accessibility, shortage of housing options, reentry needs, prior state prison incarceration, recently released to state parole, etc.).
1.3	Describe the target population to be served, including: <ul style="list-style-type: none">• Relationship of the identified target population to the intent and purpose of the Adult Reentry Grant.• Needs of identified target population.
1.4	Use relevant local qualitative and/or quantitative data to demonstrate the need(s) described above and provide a compelling justification for grant funds. Include the source(s) of the data.

Section 2: Project Description (Percent Value – 30%)

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

Project Description: The applicant described a project that is related to the identified need and the intent of the grant. The elements that comprise this Rating Factor are listed below. Addressing each element does not in itself merit a high rating; although each element is to be addressed (when applicable), it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5.	
2.1	Describe the proposed project that will address the need(s) identified in the Project Need section. The description should include: <ul style="list-style-type: none">• How the applicant will coordinate <u>BOTH</u> warm handoff/reentry services and rental assistance, using a continuum of care model (see definition in Appendix C), and clearly identify which components will be funded by the ARG grant and which components are provided through other sources.• The activities, assessments, and/or intervention services, including how they will be delivered to the target population and the duration of each component. How the proposed activities, services and/or interventions will comply with the core components of Housing First (see definition on pages 12-13).• A plan to support the target area and/or population toward permanent housing.
2.2	Describe how the applicant will recruit, select and refer participants that meet the eligibility criteria. The description should include: <ul style="list-style-type: none">• Reaching and prioritizing individuals released to state parole.• Coordinating or collaborating with other entities such as public agencies (e.g., law enforcement, probation departments, non-law enforcement) or other community organizations.• If providing In-Reach Services (see definition in Appendix C), describe a clear continuum of care plan for the clients being served.
2.3	Provide a Project Work Plan (Attachment B) that: <ul style="list-style-type: none">• Identifies the project's goal(s) and measurable objectives (see definitions in Appendix D) that are related to the need(s) identified in 1.1.• Identifies how the goal(s) will be achieved in terms of the activities, responsible staff/partners, outcome measures, and start- and end-dates.• Aligns with the proposed activities, services, and/or interventions in 2.1.
2.4	Provide rationale for the proposed project which includes: <ul style="list-style-type: none">• The selection of evidence-based, promising, informed, or innovative practices, interventions, and services. Include trauma-informed and culturally relevant approaches.• A description of relevant evidence or research to support the selection of the proposed program for the target population and the community.• Research or other evidence indicating that the intended goals and objectives are likely to be achieved.

Section 3: Project Organizational Capacity & Coordination (Percent Value – 25%)

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

Project Organizational Capacity and Coordination: The applicant described their organization's ability to implement the proposed project. The elements that comprise this Rating Factor are listed below. Addressing each element does not in itself merit a high rating; although each element is to be addressed (when applicable), it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5.	
3.1	Describe applicant's experience administering services similar to the proposed project and to the local target population, including: <ul style="list-style-type: none">• Applicant's current capacity to serve the target population and provide them with access to the Adult Reentry Grant services.• The roles, responsibilities and activities of staff that will deliver the Adult Reentry Grant services.• How the proposed program, if funded, will increase capacity to serve the target population and/or improve the applicant's infrastructure as it relates to the intent of the Adult Reentry Grant.• Readiness to proceed, if funded.
3.2	Provide the timeline for start-up and the implementation of services such that they are in place in a reasonable timeframe to support the project.
3.3	Describe the applicant's recruitment and hiring efforts for project staff to include: <ul style="list-style-type: none">• How people with lived experience or who are system impacted contribute to the project's design, implementation, and evaluation process.• How the applicant's administration (staff, leadership, board members, etc.) incorporates people with lived experience or who are system impacted.• The cultural relevance/competence of staff and partner agencies and how it is applicable to the proposed project.• How the applicant will support the overall wellbeing of staff to ensure project sustainability and staff retention; for example, providing a living wage, mental health/counselling services, wellness activities, etc.

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

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

Project Data Collection and Evaluation: The applicant described how they will collect data and evaluate the effectiveness of the proposed project. The elements that are to comprise this Rating Factor are listed below. Addressing each element does not itself merit a high rating; although each element is to be addressed, it is the quality of the response to each that is to be evaluated. The response will be evaluated with a single rating based on a scale of 0-5.	
4.1	Describe the plan to determine the project staff and/or entity that will conduct the project data collection and evaluation activities and how they will be incorporated in the various phases of the project; for example, start-up, implementation, service delivery period, etc.
4.2	Describe the plan to collect data and other information to measure the success and impact of your project in line with the goals and objectives listed in the Work Plan (see definitions in Appendix E).
4.3	If the outcomes you propose to track require you to collect data from an outside entity, describe your plan for obtaining data and entering into data sharing agreements if needed.

Proposal Budget Rating Factor

Section 5: Project Budget (Percent Value – 15%)

The following items are rated as part of this section and must be addressed by the applicant in the Budget Attachment.

Project Budget: The applicant provided a complete Budget Attachment for the proposed project. The elements against which the Budget Attachment will be rated are listed below. Addressing each element does not in itself merit a high rating; although each element is to be addressed (when applicable), it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5.	
5.1	Provide complete and detailed budget information in the Budget Attachment that for each section: <ul style="list-style-type: none">• Includes a brief explanation justifying each expense.• Ensures expenses are appropriate for the grant's intent, the project's goals, and planned activities.

PART III: Appendices and Attachments

This section includes the following appendices and attachments:

- **Appendix A:** Assembly Bills 102 and 107
- **Appendix B:** Executive Steering Committee Members
- **Appendix C:** Glossary of Terms and Resources
- **Appendix D:** Using the Principles of Evidence-Based Practice
- **Appendix E:** Evaluative Terms
- **Appendix F:** Level One Evaluation Requirements
- **Attachment A:** ARG Project Budget and Budget Narrative **(REQUIRED)**
- **Attachment B:** Project Work Plan **(REQUIRED)**
- **Attachment C:** Criteria and Assurance for NGOs that Receive BSCC Grant Funds as a Subcontractor **(REQUIRED)**
- **Attachment D:** Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft, and Embezzlement **(REQUIRED)**
- **Attachment E:** Governing Board Resolution or Other Proof of Signing Authority *(not required at time of application, but must be submitted prior to contract execution)*

Appendix A: Assembly Bills 102 and 107

**Assembly Bill 102
Chapter 38**

The Budget Act of 2023

Board of State and Community Corrections 57,000,000

Schedule:

(1) 4945-Corrections Planning and Grant Programs 57,000,000

Provisions:

1. Of the amount appropriated in this item, \$57,000,000 shall be awarded by the Board of State and Community Corrections as competitive grants to community-based organizations to support offenders formerly incarcerated in state prison. Of the amount identified in this provision, up to 5 percent shall be available to the Board of State and Community Corrections for transfer to Schedule (1) of Item 5227-103-0001 for costs to administer the grant programs. Funds transferred pursuant to this provision are available for encumbrance or expenditure until June 30, 2026. Of this amount:

(a) \$28,500,000 shall be available for rental assistance. Priority shall be given to individuals released to state parole.

(b) \$28,500,000 shall be available to support the warm handoff and reentry of offenders transitioning from state prison to communities. Priority shall be given to individuals released to state parole.

(c) The board shall form an executive steering committee with members from relevant state agencies and departments with expertise in public health, housing, workforce development, and effective rehabilitative treatment for adult offenders, including, but not limited to, the Department of Housing and Community Development, the Office of Health Equity, county probation departments, representatives of reentry-focused community-based organizations, criminal justice impacted individuals, and representatives of housing-focused community-based organizations to develop grant program criteria and make recommendations to the board regarding grant award decisions.

2. Funds appropriated in this item are available for encumbrance or expenditure until June 30, 2026.

**Assembly Bill 107
Chapter 22**

The Budget Act of 2024

Board of State and Community Corrections 57,000,000

Schedule:

(2) 4945-Corrections Planning and Grant Programs 57,000,000

Provisions:

1. Of the amount appropriated in this item, \$57,000,000 shall be awarded by the Board of State and Community Corrections as competitive grants to community-based organizations to support offenders formerly incarcerated in state prison. Of the amount identified in this provision, up to 5 percent shall be available to the Board of State and Community Corrections for transfer to Schedule (1) of Item 5227-103-0001 for costs to administer the grant programs. Funds transferred pursuant to this provision are available for encumbrance or expenditure until June 30, 2027. Of this amount:

(a) \$28,500,000 shall be available for rental assistance. Priority shall be given to individuals released to state parole.

(b) \$28,500,000 shall be available to support the warm handoff and reentry of offenders transitioning from state prison to communities. Priority shall be given to individuals released to state parole.

(c) The board shall form an executive steering committee with members from relevant state agencies and departments with expertise in public health, housing, workforce development, and effective rehabilitative treatment for adult offenders, including, but not limited to, the Department of Housing and Community Development, the Office of Health Equity, county probation departments, representatives of reentry-focused community-based organizations, criminal justice impacted individuals, and representatives of housing-focused community-based organizations to develop grant program criteria and make recommendations to the board regarding grant award decisions.

2. Funds appropriated in this item are available for encumbrance or expenditure until June 30, 2027.

Appendix B: Executive Steering Committee Roster

Adult Reentry Grant Cohort 4

	Name	Title	Organization
1	Jason Johnson (Chair)	Director, Division of Adult Parole Operations	California Department of Corrections and Rehabilitation
2	Cory Alvarez	Chief, Division of Adult Parole Operations, Community Reentry Unit	California Department of Corrections and Rehabilitation
3	Jason Bradley	Federal Housing Programs Branch Chief, Division of Federal Financial Assistance	California Department of Housing and Community Development
4	Maria Campa	Program Manager – Rental Assistance	City of Carlsbad, Housing & Homeless Services Department
5	Tina Curiel	Communications and Policy Analyst	Center on Juvenile and Criminal Justice
6	Jessica Fernandez	Chief, DRP Community Reentry Services	California Department of Corrections and Rehabilitation
7	Jody Ketcheside	Assistant Director of Supportive Housing	Santa Clara County Housing Authority
8	Michelle Miller-Galaz, Ed.D.	Dean of Instruction	Porterville College
9	Elizabeth Muniz Palomera, MS4	Co-Chair	Chair & Low-income representative of the JPA Solano Tripartite Advisory Board
10	Alexa Wasserman	Chief Psychologist, Division of Adult Parole Operations, Behavior Health Program	California Department of Corrections and Rehabilitation
11	Myeshia Woodards	Founder	Heart2Hands

Appendix C: Glossary of Terms and Resources

Key Terms

Below are definitions and descriptors for key terms that are referenced throughout this RFP.

- 1. Barrier Removal:** The process of reducing or eliminating the obstacles that make it difficult for people returning from incarceration to reenter society. Barriers can include: legal issues like outstanding child support, employment opportunity limitations, lack of housing, limited access to education, childcare, healthcare access, vital document possession, among a variety of other obstacles.
- 2. Case Management:** The Commission for Case Manager Certification defines case management as a collaborative process that assesses, plans, implements, coordinates, monitors, and evaluates the options and services required to meet the client's health and human service needs. It is characterized by advocacy, communication, and resource management and promotes quality and cost-effective interventions and outcomes.

Case management is an area of specialty practice within the health and human services professions. Its underlying premise is that everyone benefits when clients reach their optimum level of wellness, self-management, and functional capability. Case management facilitates the achievement of client wellness and autonomy through advocacy, assessment, planning, planning, communication, education, resource management and service facilitation. Based on the needs and values of the client, and in collaboration with all service providers, the case manager links clients with appropriate providers and resources throughout the continuum of health and human services and care settings, while ensuring that the care provided is safe, effective, client-centered, timely, efficient, and equitable. This approach achieves optimum value and desirable outcomes for all community partners and interested parties.

- 3. Community-Based Organization:** For the purpose of this RFP process, a Community-Based Organization (CBO) is an organization that is located in the State of California that has been determined by the IRS to have 501(c)(3) status (i.e., nonprofit).
- 4. Continuum of Care:** A client-centered system of service that delivers coordinated care over a period of time. Specific to this RFP, this refers to a variety of services that assist in moving a person from incarceration or housing insecurity to permanent housing. Examples include, but are not limited to, needs assessments, reentry services, basic need supports, case management, and housing navigation, among other supportive and transitional services.
- 5. Critical Time Intervention (CTI):** A time-limited, evidence-based practice that mobilizes support for society's most vulnerable individuals during periods of transition. It facilitates community integration and continuity of care by ensuring that a person has enduring ties to their community and support systems during these critical periods.

6. Cultural Relevance: Practicing cultural relevance can be defined as:

- the ongoing process of acquiring an understanding of how the values, beliefs, attitudes, and traditions of racial, ethnic, religious, sexual orientation, gender identity, socio-economic, and other groups contribute to our own and other people's cultures;
- learning about personal circumstances, conditions, nature, and experiences that influence our own and other people's thinking, behavior, and community roles;
- acknowledging differences and similarities in power and privilege among groups of people; and
- using this knowledge to work effectively with all people.

7. Evidence-based / Promising Practices

- Evidence-based practices are programs and strategies that have been found effective at improving positive or preventing negative outcomes, using rigorous scientific research methods. Programs and strategies may be evidence-based across all populations, or only for particular cultures and identities.
- Promising practices are programs and strategies that have shown some positive results and potential for improving desired outcomes. They may have evidence from use in real-world settings, a strong theoretical framework, and/or expert opinion, but have not been fully replicated in scientific studies. Depending on the level of scientific evidence, these are sometimes referred to as "evidence-informed," "research-supported," or "emerging" practices.

8. Emergency Services: Critical response actions taken to protect and preserve life and health, including emergency medical care, dental care, or other services that are urgently needed to support successful reentry.

9. Harm Reduction: A set of practical strategies that reduce negative consequences of drug use. It incorporates a spectrum of strategies that move through stages of safer use, managed use, and abstinence. Harm reduction strategies meet drug users "where they're at," addressing conditions of use with the use itself. It can also be used to address other behavioral health concerns. *Housing First Resources* on page 40 for more information about the principles of Harm Reduction.

10. In-Reach Services: Activities that engage incarcerated persons to prepare for reentry, transition into the community, and participate in services or programming. These can include coordination with custody staff, presentations inside facilities, communication with parole agents, administration of needs assessments, reentry plan development, family reintegration and the establishment of connections with community services.

11. Partner Agencies: Collaborative partners on the project that include subcontractors, verbal referral agreements, organizations with whom you have a Memorandum of Understanding

(MOU), governmental agencies with or without an official MOU. A partner agency may be an agency providing services or providing referrals.

- 12. Permanent Housing:** Permanent housing refers to community-based housing that provides housing without a set length of stay and addresses the core components of Housing First.
- 13. Qualitative Data:** Data/information that is based on written or spoken narratives. The purpose of qualitative data/information is to explain and gain insight and understanding of events through collection of narrative data/information.
- 14. Quantitative Data:** Data/information that is based on numbers and mathematical calculations. The purpose of quantitative data is to explain, predict, and/or control events through focused collection of numerical data.
- 15. Rental Assistance:** Direct housing costs including rent, vouchers, deposits, landlord incentives, utility payments, household furnishings, and any costs required to place and/or maintain a participant in transitional and/or permanent housing. See list of additional examples in the body of the RFP on page 12.
- 16. System Navigation:** Assistance connecting participants with organizations, agencies, departments and services, including social services, general relief, housing, food, legal services, healthcare, etc.
- 17. Target Population for ARG:** Individuals 18 and over who have been formerly incarcerated in state prison with priority given to those recently released and/or on state parole.
- 18. Transitional Housing:** Transitional Housing means housing leading to permanent housing that is flexible with lengths of stay that depend on the individual's need. Transitional housing includes self-sufficiency development services and connections to treatment as needed, with the ultimate goal of moving recently unhoused or incarcerated persons to permanent housing as quickly as possible.
- 19. Warm Handoff/Reentry Services:** For purposes of the Adult Reentry Grant, this definition places a priority on services that lead to self-sufficiency and permanent housing for individuals released from state prison.

The ESC defined Warm Handoff/Reentry Services as: A collaborative continuity of care that includes the participant and their support team when services transition from one provider to another. Multiple Warm Handoffs may occur during the course of a client's engagement, e.g., in-custody counselor, transitional case manager, to housing provider. These activities can also include reentry services, which may include barrier removal, case management, housing and system navigation, and incentives to assist an individual in transitioning from

incarceration, parole supervision or housing insecurity to self-sufficiency and permanent housing. See list of additional examples in the body of the RFP on pages 11-12.

Housing First Resources

Below are links to resources related to Housing First information and resources that applicants may find useful in developing a proposal for the Adult Reentry Grant Program. This list is not meant to be exhaustive but may be a starting point for applicants:

1. What is Housing First? California Department of Housing and Community Development
<http://hcd.ca.gov/grants-funding/active-funding/docs/Housing-First-Fact-Sheet.pdf>
2. Housing First Training, Putting Plans into Practice in California
<https://www.usich.gov/guidance-reports-data/federal-guidance-resources/housing-first-training-putting-plans-practice>
3. A Housing First Approach to Property Management FAQ (Corporation for Supportive Housing)
<https://www.shra.org/wp-content/uploads/2019/03/Housing-First-Property-Management-FAQs-October-2018.pdf>
4. Housing First in Permanent Supportive Housing
<https://www.hudexchange.info/resources/documents/Housing-First-Permanent-Supportive-Housing-Brief.pdf>
5. Harm Reduction Principles and Practices – SAMHSA
<https://www.samhsa.gov/sites/default/files/harm-reduction-framework.pdf>

Appendix D: Using the Principles of Evidence-Based Practice

The BSCC is committed to supporting a focus on better outcomes in the criminal justice system and for those involved in it. Applicants that seek funding through this grant process should use research and data driven decision-making in the development, implementation, and evaluation of their grant-funded projects.

The extent to which an applicant can demonstrate that the program and/or activities they have chosen has been shown to be effective will be evaluated as a part of the rating process. In developing a proposal, it may be helpful for applicants to consider the following questions:

1. Is there evidence or data to suggest that the intervention or strategy is likely to work, i.e., produce a desired benefit?

For example, was the intervention or strategy selected by the project used by another entity with documented positive results? Is there published research/information on the chosen intervention that demonstrates its effectiveness? Is the intervention or strategy being used by another entity with a similar problem and similar target population?

2. Once an intervention or strategy is selected, will you be able to demonstrate that it is being carried out as intended?

For example, does this intervention or strategy provide for a way to monitor quality control or continuous quality improvement? If this intervention or strategy was implemented by another entity, are there procedures in place to ensure the model is being closely followed (so the project is more likely to achieve similar desired outcomes)?

3. Is there a plan to collect data that will allow for an appraisal of whether the intervention or strategy worked?

For example, will the intervention or strategy selected allow for the collection of data or other information so outcomes can be measured at the conclusion of the project? Are there or will there be processes in place to identify, collect, and analyze that data/information?

Applicants are encouraged to develop a project that incorporates these principles but is tailored to fit the needs of the communities they serve. Plans to measure the effectiveness of a project should include the use of both qualitative and quantitative data/information. While quantitative data/information is based on numbers and mathematical calculations, qualitative data/information is based on written or spoken narratives. The purpose of quantitative data/information is to explain, predict, and/or control events through focused collection of numerical data, while the purpose of qualitative data/information is to explain and gain insight and understanding of events through collection of narrative data/information.

Appendix E: Evaluative Terms

Goal versus Objective

Goals and objectives are necessary components of the Proposal, Project Work Plan, Local Evaluation Plan and Local Evaluation Report. These common terms are sometimes used interchangeably because both refer to the intended results of program activities. Goals are longer-term than objectives, more broadly stated and govern the specific objectives to which program activities are directed.

In proposals, goals are defined by broad statements of what the program intends to accomplish, representing the long-term intended outcome of the program³.

Examples of goal statements⁴:

- To reduce the number of people who commit serious and chronic offenses.
- To divert people from state correctional institutions for non-violent offenses.
- To restore the losses suffered by the victims of crimes.

Objectives are defined by statements of specific, measurable aims of program activities¹.

Objectives detail the tasks that must be completed to achieve goals². Descriptions of objectives in the proposals should include three elements⁵:

- 1) Direction – the expected change or accomplishment (e.g., improve, maintain);
- 2) Timeframe – when the objective will be achieved; and
- 3) Target Population– who is affected by the objective.

Examples of program objectives⁶:

- By the end of the program, drug-addicted participants will recognize the long-term consequences of drug use.
- To place eligible participants in an intensive supervision program within two weeks of adjudication to ensure offender accountability and community safety.
- To ensure that participants who have harmed others, and have agreed to participate in the program, carry out all the terms of the mediation agreements they have worked out with their victims by program completion.

Evaluation: Process Evaluation versus Outcome Evaluation

Process Evaluation

The purpose of the process evaluation is to assess how program activities are being carried out in accordance with goals and objectives. Process measures are designed to answer the question: “What is the program actually doing and is this what we planned it to do?” Examples of process measures could include:

- Project staff have been recruited, hired, and trained according to the proposal.

⁴ *Id.* at p. 4.

⁵ Justice Research and Statistics Association, Juvenile Justice Evaluation Center. (2003, June). *Juvenile Justice Program Evaluation: An overview (Second Edition)* p. 5. Retrieved from <http://www.jrsa.org/njiec/publications/program-evaluation.pdf>.

⁶ *Id.*

- Activities/strategies have been implemented on time according to the proposal.
- Number of interagency agreements entered into by the program compared to the number planned.
- Number of trainings conducted.
- Number of neighborhood meetings conducted.

Outcome Evaluation

The purpose of the outcome evaluation is to identify whether the program “worked” in terms of achieving its goals and objectives. Outcome measures are designed to answer the question: “What results did the program produce?” Examples of outcome measures include:

- Results of pre/post surveys (e.g., changes in the reported confidence/trust in law enforcement among community members).
- Implementation of regular, ongoing community forums where law enforcement/community dialogue takes place.
- Changes in policies at the Lead Agency level to reflect procedural justice principles.

Principles of Effective Intervention

During the past two decades, there has been renewed interest in examining correctional research. These efforts have been led by researchers such as Gendreau, Andrews, Cullen, Lipsey and others.⁷ Much evidence has been generated, leading to the conclusion that many rehabilitation programs have, in fact, produced significant reductions in recidivism. The next critical issue became the identification of those characteristics most commonly associated with effective programs. Through the work of numerous scholars (Andrews et al., 1990⁸; Cullen and Gendreau, 2000⁹; Lipsey 1999¹⁰), several “principles of effective intervention” have been identified. These principles can be briefly categorized as the following:

- Assess Actuarial Risk/Needs
- Enhance Intrinsic Motivation
- Target Interventions
 - Risk Principle
 - Need Principle
 - Responsivity Principle
 - Dosage
 - Treatment Principle
- Skill Train with Directed Practice
- Increase Positive Reinforcement
- Engage Ongoing Support in Natural Communities
- Measure Relevant Processes/Practices
- Provide Measurement Feedback

⁷ For a thorough review of this research, see Cullen, F.T. and B.K. Applegate. 1998. *Offender rehabilitation: Effective correctional intervention*. Brookfield, Vt.: Ashgate Dartmouth.

⁸ Andrews, D.A., I. Zinger, R.D. Hoge, J. Bonta, P. Gendreau and F.T. Cullen. 1990. Does correctional treatment work? A clinically relevant and psychologically informed meta-analysis. *Criminology* 28(3):369-404.

⁹ Cullen, F.T. and P. Gendreau. 2000. Assessing correctional rehabilitation: Policy, practice, and prospects. In *Criminal justice 2000: Volume 3 – Policies, processes, and decisions of the criminal justice system*, ed. J. Horney, 109-175. Washington, D.C.: U.S. Department of Justice, National Institute of Justice.

¹⁰ Lipsey, M.W. 1999. Can intervention rehabilitate serious delinquents? *The Annals of the American Academy of Political and Social Science*, 564(2):142-166.

Appendix F: Level One Evaluation Requirement

Guidelines for the Local Evaluation Plan and Local Evaluation Report

BSCC has adopted new, less complicated evaluation requirements. For the ARG grant program, the Board of State and Community Corrections (BSCC) requires grantees to complete what is now called a **Level One Evaluation** of their grant-funded project. A Level One Evaluation focuses on achievement of the project's goals and objectives. Demonstration of completing this requirement will require the submission of two documents, a Local Evaluation Plan and a Local Evaluation Report. Both are described below along with their due dates.

- **Local Evaluation Plan (LEP)** – A written document that describes the data collection, management, and analysis and reporting plan that will be implemented to ensure that achievement of the project's goals and objectives can and will be assessed. Ideally it should be developed before the project starts or during project implementation, before services or activities begin.
- **Local Evaluation Report (LER)** – A written document that provides the interpretation of various data elements intended to assess whether the project was successful in achieving its goals and objectives.

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

LOCAL EVALUATION PLAN (LEP)

Cover Page

The cover page provides a descriptive report title and identifies the grantee(s), author(s), project period, and funding source.

Project Overview

This section provides a concise overview of the project's activities, services, or interventions, emphasizing their relevance to the target population (if applicable). The information provided should focus on the essential information necessary to understand the project's goals and objectives (next section). It should not describe the need for the project. This section shall not exceed two (2) pages in length.

Data Collection Plan

For each of the project's goals and associated objectives, this section identifies the data elements, including their source and frequency of collection, that will be used to measure their achievement. To complete this section, first use the table template provided (see example below) to list each of the project's goals and associated objectives as documented in the grant agreement.¹⁴ One table template should be used for each goal and its associated objectives.

Next, complete each table by listing, on separate rows, each distinct data element that will be collected to measure achievement toward the respective goal or its objective(s). For each data element, use the remaining columns to identify the data source, frequency of data collection, and the goal or objective that is the target. Definitions for these terms follow.

- *Data element* – a basic unit of information, or data, to be collected that has a unique meaning (e.g., gender, race, city, age, arrest date, graduation rate). Please note that the data elements must be logically related to the respective goal or objective it is intended to assess.
- *Data source* – the location from which the data element originates (e.g., intake form, case management system, standardized assessment, interview, focus group, MOU with partner agency).
- *Frequency of data collection* – defines how often the data element will be collected or pulled from the data source (e.g., at enrollment, at project/program exit/completion, every 6 months, annually, quarterly, during case management sessions, at course completion).
- *Target* – the goal or objective(s) that the data element is intended to assess.

Data Collection Plan for Goal 1 (Table Template)

Goal 1:				
Objective a:				
Objective b:				
Objective c:				
Objective d:				
	<u>Data Elements</u>	<u>Data Sources</u>	<u>Frequency of Collection</u>	<u>Target</u>
1.				<input type="checkbox"/> Goal <input type="checkbox"/> Objective(s):
2.				<input type="checkbox"/> Goal <input type="checkbox"/> Objective(s):
3.				<input type="checkbox"/> Goal <input type="checkbox"/> Objective(s):

Data Management

- This section provides a concise description of the process that will be used to acquire, validate, store, protect, and monitor the data elements identified in the section(s) above. The description shall not exceed one page and should, at a minimum, include:
 - Identification of who is responsible for implementing the data collection plan(s).
 - Detail data sharing agreements with external partners, if applicable.
 - How the data will be monitored throughout the duration of the project and adjustments, if needed, will be identified and made in a timely manner to the data collection plan(s).
 - How incomplete or inconsistent data will be identified and corrected.
 - Where the data will be stored and kept secure.

Data Analysis and Reporting

- This section provides a concise description of the process that will be used to analyze and present the data in a meaningful way. The description shall not exceed one page and should, at a minimum, include:
 - Identification of who is responsible for analyzing the data.
 - How the data will be used to determine achievement of the goal(s) or objective(s) (e.g., comparison between two points in time).

- The analytical tools that will be used (e.g., Excel, Sheets, SPSS, SAS, R).
- Identification of who is responsible for communicating the findings and writing the LER.

LOCAL EVALUATION REPORT

Cover Page

The cover page provides a descriptive report title and identifies the grantee(s), author(s), project period, and funding source.

Project Overview

This section provides a concise overview of the project's activities, services, or interventions, emphasizing their relevance to the target population (if applicable). The information provided should focus on the essential information necessary to understand the project's goals and objectives (next section). It should not describe the need for the project. This section shall not exceed two (2) pages in length.

Goal Achievements

For each of the project's goals, this section(s) should highlight the most important results and analyses of the data elements collected that describe the extent to which the goal was achieved. Follow the results with a brief narrative that provides necessary context to understand the findings. The report writer can decide the proper heading(s) for this section(s). That is, rather than "Goal Achievements" as a single heading and section, a heading that is appropriate for each goal and its achievement can be used to organize the report (e.g., "Recidivism was Reduced by 50 Percent", "85 Percent of Participants Actively Engaged in Treatment"). The goals and objectives of the project should be clearly provided either within the text of this section or by providing the data collection tables from the LEP as an appendix.¹⁵

Discussion

This section is the final portion of the report and provides a holistic description of the meaning, importance, and relevance of the achievements reported. The content may also include a discussion of limitations, challenges, recommendations for future projects, and lessons learned. This section shall not exceed one (1) page in length.

Grantee Highlight

This section provides the grantee an opportunity to share a brief, visually appealing highlight or success story that provides additional information related to the project's success over the grant cycle. Optional graphs, charts, or photos may be included.¹⁶ This highlight may be included in a statewide report for the grant program. While every effort will be made to include these in a statewide report, inclusion in the report is not guaranteed. This section shall not exceed one (1) page in length.

Appendix (Optional)

The appendix(ices) may be provided to present the Data Collection table for each goal from the Local Evaluation Plan. Other content may be provided as appropriate.

Attachment A: Project Budget

Required Attachment: Applicants will be prompted to upload this document from the BSCC [ARG webpage](#) to the BSCC Submittable Application Portal. Do not use this version.

Instructions for How to Complete the Budget Attachment

This Budget Attachment is included in the official proposal and upon submission will be rated as such per the requirements set forth in the Request for Proposals (RFP). Applicants are solely responsible for the accuracy and completeness of the information entered into this budget workbook.

- ▶ Enter name of applicant CBO Applicant at the top of the Project Budget worksheet.
- ▶ As detailed in the RFP, applicants may apply for any dollar amount up to the funding thresholds listed below:
 - **\$2,250,000** in the Rental Assistance category.
 - **\$2,250,000** in all other categories combined.
- ▶ Provide complete and detailed information in each line-item and narrative section of the Project Budget worksheet that includes:
 - Language supporting each expense.
 - Expenses that are tied to program goals and planned activities.
- ▶ Request funds in whole dollars only. Do not use decimals.
- ▶ Applicants are limited to the use of the budget line items listed. Applicants are not required to request funds for every line item. If no money is requested for a certain line item, enter \$0 in the budget table and "N/A" in the corresponding narrative.
- ▶ The purpose of the narrative for each corresponding line item is to provide a narrative description of the item(s), and how the items and amounts requested will serve to meet the stated goals and objectives and planned activities of the project. **To start a new paragraph within a narrative cell, hold down the Alt key and then press Enter.**
- ▶ This workbook is protected. Applicants may only enter information in unshaded cells. All other cells in the Project Budget worksheet will auto populate based on the Applicant's entries.
- ▶ All funds must be used consistent with the requirements of the BSCC Grant Administration Guide, located on the BSCC website, including any updated version that may be posted during term of the grant agreement. The BSCC will notify grantees whenever an updated version is posted.

Budget Line-Item Instructions

- 1. Rental Assistance (Direct Housing Costs ONLY):** Grant funding for Rental Assistance may only be used for direct housing costs. Direct housing costs including rent, vouchers, deposits, landlord incentives, utility payments, household furnishings, and any costs required to place and/or maintain a participant in transitional and/or permanent housing. Any other proposed project costs (including all salaries and benefits, supportive services, etc.) are to be included as part of the Warm Handoff/Reentry Services category of an applicant's budget. **The total for this category may not exceed \$2,250,000.**
- 2. Salaries and Benefits:** List the classification/title, percentage of time, salary or hourly rates, and the benefits (if applicable) for every staff person from the applicant that will be funded by the grant. Applicants are encouraged to account for cost escalations and/or raises during the grant period when budgeting staffing costs. Within the corresponding narrative section, briefly describe their roles/responsibilities within the grant program.

NOTE: Include salaries and benefits for staff of the Applicant only. Salaries and benefits associated with subcontractors should be included in the applicable line item (e.g., Professional Services, NGO Subcontracts, etc.).
- 3. Services and Supplies:** Include and itemize all services and supplies to be purchased by the Applicant. Services and supplies purchased by subcontractors must be included in the applicable line item (e.g., Professional Services, NGO Subcontracts, etc.).
Be advised: Meals, snacks, incentives and participant support items require separate and prior approval by BSCC, even if included here.
- 4. NGO Subcontractors:** List the names of all NGOs that will work on the project providing direct services to clients. Show the amount of funds allocated to each and itemize the services that will be provided. Include any positions to be funded, including classification/title, percentage of time, salary or hourly rates, and benefits (if applicable). If a community partner has not been selected as of the date of the submission of the application, identify the amount of grant funds that will be allocated and describe the services to be provided.
- 5. Professional Services:** List the names of any professional consultants that will work on the project (e.g., evaluators, accountants, bookkeepers, staff trainers, technical assistance providers). Show the amount of funds allocated to each and itemize the services that will be provided. List any positions to be funded, including classification/title, percentage of time, salary or hourly rates, and benefits (if applicable).
- 6. Public Agency Subcontractors:** List the names of any public agencies that will work on the project. Show the amount of funds allocated to each and itemize the services that will be provided. List any positions to be funded, including classification/title, percentage of time, salary or hourly rates, and benefits (if applicable).
- 7. Equipment and Fixed Assets:** Include grant funds associated with equipment and fixed assets purchased by the Applicant. Equipment and fixed assets are defined as nonexpendable personal property having a useful life of more than one year and an acquisition cost of **\$3,500** or more per unit. Items that do not meet this threshold should be included in the Services and Supplies category. Itemize all equipment and fixed assets to be purchased by the Applicant only - equipment and fixed assets purchased by subcontractors must be included in the applicable line item (e.g., Professional Services, NGO Subcontracts, etc.).

Note: Equipment and fixed assets over **\$3,500** included in the proposed budget does not guarantee automatic approval; such purchases require separate and prior approval by BSCC.

- 8. Other (Travel, Training, etc.):** Itemize all costs that do not fit into the categories listed above, including travel and training. **At a minimum, applicants should budget for one trip to Sacramento for a grantee team meeting.** For this line item, include "other" costs for use by the Applicant agency only. Similar type costs allocated by subcontractors must be included in the applicable line item (e.g., Professional Services, NGO Subcontracts, etc.).

Note: Out-of-state travel using grant funding is permissible in rare cases. The use of state funds for out-of-state travel is monitored very closely. Justification for out-of-state travel undergoes a high level of review and scrutiny and approval is granted only in limited cases. Out-of-state travel included in the proposed budget does not guarantee automatic approval; out-of-state travel requests require separate and prior approval by the BSCC.

- 9. Indirect Costs:** Indirect costs are shared costs that cannot be directly assigned or identified to a particular activity but are incurred and necessary to the operation of a grantee organization and the performance of the project. Indirect cost guidelines can be found in the BSCC Grant Administration Guide, located on the BSCC website. Examples of indirect costs include, but are not limited to, rent and utilities, office supplies, administrative salaries and fringe benefits (such as managerial, clerical, accounting, human resources, and information technology).

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

- If the applicant organization has a federally approved indirect cost rate, the applicant may claim indirect costs up to the organization's federally approved indirect cost rate, not to exceed 20 percent (20%) of the total direct costs. Organizations may not request more than their federally approved rate and will be required to submit their federally approved rate documentation in order to receive reimbursement.
- If the applicant organization does not have a federally approved indirect cost rate, the applicant may request reimbursement for indirect costs not to exceed ten percent (10%) of the total direct costs. Organizations will be required to provide a methodology or list of costs/activities to support the indirect costs charged to the grant upon request.

In the Indirect Costs Narrative section please identify the types or categories of expenses that will be supported by the indirect costs rate and what record keeping process will be used to provide source documentation. Note: A project cost must be consistently treated as either a direct or indirect cost, i.e., it cannot be included in both categories. For example, rent for office space cannot be included as a direct cost and also be included in the methodology used to calculate indirect costs.

Adult Reentry Grant (ARG) Cohort 4 Project Budget and Budget Narrative

Name of Applicant:

The total funds requested in the Rental Assistance category (Budget Line Item 1) may not exceed \$2,250,000.
The total funds requested for all other budget line items combined (2-9) may not exceed \$2,250,000.

Note: This top table will auto-populate based on the information entered in the sections below.

Budget Line Item	Grant Funds
1. Rental Assistance (Direct Housing Costs) – this line may not exceed \$2,250,000	\$0
2. Salaries and Benefits	\$0
3. Services and Supplies	\$0
4. NGO Subcontractors Providing Direct Services	\$0
5. Professional Services/Independent Contractors	\$0
6. Public Agency Subcontractors	\$0
7. Equipment/Fixed Assets	\$0
8. Other (Travel, Training, etc.)	\$0
9. Indirect Costs	\$0
TOTAL:	\$0

1. Rental Assistance (Direct Housing Costs ONLY - do not include staff or other services in this category. See Instructions tab for a list of eligible items.) May not exceed \$2,250,000.

Description	Calculation for Expense	Grant Funds
Example: Rent	\$2000/month x 20 participants	\$40,000
Example: Landlord incentives	\$500 x 50 participants	\$25,000
TOTAL:		\$0

Rental Assistance Narrative: Provide a brief description for each item listed above.

2. Salaries and Benefits		
Title	(% FTE <u>or</u> Hourly Rate) & Benefits	Grant Funds
Example (Hourly): Fiscal Manager	\$60/hour x 10 hours/month x 3 years = \$21,600 + benefits @ 22% = \$4,752	\$26,352
Example (FTE): Counselor	.25 FTE @ \$60,000 x 3 years = \$45,000	\$45,000
Example (FTE): Housing Navigator	1.00 FTE @ \$75,000 (Year 1) + @ \$80,000 (Year 2) + @ \$85,000 (Year 3) + benefits @ 25% = \$60,000	\$300,000
	TOTAL:	\$0
Salaries and Benefits Narrative: Provide a brief description for each position to address their role on the grant project.		

3. Services and Supplies		
Description of Services or Supplies	Calculation for Expenditure	Grant Funds
Example: Supportive service items (bus passes, gas cards, etc.)	\$350 x 50 participants	\$17,500
	TOTAL:	\$0
Services and Supplies Narrative: Provide a brief description for each item that explains how it will be used toward fulfilling grant objectives.		

4. Non-Governmental Organization (NGO) Subcontracts

Name of NGO Subcontractor	Calculation for Expenditure	Grant Funds
Example: Private Industrial Council	Training Class \$450 x 25 participants	\$11,250
TOTAL:		\$0

NGO Subcontracts Narrative: List each NGO subcontractor that will be providing direct services. Provide a brief description of the services that will be provided.

(This area is currently blank for the user to provide the narrative.)

5. Professional Services Subcontracts

Description of Subcontract	Calculation for Expenditure	Grant Funds
Example: XYZ Evaluation Services	\$XXXX per month for data collection and evaluation services	
TOTAL:		\$0

Professional Services Narrative: List each Professional Services subcontractors (includes evaluators, accountants, bookkeepers, grants management, training, technical assistance, etc.). Provide a brief description of the services that will be provided.

(This area is currently blank for the user to provide the narrative.)

6. Public Agency Subcontracts

Name of Public Agency	Calculation for Expenditure	Grant Funds
Example: River County Behavioral Health Services	0.75 FTE Behavioral Health Specialist @ 100,000 = \$75,000 x 3 years = \$225,000 + 30% benefits =	\$292,500
TOTAL:		\$0

Public Agency Subcontracts Narrative: List each public agency that will receive grant funds. Provide a brief description of the services that will be provided.

7. Equipment/Fixed Assets

Description of Equipment/Fixed Asset	Calculation for Expense	Grant Funds
Example: Purchase of Vehicle	Toyota Prius @ Market Value	\$50,000
TOTAL:		\$0

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

8. Other (Travel, Staff Training, etc.)

Description	Calculation for Expense	Grant Funds
Example: Staff Trainings	\$500/per training x 5 staff	\$2,500
TOTAL:		\$0

Other (Travel, Staff Training, etc.) Narrative: Provide a brief explanation for how each item listed above will contribute toward fulfilling grant objectives. Please budget for one trip to Sacramento for 3-4 key grant team members.

9. Indirect Costs

For this grant program, indirect costs may be charged using only ONE of the two options below:		Grant Funds
• If the applicant does not have a federally approved indirect cost rate, may claim indirect costs not to exceed 10 percent (10%) of the total direct costs.	\$0	\$0
• If the applicant has a federally approved indirect cost rate, may claim indirect costs up to the organization's federally approved indirect cost rate, not to exceed 20 percent (20%) of the total direct costs.	\$0	\$0
<i>Please see Instructions tab for additional information regarding Indirect Costs. If the amount exceeds the maximum allowed and/or turns red, please adjust it to not exceed the line-item limit noted.</i>		\$0
TOTAL:		

Indirect Costs Narrative:



Attachment B: Project Work Plan

REQUIRED ATTACHMENT: You will be prompted to upload this document to the BSCC-Submittable Application.

Instructions: Applicants must complete a Project Work Plan, using the format below, that identifies measurable goals and objectives, process and outcome measures, activities and services, responsible parties for those activities and services, data sources and estimated timelines. Completed plans should (1) identify the project’s top goals and objectives; (2) identify how the goal(s) will be achieved in terms of the activities, responsible staff/partners, and start and end dates, process and outcome measures; and (3) provide goals and objectives with a clear relationship to the need and intent of the grant. The Project Work Plan must attempt to identify activities/services and estimate timelines for the entire grant term. A minimum of one goal and corresponding objectives, process measures, etc. must be identified.

Please cut and paste into a Word document. Expand cells as necessary.

(1) Goal:	>		
Objectives (A., B., etc.)	A.> B.> C.>		
Process Measures and Outcome Measures:	>		
Project activities that support the identified goal and objectives:	Responsible staff/partners:	Timeline	
		Start Date	End Date
1.> 2. 3.	1. > 2. 3.	1.> 2. 3.	1.> 2. 3.
List data and sources to be used to measure outcomes: >			

(2) Goal:	>		
Objectives (A., B., etc.)	A.> [redacted] B.> [redacted] C.> [redacted]		
Process Measures and Outcome Measures:	> [redacted]		
Project activities that support the identified goal and objectives:	Responsible staff/partners:	Timeline	
		Start Date	End Date
1.> [redacted] 2. 3.	1.> [redacted] 2. 3.	1.> [redacted] 2. 3.	1.> [redacted] 2. 3.
List data and sources to be used to measure outcomes: >			

(3) Goal:	>		
Objectives (A., B., etc.)	A.> [redacted] B.> [redacted] C.> [redacted]		
Process Measures and Outcome Measures:	> [redacted]		
Project activities that support the identified goal and objectives:	Responsible staff/partners:	Timeline	
		Start Date	End Date
1.> [redacted] 2. 3.	1.> [redacted] 2. 3.	1.> [redacted] 2. 3.	1.> [redacted] 2. 3.
List data and sources to be used to measure outcomes: >			

Attachment C: Criteria and Assurance for Non-Governmental Organizations that Receive BSCC Grant Funds as a Subcontractor

Required Attachment: Applicants will be prompted to upload this document from the BSCC [ARG webpage](#) to the BSCC Submittable Application Portal.

The ARG RFP includes requirements that apply to non-governmental organizations **that receive BSCC grant funds as subcontractors**. Grantees are responsible for ensuring that all subcontracted third parties continually meet these requirements as a condition of receiving any ARG funds. The RFP describes these requirements as follows:

Any non-governmental organization that receives ARG funds must:

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

Note: Non-governmental organizations that have recently reorganized or have merged with other qualified non-governmental organizations that were in existence prior to the six (6) month date are also eligible, provided all necessary agreements have been executed and filed with the California Secretary of State prior to the start date of the applicant’s Grant Agreement with BSCC.

- Be registered with the California Secretary of State’s Office, if applicable.
- Have a valid business license, Employer Identification Number (EIN), and/or Taxpayer ID (if sole proprietorship).
- Have any other state or local licenses or certifications necessary to provide the services requested (e.g., facility licensing by the Department of Health Care Services), if applicable.

In the table below, provide the name of the Grantee and list all subcontracted third parties.

Name of Grantee:

Name of Subcontracted Third Party	Address	Email / Phone	Meets All Requirements
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>

See next page for signature block.

Grantees are required to update this list and submit it to BSCC any time a new third-party subcontract is executed after the initial assurance date. Grantees shall retain (on-site) applicable source documentation for each contracted party that verifies compliance with the requirements listed in the ARG RFP. These records will be subject to the records and retention language found in Appendices A and C of the Standard Agreement.

The BSCC will not reimburse for costs incurred by any third party that does not meet the requirements listed above and for which the BSCC does not have a signed grantee assurance on file.

A signature below is an assurance that all requirements listed above have been met.

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

Attachment D: Certification of Compliance with BSCC Policies Regarding Debarment, Fraud, Theft, and Embezzlement

Required Attachment: Applicants will be prompted to upload this document from the BSCC [ARG webpage](#) to the BSCC Submittable Application Portal.

It is the policy of the BSCC to protect grant funds from unreasonable risks of fraudulent, criminal, or other improper use. As such, the Board will not enter into contracts or provide reimbursement to applicants that have been:

1. debarred by any federal, state, or local government entities during the period of debarment; or
2. convicted of fraud, theft, or embezzlement of federal, state, or local government grant funds for a period of three years following conviction.

Furthermore, the BSCC requires grant recipients to provide an assurance that there has been no applicable debarment, disqualification, suspension, or removal from a federal, state, or local grant program on the part of the grantee at the time of application and that the grantee will immediately notify the BSCC should such debarment or conviction occur during the term of the Grant contract.

BSCC also requires that all grant recipients include, as a condition of award to a subgrantee or subcontractor, a requirement that the subgrantee or subcontractor will provide the same assurances to the grant recipient. If a grant recipient wishes to consider a subcontractor that has been debarred or convicted, the grant recipient must submit a written request for exception to the BSCC along with supporting documentation.

By checking the following boxes and signing below, applicant affirms that:

I/We are not currently debarred by any federal, state, or local entity from applying for or receiving federal, state, or local grant funds.

I/We have not been convicted of any crime involving theft, fraud, or embezzlement of federal, state, or local grant funds within the last three years. We will notify the BSCC should such debarment or conviction occur during the term of the Grant contract.

I/We will hold subcontractors to these same requirements.

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

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

Attachment E: Governing Board Resolution or Other Proof of Signing Authority

NOT REQUIRED AT TIME OF SUBMISSION

Instructions: Before the grant award can be finalized and funds awarded, applicants must provide evidence that the person signing the grant agreement has signing authority, which may include articles of incorporation, bylaws, or a board resolution conferring authority to the signatory.

Below is assurance language that should be included in a Governing Board resolution submitted to the Board of State and Community Corrections.

SAMPLE GOVERNING BOARD RESOLUTION

WHEREAS the **(insert name of Applicant Agency)** desires to participate in the 2024 Adult Reentry Grant funded through the California State General Fund and administered by the Board of State and Community Corrections (hereafter referred to as the BSCC).

NOW, THEREFORE, BE IT RESOLVED that the **(insert title of designated official)** be authorized on behalf of the **(insert name of Governing Board)** to submit the grant proposal for this funding and sign the Grant Agreement with the BSCC, including any amendments thereof.

BE IT FURTHER RESOLVED that grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

BE IT FURTHER RESOLVED that the **(insert name of Applicant Agency)** agrees to ensure all matching funds required for the above grant are provided and abide by the terms and conditions of the Grant Agreement as set forth by the BSCC.

Passed, approved, and adopted by the **(insert name of Governing Board)** in a meeting thereof held on **(insert date)** by the following:

Ayes:

Noes:

Absent:

Signature: _____ Date: _____

Typed Name and Title: _____

ATTEST: Signature: _____ Date: _____

Typed Name and Title: _____

Attachment F-2

**Adult Reentry Grant Cohort 4
ESC Roster**

	Name	Title	Organization
1	Jason Johnson (Chair)	Director, Division of Adult Parole Operations (and BSCC Board Member)	California Department of Corrections and Rehabilitation
2	Cory Alvarez	Chief, Community Reentry Unit, Division of Adult Parole Operations	California Department of Corrections and Rehabilitation
3	Jason Bradley	Federal Housing Programs Branch Chief, Division of Federal Financial Assistance	California Department of Housing and Community Development
4	Maria Campa	Program Manager – Rental Assistance	City of Carlsbad, Housing & Homeless Services Department
5	Tina Curiel	Communications and Policy Analyst	Center on Juvenile and Criminal Justice
6	Jessica Fernandez	Chief, Community & Reentry Services, Division of Rehabilitative Programs	California Department of Corrections and Rehabilitation
7	Jody Ketcheside	Assistant Director of Supportive Housing	Santa Clara County Housing Authority
8	Michelle Miller-Galaz, Ed.D.	Dean of Instruction	Porterville College
9	Dr. Elizabeth Muniz Palomera	Co-Chair	Housing First Solano Lived Experience Committee
10	Alexa Wasserman	Chief Psychologist, Behavioral Health Program, Division of Adult Parole Operations	California Department of Corrections and Rehabilitation
11	Myeshia Woodards	Founder	Heart2Hands

Agenda Item G

MEETING DATE: November 21, 2024

AGENDA ITEM: G

TO: BSCC Chair and Members

FROM: Ginger Wolfe, Staff Services Manager II
ginger.wolfe@bscc.ca.gov

SUBJECT: Implementation of Assembly Bill 268 – Cardiopulmonary Resuscitation (CPR) Requirements (Section 1028 of Title 15)
Adoption of Revised Regulations: **Requesting Approval**

Summary

This agenda item requests Board approval to finalize the adoption of regulations related to Assembly Bill 268 (Chapter 298, Statutes of 2023), which requires, among other things, the Board to adopt regulations related to the administration of cardiopulmonary resuscitation (CPR) in local detention facilities. Specifically, this item requests final approval of the text of section 1028 of Title 15 of the California Code of Regulations and direct staff to submit final rulemaking documents to the Office of Administrative Law.

Background

On October 4, 2023, Governor Newsom signed AB 268, authored by Assemblymember Dr. Akilah Weber, which added two additional members to the Board, a licensed health and mental or behavioral health care provider to be appointed by the Governor and subject to confirmation by the Senate. Beginning July 1, 2024, AB 268 requires annual training of correctional officers to include at least four mental and behavioral health hours annually. In addition, AB 268 requires correctional officers to be certified in CPR and, “when safe and appropriate to do so,” to begin CPR on a nonresponsive person without obtaining approval from supervisors or medical staff. (Pen. Code, § 6048, subs. (b), (d) & (e).)

At its February 15, 2024, meeting, the Board directed staff to begin the rulemaking process for revisions to Title 15, sections 184 and 1028, bring a final package for approval if substantive revisions were made to the draft language during the regulatory making process, and that if no substantive changes are made to the draft regulatory language that staff file the final regulatory package with the Office of Administrative Law.

BSCC staff initiated the rulemaking process on May 31, 2024, by publishing the Notice of Proposed Action and establishing a 45-day public comment period that ended on July 15, 2024. The rulemaking file and all required rulemaking documents were filed with the Office of Administrative Law on September 10, 2024.

During its review, the Office of Administrative Law provided Approval in Part of the rulemaking file; amendments to Title 15, section 184 [related to annual mental health training] will become effective on January 1, 2025.

The Office of Administrative Law informed BSCC that while the proposed amendments to Title 15, section 1028, effectively implemented the statute (Pen. Code, § 6048, subd. (b)), the amendments did not adequately specify the intent and purpose and, therefore, did not meet the Administrative Procedures Act standards. BSCC staff withdrew section 1028 from the rulemaking file and drafted modifications to address the Office of Administrative Law's feedback. Specifically, the Office of Administrative Law recommended further addressing when the administration of CPR would be "safe and appropriate."

BSCC staff published the modified text for a 15-day public comment period from October 28, 2024, through November 12, 2024. BSCC staff responded to comments received on the proposed action in the final statement of reasons (attachment G-3). With the Board's approval, BSCC staff will resubmit section 1028 for adoption with an estimated effective date of April 1, 2025.

Recommendation/Action Needed

BSCC Staff recommends the following:

1. Approve the modifications to Title 15, section 1028, as proposed in attachment G-1;
2. Approve the final package; and,
3. Direct staff to submit the final rulemaking package to the Office of Administrative Law, including the modified text of the proposed regulations, final proposed regulations, final statement of reasons, and any other rulemaking documents required by the Administrative Procedures Act.

Attachments

G-1: Modified Text of Title 15, section 1028 (Fire and Life Safety Staff)

G-2: Final Proposed Text of Title 15, section 1028, (Fire and Life Safety Staff)

G-3: Final Statement of Reasons

Attachment G-1

**BOARD OF STATE AND COMMUNITY CORRECTIONS
TITLE 15, DIVISION 1, CHAPTER 1, SUBCHAPTER 4
MINIMUM STANDARDS FOR TRAINING AND LOCAL DETENTION FACILITIES**

MODIFIED REGULATION TEXT

The BSCC has illustrated changes to the original text in the following manner:

Regulation text originally proposed is shown as underlined; deletions are shown in ~~strikeout~~.

Additions to the language originally proposed are double-underlined; deletions are shown in ~~double-strikeout~~.

§ 1028. Fire and Life Safety Staff.

- (a) Pursuant to Penal Code Section 6030(c), effective January 1, 1980, whenever there is a person in custody, there shall be at least one person on duty at all times who meets the training standards established by the Board for general fire and life safety. The facility manager shall ensure that there is at least one person on duty who trained in fire and life safety procedures that relate specifically to the facility.
- (b) The facility administrator, in conjunction with the health authority, shall develop and implement policies and procedures consistent with the requirements of Penal Code Section 6048(b) that require correctional officers certified in cardiopulmonary resuscitation (CPR) to begin CPR on a nonresponsive person without obtaining approval from supervisors or medical staff, when it is safe and appropriate to do so. These policies shall cover the following key elements:
- (1) Acceptable CPR methods and application.
 - (2) Correctional officers shall be certified in CPR and a copy of the certification shall be on file in the facility or at a central location and available for review.
 - (3) Correctional officers shall immediately summon medical aid when a person is identified as nonresponsive and shall administer CPR unless the correctional officer is aware of known medical conditions that would contraindicate its use.
 - (4) Correctional officers shall use personal protective equipment when administering CPR whenever possible to reduce exposure to bodily fluids or bloodborne pathogens that may contain disease-causing agents.
 - (5) If an imminent physical danger prevents a correctional officer from safely administering CPR, they shall begin or resume CPR as soon as the threat has passed, or the nonresponsive person has been safely removed from danger, provided medical aid has not yet arrived.

(6) The correctional officer shall continue administering CPR, absent imminent physical danger, until the nonresponsive person shows obvious signs of life, such as normal breathing or physical or verbal responses, or until medical staff or alternative medical responders arrive and take over.

(7) In situations where medical staff or alternative medical responders are present when a person is identified as nonresponsive, correctional officers shall defer the administration of CPR to those individuals.

NOTE: Authority cited: Section 6030 and 6048, Penal Code. Reference: Section 6030 and 6048, Penal Code.

Attachment G-2

**BOARD OF STATE AND COMMUNITY CORRECTIONS
TITLE 15, DIVISION 1, CHAPTER 1, SUBCHAPTER 4
MINIMUM STANDARDS FOR TRAINING AND LOCAL DETENTION FACILITIES**

FINAL REGULATION TEXT

§ 1028. Fire and Life Safety Staff.

- (a) Pursuant to Penal Code Section 6030(c), effective January 1, 1980, whenever there is a person in custody, there shall be at least one person on duty at all times who meets the training standards established by the Board for general fire and life safety. The facility manager shall ensure that there is at least one person on duty who trained in fire and life safety procedures that relate specifically to the facility.
- (b) The facility administrator, in conjunction with the health authority, shall develop and implement policies and procedures consistent with the requirements of Penal Code Section 6048(b) that require correctional officers certified in cardiopulmonary resuscitation (CPR) to begin CPR on a nonresponsive person without obtaining approval from supervisors or medical staff, when it is safe and appropriate to do so. These policies shall cover the following key elements:
- (1) Acceptable CPR methods and application.
 - (2) Correctional officers shall be certified in CPR and a copy of the certification shall be on file in the facility or at a central location and available for review.
 - (3) Correctional officers shall immediately summon medical aid when a person is identified as nonresponsive and shall administer CPR unless the correctional officer is aware of known medical conditions that would contraindicate its use.
 - (4) Correctional officers shall use personal protective equipment when administering CPR whenever possible to reduce exposure to bodily fluids or bloodborne pathogens that may contain disease-causing agents.
 - (5) If an imminent physical danger prevents a correctional officer from safely administering CPR, they shall begin or resume CPR as soon as the threat has passed, or the nonresponsive person has been safely removed from danger, provided medical aid has not yet arrived.
 - (6) The correctional officer shall continue administering CPR, absent imminent physical danger, until the nonresponsive person shows obvious signs of life, such as normal breathing or physical or verbal responses, or until medical staff or alternative medical responders arrive and take over.
 - (7) In situations where medical staff or alternative medical responders are present when a person is identified as nonresponsive, correctional officers shall defer CPR to those individuals.

NOTE: Authority cited: Section 6030 and 6048, Penal Code. Reference: Section 6030 and 6048, Penal Code.

Attachment G-3

**BOARD OF STATE AND COMMUNITY CORRECTIONS
TITLE 15, DIVISION 1, CHAPTER 1, SUBCHAPTER 4
MINIMUM STANDARDS FOR TRAINING AND LOCAL DETENTION FACILITIES**

UPDATED FINAL STATEMENT OF REASONS

UPDATE TO FINAL STATEMENT OF REASONS

Section 1028 was initially noticed to the public for a 45-day public comment period on May 31, 2024 and submitted to the Office of Administrative Law (OAL) for publishing in the California Code of Regulations on September 10, 2024. The BSCC withdrew the originally noticed amendments from the rulemaking package to be modified and noticed for a 15-day public comment period on October 28, 2024.

The BSCC modified the original proposed language to ensure clarity in the interpretation of requirements and to meet the Administrative Procedures Act clarity and necessity standards for regulations.

UPDATED INFORMATIVE DIGEST

The BSCC has included modifications to the originally proposed text in section 1028 to clarify the intent of Penal Code section 6048(b) and outline minimum requirements for a correctional officer to administer CPR on a nonresponsive person.

There have been no other changes in the laws related to the proposed action or to the effect of the proposed regulations from the laws and effects described in the Notice of Proposed Action.

ALTERNATIVES DETERMINATION

Pursuant to Government Code section 11346.9, subdivision (a)(4), the BSCC has determined that no reasonable alternative it considered or that has otherwise been identified and brought to its attention would be more effective in carrying out the purpose for which the regulation is proposed, would be as effective and less burdensome to affected private persons than the proposed action, or would be more cost effective to affected private persons and equally effective in implementing the statutory policy or other provision of law.

The 45-day written comment period began May 31, 2024 and ended July 15, 2024; BSCC did not receive any comments during this period. Public comments received outside of the 45-day comment period are addressed in the incorporated rulemaking file.

The 15-day written comment period for modifications to the text of the initially proposed regulations began October 28, 2024 and ended November 12, 2024; BSCC did not receive any comments during this period. No other alternatives were considered,

identified, or brought to the Board's attention that would be more effective in carrying out the purpose for which the regulation is proposed.

DOCUMENTS INCORPORATED BY REFERENCE

No documents have been incorporated by reference during the 15-day public comment period or otherwise.

UPDATES TO INITIAL STATEMENT OF REASONS

Updates to the Initial Statement of Reasons are addressed in the Supplement to the Initial Statement of Reasons.

SUMMARY AND RESPONSE TO COMMENTS RECEIVED DURING THE 15-DAY COMMENT PERIOD

The BSCC did not receive any public comments during the 15-day public comment period. No modifications will be made to the proposed regulation text.

ALTERNATIVES THAT WOULD LESSEN THE ADVERSE ECONOMIC IMPACT ON SMALL BUSINESS

There have been no updates to the original Economic Impact Analysis published in the Notice of Proposed Action on May 31, 2024. No alternatives were proposed to the BSCC that would lessen any adverse economic impact on small business.

Agenda Item H

MEETING DATE: November 21, 2024

AGENDA ITEM: H

TO: BSCC Chair and Members

FROM: Kasey Warmuth, Deputy Director, kasey.warmuth@bscc.ca.gov

SUBJECT: Standards and Training for Corrections Compliance Report and Annual Update: **Information Only**

Summary

Section 318 of Title 15 of the California Code of Regulations directs the Board of State and Community Corrections (BSCC) to annually monitor local correctional agency compliance with the Standards and Training for Corrections (STC) Program. This agenda item provides compliance findings and program information for the STC Division for Fiscal Year (FY) 2023-24.

Background

Program Statistics for Fiscal Year 2023-24

In Fiscal Year 2023-24, 151 Sheriffs' Offices, Departments of Corrections, Probation Departments and Police Departments participated in the STC Program.

Participation in the STC program is voluntary. Agencies that choose to participate in the program receive access to selection exams that have been validated for correctional classifications and technical assistance to support their training programs. STC allocates \$20.9 million annually for participating agencies to offset the cost of meeting STC standards.

Attachment H-1 provides data reflecting the number of:

- STC participating agencies for FY 2023-24;
- STC participating staff by job classification;
- Job applicants tested using BSCC's selection examinations by position;
- STC training hours by type of training; and
- STC staff training hours received by job classification.

These tables also provide comparative data for FY 2022-23.

Compliance Findings for Fiscal Year 2023-24

In accordance with Penal Code section 6035 and section 318 of Title 15 of the California Code of Regulations, STC is required to annually monitor participating agencies' adherence to the standards, policies and procedures of the STC Program. The purpose of this compliance monitoring process is to ensure that each agency operates in accordance with its approved and funded Annual Training Plan, the program regulations, and the law.

Of the 151 agencies that participated in the STC Program in 2023-24, 143 agencies were found to be “In Compliance” and 8 agencies were found to be “Out of Compliance” with STC training requirements (Attachment H-2).

In FY 2023-24, there were 30,462 participants in the STC program, with 15 staff who did not receive the required core training within one year of assignment, and five staff who did not receive all of their required annual training. As such, the number of staff not meeting the full STC training requirement represents less than one tenth of one percent of the local corrections personnel statewide.

In Compliance: 143 agencies

An agency is considered “in compliance” when it has met 100 percent of its training obligation, or if mitigating circumstances were identified that prevented an agency from meeting its training obligation. Training files with mitigating circumstances were evaluated individually to determine if criteria required by policy and adopted by the Board were met, which states:

Agencies can be found in compliance if staff fail to meet the training standard but meet the following criteria for approved mitigating circumstances:

- a. an employee’s significant unanticipated leave at the end of the fiscal training year made it impractical to complete the required training;
- b. an employee was absent from work for six months or more within the fiscal training year;
- c. a personnel problem involving an employee, but the participating department has taken positive steps to correct the problem;
- d. an innocent error (e.g., record keeping error, clerical error, computer data entry error, etc.); or
- e. the number of staff or the number of hours lacking for full compliance is insignificant compared to the agency’s total training obligation, and this occurred despite the agency exercising due diligence in the management and oversight of the training program.

In addition to the above criteria, Field Representatives may consider other unforeseen or extraordinary circumstances such as cancellation or unavailability of training courses.

STC’s annual review found 143 agencies to be in compliance with the policy.

Out of Compliance: 8 agencies

An agency is “out of compliance” when it has not met 100 percent of its training obligation and does not meet the criteria for an approved mitigating circumstance. Eight agencies were found to be out of compliance with the requirements of the STC Program. Five of those agencies are in their first year of non-compliance status and three agencies are out of compliance for a second consecutive year.

The following are the mandatory sanctions and requirements adopted by the Board for local agencies found to be out of compliance:

- First Year: Notice to department head and respective county administrative officer (CAO) or city manager; detailed Annual Training Plan; corrective action plan; quarterly on-site technical review; regular quarterly allocation.
- Second Year: Notice to department head and county CAO or city manager; detailed Annual Training Plan; comprehensive corrective action plan; quarterly on-site STC monitoring; retroactive allocation of funds quarterly.
- Third Year: Deny department participation in the STC Program for one year.

Attachment H-3 contains a list of agencies that are out of compliance and identifies the number of eligible staff, the minimum required training hours, and the number of staff who failed to meet the training standard. Attachment H-4 provides a summary of compliance history across participating agencies.

All agencies found to be out of compliance for FY 2023-24 have submitted responsive corrective action plans to remedy the deficiencies in the subsequent fiscal year.

STC Activities in the Field

In addition to monitoring local corrections agencies for compliance with training requirements, STC Field Representatives perform the following functions throughout the year:

- certify courses submitted by local agencies and providers;
- sit in and monitor STC-certified courses to ensure they meet STC standards; and
- provide technical assistance to agencies struggling to meet STC requirements.

STC also offers a Training Managers' Course (TMC). The TMC is a two-day course offered virtually and in person at least four times per year to new training managers and their staff to familiarize them with STC policies and procedures, agency roles and responsibilities as participants in the STC program, and the funding, reimbursement and course certification processes.

Recommendation/Action Needed

This is an information item and does not require Board action.

Attachments

- H-1: FY 2023-24 STC Program Statistics
- H-2: FY 2023-24 Compliance Monitoring Findings
- H-3: FY 2023-24 Out of Compliance Agencies
- H-4: STC Compliance History

Attachment H-1

FY 2023-24 STC Program Statistics

1. STC Participating Agencies

Agency Type	Fiscal Year 2022/23	Fiscal Year 2023/24
Probation Departments	59	59
Sheriffs' Office	55	55
Police Departments	35	36
Local Departments of Corrections	1	1
Total Participating Departments	150	151

2. Participating STC Staff by Category

Category	Fiscal Year 2022/23	Fiscal Year 2023/24	Gain/Loss
Adult Corrections Officers	15,527	15,452	-75
Juvenile Corrections Officers	4,766	4,362	-404
Probation Officers	6,282	6,167	-115
Supervisors, Adult Corrections	1,724	1,690	-34
Supervisors, Probation	1,597	1,593	-4
Managers, Adult Corrections	452	443	-9
Managers, Probation	477	486	9
Administrators, Adult Corrections	115	118	3
Administrators, Probation	144	151	7
Total Participating Staff	31,084	30,462	-622

3. STC Selection Examinations Administered by Position

Position	Fiscal Year 2022/23	Fiscal Year 2023/24
Adult Corrections Officers	4,216	4,464
Juvenile Corrections Officers	5,545	5,036
Probation Officers	1,995	2,835
Total Exams Administered	11,756	12,335

4. STC Training Hours Completed by Type

Type of Training	Fiscal Year 2022/23	Fiscal Year 2023/24
Annual Hours	777,880	757,208
Core Hours	510,413	552,471
Total Training Hours	1,288,293	1,309,679

5. STC Staff Training Hours by Category

Category	Fiscal Year 2022/23	Fiscal Year 2023/24
Adult Corrections Officers	607,218	606,589
Juvenile Corrections Officers	189,696	193,968
Probation Officers	313,283	336,378
Supervisors	133,760	126,640
Managers	36,168	36,440
Administrators	8,168	9,664
Total Staff Training Hours	1,288,293	1,309,679

6. STC Delivered Training

Category	Fiscal Year 2022/23	Fiscal Year 2023/24
Training Managers Course	5	4
Instructor Development Course/T4T	9	3
Lesson Plan Development	4	9
Using STC's Learning Portal	9	21
New Training Manager/Private Provider Orientation	22	49
Course Monitoring	39	96
Total Courses Delivered	88	182

Attachment H-2

FY 2023-2024 STC COMPLIANCE MONITORING FINDINGS

	County/City	Agency Type	In Compliance	Out of Compliance*
1	Alameda County	Probation Department	◆	
2	Alameda County	Sheriff's Office	◆	
3	Alpine County	Probation Department	◆	
4	Amador County	Probation Department	◆	
5	Amador County	Sheriff's Office	◆	
6	Anaheim	Police Department		1
7	Bell Gardens	Police Department	◆	
8	Berkeley	Police Department	◆	
9	Burbank	Police Department		1
10	Butte County	Probation Department	◆	
11	Butte County	Sheriff's Office	◆	
12	Calaveras County	Probation Department	◆	
13	Calaveras County	Sheriff's Office	◆	
14	Claremont	Police Department	◆	
15	Colusa County	Probation Department	◆	
16	Colusa County	Sheriff's Office	◆	
17	Contra Costa County	Probation Department	◆	
18	Contra Costa County	Sheriff's Office	◆	
19	Costa Mesa	Police Department	◆	
20	Covina	Police Department	◆	
21	Del Norte County	Probation Department	◆	
22	Del Norte County	Sheriff's Office		2
23	El Dorado County	Probation Department	◆	
24	El Dorado County	Sheriff's Office	◆	
25	El Monte	Police Department	◆	
26	Fresno County	Probation Department	◆	
27	Fresno County	Sheriff's Office	◆	
28	Gardena	Police Department	◆	
29	Glendale	Police Department	◆	
30	Glendora	Police Department	◆	
31	Glenn County	Probation Department	◆	
32	Glenn County	Sheriff's Office	◆	
33	Hawthorne	Police Department	◆	
34	Hayward	Police Department	◆	
35	Hermosa Beach	Police Department	◆	
36	Humboldt County	Probation Department	◆	

FY 2023-2024 STC COMPLIANCE MONITORING FINDINGS

	County/City	Agency Type	In Compliance	Out of Compliance*
37	Humboldt County	Sheriff's Office	◆	
38	Huntington Beach	Police Department	◆	
39	Huntington Park	Police Department	◆	
40	Imperial County	Probation Department	◆	
41	Imperial County	Sheriff's Office	◆	
42	Inglewood	Police Department	◆	
43	Inyo County	Probation Department		1
44	Inyo County	Sheriff's Office	◆	
45	Kern County	Probation Department	◆	
46	Kern County	Sheriff's Office	◆	
47	Kings County	Probation Department	◆	
48	Kings County	Sheriff's Office	◆	
49	Lake County	Probation Department	◆	
50	Lake County	Sheriff's Office	◆	
51	Lassen County	Probation Department	◆	
52	Lassen County	Sheriff's Office	◆	
53	Lompoc	Police Department	◆	
54	Long Beach	Police Department	◆	
55	Los Angeles	Police Department	◆	
56	Los Angeles County	Probation Department	◆	
57	Los Angeles County	Sheriff's Office	◆	
58	Madera County	Probation Department	◆	
59	Madera County	Sheriff's Office	◆	
60	Manhattan Beach	Police Department	◆	
61	Marin County	Probation Department	◆	
62	Marin County	Sheriff's Office	◆	
63	Mariposa County	Probation Department	◆	
64	Mariposa County	Sheriff's Office	◆	
65	Mendocino County	Probation Department	◆	
66	Mendocino County	Sheriff's Office	◆	
67	Merced County	Probation Department	◆	
68	Merced County	Sheriff's Office	◆	
69	Modoc County	Probation Department	◆	
70	Modoc County	Sheriff's Office	◆	
71	Mono County	Probation Department	◆	
72	Mono County	Sheriff's Office		1

FY 2023-2024 STC COMPLIANCE MONITORING FINDINGS

	County/City	Agency Type	In Compliance	Out of Compliance*
73	Monterey	Police Department	◆	
74	Monterey County	Probation Department	◆	
75	Monterey County	Sheriff's Office	◆	
76	Monterey Park	Police Department	◆	
77	Napa County	Dept. of Corrections	◆	
78	Napa County	Probation Department	◆	
79	Nevada County	Probation Department	◆	
80	Nevada County	Sheriff's Office	◆	
81	Newport Beach	Police Department	◆	
82	Orange County	Probation Department	◆	
83	Orange County	Sheriff's Office	◆	
84	Palos Verdes Estates	Police Department	◆	
85	Pasadena	Police Department	◆	
86	Placer County	Probation Department	◆	
87	Placer County	Sheriff's Office	◆	
88	Plumas County	Probation Department	◆	
89	Plumas County	Sheriff's Office	◆	
90	Pomona	Police Department	◆	
91	Redondo Beach	Police Department	◆	
92	Riverside County	Probation Department	◆	
93	Riverside County	Sheriff's Office	◆	
94	Sacramento County	Probation Department	◆	
95	Sacramento County	Sheriff's Office	◆	
96	San Benito County	Probation Department	◆	
97	San Benito County	Sheriff's Office	◆	
98	San Bernardino County	Probation Department	◆	
99	San Bernardino County	Sheriff's Office	◆	
100	San Diego County	Probation Department	◆	
101	San Diego County	Sheriff's Office	◆	
102	San Fernando	Police Department	◆	
103	San Francisco Co Adult	Probation Department	◆	
104	San Francisco Co Juv.	Probation Department	◆	
105	San Francisco County	Sheriff's Office	◆	
106	San Joaquin County	Probation Department	◆	
107	San Joaquin County	Sheriff's Office	◆	
108	San Luis Obispo Co	Probation Department	◆	

FY 2023-2024 STC COMPLIANCE MONITORING FINDINGS

	County/City	Agency Type	In Compliance	Out of Compliance*
109	San Luis Obispo Co	Sheriff's Office	◆	
110	San Mateo County	Probation Department	◆	
111	San Mateo County	Sheriff's Office	◆	
112	Santa Ana	Police Department	◆	
113	Santa Barbara County	Probation Department	◆	
114	Santa Barbara County	Sheriff's Office	◆	
115	Santa Clara County	Probation Department	◆	
116	Santa Clara County	Sheriff's Office	◆	
117	Santa Cruz County	Probation Department	◆	
118	Santa Cruz County	Sheriff's Office	◆	
119	Santa Monica	Police Department	◆	
120	Shasta County	Probation Department	◆	
121	Shasta County	Sheriff's Office	◆	
122	Sierra County	Probation Department	◆	
123	Signal Hill	Police Department	◆	
124	Siskiyou County	Probation Department	◆	
125	Siskiyou County	Sheriff's Office		2
126	Solano County	Probation Department	◆	
127	Solano County	Sheriff's Office	◆	
128	Sonoma County	Probation Department	◆	
129	Sonoma County	Sheriff's Office	◆	
130	South Gate	Police Department	◆	
131	Stanislaus County	Probation Department	◆	
132	Stanislaus County	Sheriff's Office	◆	
133	Sutter County	Probation Department	◆	
134	Sutter County	Sheriff's Dept.		2
135	Taft	Police Department	◆	
136	Tehama County	Probation Department	◆	
137	Tehama County	Sheriff's Office	◆	
138	Torrance	Police Department	◆	
139	Trinity County	Probation Department	◆	
140	Trinity County	Sheriff's Office	◆	
141	Tulare County	Probation Department	◆	
142	Tulare County	Sheriff's Office	◆	
143	Tuolumne County	Probation Department	◆	
144	Tuolumne County	Sheriff's Office	◆	

FY 2023-2024 STC COMPLIANCE MONITORING FINDINGS

	County/City	Agency Type	In Compliance	Out of Compliance*
145	Ventura County	Probation Department	◆	
146	Ventura County	Sheriff's Office	◆	
147	West Covina	Police Department	◆	
148	Yolo County	Probation Department	◆	
149	Yolo County	Sheriff's Office	◆	
150	Yuba County	Probation Department	◆	
151	Yuba County	Sheriff's Office		1
	TOTALS	151	143	8

Attachment H-3

STC Agencies Found Out of Compliance in FY 2023-24

	Agency	Number of Eligible Positions	Positions Filled	Number of Staff Out of Compliance	Percent of Staff Out of Compliance	Summary of Non-Compliance Issues*	Year of Non-Compliance
1	Anaheim Police Department	22	18	1	5.6%	1 Core	1 st
2	Burbank Police Department	10	9	1	11%	1 Core	1 st
3	Del Norte Sheriff's Office	22	14	4	28.6%	1 Core; 3 Annual	2 nd
4	Inyo Probation Department	12	12	1	8.3%	1 Core	1 st
5	Mono Sheriff's Office	15	17	2	11.8%	2 Annual	1 st
6	Siskiyou Sheriff's Office	25	23	4	17.4%	4 Core	2 nd
7	Sutter Sheriff's Office	61	52	6	11.5%	6 Core	2 nd
8	Yuba Sheriff's Office	65	52	1	<2%	1 Core	1 st

*Core = Staff failed to complete the required core academy within one year of assignment.
Annual = Staff failed to complete the required number of annual training hours.

Attachment H-4

STC Compliance History

Fiscal Year	Total Participating Agencies	Out of Compliance	Percent Out of Compliance	In Compliance
2013/14	156	11	7%	145
2014/15	156	7	4%	149
2015/16	161	6	4%	155
2016/17	161	4	2%	157
2017/18	161	9	6%	152
2018/19	160	8	5%	152
2019/20	157	2	1%	155
2020/21	152	4	3%	148
2021/22	150	14	9%	136
2022/23	150	14	9%	136
2023/24	151	8	6%	143

Agenda Item I

MEETING DATE: November 21, 2024 **AGENDA ITEM:** I

TO: BSCC Chair and Members

FROM: Steven Wicklander, Acting Deputy Director,
steven.wicklander@bscc.ca.gov

SUBJECT: Local Detention Facilities Inspection Update: **Information Only**

Summary

This report is a regular update on the local detention facility inspections completed in the 2023/2024 Biennial Inspection Cycle and a summary of current outstanding items of noncompliance.

Background

The 2023/2024 Biennial Inspection Cycle began on January 1, 2023, and will conclude on December 31, 2024. BSCC staff continue to track the corrective action plan status of items of noncompliance identified during inspections. All county jails and juvenile detention facilities received a comprehensive inspection in 2023; each county jail and juvenile detention facility will receive a targeted inspection in 2024. Unannounced and follow-up inspections will continue throughout the inspection cycle, and Type I Jails, Temporary Holding Facilities, and Court Holding Facilities will continue to receive comprehensive inspections.

The list of outstanding items of noncompliance at adult facilities during the 2024 Annual Inspections is in attachment I-1 and can also be viewed here:

<https://app.smartsheet.com/b/publish?EQBCT=9bcd361e112546668af423a158507159>

The list of outstanding items of noncompliance at adult detention facilities during the 2023 Annual Inspections can be found here:

<https://app.smartsheet.com/b/publish?EQBCT=4f9dd585796945d2806d39284b9d190a>

There are no outstanding items of noncompliance in juvenile facilities from the 2023 Annual Inspections.

The current list of outstanding items of noncompliance in juvenile facilities from the 2024 Annual Inspections is in attachment I-1 and can also be viewed here:

<https://app.smartsheet.com/b/publish?EQBCT=2ffa72a2d91b4f3bacf4d821a054d37e>

Except for the above-noted items, there are no additional items of noncompliance that require the Board to take any formal action at this time. Items of noncompliance that have been resolved are located at the bottom of each dashboard.

Recommendation/Action Needed

This is an information item and does not require Board approval.

Attachments

I-1: Outstanding Items of noncompliance

Attachment I-1

2024 Report for Board Adult Items of Noncompliance



2024 Adult Noncompliance Status as of 11.8.2024

County	Facility Name	Item of Noncompliance	Inspection Findings	CAP Due Date - 30 Days
1 Glenn	Glenn County Jail	§ 1027.5 Safety Checks.	The agency is noncompliant with this regulation due to not consistently completing safety checks within the required 60 minutes of this regulation.	11/28/24
2 Glenn	Glenn County Jail	§ 1056. Use of Sobering Cell.	The agency is noncompliant with this regulation due to not consistently completing safety checks within the required 30 minutes of this regulation.	11/28/24
3 Trinity	Trinity County Jail	§ 1065. Exercise and Out of Cell Time.	The facility administrator has written policy for the required 10 hours of out of cell time, but the current documentation of the time spent out of the cells does not consistently reflect or record the requirement. Therefore, records of exercise and recreation could not be used to verify compliance with this section.	11/17/24
4 Mono	Mono County Jail	§ 1027.5 Safety Checks.	The agency is noncompliant with this regulation due to safety checks exceeding 60-minutes from the previous safety check. The agency is noncompliant with this regulation due to documentation showing safety checks logged in exact 60-minute intervals.	10/24/24
5 Mono	Mono County Jail	§ 1046. Death in Custody.	The agency is noncompliant with this regulation due to policy not stating the initial review report shall contain the demographic and location information as specified in this regulation.	10/24/24
6 Yolo	Monroe Detention Center	§ 1032. Fire Suppression Preplanning.	During the documentation review, BSCC staff determined the Monroe Detention Center is noncompliant with the portion of this regulation where the fire suppression pre-plan is to be developed with the local fire department to be included as part of the policy and procedures manual (Title 15, California Code of Regulations Section 1029). BSCC staff also determined the Monroe Detention Center is noncompliant with the portion of this regulation where fire prevention inspections as required by Health and Safety Code Section 13146.1 (a) and (b) which requires inspections at least once every two years	10/19/24
7 Siskiyou	Siskiyou County Jail	§ 1065. Exercise and Out of Cell Time.	The facility administrator has written policy for the required 10 hours of out of cell time, but the current documentation of the time spent out of the cells does not consistently reflect or record the requirement. Therefore, records of exercise and recreation could not be used to verify compliance with this section.	09/25/24
8 Siskiyou	Siskiyou County - Yreka Courthouse	§ 1027. Number of Personnel.	The custody staff that work in the court holding facility are from the county jail staff and are assigned to the transportation unit. At the time of the inspection, there are no female staff assigned and there were females regularly held in the court holding facility.	09/25/24
9 Siskiyou	Siskiyou County - Yreka Courthouse	§ 1027.5 Safety Checks.	The jail manual requires the location where each safety check occurred, but the reviewed safety checks in the court holding logs do not reflect the location specific location checked.	09/25/24
10				
11				

2024 Report for Board Adult Items of Noncompliance



2024 Adult Noncompliance Status as of 11.8.2024

County	Facility Name	Item of Noncompliance	Inspection Findings	CAP Due Date - 30 Days
Glenn	Glenn County Jail	§ 1027.5 Safety Checks.	The agency is noncompliant with this regulation due to not consistently completing safety checks within the required 60 minutes of this regulation.	11/28/24
Glenn	Glenn County Jail	§ 1056. Use of Sobering Cell.	The agency is noncompliant with this regulation due to not consistently completing safety checks within the required 30 minutes of this regulation.	11/28/24
Trinity	Trinity County Jail	§ 1065. Exercise and Out of Cell Time.	The facility administrator has written policy for the required 10 hours of out of cell time, but the current documentation of the time spent out of the cells does not consistently reflect or record the requirement. Therefore, records of exercise and recreation could not be used to verify compliance with this section.	11/17/24
Mariposa	Mariposa Adult Detention Facility	§ 1027.5 Safety Checks.	Subsection (f): While the supervisors are reviewing safety checks at a regular defined interval, they do not have a documented process for their review to include methods of mitigating patterns of inconsistent documentation or untimely completion of safety checks.	11/15/24
Mono	Mono County Jail	§ 1027.5 Safety Checks.	The agency is noncompliant with this regulation due to safety checks exceeding 60-minutes from the previous safety check. The agency is noncompliant with this regulation due to documentation showing safety checks logged in exact 60-minute intervals.	10/24/24
Mono	Mono County Jail	§ 1046. Death in Custody.	The agency is noncompliant with this regulation due to policy not stating the initial review report shall contain the demographic and location information as specified in this regulation.	10/24/24
Yolo	Monroe Detention Center	§ 1032. Fire Suppression Preplanning.	During the documentation review, BSCC staff determined the Monroe Detention Center is noncompliant with the portion of this regulation where the fire suppression pre-plan is to be developed with the local fire department to be included as part of the policy and procedures manual (Title 15, California Code of Regulations Section 1029). BSCC staff also determined the Monroe Detention Center is noncompliant with the portion of this regulation where fire prevention inspections as required by Health and Safety Code Section 13146.1 (a) and (b) which requires inspections at least once every two years	10/19/24
Siskiyou	Siskiyou County Jail	§ 1065. Exercise and Out of Cell Time.	The facility administrator has written policy for the required 10 hours of out of cell time, but the current documentation of the time spent out of the cells does not consistently reflect or record the requirement. Therefore, records of exercise and recreation could not be used to verify compliance with this section.	09/25/24
Siskiyou	Siskiyou County - Yreka Courthouse	§ 1027. Number of Personnel.	The custody staff that work in the court holding facility are from the county jail staff and are assigned to the transportation unit. At the time of the inspection, there are no female staff assigned and there were females regularly held in the court holding facility.	09/25/24
Siskiyou	Siskiyou County - Yreka Courthouse	§ 1027.5 Safety Checks.	The jail manual requires the location where each safety check occurred, but the reviewed safety checks in the court holding logs do not reflect the location specific location checked.	09/25/24

2024 CAP Complete, Pending BSCC Verification



CAP Complete - Pending BSCC Verification as of 11.19.24

County	Facility Name	Item of Noncompliance	Inspection Findings	CAP Due Date - 60 Days	CAP Approval Date	County Resolution Date (if applicable)	CAP Complete Date - Notice from Chief	BSCC Verification of CAP Completion
1 Alameda	Alameda County Juvenile Hall	§ 1321. Staffing.	BSCC observed that when staffing levels were low, the facility separated youth into two groups who alternated being kept in their locked rooms during normally scheduled out of their room program times. BSCC staff was also made aware that when staffing levels were low, one youth supervision staff worked a housing unit populated with over 10 youth, and youth were kept in their rooms and rotated out of their rooms in groups of two youth for 10 and or 15 minute intervals during a shift. This practice also results in noncompliance with Section 1354.5, Room Confinement.	08/10/24	08/08/24	10/08/24	10/08/24	
2 Alameda	Alameda County Juvenile Hall	§ 1354.5 Room Confinement.	BSCC staff found that Juvenile Hall youth on Reintegration Safety Plans (RSP) are placed in their rooms for extended periods of time when the high risk level of safety and security was no longer evident and or not documented as such. BSCC staff also observed that youth on RSP were required to eat meals in their rooms and remain in their rooms during school hours for educational services; there was no justification of risk to safety and security for these youth. Additionally, the facility is not following their policy for room confinement and youth on RSP programming.	08/10/24	08/08/24	10/08/24	10/08/24	
3 Alameda	Alameda County Juvenile Hall	§ 1371. Programs, Recreation, and Exercise.	BSCC staff found that, in part, due to staffing challenges, youth on RSP were not consistently provided compliant programs, recreation, and exercise when the high risk level of safety and security no longer existed or was reduced. RSP youth were not receiving one hour of structured programming daily and did not consistently receive an hour each of programming, exercise and recreation.	08/10/24	08/08/24	10/08/24	10/08/24	
4 Alameda	Alameda County Secure Youth Treatment Facility (Firm Roots Academy)	§ 1321. Staffing.	BSCC observed that when staffing levels were low, the facility separated youth into two groups who alternated being kept in their locked rooms during normally scheduled out of their room program times. This practice also results in noncompliance with Section 1354.5, Room Confinement.	08/10/24	08/08/24	10/08/24	10/08/24	
5 Alameda	Alameda County Secure Youth Treatment Facility (Firm Roots Academy)	§ 1354.5 Room Confinement.	BSCC staff found that Secure Youth Treatment Facility youth on Reintegration Safety Plans (RSP) are placed in their rooms for extended periods of time when the high risk level of safety and security was no longer evident and or not documented as such. BSCC staff also observed that youth on RSP were required to eat meals in their rooms and remain in their rooms during school hours for educational services; there was no justification of risk to safety and security for these youth. Additionally, the facility is not following their policy for room confinement and youth on RSP programming.	08/10/24	08/08/24	10/08/24	10/08/24	
6 Alameda	Alameda County Secure Youth Treatment Facility (Firm Roots Academy)	§ 1371. Programs, Recreation, and Exercise.	BSCC staff found that, in part, due to staffing challenges, youth on RSP were not consistently provided compliant programs, recreation, and exercise when the high risk level of safety and security no longer existed or was reduced. RSP youth were not receiving one hour of structured programming daily and did not consistently receive an hour each of programming, exercise and recreation.	08/10/24	08/08/24	10/08/24	10/08/24	
7 Alameda	Alameda County Camp Sweeney	§ 1328. Safety Checks.	BSCC discovered that Camp Sweeney graveyard staff created an unapproved safety check document that contained predetermined times that safety checks would be conducted throughout a shift. The same document with the predetermined times was copied and utilized for safety checks weekly over the three month period reviewed by BSCC staff. This practice does not allow random and varied safety checks documented at the actual time the check is completed and also violates facility's policy and procedures. During our review of video recordings, we observed graveyard staff routinely not conducting direct visual observation safety checks per regulation and per policy. Safety checks, were typically observed being conducted from a seated position at the counselor's station. The facility was unable to provide assurance that safety checks were conducted.	08/10/24	08/08/24	10/08/24	10/08/24	

County	Facility Name	Item of Noncompliance	Inspection Findings	CAP Due Date - 60 Days	CAP Approval Date	County Resolution Date (if applicable)	CAP Complete Date - Notice from Chief	BSCC Verification of CAP Completion
8 Kings	Kings County Juvenile Center	§ 1321. Staffing.	The agency does not have adequate staff available on the graveyard shift. At least one staff member must be present on the living unit when youth are present as required by 1321(e). Staff will leave the youth alone in their assigned unit to complete safety checks on youth housed in the holding rooms in Control. In addition, staff will leave the youth alone in their assigned unit to assist with bookings.	08/25/24	08/19/24		06/21/24	
9 Kings	Kings Juvenile Center Camp	§ 1321. Staffing.	The agency does not have adequate staff available on the graveyard shift. At least one staff member must be present on the living unit when youth are present as required by 1321(e). Staff will leave the youth alone in their assigned unit to complete safety checks on youth housed in the holding rooms in Control. In addition, staff will leave the youth alone in their assigned unit to assist with bookings.	08/25/24	08/19/24		06/21/24	
10 Kings	Kings Secure Youth Treatment Facility	§ 1321. Staffing.	The agency does not have adequate staff available on the graveyard shift. At least one staff member must be present on the living unit when youth are present as required by 1321(e). Staff will leave the youth alone in their assigned unit to complete safety checks on youth housed in the holding rooms in Control. In addition, staff will leave the youth alone in their assigned unit to assist with bookings.	08/25/24	08/19/24		06/21/24	
11 Kings	Kings County Juvenile Center	§ 1329. Suicide Prevention Plan.	The facility policies and procedures are not in alignment with the procedures implemented by WellPath Medical and Mental Health for the supervision of youth on suicide watch. Facility policy and procedures requires monitoring of youth with a staggered watch not to exceed ten minutes while youth are placed on 15 minute staggered watch by WellPath. In addition, several youth on suicide watch are placed in a holding room and not afforded the same programming as other youth not on suicide watch based upon WellPath directives to facility staff. There are no lesser restrictive alternatives implemented for youth on suicide watch who present as non-acutely suicidal while pending being seen by mental health. Youth who have been deemed acutely suicidal are typically removed from safety watches by mental health without any instructions for follow up monitoring by facility staff. In addition, the agency is not communicating with law enforcement and parents/guardians during the intake process as to past or present suicidal ideations, behaviors or attempts as required by 1329(f)(1).	08/25/24	08/19/24	10/25/24	10/21/24	
12 Kings	Kings Juvenile Center Camp	§ 1329. Suicide Prevention Plan.	The facility policies and procedures are not in alignment with the procedures implemented by WellPath Medical and Mental Health for the supervision of youth on suicide watch. Facility policy and procedures requires monitoring of youth with a staggered watch not to exceed ten minutes while youth are placed on 15 minute staggered watch by WellPath. In addition, several youth on suicide watch are placed in a holding room and not afforded the same programming as other youth not on suicide watch based upon WellPath directives to facility staff. There are no lesser restrictive alternatives implemented for youth on suicide watch who present as non-acutely suicidal while pending being seen by mental health. Youth who have been deemed acutely suicidal are typically removed from safety watches by mental health without any instructions for follow up monitoring by facility staff.	08/25/24	08/19/24	10/25/24	10/21/24	
13 Kings	Kings Secure Youth Treatment Facility	§ 1329. Suicide Prevention Plan.	The facility policies and procedures are not in alignment with the procedures implemented by WellPath Medical and Mental Health for the supervision of youth on suicide watch. Facility policy and procedures requires monitoring of youth with a staggered watch not to exceed ten minutes while youth are placed on 15 minute staggered watch by WellPath. In addition, several youth on suicide watch are placed in a holding room and not afforded the same programming as other youth not on suicide watch based upon WellPath directives to facility staff. There are no lesser restrictive alternatives implemented for youth on suicide watch who present as non-acutely suicidal while pending being seen by mental health. Youth who have been deemed acutely suicidal are typically removed from safety watches by mental health without any instructions for follow up monitoring by facility staff.	08/25/24	08/19/24	10/25/24	10/21/24	

County	Facility Name	Item of Noncompliance	Inspection Findings	CAP Due Date - 60 Days	CAP Approval Date	County Resolution Date (if applicable)	CAP Complete Date - Notice from Chief	BSCC Verification of CAP Completion
Mendocino	Mendocino County Juvenile Hall	§ 1354.5 Room Confinement.	BSCC staff found that youth whose room confinement extended into bedtime hours were not assessed to be allowed out of their rooms the following morning when all other youth were allowed out of their rooms. As a result, some youths ate breakfast in their rooms. Additionally, some youths remained in their rooms while other youth were allowed out of their rooms to attend school. Lastly, it was observed that, in some cases, documentation did not support the need for room confinement.	09/10/24	08/26/24	11/09/24	10/25/24	

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2024 Juvenile Noncompliance - Pending CAP Receipt 11.19.24

County	Facility Name	Item of Noncompliance	Inspection Findings	CAP Due Date - 60 Days
Los Angeles	Barry J. Nidorf SYTF	§ 1354.5 Room Confinement.	We identified instances when youth are placed in room confinement and the placement is not documented correctly or at all. Our review of documentation indicated that entire units were placed on room confinement due to issues such as "racial tension," and an emergency suspension of standards was noted to justify placement in violation of 1354.5. This is an improper use of an emergency suspension of standards under section 1311, because the issues cited for confinement do not meet the definition of "emergency" in section 1302. Definitions, i.e., a significant disruption of normal facility procedure, policy or operation caused by civil disorder, single incident of mass arrest of youth or natural disasters such as flood, fire or earthquake; and which requires immediate action to avert death or injury and to maintain security. We also note that the facts described also do not meet the exception under section 1354.5(b)(8) as an "extraordinary emergency circumstance that requires a significant departure from normal institutional operations..."	11/26/24
Los Angeles	Barry J. Nidorf SYTF	§ 1361. Grievance Procedure.	We found that grievances are not consistently responded to within required timelines. Additionally, some grievances identified as health and safety related were not immediately addressed.	11/26/24
Los Angeles	Barry J. Nidorf SYTF	§ 1482. Clothing Exchange.	The facility provides youth with new non-disposable underwear upon entry; however, they are not receiving their own underwear back from the laundry exchange.	11/26/24
Fresno	Fresno County Juvenile Justice Campus: Detention	§ 1371. Programs, Recreation, and Exercise.	Programs are not being offered to all youth on a daily basis; the proposed schedule of programming was not occurring.	12/03/24
Fresno	Fresno County Juvenile Justice Campus: Commitment	§ 1371. Programs, Recreation, and Exercise.	Programs are not being offered to all youth on a daily basis; the proposed schedule of programming was not occurring.	12/03/24
Los Angeles	Los Padrinos Juvenile Hall	§ 1354.5 Room Confinement.	We observed multiple occurrences of youth being placed in their rooms for periods of time without documentation or adequate justification as to the circumstances. Several examples are as follows: 1. Uninvolved youth remain in their rooms after an incident such as a fight or an assault on staff for an extended period of time with no documentation of the time they were placed in their rooms or let back out. We also noted incidents which lacked documentation to reasonably justify the amount of time youth spent in their rooms. 2. Youth routinely are held in their rooms for more than an hour at shift change (i.e., in excess for what is required for normal institutional operations). 3. Youth are routinely sent to their room before 8pm for showers and are not brought back out for programming. We also noted that when there is a lack of staffing, there is an increase in room confinement. For instance, we found some instances where youth dined in their rooms or unit operations were delayed due to lack of unit staff in the building. Additionally, we found youth were kept in their rooms and were delayed being brought to medical.	12/22/24
Los Angeles	Los Padrinos Juvenile Hall	§ 1355. Institutional Assessment and Plan.	a) Assessment: The assessment is based on information collected during the admission process with periodic review, which includes the youth's risk factors, needs and strengths including, but not limited to, identification of substance abuse history, educational, vocational, counseling, behavioral health, consideration of known history of trauma, and family strengths and needs. Assessments are being conducted between five and 13 days after admission. (1) A case plan shall be developed for each youth held for at least 30 days or more and created within 40 days of admission. (2) The institutional plan shall include, but not be limited to, written documentation that provides: (A) objectives and time frame for the resolution of problems identified in the assessment. (B) a plan for meeting the objectives that includes a description of program resources needed and individuals responsible for assuring that the plan is implemented. Case plans are being completed before the assessment and do not consistently outline objectives and timeframes. (3) periodic evaluation of progress towards meeting the objectives, including periodic review and discussion of the plan with the youth. Periodic reviews are being completed the same day that case plans are developed; policy requires that they are completed one week after the plan is completed and 30 days thereafter.	12/22/24
Los Angeles	Los Padrinos Juvenile Hall	§ 1357. Use of Force.	5)including reporting requirements of management and line staff and procedures for reviewing and tracking use of force incidents by supervisory and or management staff, which include procedures for debriefing a particular incident with staff and/or youth for the purposes of training as well as mitigating the effects of trauma that may have been experienced by staff and/or the youth involved. (6) Include an administrative review and a system for investigating unreasonable use of force. The agency's comprehensive quality assurance and review process including the Facility Compliance Team and the Force Intervention Response Support Team (FIRST) was disrupted in July 2024. The FIRST team, despite being required by policy, has been disbanded. The debriefs documented by supervisors at the time of the incident are being "corrected" several weeks after the initial reports had been written; we are unable to determine if debriefs are being conducted at the time of the incident due to the inconsistency in documentation. (3) outline the facility's approved methods and timelines for decontamination from chemical agents. This shall include that youth who have been exposed to chemical agents shall not be left unattended until that youth is fully decontaminated or is no longer suffering the effects of the chemical agent. Youth were left unattended prior to being fully decontaminated or prior to the one hour of constant visual as required by policy. Additionally, the facility routinely fails to follow departmental decontamination policy.	12/22/24
Los Angeles	Los Padrinos Juvenile Hall	§ 1358.5 Use of Restraint Devices for Movement and Transportation within the Facility.	Individual assessments are not being completed consistently; of the seven (7) uses of restraints for movement and transportation within the facility only two (2) had a completed assessment specific to this section.	12/22/24
Los Angeles	Los Padrinos Juvenile Hall	§ 1361. Grievance Procedure.	Documentation of initial grievance response while timely, was not completed on the grievance form or attached to the provided grievance documentation. Youth are not receiving written responses.	12/22/24
Los Angeles	Los Padrinos Juvenile Hall	§ 1374. Visiting.	Youth have not received the opportunity for a minimum of two hours of visitation per week.	12/22/24
Los Angeles	Los Padrinos Juvenile Hall	§ 1390. Discipline.	The facility lacks a fair, accessible, age appropriate, behavior management program that is tangible with meaningful rewards to encourage and promote acceptable behavior and that includes positive behavior interventions and supports.	12/22/24

County	Facility Name	Item of Noncompliance	Inspection Findings	CAP Due Date - 60 Days
Los Angeles	Los Padrinos Juvenile Hall	§ 1391. Discipline Process.	The majority of the disciplinary documents reviewed are not being completed per agency policy or were not completed or provided for our review We noted that all but a few youth refuse to sign the document.	12/22/24
Los Angeles	Los Padrinos Juvenile Hall	§ 1480. Standard Facility Clothing Issue.	Youth are provided new underwear at intake however, there is no process in place for them to receive their own underwear back daily.	12/22/24

Written Public Comments



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November 20, 2024

Board of State and Community Corrections
2590 Venture Oaks Way
Sacramento, CA 95833

Re: Unsuitability of Los Padrinos Juvenile Hall

Dear Board,

We write again to demand that the Board of State and Community Corrections perform its legal duty and reject the Los Angeles Probation Department's transparently false claim that Los Padrinos Juvenile Hall can be made suitable for the confinement of minors before December 12th. Both the Board and the Los Angeles Probation Department have been down this road before; the Board finds one of Los Angeles' juvenile halls out of compliance with regulations, the Department cynically takes unsustainable actions and provides false documentation to prove it has come back into compliance for a short period of time, and the Board agrees to restart the compliance process. This time should be different. For the compliance process enshrined in Welfare and Institutions Code section 209 to have any practical effect, the Board must stop allowing the Los Angeles Probation Department to embarrass it with these blatant manipulations. Fortunately, due to the lack of an approved Corrective Action Plan, the only thing the Board needs to do to finally end the Los Angeles Probation Department's contemptuous undermining of WIC § 209 is refrain from further action. When the Los Angeles Probation Department inevitably asks the Board to send staff inspectors to

reverse the Board’s declaration of Los Padrinos’ unsuitability, the Board should explain that a finding of suitability can only be made at a public meeting of the full Board and there are no scheduled meetings before December 12th on which the issue can be agendized. The Board’s role in ensuring compliance with state standards at Los Padrinos Juvenile Hall is done.

There is overwhelming evidence that the Los Angeles Probation Department cannot bring Los Padrinos Juvenile Hall into compliance with state regulations for any significant period of time. The most convincing evidence is that of the BSCC’s own inspectors who have found Los Padrinos noncompliant with at least one regulation for thirteen months out of the seventeen months it has been open, including six of the eight months following the Board’s April 2024 decision not to shut the facility down. These findings are consistent with the recent findings of the Los Angeles Probation Oversight Commission, who reports to this Board that it has found “overpopulation, violence, and volatility in some units,” “insufficient programming and inaccurate schedules,” and “disorganized and inconsistent approaches to supervision and facility planning.”¹ Just yesterday, California Attorney General Rob Bonta issued a public statement stating that it had received “alarming reports from an independent monitor about the continued deterioration of conditions at... Los Padrinos Juvenile Hall.”²

This is not new, and we have seen the Department’s inadequate plans to address these problems before. There is consensus that Los Padrinos’ fundamental problem is that too few staff reliably report to duty to suitably confine upwards of 300 youth. The Department has again promised to address this by assigning field staff to the facility, encouraging staff to show up, and hiring enough officers to maintain compliance. However, all of these have been tried before. The Department has also recently begun taking steps to reduce the population, but those steps will not reduce the population

¹ Los Angeles County Probation Oversight Commission, *2024 Annual Inspection Report: Los Padrinos Juvenile Hall*, at pp. 1-2. Available at <https://file.lacounty.gov/SDSInter/bos/supdocs/POC24-0125.pdf>

² Rob Bonta, *Attorney General Bonta Announces Additional Monitoring, Strengthened Protections for Youth in Los Angeles County Juvenile Halls*. Available at <https://oag.ca.gov/news/press-releases/attorney-general-bonta-announces-additional-monitoring-strengthened-protections>

nearly enough to alleviate the staffing crises and certainly will not do so by December 12th.

These are not technical problems that Board members can comfortably overlook. A “culture of violence” has developed at Los Padrinos.³ The day after the Board found Los Padrinos suitable in April 2024, the Los Angeles Times reported on a fight club organized by staff.⁴ Inspectors find that youth in understaffed units “live with a constant threat of violence,” where “many youth appeared to have violence-related injuries” with bruised faces or with their arms in casts or slings.⁵ At the Los Angeles Probation Oversight Commission’s most recent public meeting, held just last week, Stacy Ford, President of AFSCME Local 685, went so far as to state about Los Padrinos, “Right now it's like a warzone... our members are not feeling that they're safe, they're not feeling protected.”⁶ Youth are pepper sprayed an average of one to two times per day.⁷ Understaffing at Los Padrinos has made it an unacceptably dangerous place.

Accordingly, we urge the Board to allow Welfare and Institutions Code section 209 to play out without further action by the Board. The Board has no duty to play along with the Los Angeles Probation Department’s bad-faith efforts to undermine WIC § 209. The Board has already fulfilled its duties by inspecting Los Padrinos, notifying the Los Angeles Probation Department of noncompliance, reviewing and denying the Department’s Corrective Action Plan, and giving notice to all persons having authority to confine juveniles in Los Padrinos that the facility is not being operated and maintained as a suitable place for the confinement of juveniles. The Board is not required by statute or

³ Los Angeles County Probation Oversight Commission, *2024 Annual Inspection Report: Los Padrinos Juvenile Hall, supra*, at pp. 1-2.

⁴ James Queally and Rebecca Ellis, *Video shows L.A. probation officers letting group beat teen in Los Padrinos juvenile hall*, Los Angeles Times, April 12, 2024. Available at <https://www.latimes.com/california/story/2024-04-12/video-shows-l-a-probation-officers-letting-group-beat-teen-in-los-padrinos-juvenile-hall>

⁵ Los Angeles County Probation Oversight Commission, *2024 Annual Inspection Report: Los Padrinos Juvenile Hall, supra*, at p. 5.

⁶ Los Angeles County Probation Oversight Commission, *November 14, 2024 Meeting Video*. Available at <https://poc.lacounty.gov/meetings/>

⁷ Los Angeles County Probation Oversight Commission, *Dashboard*. Available at <https://poc.lacounty.gov/dashboard/>

by the procedures the Board adopted at its July 11, 2024 meeting to do anything else. In fact, because Los Padrinos' suitability is not on the BSCC's November 21st meeting agenda, there is nothing the Board can do at this time. Furthermore, findings of suitability and unsuitability, if not made by operation of law, can be made only by the Board and not unilaterally by staff. Legally, it is a *fait accompli* that starting December 13, 2024, Los Padrinos Juvenile Hall shall not be used for confinement of juveniles.

Nonetheless, there is little doubt that the Los Angeles Probation Department will request that the Board send staff to reinspect for compliance between now and December 12th. The Board should decline to do that for two reasons. First, as written above, only the Board can find that Los Padrinos has become suitable again. Second, and more fundamentally, the Board should not allow itself to continue being a willing dupe for Los Angeles' efforts to confine youth in an unsuitable facility. That the BSCC cannot reverse Los Padrinos' unsuitability at this late date should be made clear to the public and to the Los Angeles Probation Department at the BSCC's November 21 meeting.

Finally, to avoid repetition of the problems that have plagued this process with Los Angeles, the Board should make clear to inspectors and probation departments that an issue of noncompliance is remedied only when the remedy includes new and substantial policies and practices that will sustainably remedy conditions for the foreseeable future. Temporary fixes should not be enough. This should be written into a revision of the Board's July 11, 2024 Corrective Action Plan Process. Hopefully, that will help ensure that other facilities do not follow Los Angeles' lead.

Sincerely,

A handwritten signature in black ink, appearing to read 'SGL', with a long horizontal line extending to the right.

Sean Garcia-Leys, Esq.
Co-Executive Director,
The Peace and Justice Law Center