

**Edward Byrne Memorial  
Justice Assistance Grant Program**

**FEDERAL FISCAL YEAR 2017  
CALIFORNIA STATE APPLICATION**

**California Board of State and Community Corrections  
Edward Byrne Memorial Justice Assistance Grant Program  
2017 Application**

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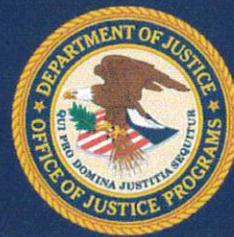
**California Board of State and Community Corrections  
Edward Byrne Memorial Justice Assistance Grant Program  
2017 Application**

**INFORMATION TO COMPLETE THE APPLICATION FOR FEDERAL ASSISTANCE**

**Form SF-424**

*(Submitted electronically via Grants Management System)*

# Project Abstract



## Part 1: Please identify the applicant point of contact (POC)

OMB No. 1121-0329  
Approval Expires 12/31/2018

Applicant POC	
Organization Name	Board of State and Community Corrections
POC Name	Timothy Polasik
Phone Number	916-621-2853
Email Address	timothy.polasik@bscc.ca.gov
Mailing Address	2590 Venture Oaks Way Suite 200 Sacramento, CA 95833

## Part 2: Please identify the application

Application Information	
Solicitation Name	Edward Byrne Justice Assistance Grant Program FY 2017 State Solicitation
Project Title	2017 BJA JAG Program
Proposed Start Date	October 1, 2017
Proposed End Date	September 30, 2021
Funding Amount Requested	\$17,701,281

## Part 3: Please identify the project location and applicant type

Project Location and Applicant Type	
Project Location (City, State)	Statewide, California
Applicant Type (Tribal Nation, State, County, City, Nonprofit, Other)	State



#### Part 4: Please provide a project abstract

Enter additional project abstract information. Unless otherwise specified in the solicitation, this information includes:

- Brief description of the problem to be addressed and target area and population
- Project goals and objectives
- Brief statement of project strategy or overall program
- Description of any significant partnerships
- Anticipated outcomes and major deliverables

Text should be single spaced; do not exceed 400 words.

##### Project Abstract

###### California Justice Administration Grant Program 2017 Program Abstract

The BSCC uses a comprehensive approach for implementing the JAG program. The strategy is designed to incorporate stakeholders at the state and local level to ensure the program design fit the needs of the local jurisdiction. The approach includes strategic planning, community engagement, stakeholder participation, and encouraging the leveraging of funds. The BSCC has also developed a comprehensive monitoring and technical assistance program to ensure proper utilization of federal resources throughout the grant cycle.

The BSCC allows flexibility for the subrecipients to tailor the JAG projects to local needs. Each jurisdiction examines funding gaps and designs a project plan that will fund the areas of need. The BSCC requires community engagement at the local level in determining local interventions and program design.

The BSCC relies on partnerships to ensure a successful JAG program in California. These partners provide subject matter expertise important to understanding the California public safety landscape. Strategic partners include the Administrative Office of the Courts, California State Sheriffs' Association, Chief Probation Officers of California, the California Police Chiefs Association, California Probation, Parole, and Correctional Association, the Forensic Mental Health Association of California, the California Department of Corrections and Rehabilitation, and the California Department of Justice.

Subrecipients are required to assess and document the effectiveness of the activities implemented within each project. The evaluation of the project is intended to generate internal improvements to the programs. The anticipated outcome is effective service delivery of evidence-based, innovative, or promising interventions targeted toward locally identified areas of need.



**Part 5: Please indicate whether OJP has permission to share the project abstract**

If the applicant is willing for the Office of Justice Programs (OJP), in its discretion, to make the information in the project abstract above publicly available, please complete the consent section below. Please note, the applicant's decision whether to grant OJP permission to publicly release this information will not affect OJP's funding decisions. Also, if the application is not funded, granting permission will not guarantee that information will be shared, nor will it guarantee funding from any other source.

**Permission not granted**

**Permission granted (Fill in authorized official consent below.)**

On behalf of the applicant named above, I consent to the information in the project abstract above (including contact information) being made public, at the discretion of OJP consistent with applicable policies. I understand that this consent is only necessary to the extent that my application is unfunded; information submitted in an application that is funded (including this abstract) is always releasable to the public consistent with FOIA rules. I certify that I have the authority to provide this consent.

Authorized Official (AO) Consent	
Signature <i>Kathleen T. Howard</i>	Date <i>8/25/17</i>
AO Name	Kathleen Howard
Title	Executive Director
Organization Name	Baord of State and Community Corrections
Phone Number	916-445-5073
Email Address	kathleen.howard@bscc.ca.gov

**Note:** This document is to be submitted as a separate attachment with a file name that contains the words "Project Abstract."



**Edward Byrne Memorial Justice Assistance Grant Program  
Federal Fiscal Year 2017 Application**

**PROGRAM NARRATIVE**

**A. State Strategy and Funding Priorities for 2017**

In May 2011, the U.S. Supreme Court upheld a 2009 three-judge federal court ruling ordering the California Department of Corrections and Rehabilitation (CDCR) to reduce its prison population. To comply, in October 2011, California, through the passage of Assembly Bill (AB) 109 (Statutes of 2011, Chapter 15), shifted significant responsibilities for corrections from the state to local governments. This legislation identifies a set of non-serious, non-violent, non-sexual criminal offenders who, rather than going to state prison, now go to county jail or receive an alternative sanction. In addition, counties have responsibility for managing certain lower-level offenders after they leave prison where previously all offenders were managed by the state parole system. Proposition 47, which was passed by voters in November 2014, also has impacted state and local adult institutions and supervised populations by reducing penalties from felony to misdemeanor for most non-serious, non-violent theft and drug possession crimes.

The Public Policy Institute of California reports that as of March 2015, the CDCR has reduced its inmate population by more than 28,000, to approximately 112,300. These prison reductions have increased the inmate population at the local level, as county jails now house prisoners sentenced to more than a year of incarceration - offenders who previously would have been sent to state prisons. Since these legislative initiatives were first implemented, California's county jail population has predictably grown; the average daily population in local jails has increased by at least 12 percent - roughly equivalent to 9,000 prisoners.

Public safety realignment empowered each county to make local public safety decisions based on local needs. It recognized local community involvement is essential to improving public safety; that diverse approaches would emerge to address public safety; and that successful offender reintegration into the community could be addressed more efficiently at the local level.

The necessity of local involvement in public safety decisions is also evident in crime rates, which change significantly by jurisdiction. For example, the lowest rates of violent crime in California in 2015 were the rural areas of Alpine and Inyo counties at 348 per 100,000 residents, while the highest rate of violent crime occurred in San Joaquin County at 574 per 100,000 residents. Each jurisdiction in California has unique needs; which are best addressed by locally designed interventions.

In March 2013, as part of the state's planning process for its Federal Edward Byrne Memorial Justice Assistance Grant (JAG) allocation, the California Board of State and Community Corrections (BSCC) began working with the National Criminal Justice Association (NCJA) to develop a stakeholder engagement strategy to inform the planning process in the development of a multi-year strategy for the JAG program. As part of this engagement strategy, BSCC sought input from traditional and non-traditional partners across the state.

Working with the NCJA, BSCC staff created a 14-question survey, which was distributed to BSCC stakeholder groups through the BSCC website, multiple listservs, and individual email messages beginning on April 1, 2013. The survey closed on April 30, 2013 with 890 responses from around the state and across multiple elements of the justice system; including Law Enforcement, Administration, Probation, Community Based Organizations, Victim Assistance, Juvenile Justice, Prosecution, Defense, Corrections, Mental Health, Education, Social Services, Courts, Substance Abuse Treatment, and Public Health.

The survey was designed so that responses could be sorted by function within the criminal justice system. Analysis focused on finding consensus around the JAG purpose areas in greatest need of limited funds, and determining which projects in each purpose area were viewed as most critical to California’s state and local criminal justice systems.

Respondents’ top ranked initiatives were those that addressed issues that impact multiple system partners. For example, gang prevention initiatives were the highest ranked priority within the Prevention and Education purpose area. These initiatives address a problem that impacts law enforcement, juvenile justice, the courts, education, and social services. Likewise, problem solving courts (e.g. mental health, veterans, drug, reentry), the top ranked initiative within the Prosecution, Courts and Public Defense purpose area, address issues that impact multiple fields, e.g., mental health, substance abuse, corrections, community corrections, public defense, prosecution and the courts. The survey results identified three Priority Purpose Areas and the top areas of need within each purpose area.

**Priority Purpose Areas**

<b>Top Three (3) JAG Program Purpose Areas</b>	<b>Top Areas of Need within each PPA</b>
<b>Prevention and Education</b>	<ul style="list-style-type: none"> <li>• Gang Initiatives</li> <li>• Juvenile Delinquency</li> <li>• Substance Abuse</li> <li>• School Violence</li> </ul>
<b>Law Enforcement</b>	<ul style="list-style-type: none"> <li>• Gang Violence</li> <li>• Violent Crime Reduction</li> <li>• Drug Enforcement</li> <li>• Gun Violence Reduction</li> </ul>
<b>Prosecution, Courts and Defense</b>	<ul style="list-style-type: none"> <li>• Problem Solving Courts</li> <li>• Gun/Gang Prosecution</li> <li>• Violent Crime Prosecution and Defense</li> <li>• Court-Based Restorative Justice Initiatives</li> <li>• Innovations in Indigent Defense</li> </ul>

The survey results were reviewed by the BSCC and the following Multi-Year strategy was developed and approved for the JAG Program in California.

### **California Multi-Year Strategy for the Byrne JAG Program**

- (1) The strategy will honor responses from the California stakeholders in the survey with priority given to the survey supported areas of:
  - a. Education and Prevention**
  - b. Law Enforcement**
  - c. Prosecution, Courts and Defense****
- (2) The needs of small, medium and large counties will be taken into account.**
- (3) Funding will be based on local flexibility and on the needs of the juvenile and adult criminal justice communities and on input from a balanced array of stakeholders.**
- (4) Applicants must demonstrate a collaborative strategy based on the Community Engagement Model that involves multiple stakeholders in the project or problem addressed.**
- (5) Some emphasis in the strategy will be given to the development of innovative and/or promising strategies to reduce recidivism.**

### **Subrecipient Award Process and Timeline**

The BSCC follows the state strategy when selecting JAG program subrecipients. The selection of Subrecipients is a competitive process for eligible jurisdictions. The Request for Proposals (RFP) for the current grant cycle limited eligibility to the 58 California counties. Partnerships of two or more counties could be submitted as one joint proposal, though one county Agency was required to serve as lead on the proposal and be identified as Lead Agency in the application to the BSCC. The BSCC applies and will apply the following activities in awarding previous and new JAG funds;

**Analyze Statutory Requirements:** The BSCC begins each grant program by analyzing the solicitation, statutory requirements, and related legislative intent. This forms the basis of future steps and actions taken by the BSCC. The BSCC applies for funding to the BJA. The application is provided to the BSCC and posted for public viewing and comment for 30 days.

**Establish an Executive Steering Committee (ESC) to develop a Request for Proposal (RFP):** The BSCC appoints an ESC, Chaired by a Board Member, to guide the grant process and provide recommendations on specific implementation procedures within the constructs of the JAG state strategy. This includes recommendations on criteria, equitable competition, and distribution of funds, RFP, rating factors to evaluate project proposals, and effectiveness indicators to determine project success.

**BSCC Request for Proposals (RFP):** ESC recommendations are provided to the BSCC for action at a regularly scheduled meeting, and public comment can be provided. The BSCC may accept, change, or modify any ESC recommendations. The BSCC then approves the RFP, which is distributed to the public and posted on the BSCC’s website.

**ESC Rates Proposals and Develops Funding Recommendations:** Each member of the ESC is assigned to evaluate applications; and will independently review and score written proposals by applying the BSCC-approved rating factors included in the RFP. For each proposal, the cumulative scores on all rating factors will determine the applicant’s rank in relationship to other projects.

**Award Grants:** The BSCC is provided with a rank-ordered list of proposed projects for funding at a regularly scheduled meeting, and public comment can be provided. The BSCC may accept, change, or modify any ESC funding recommendations. The BSCC awards the subrecipient grants, and applicants are formally notified. Each project description and funding level is then posted on the BSCC’s website.

**Tentative 2017 JAG Implementation Timeline**

DATE	ACTIVITY
November 17, 2016	BSCC approval of the Executive Steering Committee (ESC) Membership
January 26, 2017	ESC Meeting: Review the California Multi-Year Strategy and develop the request for proposal (RFP)
September 2017	30-Day Board Review Period of Application
September 2017	30-Day Public Posting and Public Comment Period of Application
November 14, 2017	BSCC Board approval of RFP for release to field and State Strategy recommendation
December, 2017	Bidders Conferences
December, 2017	Proposals due

DATE	ACTIVITY
January, 2017	ESC Proposal reading and rating
January, 2017	Development of funding recommendations by ESC
February, 2017	BSCC Board approval of proposals recommended for funding
April 1, 2018	Begin Project implementation
April, 2018	Subrecipient Orientation
March 31, 2021	Three year projects end

### **Programs Eligible for Funding**

The BSCC limits the JAG grant funds to local units of government (except as provided in the JAG solicitation for the under \$10,000) programs designed within the State Strategy priority program purpose areas of Prevention and Education, Law Enforcement, and Prosecution, Courts and Defense. The BSCC does not require grantees to operate specific program(s), but does require grantees to use principles of evidence-based practice and innovative programs. A list of subrecipients and program descriptions of programs funded with the 2017 award will be provided to BJA at the completion of the BSCC subaward process. The “under \$10,000” funds are awarded non-competitively to the California Department of Justice (CA DOJ) for law enforcement task forces. The CA DOJ is a state law enforcement agency with statewide jurisdiction and utilizes the JAG funds to support task force commanders. Each task force has oversight by local JAG Steering Committees to ensure activities address local issues.

### **Evidence-Based and Innovative or Promising Projects**

The BSCC is committed to achieving the best outcomes from criminal justice system programs. Subrecipients are required to follow three basic principles when designing their programs:

- 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 you selected used by another jurisdiction with documented positive results? Is there published research on the intervention you are choosing to implement showing its effectiveness? Is the intervention or strategy being used by another jurisdiction 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 in another jurisdiction, are there procedures in place to ensure that that

you are following the model closely (so that you are more likely to achieve the desired outcomes)?

**3. Is there a plan to collect evidence or data that will allow for an evaluation of whether the intervention or strategy worked?** For example, will the intervention or strategy you selected allow for the collection of data or other evidence so that outcomes can be measured at the conclusion of the project? Do you have processes in place to identify, collect and analyze that data/evidence?

Subrecipients are encouraged to develop an overall project that incorporates these principles and is tailored to fit the needs of their communities. Innovation and creativity are encouraged.

The JAG State Strategy states that “some emphasis shall be given to innovative and/or promising strategies to reduce crime and recidivism.” Applicants are encouraged to identify innovative or promising strategies in their applications for JAG funds. Applicable terms are defined as follows:

1. “Innovative,” shall be broadly construed to include programs or strategies that are “new” in the county or area where applied or represent expanded or reconfigured programs targeting additional populations or needs in the applicant county. Innovative programs or strategies described in the proposal must be linked to one or more components of an evidence-based practice.
2. “Promising,” is broadly construed to include crime-reduction and recidivism-reduction programs or strategies that have been implemented elsewhere with evidence of success, but with evidence that is not yet strong enough to conclude that the success was due to the program, or that it is highly likely to work if carried out in the applicant’s circumstances. The difference between evidence-based and promising approaches is a difference in degree that depends on the number of situations in which a program or strategy has been tested and the rigor of the evaluation methods that were used. Applicants seeking to implement “promising” programs or strategies should be able to describe the documentation, data and evidence available to support the approach and why it is best suited to the needs and objectives described in the proposal.
3. Evidence, which may vary in terms of its novelty or its strength, is relevant to the assessment of a program’s potential benefits, whether described as innovative, promising, or evidence-based.

## **B. Project Design and Implementation**

The BSCC uses a comprehensive approach for implementing the JAG program. The strategy is designed to incorporate stakeholders at the state and local level to ensure the program design fit the needs of the local jurisdiction. The approach includes strategic planning, community engagement, stakeholder participation, and encouraging the leveraging of funds. The BSCC has also developed a comprehensive monitoring and technical assistance program to ensure proper utilization of federal resources throughout the grant cycle.

## **California Strategic Planning Process**

The BSCC is committed to the success of the programs supported by the JAG funds and understands the importance of strategically allocating subrecipient awards. The BSCC will complete an annual progress report of the California JAG program that addresses the changing circumstances in the state; describes the state plan to adjust funding within and among each of the uses described in subparagraph (A) through (G) of 42 USC section 3751(a)(1); provides an ongoing assessment of need; discusses the accomplishments of goals in any plan previously prepared under this paragraph; and reflects how the plan influenced funding decisions in previous years. A comprehensive statewide strategic plan will be developed as guidance and technical assistance are provided by BJA regarding the requirements of the 2016 Justice for All reallocations act.

### **Community Engagement**

Subrecipients must form a Local JAG Steering Committee comprised of stakeholders representing diverse disciplines who have experience and expertise in the proposed local interventions. The Local JAG Steering Committee will determine the community needs and develop a three-year JAG strategy in one-year increments.

The Local JAG Steering Committee will represent a significant cross-section of juvenile and/or criminal justice stakeholders, depending on the intervention chosen, within the applicant county. The Local JAG Steering Committee composition will be diverse to include a balanced representation of both traditional and non-traditional stakeholders. Examples of non-traditional stakeholders could include community-based and faith-based organizations, educators, and social service providers, family member of a criminal justice involved person, job developers, advocacy groups, or citizens. Examples of traditional stakeholders could include law enforcement, prosecution, probation, courts, and other city and county departments. The county will determine the total number of members to serve on the Local JAG Steering Committee.

Stakeholders identified for membership on the Local JAG Steering Committee shall possess a working knowledge of the problem areas being discussed within the identified JAG priorities. The Local JAG Steering Committee will work collaboratively to identify the needs of the community as they relate to the JAG priorities and to create and develop a comprehensive project plan with the overall goal of reducing violent crime and recidivism within their county.

- The Applicant must describe how it ensured full and equal participation and voting rights for all members of the Local JAG Steering Committee throughout this process.
- The Applicant must describe the process that took place to engage membership for the Local JAG Steering Committee as well as any working relationships that existed with members prior to the development of the Local JAG Steering Committee
- The Applicant may use an existing group, or a subcommittee of an existing group, as its Local JAG Steering Committee but must address all requirement listed in this section.
- The Applicant must describe the expertise of each of the Local Steering Committee members and how they relate to the intervention being proposed in the submitted JAG application.

### **Stakeholders participating in Planning Process**

As noted previously, the BSCC uses Executive Steering Committees (ESCs) to make recommendations on decisions related to the JAG programs. The JAG ESC is composed of subject matter experts and stakeholders representing both the public and private sectors. The BSCC considers experience, geography, and demographics when considering appointments. The JAG ESC is tasked to provide recommendations to the BSCC regarding the RFP, evaluate the project proposals, and provide funding recommendations. The BSCC then approves, rejects, or revises those recommendations. Members of JAG ESC are not paid for their time, but are reimbursed for travel expenses incurred to attend meetings. The BSCC appointed members for the 2017 JAG ESC are the following individuals;

#### **2017 JAG Executive Steering Committee**

<b>JAG ESC Membership Roster</b>	
Linda Penner, Chair	ESC Chair, Chairperson, Board of State and Community Corrections,
Cyndee Borges	Mental Health Services Program Manager, San Joaquin County
Mark Delgado	Executive Director, Los Angeles County’s Countywide Criminal Justice Coordination Committee, Los Angeles County
Eric Durnell	Ph. D. Candidate, Social Psychology, California State University, San Francisco, San Francisco County
David Fernandez	Senior Special Agent, California Department of Corrections and Rehabilitation
Robin Lipetzky	Public Defender, Contra Costa County
Lyle Martin	Police Chief, Bakersfield Police Department, Kern County
Steve Meinrath	Attorney, Sacramento County
Debbie Paolinelli	Assistant County Administrative Officer, Fresno County
Jonathan Raven	Chief Deputy District Attorney, Yolo County
Darren Thompson	Sheriff-Coroner, San Benito County
Erik Upson	Police Chief, Benicia Police Department, Solano County
Erica Webster	Juvenile Justice Advocate, Sacramento County
Charles Wilhite	Ph. D., Director, Criminal Justice, Azusa Pacific University, San Diego

## **Addressing Gaps in Resources**

The BSCC allows flexibility for the subrecipients to examine funding gaps and tailor the JAG projects to fund local needs. Each jurisdiction examines funding gaps and designs a project plan that will fund the areas of need. Subrecipients of previous JAG funding have consistently identified supportive services, substance abuse treatment, housing, and counseling services provided by community based organizations as needing resources to implement effective programming.

## **Leveraging State Funds**

Although supplanting is prohibited, the BSCC encourages leveraging federal and state funds. In instances where leveraging occurs within a program, BSCC tracks and reports all federal funds separately to ensure funds are not comingled.

## **Monitoring and Technical Assistance**

BSCC provides monitoring and technical assistance to ensure subrecipients understand and follow the JAG requirements and make progress towards the stated grant objectives. BSCC provides technical assistance regarding fiscal, programmatic and administrative requirements, and special conditions

## **Grantee Orientation**

Following the start of the grant period, BSCC staff conduct a mandatory Grantee Orientation to review the program requirements, special conditions, contract requirements, invoicing and budget modification processes, data collection and reporting requirements, and grant management and monitoring activities. Attendance is required by the subrecipient Project Director, Financial Officer, Day-to-Day Contact, the individual tasked with Data Collection and Evaluation and a minimum of one Community Partner.

## **Grant Administration Guide**

The BSCC Grant Administration Guide (Guide) is intended to help subrecipients comply with the terms and conditions that apply to JAG funded projects. The Guide can be accessed and downloaded by the subrecipients from the BSCC website at [www.bscc.ca.gov](http://www.bscc.ca.gov). Any forms referenced in the Guide are also available.

## **Monitoring and Technical Assistance**

Designated BSCC staff monitor each JAG subrecipient and provide training and technical assistance throughout development and implementation of the project. The goal of BSCC monitoring, training, and technical assistance is to provide early identification and resolution of any issues, and enable mid-course corrections if necessary. Monitoring also helps ensure that projects meet stated goals and objectives, and desired outcomes can be achieved.

The BSCC Field Representatives responsible for grant program development, administration and oversight have significant experience in the field of criminal justice and, at a minimum, must have three years of progressively responsible corrections or law enforcement supervisory, management, consultative or equivalent staff experience above first-line supervisory level in local corrections or probation agency or a state or federal corrections system. This experience must include at least two years in program development, program planning or research, program monitoring, staff workload, jail inspections, training or equivalent consultative experience.

### **C. Capabilities**

Established in 2012, the California Board of State and Community Corrections (BSCC) is an independent statutory agency that provides leadership to the adult and juvenile criminal justice systems, expertise on Public Safety Realignment issues, a data and information clearinghouse, and technical assistance on a wide range of community corrections issues. (Pen. Code, §§ 6024-6025). In addition, the BSCC promulgates regulations for adult and juvenile detention facilities, conducts regular inspections of those facilities, develops standards for the selection and training of local corrections and probation officers, and administers significant public safety-related grant funding. The change in the California Penal Code that established BSCC also transferred the administration of the Edward Byrne Memorial JAG grant program from the California Emergency Management Agency (Cal EMA) to BSCC as the State Administrative Agency (SAA).

Public Safety Realignment (AB 109, ch. 15, Stats. 2011) is the 2011 Governor-initiated legislation that sentenced non-violent, non-serious, non-sexual offenders to local jails and on probation or in treatment programs instead of sending them to state prisons. The overarching goals of realignment are to protect public safety, reduce recidivism, and improve outcomes for offenders. Studies have shown that offenders kept closer to families and support systems have a better chance of rehabilitation.

The BSCC is charged with developing and maintaining data and information on Realignment programs and practices so that local entities can access information about promising practices and innovative approaches. In addition, the data clearinghouse will allow researchers to assess the success of the programs as they develop over time.

The BSCC also inspects for compliance to local correctional standards and directs funding for construction of local adult and juvenile detention facilities and ensures that the local jail projects meet recent Legislative mandates to provide program space to rehabilitate offenders.

The BSCC's work involves extensive collaboration with stakeholders, including local probation departments, sheriffs, county administrative offices, justice system partners, community-based organizations, and others. The BSCC sets standards and provides training for local adult and juvenile corrections and probation officers. It is also the administering agency for a host of federal and state public safety grants, including evidence-based practices to reduce gang violence, and it works to reduce racial and ethnic disparities in the juvenile justice system.

Policy for the agency is set by the 13-member Board of State and Community Corrections, whose members are prescribed by statute, appointed by the Governor and the Legislature, and subject to approval by the state Senate. The Board Chair reports directly to the Governor.

### Board of State and Community Corrections Members

	<b>Designation per Statute</b>	<b>Board Member (as of April, 2017)</b>
1	The Chair of the Board (a full-time paid position), appointed by the Governor.	<b>Linda Penner, Chair</b> (former Chief Probation Officer, Fresno County)
2	The Secretary of the California Department of Corrections and Rehabilitation (CDCR).	<b>Scott Kernan</b> Secretary, CDCR
3	The Director of the Division of Adult Parole Operations for CDCR.	<b>Jerry Powers</b> Director, CDCR Division of Adult Parole Operations
4	A county sheriff in charge of a local detention facility which has a BSCC rated capacity of 200 or less inmates, appointed by the Governor.	<b>Dean Growdon</b> Sheriff, Lassen County
5	A county sheriff in charge of a local detention facility which has a BSCC rated capacity of over 200 inmates, appointed by the Governor.	<b>Geoff Dean</b> Sheriff, Ventura County
6	A county supervisor or county administrative officer. This member shall be appointed by the Governor.	<b>Leticia Perez</b> County Supervisor of Kern County
7	A chief probation officer from a county with a population over 200,000, appointed by the Governor.	<b>Michelle Scray-Brown</b> Chief Probation Officer San Bernardino County
8	A chief probation officer from a county with a population under 200,000, appointed by the Governor.	<b>Michael Ertola</b> Chief Probation Officer Nevada County
9	A judge appointed by the Judicial Council of California.	<b>Ramona Garrett</b> Retired Judge, Solano County
10	A chief of police, appointed by the Governor.	<b>David Bejarano</b> Chief of Police (Ret.), City of Chula Vista
11	A community provider of rehabilitative treatment or services for adult offenders, appointed by the Speaker of the Assembly.	<b>Scott Budnick</b> Founder, Anti-Recidivism Coalition
12	A community provider or advocate with expertise in effective programs, policies, and treatment of at-risk youth and juvenile offenders, appointed by the Senate Committee on Rules.	<b>David Steinhart</b> Director, Commonweal Juvenile Justice Program

	<b>Designation per Statute</b>	<b>Board Member (as of April, 2017)</b>
13	A public member, appointed by the Governor.	<b>Francine Tournour</b> Office of Public Safety Accountability, City of Sacramento

The BSCC is further comprised of four Divisions, each of which plays an important role in monitoring and supporting the state’s local corrections systems. They are Corrections Planning and Grant Programs (CPGP), Facilities Standards and Operations (FSO), Standards and Training for Corrections (STC), and County Facilities Construction (CFC).

The CPGP Division develops, administers, and evaluates state and federally funded grant programs to improve the effectiveness of state and local correctional systems, reduce costs, maximize resources and enhance public safety. As part of BSCC’s responsibilities, the CPGP serves as a resource for evidence-based, effective, and promising programs, practices, and strategies; and provides technical assistance, consultation, and training to state and local justice system policy makers. The grants administered by the CPGP include the following:

**State Grant Programs Administered by the BSCC, subject to annual awards/appropriations**

**Juvenile Justice Crime Prevention Act Program:** Supports probation departments by funding programs that have proven effective in reducing crime and delinquency (In FY 15/16 \$138,505,763 to 58 counties).

**Proud Parenting Program:** Supports community-based parenting services to young parents between the ages of 14 and 25 who have been involved in the justice system and/or welfare system, to break the inter-generational cycle of violence and delinquency (\$832,924 to seven projects).

**Youth Center/Youth Shelter Program:** Provided state funds for the acquisition, renovation and construction of afterschool youth centers and overnight youth shelters throughout California; all funds have been disseminated (\$54,000,000 paid out with 14 active contracts remaining under review).

**Youthful Offender Block Grant:** Utilizes funding for counties to provide custody and care to youthful offenders who previously would have been committed to the CDCR’s DJJ (In FY 15/16 \$134,278,456 to 58 counties).

**California Violence Intervention and Prevention Program:** Provides funding, through a competitive process, to cities using a local collaborative approach for gang prevention, intervention, education, and/or suppression activities (\$9,215,000 annually - currently 19 projects).

**Mentally Ill Offender Crime Reduction Grant Program:** Provides funding for projects that support prevention, intervention, supervision, services and strategies to reduce recidivism in California's mentally ill offender population (\$18,756,727 to 17 counties).

**Pay For Success Project:** A Social Innovation Financing Program having an innovative funding model, it provides funds for projects to reduce recidivism using evidence-based approaches (\$5,000,000 to 3 projects).

**Strengthening Local Law Enforcement and Community Relations:** Provides funding for projects led by local law enforcement agencies, in partnership with their communities that strengthen relationships, including training, research, assessment, and restorative justice (\$6,000,000 to 10 projects).

**Law Enforcement Assisted Diversion Project:** A two-year pilot program designed to divert individuals with a history of criminal involvement related to low-level drug offences and/or prostitution to social service providers in lieu of prosecution (\$11,800,000 for 2 projects).

**Proposition 47:** Provides funding for mental health and substance abuse treatment, housing assistance, legal services and job assistance to reduce recidivism of individuals in the criminal justice system (\$103,000,000 to 23 projects).

#### **Federal Grant Programs Administered by the BSCC**

**Juvenile Accountability Block Grant:** Provides funds to units of local government to enhance efforts to combat serious and violent juvenile crime through accountability-based reforms. Funding for this program was discontinued at the federal level in 2013 and only nine projects are currently active.

**Title II Formula Block Grant:** Program supports local efforts to plan, establish, operate, coordinate, and evaluate projects directly or through grants and contracts with public and private agencies for the development of more effective education, training, research, prevention, diversion, treatment and rehabilitation programs in the area of juvenile delinquency and programs to improve the juvenile justice system, including the Juvenile Detention Alternative Initiative core strategies (\$2,800,000 to 12 projects).

**Reducing Racial and Ethnic Disparity:** Programs support a statewide systems-change initiative using a multi-faceted approach of direct service, education, and support to reduce the overrepresentation of youth of color coming into contact with the juvenile justice system (\$700,000 to four projects).

**Tribal Youth Grant:** Supports programs operated by federally recognized tribal governments that serve at-risk youth using the beliefs and values as defined by the Gathering of Native Americans principle (\$240,000 to two projects).

**Edward Byrne Memorial Justice Assistance Grant:** Provides states and local governments with funding to support law enforcement, prosecution, and court programs, prevention and

education, corrections and community corrections, drug treatment and enforcement, planning, evaluation, technology improvement and crime victim and witness programs (\$16,996,174 to 32 projects).

**Residential Substance Abuse Treatment:** Assists states and local governments in developing and implementing substance abuse treatment programs in state, local, and tribal correctional detention facilities (\$884,432 for 4 local jail-based sub-grantees).

### **Additional Strategic Planning Coordination**

#### **State Advisory Group on Juvenile Justice and Delinquency Prevention**

Pursuant to the federal Juvenile Justice and Delinquency Prevention Act (JJDP) , each state must establish a State Advisory Group (SAG) on Juvenile Justice to receive Title II Formula Block Grant funds. California's SAG is the State Advisory Committee on Juvenile Justice and Delinquency Prevention (SACJJDP). Its members are Governor-appointed subject matter experts who are committed to enhancing the quality of life for all youth in California. Guiding principles include:

- Strategy – a coalition of knowledgeable stakeholders and communities, current or former wards, and local elected officials
- Advocacy – a plan to prevent juvenile crime while providing treatment and rehabilitation for juvenile offenders
- Compliance – a means of monitoring program compliance and ensuring adherence with the core protections of federal law

#### **Reducing Racial and Ethnic Disparity (R.E.D.) Standing Sub-Committee of SACJJDP (Previously Disproportionate Minority Contact – DMC)**

The State R.E.D. Subcommittee uses intentional, collaborative and multi-faceted approaches to eliminate bias and reduce the overrepresentation of youth of color coming into contact with the juvenile justice system. Key responsibilities include:

- Address the overrepresentation of youth of color involved in the justice system
- Provide a leadership approach for reducing racial/ethnic disparities in a state with a highly diverse youth population
- Serve as a key example of how to invest funds to make R.E.D. efforts attainable both locally and at the state level

#### **Juvenile Justice Standing Committee**

The Juvenile Justice Standing Committee was formed to assist in fulfilling statutory requirements in relation to a wide range of juvenile justice issues that fall within the purview of the BSCC. Key responsibilities include:

- Data and performance outcomes

- Juvenile Justice Realignment
- Juvenile facility regulations (California Code of Regulations, Title 15)

The committee membership provides diversity, expertise and geographic representation. Each member represents an important discipline related to the mission of advising the Board on juvenile justice mandates and issues.

#### **D. Data Collection Plan**

The BSCC emphasizes compliance with the data collection requirements of the JAG grant program by including the BJA Performance Measurement Tool (PMT) quarterly accountability metrics report and semi-annual progress reporting requirements as special conditions for subrecipients; and by monitoring subrecipient reporting compliance. Subrecipients are required to submit the PMT accountability measures that pertain to their JAG funded activities to the BSCC at the end of each quarter.

Subrecipients are required to set aside at least five percent (or \$25,000, whichever is greater) of their total grant award for data collection and evaluation efforts, which includes the development of the Local Evaluation Plan and Final Local Evaluation Report. Subrecipients are strongly encouraged to use outside evaluators to ensure objective and impartial evaluations, especially state universities or community colleges.

##### **Local Evaluation Plan**

The purpose of the Local Evaluation Plan is to ensure that projects funded by the BSCC can be evaluated. Subrecipients will include a detailed description of how the applicant will assess the effectiveness of the proposed program in relationship to each of its goals and objectives. This relationship should be apparent in the Plan. The Plan describes the evaluation design or model used to evaluate the effectiveness of the project component(s), with the project goals and the project objectives clearly stated. Subrecipients must also address process and outcome evaluations within the plan.

##### **Final Local Evaluation Report**

The purpose of the Final Local Evaluation Report is to determine whether the overall project (including each individual component) was effective in meeting the goals laid out in the Local Evaluation Plan. Subrecipients are required to assess and document the effectiveness of the activities that were implemented within each individual project component, as identified in Plan. The project evaluations are not research within the meaning of 28 C.F.R. § 46.102(d). The reports are intended to generate internal improvements to the program and to account for the projects' overall effectiveness.

Board of State & Community Corrections  
 Corrections Planning & Grant Programs Division  
**BUDGET SUMMARY**  
 FFY: 2017 - 2018

**Total Award Amount \$17,701,281**

<b>Budget Category</b>	<b>Amount</b>
A Personnel	\$576,251
B Benefits	\$210,227
C Travel	\$63,602
D Equipment	\$12,000
E Supplies	\$11,321
F Construction	\$0
G Consultants/Contracts	\$16,419,624
H Other	\$133,755
<b>Total Direct Costs:</b>	<b>\$17,426,780</b>
I Indirect Costs (31.51%)	\$274,501
<b>TOTAL PROJECT COSTS:</b>	<b>\$17,701,281</b>

**Board of State & Community Corrections**  
**Corrections Planning & Grant Programs Division**  
**JAG - Detail Worksheet**  
**FFY: 2017 - 2018**

**Personnel & Benefits Costs**

<b>A. Personnel</b>				
<b>Name/Position</b>	<b>Division</b>	<b>Annual Salary</b> (Computation = Projected monthly salary * 12)	<b>Allocation Percentage</b>	<b>Labor Cost</b>
Deputy Director	CPGP	\$143,640.00	19.01%	\$27,305.96
Field Representative	CPGP	\$131,380.20	100.00%	\$131,380.20
Field Representative	CPGP	\$108,309.60	100.00%	\$108,309.60
SSMI (Program)	CPGP	\$85,629.60	33.87%	\$29,002.75
SSMI (Fiscal)	CPGP	\$72,576.00	30.38%	\$22,048.59
Research Program Specialist I	Admin/Rsrch	\$79,695.00	50.00%	\$39,847.50
Senior Management Auditor *	CPGP	\$75,663.00	50.00%	\$37,831.50
AGPA (Fiscal)	CPGP	\$60,858.00	40.00%	\$24,343.20
Admin SSA	CPGP	\$46,494.00	28.63%	\$13,311.23
AGPA (Program)	CPGP	\$60,858.00	100.00%	\$60,858.00
1 FT AGPA (Program)*	CPGP	\$65,255.40	100.00%	\$27,189.75
SSA (Fiscal)	CPGP	\$54,822.60	100.00%	\$54,822.60
<b>Total Personnel Costs:</b>				<b>\$576,251</b>

The (2) Field Representatives, the (2) AGPA's, and (1) SSA will be exclusively assigned to the JAG program activities. Additional program support are budgeted based on the allocation percentage of work assigned.

<b>B. Benefits</b>				
<b>Name/Position</b>	<b>Division</b>	<b>Annual Benefits</b> (Computation = Projected monthly benefits * 12)	<b>Allocation Percentage</b>	<b>Benefit Cost</b>
Deputy Director	CPGP	\$65,129.40	19.01%	\$12,381.10
Field Representative	CPGP	\$1,902.60	100.00%	\$1,902.60
Field Representative	CPGP	\$50,085.00	100.00%	\$50,085.00
SSMI (Program)	CPGP	\$43,268.40	33.87%	\$14,655.01
SSMI (Fiscal)	CPGP	\$39,778.20	30.38%	\$12,084.62
Research Program Specialist I	Admin/Rsrch	\$30,076.20	50.00%	\$15,038.10
Senior Management Auditor *	CPGP	\$36,880.20	50.00%	\$18,440.10
AGPA (Fiscal)	CPGP	\$28,249.20	40.00%	\$11,299.68
Admin SSA	CPGP	\$30,063.60	28.63%	\$8,607.21
AGPA (Program)	CPGP	\$21,054.60	100.00%	\$21,054.60
1 FT AGPA (Program)*	CPGP	\$31,537.80	100.00%	\$13,140.75
SSA (Fiscal)	CPGP	\$31,537.80	100.00%	\$31,537.80
<b>Total Benefits Costs:</b>				<b>\$210,227</b>

\* new positions charging time in FY 2017-18

The benefit computation includes health benefits, OSDI, SSI, and other withholdings. The benefit package is negotiated with the state and differs by bargaining unit. Attached is the a spreadsheet of the actual benefit package for each job classification used to determine the annual benefits by job class and allocation percentage.

Board of State & Community Corrections  
 EMPLOYER BENEFIT COST FOR JUNE 2017

NAME	STATE SHARE														5% INC	Total Annual Benefit
	STATE SHARE HEALTH	STATE SHARE DENTAL	STATE SHARE VISION	STATE SHARE FLEX CASH	STATE SHARE FLEXER PAID FEE	STATE SHARE LIFE	STATE SHARE RETIRE	STATE SHARE SOC SEC	STATE SHARE MEDICARE	STATE SHARE COST	TOTAL ADMIN	TOTAL SS AND ADMIN				
Deputy Director	\$0.00	\$0.00	\$0.00	\$0.00	\$1,248.00	\$1.69	\$6.90	\$3,046.99	\$698.11	\$163.27	\$4.11	\$5,169.07	\$5,427.52	\$65,129.40		
Field Representative	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$151.19	\$0.00	\$151.19	\$158.75	\$1,902.60		
Field Representative	\$0.00	\$0.00	\$0.00	\$0.00	\$1,728.75	\$1.69	\$3.68	\$1,654.39	\$470.14	\$109.95	\$6.69	\$3,975.29	\$4,174.05	\$50,085.00		
SSM1 (Program)	\$0.00	\$0.00	\$0.00	\$0.00	\$1,537.00	\$1.69	\$3.68	\$1,147.97	\$598.38	\$139.94	\$5.34	\$3,434.00	\$3,605.70	\$43,268.40		
SSM1 (FISCAL)	\$0.00	\$0.00	\$0.00	\$0.00	\$1,617.00	\$1.69	\$3.68	\$1,108.82	\$340.77	\$79.70	\$5.34	\$3,157.00	\$3,314.85	\$39,778.20		
Research Program Specialist 1	\$0.00	\$0.00	\$67.61	\$8.64	\$128.00	\$1.69	\$0.00	\$1,690.55	\$397.59	\$92.99	\$0.00	\$2,387.07	\$2,506.42	\$30,076.20		
Senior Management Auditor	\$0.00	\$0.00	\$0.00	\$0.00	\$664.00	\$1.69	\$3.68	\$1,894.70	\$292.47	\$68.40	\$2.06	\$2,927.00	\$3,073.35	\$36,880.20		
AGPA (Fiscal)	\$559.00	\$18.87	\$8.64	\$8.64	\$0.00	\$1.69	\$0.00	\$1,290.87	\$292.47	\$68.40	\$2.06	\$2,242.00	\$2,354.10	\$28,249.20		
Admin SSA	\$1,125.00	\$67.61	\$8.64	\$8.64	\$0.00	\$1.69	\$0.00	\$912.40	\$215.64	\$50.43	\$4.59	\$2,386.00	\$2,505.30	\$30,063.60		
AGPA (Program)	\$359.00	\$18.87	\$8.64	\$8.64	\$0.00	\$1.69	\$0.00	\$919.87	\$292.47	\$68.40	\$2.06	\$1,671.00	\$1,754.55	\$21,054.60		
1 FT AGPA (Program)	\$1,125.00	\$67.61	\$8.64	\$8.64	\$0.00	\$1.69	\$0.00	\$1,029.40	\$215.64	\$50.43	\$4.59	\$2,503.00	\$2,628.15	\$31,537.80		
SSA (Fiscal)	\$1,337.05	\$68.79	\$8.64	\$8.64	\$0.00	\$1.69	\$0.00	\$754.40	\$265.09	\$62.00	\$5.34	\$2,503.00	\$2,628.15	\$31,537.80		

**Board of State & Community Corrections  
 Corrections Planning & Grant Programs Division  
 Travel Summary  
 FFY: 2017 - 2018**

<b>Travel</b>	<b>Amount</b>
A Subrecipient Orientation	\$4,500.00
B Executive Steering Committee Travel	\$13,749.57
C Staff Training Conference Fees	\$4,315.00
D Staff Training Conference travel	\$24,827.07
E Monitoring Visit Travel	\$16,210.11
<b>TOTAL PROJECT COSTS:</b>	<b>\$63,602</b>

The travel budget includes costs required for subrecipient orientation, Executive Steering Committee Meetings, Staff Training Conferences, and Monitoring Visits. The travel budget is based on costs that comply with the BSCC travel policy and procedures.

Board of State & Community Corrections  
 Corrections Planning & Grant Programs Division  
 JAG - Budget Projection  
 FFY: 2017 - 2018

Travel: Grantee Orientation & ESC Board Meetings

**Meeting - Grantee Orientation**

<b>ASSUMPTION:</b>	
<b>Location:</b>	Sacramento - 2700 Gateway Oaks Drive
<b>Time period:</b>	July 1, 2017 - June 30, 2018
<b>Duration:</b>	1 days during time period
<b>Staff:</b>	10 (3 Exec Staff, 1 DD, 2 FRs, 1 Rsrchr, 1 AGPA, 1 SSA, 1 IT Staff) *
	* Staff prep & travel, etc. time accounted for in Personnel & Benefits and/or Indirect Cost Rate

**1 Grantee Orientation Meeting**

**Expenditures**

Type	Units	Unit Cost	Time	Total
a. Venue - Sutter Medical Foundation (tentative)	1	\$2,400.00	1 day	\$2,400.00

**Meeting Cost: \$2,400.00**

**Sub-Total - Grantee Orientation**

Venue & BSCC staff costs	\$2,400.00
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**Meeting - New ESC Meeting**

<b>ASSUMPTION:</b>	
<b>Locations:</b>	Central, Bay Area & Southern
<b>Time period:</b>	July 1, 2017 - June 30, 2018
<b>Duration:</b>	3 - one day meetings during time period
<b>Staff:</b>	8 (1 Exec Staff, 1 DD, 2 FRs, 1 Rsrchr, 1 AGPA, 1 SSA, 1 IT Staff) *
	* Staff prep & travel, etc. time accounted for in travel (BSCC)

**2 New ESC Meeting**

**Expenditures**

Type	Units	Unit Cost	Time	Total
a. Venue (Central, Bay Area & Southern)	3	\$700.00	3 days	\$2,100.00

**Meeting Cost: \$2,100.00**

**Sub-Total - New ESC Meeting**

Venue & BSCC staff costs	\$2,100.00
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**Meetings Subtotal**

<b>Grantee Orientation + New ESC Meeting:</b>	<b>\$4,500.00</b>
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**Board of State & Community Corrections  
 Corrections Planning & Grant Programs Division  
 JAG - Budget Projection  
 FFY: 2017 - 2018**

**Travel - ESC Meetings**

<b>ASSUMPTIONS:</b>	
<b>Locations:</b>	Bay Area, Central California, and Southern California
<b>Time period:</b>	July 1, 2017 - June 30, 2018
<b>Duration:</b>	3 - one day meetings during time period
<b>Attendees:</b>	15 ESC members

**1 New ESC Meeting Travel (4 Members @ 1 day meeting) - Bay Area**

**Rates**

Hotel (+Tax)	Airfare	Airport Parking	Car Rental (+Tax)	Gas/gallon	Mileage	Per Diem
N/A	N/A	N/A	\$38	\$3	\$0.535	\$46

**Formula**

\$0 (\$109/nt @ 3 nights - hotel) + \$308.16 (192/mi [96\*2 - RT] @ \$0.535/mi - personal vehicle mileage) + \$138 (\$46/day @ 3 days - meals/per diem )

**Trip Costs**

Hotel (+Tax)	Airfare	Airport Parking	Car Rental (+Tax)	Gas/gallon	Mileage	Per Diem
-	-	-	-	-	\$308.16	\$138

1 ESC Member \$446.16

**4 ESC Members: \$1,784.64**

**2 New ESC Meeting Travel (8 Members @ 1 day meeting) - Central California**

**Rates**

Hotel (+Tax)	Airfare	Airport Parking	Car Rental (+Tax)	Gas/gallon	Mileage	Per Diem
\$109	N/A	\$9	\$38	\$3	\$0.535	\$46

**Formula**

\$0 (\$109/nt @ 3 nights - hotel) + \$597.06 (372/mi [186\*2 - RT] @ \$0.535/mi - personal vehicle mileage) + \$138 (\$46/day @ 3 days - meals/per diem )

**Trip Costs**

Hotel (+Tax)	Airfare	Airport Parking	Car Rental (+Tax)	Gas/gallon	Mileage	Per Diem
-	-	-	-	-	\$597.06	\$138

1 ESC Member \$735.06

**8 ESC Members: \$5,880.48**

**3 New ESC Meeting Travel (3 Members @ 1 day meeting) - Southern California**

**Rates**

Hotel (+Tax)	Airfare	Airport Parking	Car Rental (+Tax)	Gas/gallon	Mileage	Per Diem
\$109	\$435	\$12	\$38	\$3	\$0.535	\$46

**Formula**

\$327 (\$109/nt @ 3 nights - hotel) + \$1,305 (\$435\*3 round trip airfare) + \$72 (\$12/day @ 6 days - airport pkg) + \$16.05 (30/mi [15\*2 - RT to airport] @ \$0.535/mi - personal vehicle mileage) + \$276 (\$46/day @ 6 days - meals/per diem )

**Trip Costs**

Hotel (+Tax)	Airfare	Airport Parking	Car Rental (+Tax)	Gas/gallon	Mileage	Per Diem
\$327	\$1,305	\$72	-	-	\$48.15	\$276

1 ESC Member 2,028.15

**3 ESC Members: 6,084.45**

**Travel Total**

**New ESC Meetings: \$13,749.57**

Board of State & Community Corrections  
 Corrections Planning & Grant Programs Division  
 JAG - Budget Projection  
 FFY: 2017 - 2018

Travel: BSCC Employee Meetings & Conferences

<b>Conference - NCJA Pre-Conference Session: Funding for Grant Management Training</b>	
ASSUMPTION:	
Time period:	22-Jul-18
Duration:	1 day / 1 night
Staff:	2 BSCC Staff * Staff prep & travel, etc. time accounted for in Personnel & Benefits and/or Indirect Cost Rate
<b>Conference - 2018 National Forum</b>	
ASSUMPTION:	
Location:	Dallas, Texas
Time period:	July 22, 2018 - July 24, 2018
Duration:	3 days / 2 nights
Staff:	6 BSCC Staff * Staff prep & travel, etc. time accounted for in Personnel & Benefits and/or Indirect Cost Rate
<b>Conference - NCJA Post-Conference Session: Partnering with Community-Based Service Providers</b>	
ASSUMPTION:	
Time period:	July 25, 2018
Duration:	1 day / 1 night
Staff:	1 BSCC Staff * Staff prep & travel, etc. time accounted for in Personnel & Benefits and/or Indirect Cost Rate

<b>1 2018 National Forum on Criminal Justice Conference</b>				
<b>Expenditures</b>				
Type	Units	Unit Cost	Time	Total
a. Registration Fees - Grants Management Training	2	\$150.00	1 day	\$300.00
b. Registration Fees - NCJA Conference	6	\$475.00	3 day	\$2,850.00
c. Registration Fees - Partnering with Community-Based Service Providers	1	\$165.00	1 day	\$165.00
<b>Conference Cost:</b>		<b>\$3,315.00</b>		

<b>Sub-Total - 2017 National Forum on Criminal Justice Conference</b>	
BSCC Staff	\$3,315.00

<b>Forensic Mental Health Conference</b>	
ASSUMPTION:	
Location:	Monterey, CA
Time period:	March 22, 2018 to March 24, 2018
Duration:	3 days
Staff:	2 BSCC Staff * Staff prep & travel, etc. time accounted for in Personnel & Benefits and/or Indirect Cost Rate

<b>2 2018 Forensic Mental Health Conference</b>				
<b>Expenditures</b>				
Type	Units	Unit Cost	Time	Total
a. Registration Fees	2	\$500.00		\$1,000.00
Note: No registration fee				

<b>BJA Western States</b>	
ASSUMPTION:	
Location:	Austin, Texas
Time period:	July 1, 2017 to June 30, 2018
Duration:	3 days during time period
Staff:	5 BSCC Staff * Staff prep & travel, etc. time accounted for in Personnel & Benefits and/or Indirect Cost Rate

<b>3 Regional Meeting w/Western States</b>	
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Board of State & Community Corrections  
 Corrections Planning & Grant Programs Division  
 JAG - Budget Projection  
 FFY: 2017 - 2018

Travel: BSCC Employee Meetings & Conferences

Expenditures				
Type	Units	Unit Cost	Time	Total
a. Registration Fees	0	\$0.00	3 days	\$0.00

Note: No registration fee

US DOJ Financial Management	
ASSUMPTION:	
Location:	Washington, D.C.
Time period:	July 1, 2017 to June 30, 2018
Duration:	4 days during time period
Staff:	2 BSCC Staff * Staff prep & travel, etc. time accounted for in Personnel & Benefits and/or Indirect Cost Rate

4 Financial Management Training				
Expenditures				
Type	Units	Unit Cost	Time	Total
a. Registration Fees	0	\$0.00	4 days	\$0.00

Note: No registration fee

Meetings Total	
Staff Conferences	\$4,315.00

Board of State & Community Corrections  
 Corrections Planning & Grant Programs Division  
 JAG - Budget Detail  
 FFY: 2017 - 2018

BSCC Staff Travel

Conference - 2018 Pre-Conference & National Forum	
ASSUMPTION:	
Locations:	Dallas, TX
Time period:	July 22, 2018 - July 24, 2018
Duration:	3 days / 2 nights
Attendees:	6 BSCC Staff

Conference - NCJA Post-Conference Session: Partnering with Community-Based Service Providers	
ASSUMPTION:	
Time period:	25-Jul-17
Duration:	1 day / 1 night
Attendees:	1 BSCC Staff

1 NCJA Conference (4 days / 3 nights) - Staff # 1							
<b>Rates</b>							
Hotel (+Tax)*	Airfare	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$402.50	\$922.99	N/A	\$30.00	N/A	N/A	N/A	\$46.00
<b>Computation</b>							
\$1,207.50 (\$402.50/nt @ 3 nights - hotel) + \$922.99 (round trip airfare) + \$60.00 (\$30.00/trip @ 2 trips - taxi/shuttle) + \$91.00 (\$23.00/dnr @ 3 dinners + \$7.00/bkfst @ 1 breakfast + \$5.00/day @ 3 days day - per diem)							
<b>Trip Costs</b>							
Hotel (+Tax)*	Airfare	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$1,207.50	\$922.99	-	\$60.00	-	-	-	\$91.00
<b>Staff # 1</b>	<b>\$2,281.49</b>						

\* hotel rate \$158/nt + tax (excess lodging rate request approved); certain meals provided by conf so not claimed above

2 NCJA Conference (4 days / 3 nights) - Staff # 2							
<b>Rates</b>							
Hotel (+Tax)*	Airfare	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$402.50	\$922.99	N/A	\$30.00	N/A	N/A	N/A	\$46.00
<b>Computation</b>							
\$1,207.50 (\$402.50/nt @ 3 nights - hotel) + \$922.99 (round trip airfare) + \$60.00 (\$30.00/trip @ 2 trips - taxi/shuttle) + \$91.00 (\$23.00/dnr @ 3 dinners + \$7.00/bkfst @ 1 breakfast + \$5.00/day @ 3 days day - per diem)							
<b>Trip Costs</b>							
Hotel (+Tax)*	Airfare	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$1,207.50	\$922.99	-	\$60.00	-	-	-	\$91.00
<b>Staff # 2</b>	<b>\$2,281.49</b>						

\* hotel rate \$158/nt + tax (excess lodging rate request approved); certain meals provided by conf so not claimed above

3 NCJA Conference (4 days / 3 nights) - Staff # 3							
<b>Rates</b>							
Hotel (+Tax)*	Airfare	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$402.50	\$922.99	N/A	\$30.00	N/A	N/A	N/A	\$46.00
<b>Computation</b>							
\$1,207.50 (\$402.50/nt @ 3 nights - hotel) + \$922.99 (round trip airfare) + \$60.00 (\$30.00/trip @ 2 trips - taxi/shuttle) + \$91.00 (\$23.00/dnr @ 3 dinners + \$7.00/bkfst @ 1 breakfast + \$5.00/day @ 3 days day - per diem)							
<b>Trip Costs</b>							
Hotel (+Tax)*	Airfare	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$1,207.50	\$922.99	-	\$60.00	-	-	-	\$91.00
<b>Staff # 3</b>	<b>\$2,281.49</b>						

\* hotel rate \$158/nt + tax (excess lodging rate request approved); certain meals provided by conf so not claimed above

4 NCJA Conference (4 days / 3 nights) - Staff # 4							
<b>Rates</b>							
Hotel (+Tax)*	Airfare	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$402.50	\$922.99	N/A	\$30.00	N/A	N/A	N/A	\$46.00
<b>Computation</b>							
\$1,207.50 (\$402.50/nt @ 3 nights - hotel) + \$922.99 (round trip airfare) + \$60.00 (\$30.00/trip @ 2 trips - taxi/shuttle) + \$91.00 (\$23.00/dnr @ 3 dinners + \$7.00/bkfst @ 1 breakfast + \$5.00/day @ 3 days day - per diem)							

**Board of State & Community Corrections**  
**Corrections Planning & Grant Programs Division**  
**JAG - Budget Detail**  
**FFY: 2017 - 2018**

**BSCC Staff Travel**

Trip Costs							
Hotel (+Tax)*	Airfare	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$1,207.50	\$922.99	-	\$60.00	-	-	-	\$91.00
<b>Staff # 4</b>		<b>\$2,281.49</b>					

\* hotel rate \$158/nt + tax (excess lodging rate request approved); certain meals provided by conf so not claimed above

5 NCJA Conference & Post Conference Session (5 days / 4 nights) - Staff # 5							
Rates							
Hotel (+Tax)*	Airfare	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$402.50	\$922.99	N/A	\$30.00	N/A	N/A	N/A	\$46.00
Computation							
\$1,610 (\$402.50/nt @ 4 nights - hotel) + \$922.99 (round trip airfare) + \$60.00 (\$30.00/trip @ 2 trips - taxi/shuttle) + \$119.00 (\$23.00/dnr @ 4 dinners + \$7.00/bkfst @ 1 breakfast + \$5.00/day @ 4 days day - per diem)							
Trip Costs							
Hotel (+Tax)*	Airfare*	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$1,610.00	\$922.99	-	\$60.00	-	-	-	\$119.00
<b>Staff # 5</b>		<b>\$2,711.99</b>					

\* hotel rate \$158/nt + tax (excess lodging rate request approved); median airfare (calculated w/ C. Curtin, K. Howard, M. Jolls); certain meals provided by conf so not claimed above

6 NCJA Conference (4 days / 3 nights) - Staff # 6							
Rates							
Hotel (+Tax)*	Airfare	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$402.50	\$922.99	N/A	\$30.00	N/A	N/A	N/A	\$46.00
Computation							
\$1,207.50 (\$402.50/nt @ 3 nights - hotel) + \$922.99 (round trip airfare) + \$60.00 (\$30.00/trip @ 2 trips - taxi/shuttle) + \$91.00 (\$23.00/dnr @ 3 dinners + \$7.00/bkfst @ 1 breakfast + \$5.00/day @ 3 days day - per diem)							
Hotel (+Tax)*	Airfare*	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$1,207.50	\$922.99	-	\$60.00	-	-	-	\$91.00
<b>Staff # 6</b>		<b>\$2,281.49</b>					

\* hotel rate \$158/nt + tax (excess lodging rate request approved); median airfare (calculated w/ C. Curtin, K. Howard, M. Jolls); certain meals provided by conf so not claimed above

Sub-Total - NCJA Conf & Post Conf Travel	
6 Staff	<b>\$14,119.44</b>

Forensic Mental Health Conference	
ASSUMPTIONS:	
Locations:	Monterey, CA
Time period:	March 22, 2018 to March 24, 2018
Duration:	3 days/2 nights
Staff:	2 BSCC Staff

Rates							
Hotel (+Tax)*	Airfare	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$140.00	N/A	N/A	N/A	\$37.95	\$3.00	\$0.535	\$46.00
Computation							
\$280 (\$140/nt @ 2 nights - hotel) + \$113.85 (\$37.95*3 car rental) + \$63.00 (\$23.00/dnr @ 2 dinners + \$7.00/bkfst @ 1 breakfast + \$5.00/day @ 2 days day - per diem)							
Hotel (+Tax)*	Airfare*	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$280.00	N/A	-	N/A	\$113.85	-	-	\$63.00
<b>Staff # 1</b>		<b>\$456.85</b>					

Rates							
Hotel (+Tax)*	Airfare	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$140.00	N/A	N/A	N/A	\$37.95	\$3.00	\$0.535	\$46.00
Computation							
\$280 (\$140/nt @ 2 nights - hotel) + \$113.85 (\$37.95*3 car rental) + \$63.00 (\$23.00/dnr @ 2 dinners + \$7.00/bkfst @ 1 breakfast + \$5.00/day @ 2 days day - per diem)							

Board of State & Community Corrections  
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BSCC Staff Travel

Hotel (+Tax)*	Airfare*	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$280.00	N/A	-	N/A	\$113.85	-	-	\$63.00
<b>Staff # 2</b>		<b>\$456.85</b>					

Sub-Total - Forensic Mental Health Conf Travel	
2 Staff	<b>\$913.70</b>

BJA Western States

ASSUMPTIONS:

<b>Locations:</b>	Austin, Texas
<b>Time period:</b>	July 1, 2017 to June 30, 2018
<b>Duration:</b>	3 days/2 nights during time period
<b>Staff:</b>	5 BSCC Staff

Rates

Hotel (+Tax)*	Airfare	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$223.00	\$304.99	N/A	\$30.00	\$37.95	\$3.00	\$0.535	\$46.00

Computation

\$446 (\$223/nt @ 2 nights - hotel) + \$60 (\$30 x 2 shuttle) + \$63.00 (\$23.00/dnr @ 2 dinners + \$7.00/bkfst @ 1 breakfast + \$5.00/day @ 2 days day - per diem)

Hotel (+Tax)*	Airfare*	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$446.00	\$304.99	-	\$60.00	-	-	-	\$63.00

**Staff # 1** **\$873.99**

Rates

Hotel (+Tax)*	Airfare	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$223.00	\$304.99	N/A	\$30.00	\$37.95	\$3.00	\$0.535	\$46.00

Computation

\$446 (\$223/nt @ 2 nights - hotel) + \$60 (\$30 x 2 shuttle) + \$63.00 (\$23.00/dnr @ 2 dinners + \$7.00/bkfst @ 1 breakfast + \$5.00/day @ 2 days day - per diem)

Hotel (+Tax)*	Airfare*	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$446.00	\$304.99	-	\$60.00	-	-	-	\$63.00

**Staff # 2** **\$873.99**

Rates

Hotel (+Tax)*	Airfare	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$223.00	\$304.99	N/A	\$30.00	\$37.95	\$3.00	\$0.535	\$46.00

Computation

\$446 (\$223/nt @ 2 nights - hotel) + \$60 (\$30 x 2 shuttle) + \$63.00 (\$23.00/dnr @ 2 dinners + \$7.00/bkfst @ 1 breakfast + \$5.00/day @ 2 days day - per diem)

Hotel (+Tax)*	Airfare*	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$446.00	\$304.99	-	\$60.00	\$0.00	-	-	\$63.00

**Staff # 3** **\$873.99**

Rates

Hotel (+Tax)*	Airfare	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$223.00	\$304.99	N/A	\$30.00	\$37.95	\$3.00	\$0.535	\$46.00

Computation

\$446 (\$223/nt @ 2 nights - hotel) + \$60 (\$30 x 2 shuttle) + \$63.00 (\$23.00/dnr @ 2 dinners + \$7.00/bkfst @ 1 breakfast + \$5.00/day @ 2 days day - per diem)

Hotel (+Tax)*	Airfare*	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$446.00	\$304.99	-	\$60.00	-	-	-	\$63.00

Board of State & Community Corrections  
 Corrections Planning & Grant Programs Division  
 JAG - Budget Detail  
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BSCC Staff Travel

Staff # 4 \$873.99

Rates							
Hotel (+Tax)*	Airfare	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$223.00	\$304.99	N/A	\$30.00	\$37.95	\$3.00	\$0.535	\$46.00

**Computation**  
 \$446 (\$223/nt @ 2 nights - hotel) + \$60 (\$30 x 2 shuttle) + \$63.00 (\$23.00/dnr @ 2 dinners + \$7.00/bkfst @ 1 breakfast + \$5.00/day @ 2 days day - per diem)

Hotel (+Tax)*	Airfare*	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$446.00	\$304.99	-	\$60.00	-	-	-	\$63.00

Staff # 5 \$873.99

Sub-Total - BJA Western States	
4 Staff	\$4,369.95

**US DOJ Financial Management Training**

ASSUMPTIONS:

<b>Locations:</b>	Washington, D.C.
<b>Time period:</b>	July 1, 2017 to June 30, 2018
<b>Duration:</b>	5 days/4 nights during time period
<b>Staff:</b>	2 BSCC Staff

Rates							
Hotel (+Tax)*	Airfare	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$402.50	\$922.99	N/A	\$30.00	N/A	N/A	N/A	\$46.00

**Computation**  
 \$3,220 (\$402.50/nt @ 4 nights - hotel x 2 ppl) + \$120 (\$30 x 2 shuttle)\* 2 ppl + \$238.00 (\$23.00/dnr @ 4 dinners + \$7.00/bkfst @ 1 breakfast + \$5.00/day @ 4 days day - per diem)\* 2 ppl

Hotel (+Tax)*	Airfare*	Airport Parking	Taxi/Shuttle	Car Rental (+Tax)	Gas/gallon	Mileage	Meals/Per Diem*
\$3,220.00	\$1,845.98	-	\$120.00	-	-	-	\$238.00

2 Staff \$5,423.98

Sub-Total - Forensic Mental Health Conf Travel	
2 Staff	\$5,423.98

Travel Total	
BSCC Staff Travel	\$24,827.07

**Board of State & Community Corrections  
 Corrections Planning & Grant Programs Division  
 JAG - Budget Detail Worksheet  
 FFY: 2017 - 2018**

<b>D Equipment</b>			
Item Description	Unit(s)	Unit Cost	Total
Color Copier	1	\$12,000.00	\$12,000.00
<b>TOTAL:</b>			<b>\$12,000</b>

The cost of the copier is the estimated purchase price based on the current state approved contractor vendor catalog.

<b>E Supplies</b>			
Item Description	Unit(s)	Unit Cost	Total
<b>General Supplies</b>			
Wireless Mouse	5	\$37.65	\$188.25
Printer / Scanner	5	\$201.46	\$1,007.30
Standup Desk	2	\$600.00	\$1,200.00
Desk	2	\$1,224.00	\$2,448.00
Portable Whiteboard	1	\$489.00	\$489.00
Large Whiteboard for CPGP & Executive Conference Rooms	3	\$270.00	\$810.00
Portable File Cart	3	\$472.00	\$1,416.00
File Cabinets	2	\$809.00	\$1,618.00
4" D-Ring Binders (UNV20994 - BNR, VIEW, D-RING, 4", WE)	50	\$4.15	\$207.50
3x3 Post-Its (100-Sheets, 12/Pack)	8	\$11.84	\$94.72
4x6 Lined Notes (100-Sheets, 5/Pack)	18	\$10.32	\$185.76
Zgrip Retractable Ballpoint Pens, Assorted Ink (48/Pack)	4	\$15.05	\$60.20
2" D-Ring Binders (Vinyl D Ring Binder - 11"x8.5"x2")	45	\$5.65	\$254.25
8-Tab Binder Tabs (AVE-11447: 25-set box)	15	\$41.38	\$620.70
Personal color printer/scanner, back-up ink, extended warranty	1	\$263.41	\$131.71
24" Monitors	2	\$203.99	\$203.99
Wireless Keyboard (MK550, BK - LOG920002555)	1	\$82.76	\$41.38
Wireless Mouse (MK320 - LOG920002836)	1	\$37.65	\$18.83
Chair (& set-in place fee)	1	\$483.00	\$241.50
Wastebasket (BWK-28QTWB BLA)	1	\$9.34	\$4.67
Recycling Deskside Container (LGE, RCY, BE - RCP295773BE)	1	\$11.24	\$5.62
File Stacking Sorter (UNV-20001)	1	\$31.10	\$15.55
Three-Tier Desk Shelf (UNV-20006)	1	\$27.27	\$13.64
Desk Organizer (UNV-20002)	1	\$23.27	\$11.64
Two-Hole Punch (UNV-74222)	1	\$12.86	\$6.43
Three-Hole Punch (UNV-74323)	1	\$18.09	\$9.05
Tape Dispenser (MMM-C38-BK)	1	\$8.76	\$4.38
Swingline Stapler (SWI-44401S)	1	\$26.55	\$13.28
<b>TOTAL:</b>			<b>\$11,321</b>

The cost of the supplies is the estimated purchase price based on the current state approved contractor vendor catalog.

**Board of State & Community Corrections  
 Corrections Planning & Grant Programs Division  
 JAG - Budget Detail Worksheet  
 FFY: 2017 - 2018**

<b>F Construction</b>			
Item Description	Unit(s)	Unit Cost	Total
N/A	0	\$0.00	\$0.00
<b>TOTAL:</b>			<b>\$0.00</b>
<b>G Consultants/Contracts</b>			
Subrecipient Pass-Through by Program Purpose Areas:			
Education Prevention			\$4,912,131.00
Law Enforcement			\$4,912,131.00
Prosecution, Courts, and Indigent Defense			\$4,912,130.00
Under \$10,000 award to CalDOJ			\$1,194,761.00
University Consortium Concept Development Contract			\$75,000.00
EBP Curriculum, Development & Training			\$213,471.39
BSCC Grant Evaluation (Tentative)			\$200,000.00
<b>TOTAL:</b>			<b>\$16,419,624</b>

Contracts reflect the subrecipient pass through and under \$10,000 subrecipient awards. The University Consortium is the estimated costs associated with a feasibility study. The EBP costs include the development of the curriculum, training plan, and providing training to JAG subrecipients. The BSCC grant evaluation is estimated costs to comply with the 2016 Justice for All Reauthorization Act requirements for State Administrating Agencies.

<b>H Other</b>			
<b>a. Licenses / Modules</b>			
SAS Annual Expense			\$9,000.00
<b>Sub-Total:</b>			<b>\$9,000.00</b>
<b>b. Dues</b>			
NCJA Membership Dues	1	\$9,755.00	\$9,755.00
<b>Sub-Total:</b>			<b>\$9,755.00</b>
<b>c. Fees</b>			
SWCAP Fees - FY16-17	1	\$115,000.00	\$115,000.00
<b>TOTAL:</b>			<b>\$115,000.00</b>
<b>TOTAL:</b>			<b>\$133,755</b>

SWCAP fees are incurred as a result of cost allocation and recovery process to recover a fair share of indirect costs from federal funds. Central service agencies (e.g., Department of Finance, State Controller's Office, State Personnel Board, and Legislature) provide budgeting, accounting, auditing, payroll, and other services to all state agencies.

Board of State & Community Corrections  
 Corrections Planning & Grant Programs Division  
 JAG - Budget Detail Worksheet  
 FFY: 2017 - 2018

<b>I Indirect Costs</b>			
<b>Item Description</b>	<b>Unit(s)</b>	<b>Unit Cost</b>	<b>Total</b>
Total Operating Costs	\$871,155.51	31.51%	\$274,501.10
<b>TOTAL:</b>			<b>\$274,501</b>

The BSCC is in the process of applying for an indirect cost rate and it is understood that a budget modification may be required once this process has been completed.

**Edward Byrne Memorial Justice Assistance Grant Program  
Federal Fiscal Year 2017 Application**

**Indirect Cost Rate Agreement**

The BSCC is in the process of applying for an indirect cost rate and it is understood that a budget modification may be required once this process has been completed.

**Edward Byrne Memorial Justice Assistance Grant Program  
Federal Fiscal Year 2017 Application**

**Proposed Subaward**

The Board of State and Community Corrections (BSCC) will subaward the Justice Administration Grant funds on a competitive basis to eligible jurisdiction in California. The BSCC is the State Administrating Agency and will ensure the subrecipient's agencies complete the tasks described within the grant proposal.



**U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS**

OMB Number: 1121-0329  
Expiration Date: 12/31/2018

**FINANCIAL MANAGEMENT AND SYSTEM OF INTERNAL CONTROLS QUESTIONNAIRE**

The financial management system of each non-Federal entity must provide for the following

- Retention requirements for records
- Requests for transfer of records
- Methods for collection, transmission and storage of information
- Access to records
- Restrictions on public access to records

- (1) Identification, in its accounts, of all Federal awards received and expended and the Federal programs under which they were received. Federal program and Federal award identification must include, as applicable, the CFDA title and number, Federal award identification number and year, name of the Federal agency, and name of the pass-through entity, if any.
- (2) Accurate, current, and complete disclosure of the financial results of each Federal award or program.
- (3) Records that identify adequately the source and application of funds for federally-funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.
- (4) Effective control over, and accountability for, all funds, property, and other assets. The non-Federal entity must adequately safeguard all assets and assure that they are used solely for authorized purposes.
- (5) Comparison of expenditures with budget amounts for each Federal award.
- (6) Written procedures to document the receipt and disbursement of Federal funds including procedures to minimize the time elapsing between the transfer of funds from the United States Treasury or the pass-through entity and the disbursement by the non-Federal entity whether the payment is made by electronic funds transfer, or issuance or redemption of checks, warrants, or payment by other means.
- (7) Written procedures for determining the allowability of costs.

**APPLICANT ORGANIZATIONAL INFORMATION**

1. Name of Organization and Address:

Organization Name: Board of State and Community Corrections  
 Street1: 2590 Venture Oaks Way  
 Street2:  
 City: Sacramento  
 State: CA: California  
 Zip Code: 95833

2. Authorized Representative's Name and Title:

Prefix: Ms. First Name: Kathleen Middle Name:  
 Last Name: Howard Suffix:  
 Title: Executive Director

3. Phone: (916) 445-5073 4. Fax: 916-327-3317

5. Email: kathleen.howard@bscc.ca.gov

6. Year Established: 2012 7. Employer Identification Number (EIN): 68-0282717 8. DUNS Number: 9490957310000

9. Type of Organization:  
 State  Municipality  Non-Profit  Higher Education  Tribal  For-Profit  
 Other:



**U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS**

OMB Number: 1121-0329  
Expiration Date: 12/31/2018

**AUDIT INFORMATION**

An audit is conducted using generally accepted auditing standards (GAAS) or Generally Accepted Governmental Auditing Standards (GAGAS) and results in an audit report with an opinion.

10. The organization has undergone the following types of audit(s)(Please check all that apply):

- OMB A-133 Single Audit
- Financial Statement Audit
- Defense Contract Agency Audit (DCAA)
- None
- Programmatic Audit & Agency:

Other Audit & Agency:

11. Most Recent Audit:  Within the past 12 months  Within the past two years  More than two years

Name of Audit Agency/Firm: **Macias Gini & O'Connell**

**AUDITOR'S OPINION:**

12. On the most recent audit, what was the auditor's opinion?

- Unqualified Opinion
- Qualified Opinion
- Disclaimer, Going Concern or Adverse Opinions

Please enter the number of findings:

Please enter the amount of questioned costs:

Were material weaknesses noted in either the Financial Statement or Single Audit?  Yes  No

**ACCOUNTING SYSTEM**

13. Which of the following best describes your accounting system:

- Manual
- Automated
- Combination

14. Does the accounting system identify the receipt and expenditure of program funds separately for each grant?

- Yes
- No
- Not Sure

15. Does the accounting system provide for the recording of expenditures for each grant/contract by budget cost categories shown in the approved budget?

- Yes
- No
- Not Sure

16. Does your accounting system have the capability to document the recording of cost sharing or match for each grant? Can you determine if documentation is available to support recorded match or cost share?

- Yes
- No
- Not Sure

17. Are time distribution records maintained for each employee that specifically identify effort charged to a particular grant or cost objective?

- Yes
- No
- Not Sure

18. Does the accounting/financial system include budgetary controls to preclude incurring obligations or costs in excess of total funds available or by budget cost category (e.g. Personnel, Travel, etc.)?

- Yes
- No
- Not Sure

19. Is the organization familiar with the existing Federal regulation and guidelines containing the Cost Principles and procedures for the determination and allowance of costs in connection with Federal grants?

- Yes
- No
- Not Sure



**U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS**

OMB Number: 1121-0329  
Expiration Date: 12/31/2018

**PROPERTY STANDARDS, PROCUREMENT STANDARDS, AND TRAVEL POLICIES**

**PROPERTY STANDARDS**

20. Does your property management system(s) provide for maintaining: (1) a description of the equipment; (2) an identification number; (3) source of the property, including the award number; (4) where title vests; (5) acquisition date; (6) federal share of property cost; (7) location and condition of the property; (8) acquisition cost; & (9) ultimate disposition information?

Yes  No  Not Sure

**PROCUREMENT STANDARDS**

21. Does your organization maintain written procurement procedures which (1) avoid unnecessary purchases; (2) provide an analysis of lease and purchase alternatives; and (3) provide a process for soliciting goods and services?

Yes  No  Not Sure

22. Does your procurement system provide for the conduct to determine selection on a competitive basis and documentation of cost or price analysis for each procurement action?

Yes  No  Not Sure

23. Does your procurement system include provisions for checking the "Excluded Parties List" system for suspended or debarred sub-grantees and contractors, prior to award? Please visit [www.sam.gov](http://www.sam.gov).

Yes  No  Not Sure

**TRAVEL POLICY**

24. Does your organization:

(a) maintain a standard travel policy?

Yes  No

(b) adhere to the Federal Travel Regulation? (FTR)

Yes  No

**SUBRECIPIENT MANAGEMENT AND MONITORING**

25. (For Pass-through entities only). Does your organization have controls in place to monitor activities of subrecipients, as necessary, to determine that Federal awards are used for authorized purposes in compliance with laws, regulations, and the provisions of the award and that performance goals are achieved (2 CFR200)?

Yes  No  Not Sure  
 N/A (Your organization does not make subawards.)

**STANDARDS FOR FINANCIAL MANAGEMENT SYSTEMS AND APPLICANT CERTIFICATION**

I certify that the above information is complete and correct to the best of my knowledge. This document must be certified by the organization's Authorized Representative, Executive Director, Chief Financial Officer, Chairman of the Board of Directors, or similar position.

Name:

**Kathleen Howard**

Date:

**2017-07-20**

Title:

Executive Director  Chief Financial Officer  Chairman  
 Other

Phone:

**(916) 445-5073**

### DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352  
(See Reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  Board of State and Community Corrections 2590 Venture Oaks Way, Suite 200 Sacramento CA 95833-3200  <b>Congressional District, If known:</b> CA 1-53		<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>     <b>Congressional District, If known:</b>
<b>6. Federal Department/Agency:</b>  Department of Justice Office of Justice Programs Bureau of Justice Assistance	<b>7. Federal Program Name/Description:</b> BJA 2017 BYRNE/JAG grant program   <b>CFDA Number, if applicable:</b>	
<b>8. Federal Action Number, If known:</b>	<b>9. Award Amount, If known:</b>  \$	
<b>10. a. Name and Address of Lobbying Registrant</b> <i>(If individual, last name, first name, MI):</i>  N/A	<b>b. Individuals Performing Services</b> <i>(Including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less that \$10,000 and not more than \$100,000 for each such failure.	Signature: <u>          Kathleen T. Howard          </u> Print Name: Kathleen Howard Title: Executive Director Telephone No.: (916) 445-5073      Date: _____	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

## INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred, Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be a prime or subaward receipt. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (Item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in Item 1 (e.g., Request for Proposal (RFP) number; Invitation for bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g. "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in Item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in Item 4 to influence the covered Federal action.  
  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name and Middle Initial (MI).
11. Certifying official shall sign and date the form, print his/her name, title and telephone number.

*According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.*



LINDA M. PENNER  
*Chair*

KATHLEEN T. HOWARD  
*Executive Director*

STATE OF CALIFORNIA

## BOARD OF STATE AND COMMUNITY CORRECTIONS

2590 VENTURE OAKS WAY, SUITE 200 ♦ SACRAMENTO CA 95833 ♦ 916.445.5073 ♦ BSCC.CA.GOV



EDMUND G. BROWN, JR.  
*Governor*

### 2017 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) STATE STRATEGY

#### California Multi-Year Strategy for the Byrne JAG Program

- (1) The strategy will honor responses from the California stakeholders in the survey with priority given to the survey supported areas of:
  - A. Education and Prevention
  - B. Law Enforcement
  - C. Prosecution, Courts and Defense
- (2) The needs of small, medium and large counties will be taken into account.
- (3) Funding will be based on local flexibility and on the needs of the juvenile and adult criminal justice communities and on input from a balanced array of stakeholders.
- (4) Applicants must demonstrate a collaborative strategy based on the Community Engagement Model that involves multiple stakeholders in the project or problem addressed.
- (5) Some emphasis in the strategy will be given to the development of innovative and/or promising strategies to reduce recidivism.

**FFY 2017 BYRNE/JAG Formula Grants Program  
Additional Attachments and Disclosures**

Applicant Disclosure of High Risk Status

The Board of State & Community Corrections is not currently designated high risk by another federal grant making agency.

Applicant Disclosure of Pending Applications

The Board of State & Community Corrections has the following pending applications.

<b>Federal or State Funding Agency</b>	<b>Solicitation Name/Project Name</b>	<b>Name/Phone/Email for Point of Contact at Federal or State Funding Agency</b>
DOJ/BJA	Residential Substance Abuse Treatment (RSAT) for State Prisoners Program	Samuel Beamon 202-353-8592 Samuel.Beamon@ojp.usdoj.gov
DOJ/OJJDP	Title II Formula Awards	Ricco Hall 202-616-3807 Ricco.hall@ojp.usdoj.gov
DOJ/BJA	Sex Offender Registration and Notification Act (SORNA) Reallocation Funds	Cynthia Simons 202-305-1020 Cynthia.Simons@usdoj.gov
DOJ/OJJDP	OJJDP FY 2017 Application Guidance for Prison Rape Elimination Act Reallocation Funds: OJJDP Formula Grants Program	Elissa Rumsey 202-616-9279 Elissa.rumsey@usdoj.gov

**FFY 2017 BYRNE/JAG Formula Grants Program  
Additional Attachments and Disclosures**

Research and Evaluation Independence and Integrity

The Board of State and Community Corrections (BSCC) intends to pass-through the Justice Administration Grant (JAG) funds through a competitive process to eligible jurisdictions. The BSCC will ensure that the subrecipients of JAG funds maintain research/evaluation independence; including appropriate safeguards to ensure research/evaluation objectivity and integrity, and review of potential conflicts of interest.

30-Day Board Review

The Board of State and Community Corrections Division of Corrections Planning and Grant Programs made its Federal Fiscal Year 2017 JAG application available to the Board of State and Community Corrections membership for its review and comment on August 25, 2017.

30-Day Public Posting and Public Comment

The Board of State and Community Corrections Division of Corrections Planning and Grant Programs made its Federal Fiscal Year 2017 JAG application available to citizens for comment prior to application submission by posting on the BSCC website at [www.bscc.ca.gov](http://www.bscc.ca.gov), on August 25, 2017.



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KATHLEEN T. HOWARD  
Executive Director



EDMUND G. BROWN, JR.  
Governor

August 25, 2017

Tracey Trautman, Acting Director  
Bureau of Justice Assistance  
Office of Justice Programs  
810 Seventh Street, NW  
Washington, D.C. 20531

Dear Ms. Trautman:

Please accept the Board of State and Community Corrections' ("BSCC") FY 2017 application for the Edward Byrne Memorial Justice Assistance Grant ("JAG") Program. The BSCC is aware that in the "Defendant's Opposition to Plaintiff's Motion to Expedite Briefing Schedule" in *The City of Chicago v. Sessions*, No. 17-cv-5720 (N.D. Ill.) the United States Department of Justice explained that "[o]nce OJP generates the award packages and sends each approved applicant an award notification, the applicant has at least 45 calendar days to sign and submit the award acceptance document to OJP.... Only at *that* time – upon signing the award document – does a grantee commit to abide by the grant conditions." (emphasis in original). In light of that explanation, BSCC withholds any commitment at this time concerning new grant conditions, pending receipt of the award document.

Specifically, notwithstanding BSCC's submission of the Certified Standard Assurances as part of this application, BSCC does not agree at this time to the "two new express conditions" that require state and local jurisdictions, with respect to the "program or activity" to be funded, to: "(1) permit personnel of the U.S. Department of Homeland Security ("DHS") to access any correctional or detention facility in order to meet with an alien (or an individual believed to be an alien) and inquire as to his or her right to be or remain in the United States; and (2) provide at least 48 hours' advance notice to DHS regarding the scheduled release date and time of an alien in the jurisdiction's custody when DHS requests such notice in order to take custody of the alien pursuant to the Immigration and Nationality Act."

BSCC expressly reserves its right to challenge the new express conditions, or the condition requiring certification of compliance with 8 U.S.C. § 1373 ("Section 1373"), upon receipt of the final award conditions. Moreover, BSCC notes that these conditions are currently the subject of several lawsuits, and BSCC reserves its right to avail itself of any court orders made in those cases.

Sincerely,

AARON R. MAGUIRE  
General Counsel, Board of State and Community  
Corrections