



Byrne State Crisis Intervention Program

Cohort 2 - Grantee Orientation

August 27 & 28, 2025

Welcome & Introductions

- Ian Silva, Field Representative
- Lisa Tringali, Associate Governmental Program Analyst
- Chad Norred, Staff Services Manager I
- Trevor Bartley, Research Data Specialist II
- Adrienne Winuk, Assistant Deputy Director
- Colleen Curtin, Deputy Director
- Aaron Maguire, Executive Director
- Linda Penner, Chair of the Board of State and Community Corrections

Agenda

Day 1:

- BSCC and SCIP Grant Overview
- Administrative Responsibilities
- Data Collection and Evaluation
- Program Responsibilities

Day 2:

- Fiscal Responsibilities
- Progress Reports

Grantee Introductions (mixed in)

Agenda

- **BSCC and SCIP Grant Overview**
- Administrative Responsibilities
- Data Collection and Evaluation
- Program Responsibilities
- Fiscal Responsibilities
- Progress Reports

Overview – Board of State and Community Corrections (BSCC)

- Reports directly to the Governor's Office.
- Organized under a Governor appointed Board made up of 15 members.
- Provides statewide leadership, coordination, and technical assistance to promote effective state and local efforts and partnerships in California's adult and juvenile criminal justice system, including providing technical assistance and coordination to local governments related to public safety.

BSCC Divisions

- **Corrections Planning and Grant Programs (CPGP)**
 - **State and Federal Grant Programs**
- **Standards and Training for Corrections & Research (STC)**
 - Selection, Training and Standards & Research
- **County Facilities Construction (CFC)**
 - Construction Financing for Facilities
- **Facilities Standards and Operations (FSO)**
 - Inspections, Regulations, Compliance Monitoring
- **In-Custody Death Review (ICDR)**
 - Review Local Detention Facility Death-Incident Reports
- **Administration and Legal**
 - Cross Agency Support

www.bscc.ca.gov

Byrne SCIP Overview

- Authorized by the Bipartisan Safer Communities Supplemental Appropriations Act, 2022
- This RFP implements the pass-through funding for units of local government required by the Byrne SCIP Program.
 - Separate Court Related Element of the BSCC SCIP Program
- **Federally Funded** through the Bureau of Justice Assistance (BJA)

<https://www.bscc.ca.gov/byrne-state-crisis-intervention-program/>



The Goal of the BSCC Byrne SCIP Program:

*...is to develop a multipronged approach to decreasing gun violence in California, **supporting local jurisdictions in their efforts to improve firearms relinquishment procedures** and supporting the enhancement of collaborative court programs that address behavioral health issues, **with a focus on people who are at higher risk for gun violence.***

Projects must address at least one of the three Program Purpose Area (PPAs):

- ❖ **PPA 1:** Communication, Education, Outreach, and Public Awareness (related to Extreme Risk Protection Order (ERPO) laws and programs);
- ❖ **PPA 2:** Referrals to Community-based Services for People in Crisis;
- ❖ **PPA 3:** Funding for Law Enforcement Crisis Intervention Programs or Initiatives.

The Goal of the BSCC Byrne SCIP Program:

- Programs/initiatives must have a direct connection to:
 - The goal of reducing gun violence or improving firearms relinquishment procedures **AND**;
 - Crisis intervention, which is focused on **identifying risk and intervening before harm occurs**. Programs/activities exclusively focused on response to crime in progress or already committed would not be considered crisis intervention.

General Information

- A copy of this PowerPoint Presentation and Recording will be available on the BSCC website at <https://www.bscc.ca.gov/byrne-state-crisis-intervention-program/>
- Questions may be submitted to: ByrneSCIP2@bscc.ca.gov

Questions



Grantee Introductions

Project Director or Designee – Please introduce yourself and tell us:

- County and Agency
- Project Name
- Brief Description of your SCIP Project

Please limit your remarks to **two minutes**.

Agenda

- BSCC and JAG Grant Overview
- **Administrative Responsibilities**
- Data Collection and Evaluation
- Program Responsibilities
- Fiscal Responsibilities
- Progress Reports
- Grantee Introductions (mixed in)

Administrative Responsibilities

Topics

- Communications
- Grant Agreements and Exhibits
- Invoicing & Reporting Due Dates
- Audits
- Subcontractors and Non-Governmental Organizations (NGOs)
- BSCC and DOJ Grant Administration Guides

Communications

BSCC Communications are limited to staff identified on the official Contact Information Sheet.


- Changes to the Contact Information Sheet must be authorized by the Project Director.
- Update Contact Sheet anytime there is a change in key project staff:
 - Project Director
 - Authorized Officer
 - Financial Officer (AFO)
 - Day-to-Day Fiscal Contact
 - Day-to-Day Program Contact
- Project Director and Financial Officer must be employees and cannot be the same person.
- Financial Officer cannot be the preparer of the BSCC Invoice

Standard Agreement

Keep a Fully Executed
Copy on File

Review Agreement
Carefully

Incorporates the RFP,
Federal Award Conditions,
and the Proposal

STATE OF CALIFORNIA DEPARTMENT OF GENERAL SERVICES		SCO ID:	
STANDARD AGREEMENT STD 213 (Rev 03/2019)		AGREEMENT NUMBER BSCC XXX- 25	PURCHASING AUTHORITY NUMBER (If Applicable)
1. This Agreement is entered into between the Contracting Agency and the Contractor named below:			
CONTRACTING AGENCY NAME BOARD OF STATE AND COMMUNITY CORRECTIONS			
CONTRACTOR NAME XXX			
2. The term of this Agreement is:			
START DATE August 1, 2025			
THROUGH END DATE SEPTEMBER 30, 2027			
3. The maximum amount of this Agreement is: \$000,000.00			
4. The parties agree to comply with the terms and conditions of the following exhibits, attachments, and appendices which are by this reference made a part of the Agreement.			
EXHIBITS	TITLE	PAGES	
Exhibit A	Scope of Work	4	
Exhibit B	Budget Detail and Payment Provisions	4	
Exhibit C	General Terms and Conditions (04/2017)	4	
Exhibit D	Special Terms and Conditions	4	
Exhibit E	FY 2022-2023 & FY 2024 Byrne State Crisis Intervention Program (SCIP) Federal Conditions	39	
Attachment 1*	Byrne State Crisis Intervention Program (SCIP) Cohort 2 Grant Request for Proposals	*	
Attachment 2	Byrne SCIP Cohort 2 Grant Proposal	xx	
Appendix A	Byrne SCIP Advisory Board Roster	1	
Appendix B	Criteria for Non-Governmental Organizations Receiving BSCC Subawards	2	
* This item is hereby incorporated by reference and can be viewed at: https://www.bscc.ca.gov/byrne-state-crisis-intervention-program/			
IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.			
CONTRACTOR			
CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.) GRANTEE NAME			
CONTRACTOR BUSINESS ADDRESS xxx	CITY xxx	STATE xx	ZIP xxx
PRINTED NAME OF PERSON SIGNING xxx	TITLE xxx		
CONTRACTOR AUTHORIZED SIGNATURE 	DATE SIGNED		
STATE OF CALIFORNIA			

GRANT PERIOD

- Grant Agreement Term: August 1, 2025 to September 30, 2027
- Grant Service Period: August 1, 2025 to July 31, 2027
- Additional two months (August 1, 2027 to September 30, 2027) solely for finalizing and submitting the:
 - Local Evaluation Report

Year 1 Service Delivery	Year 2 Service Delivery	Evaluation and Closeout
August 1, 2025 to July 31, 2026	August 1, 2026 to July 31, 2027	August 1, 2027 to September 30, 2027*
Implementation, service delivery and data collection.	Service delivery and data collection.	Completion of Final Evaluation Report.

** Only expenses related to evaluation efforts may be incurred in this period. No new services should be delivered during the closeout period.*

Invoicing Requirements (Quarterly)

Invoice **Due Date** (even if \$0)

Report expenses on a **cash basis** (not accrual)

Final Invoice (# 10) is for LER expenses **only**.

EXHIBIT B: BUDGET DETAIL AND PAYMENT PROVISIONS

1. INVOICING AND PAYMENTS

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

Quarterly Invoicing Periods:

1. August 1, 2025 to September 30, 2025
2. October 1, 2025 to December 31, 2025
3. January 1, 2026 to March 31, 2026
4. April 1, 2026 to June 30, 2026
5. July 1, 2026 to September 30, 2026
6. October 1, 2026 to December 31, 2026
7. January 1, 2027 to March 31, 2027
8. April 1, 2027 to June 30, 2027
9. July 1, 2027 to July 31, 2027

Due no later than:

November 15, 2025
February 15, 2026
May 15, 2026
August 15, 2026
November 15, 2026
February 15, 2027
May 15, 2027
August 15, 2027
September 15, 2027

Final Invoicing Periods:

10. August 1, 2027 to September 30, 2027

Due no later than:

November 15, 2027

**Note: Only expenditures associated with completion of the Final Local Evaluation Report and the financial audit may be included on the invoice.*

- B. All project expenditures (excluding costs associated with the completion of the Final Local Evaluation Report and the financial audit) and must be incurred by the end of the grant project period, July 31, 2027, and included on the invoice due September 15, 2027. Project expenditures incurred after July 31, 2027 will not be reimbursed.
- C. The Final Local Evaluation Report is due to BSCC by September 30, 2027. Expenditures incurred for the completion of the Final Local Evaluation Report during the period of August 1, 2027 to September 30, 2027 must be submitted during the Final Invoicing Period(s), with the final invoice due on November 15, 2027. Supporting fiscal documentation will be required for all expenditures claimed on during the Final Invoicing Periods and must be submitted with the final invoice.
- D. Grantee shall submit an invoice to the BSCC each invoicing period, even if grant funds are not expended or requested during the invoicing period.
- E. Upon the BSCC's request, supporting documentation must be submitted for project expenditures. Grantees are required to maintain supporting documentation for all expenditures on the project site for the life of the grant and make it readily available for review during BSCC site visits. See Exhibit A. Scope of Work, Item 6. Project Records.

Reporting Requirements

Quarterly Progress Reports (QPR's)

Local Evaluation Plan (LEP)

Local Evaluation Report (LER)

5. REPORTING REQUIREMENTS

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

Quarterly Progress Report Periods

Due no later than:

- | | |
|---|------------------|
| 1. August 1, 2025 to September 30, 2025 | October 15, 2025 |
| 2. October 1, 2025 to December 31, 2025 | January 15, 2026 |
| 3. January 1, 2026 to March 31, 2026 | April 15, 2026 |
| 4. April 1, 2026 to June 30, 2026 | July 15, 2026 |
| 5. July 1, 2026 to September 30, 2026 | October 15, 2026 |
| 6. October 1, 2026 to December 31, 2026 | January 15, 2027 |
| 7. January 1, 2027 to March 31, 2027 | April 15, 2027 |
| 8. April 1, 2027 to June 30, 2027 | July 15, 2027 |
| 9. July 1, 2027 to July 31, 2027 | August 15, 2027 |

Note: Project activity period ends July 31, 2027. The period of August 1, 2027 to September 30, 2027 is for completion of Final Local Evaluation Report and financial audit only.

B. Evaluation Documents

Due no later than:

- | | |
|----------------------------------|--------------------|
| 1. Local Evaluation Plan | December 31, 2025 |
| 2. Final Local Evaluation Report | September 30, 2027 |

Audits

Grantees are required to submit an audit for each FY in which grant funds are expended.

Single Audit or,

Program Specific Audit

Exempt if the county does not expend \$1,000,000 or more in federal awards during the fiscal year (not just the agency or for the SCIP grant.)

Submit Audits and Questions about audits to : Audits@bscc.ca.gov

8. AUDIT

Grantee is required to complete an audit annually for each fiscal year/audit period, or fraction thereof, for the entire three-year grant cycle. Grantees may choose either a program-specific audit or a single federal audit. Federal guidelines allow grantees receiving \$1,000,000 or more in federal funds in a fiscal year to use their federal justice assistance grant funds to pay for the cost of the audit. Grantees falling below the \$1,000,000 threshold must use non-federal funds (i.e., match funds) to pay for audit costs. For purposes of this grant award grantee is required to check one of the boxes below to indicate how they will meet the audit requirement.

- ☐ In conformance with Federal Office of Management and Budget (OMB) 2 CFR Part 200 Subpart F – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and the California State Controller’s Accounting Standards and Procedures, Chapter 23, Grant Accounting Index, the identified grant will be included in the City/County Single Federal Audit Report, which will be submitted to the BSCC within 30 days of the Grantee’s receipt of the report or within nine months following the end of the audit period, whichever is earlier.

OR

- ☐ In conformance with Federal Office of Management and Budget (OMB) 2 CFR Part 200 Subpart F – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and the California State Controller’s Accounting Standards and Procedures Chapter 23, Grant Accounting Index, the grantee will provide a Program-Specific Final Audit Report to the BSCC within 30 days of the Grantee’s receipt of the report or within nine months following the end of the audit period, whichever is earlier.

OR

- ☐ In conformance with Federal Office of Management and Budget (OMB) 2 CFR Part 200 Subpart F – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, the non-governmental entity grantee does not expend \$1,000,000 or more in total federal awards during the fiscal year and is therefore, exempt from Federal audit requirements

for this grant contract period. However, the entity understands that it must keep and maintain the grant records and make them available for review or audit by appropriate officials of the Federal agency, pass-through agency (i.e., the Board of State and Community Corrections) and Governmental Accountability Office.

SCIP Agreement – Exhibit A, Sec. 8

Audits@bscc.ca.gov



Questions



Subcontractors

BSCC and DOJ Grant Requirements apply to subcontractor.

Specific language required in subcontracts

Pass Federal Award Conditions to Subrecipients and Subcontractors

Monitor your subcontractors!

- C. Grantee shall ensure that all subcontractors comply with the eligibility requirements stated in the Byrne SCIP RFP and described in Appendix B.
- E. Grantee agrees to place appropriate language in all subcontracts for work on the project requiring the Grantee's subcontractors to:
 - 1) **Books and Records**
Maintain adequate fiscal and project books, records, documents, and other evidence pertinent to the subcontractor's work on the project in accordance with generally accepted accounting principles. Adequate supporting documentation shall be maintained in such detail so as to permit tracing transactions from the invoices, to the accounting records, to the supporting documentation. These records shall be maintained for a minimum of three (3) years after the acceptance of the final grant project audit under the Grant Agreement and shall be subject to examination and/or audit by the BSCC or designees, state government auditors or designees, or by federal government auditors or designees.
 - 2) **Access to Books and Records**
Make such books, records, supporting documentations, and other evidence available to the BSCC or designee, the State Controller's Office, the Department of General Services, the Department of Finance, California State Auditor, and their designated representatives during the course of the project and for a minimum of three (3) years after acceptance of the final grant project audit. The Subcontractor shall provide suitable facilities for access, monitoring, inspection, and copying of books and records related to the grant-funded project.

Attachment C:

Criteria for Non-Governmental Organizations (NGO) Receiving BSCC Grant Funds

Grantee must ensure NGOs are eligible if receiving grant funds.

Submit an updated **Appendix C** if NGO subcontracts change.

“The BSCC will not reimburse for costs incurred by NGOs that do not meet the BSCC’s requirements.”

Attachment C: Criteria and Assurance for Non-Governmental Organizations that Receive BSCC Grant Funds as a Subcontractor

Required Attachment: Applicants will be prompted to upload this document from the BSCC [Byrne SCIP website](#) to the BSCC Submittable Application Portal.

The Byrne SCIP RFP includes requirements that apply to non-governmental organizations **that receive BSCC grant funds as subcontractors**. Grantees are responsible for ensuring that all subcontracted third parties continually meet these requirements as a condition of receiving any Byrne SCIP funds. The RFP describes these requirements as follows:

Any non-governmental organization that receives Byrne SCIP funds must:

- Have been duly organized, in existence, and in good standing at least six (6) months prior to the start date of the applicant’s Grant Agreement with BSCC.

Note: Non-governmental organizations that have recently reorganized or have merged with other qualified non-governmental organizations that were in existence prior to the six (6) month date are also eligible, provided all necessary agreements have been executed and filed with the California Secretary of State prior to the start date of the applicant’s Grant Agreement with BSCC.

- Be registered with the California Secretary of State’s Office, if applicable.
- Have a valid business license, Employer Identification Number (EIN), and/or Taxpayer ID (if sole proprietorship).
- Have any other state or local licenses or certifications necessary to provide the services requested (e.g., facility licensing by the Department of Health Care Services), if applicable.

In the table below, provide the name of the Grantee and list all subcontracted third parties.

Name of Grantee:

Name of Subcontracted Third Party	Address	Email / Phone	Meets All Requirements
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>

Confirming Registration with the California Secretary of State

bizfile Online
California Secretary of State

i First-time users: To file a document or place an order online, click the Account Access Guide button below for instructions on how to create a secure online account, log in and access your entity's online record.

Account Access Guide

 Business Entities	 Liens	 Information & Resources	 Trademarks & Special Filings
<p>Free Business Search & Copies Request an SI Penalty Waiver eForms (ONLY FOR GP, LLP, UA, UNA)</p> <hr/> <p>Register a Business (Corporation, Limited Liability Company, Limited Partnership) File a Statement of Information Reserve a Business Entity Name Request a BE Certified Copy or Certificate of Status</p>	<p>Processed through: 4/23/2023</p> <hr/> <p>Free UCC Search & Copies UCC Fees UCC Noise Word List</p> <hr/> <p>File a Lien File a Lien Amendment File a UCC Information Statement Request a UCC Certified Search</p>	<p>bizfile California Homepage Business Processing Times New Business Checklist Verify BE & UCC Certificates</p> <hr/> <p>My Business Records My UCC Records BE & UCC Bulk Orders</p>	<p>Register a Trademark Modify a Registered Trademark California Trademark Search Trademark Submission Status Lookup Verify Trademark Certificates Immigration Consultant Search Successor-In-Interest Search</p>

<https://bizfileonline.sos.ca.gov/>

Conflict of Interest

Grantee must review the SCIP Advisory Board and Scoring Panel membership and;

Ensure that no grant dollars are passed through to any entity represented by any member of the SCIP Advisory Board or Scoring Panel.

Full rosters are available at <https://www.bscc.ca.gov/byrne-state-crisis-intervention-program/>

Byrne State Crisis Intervention Program Advisory Board Description and Membership Roster

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

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

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

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

Conflict of Interest

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Byrne State Crisis Intervention Program (Byrne SCIP) Program Cohort 2 Scoring Panel Membership Roster Updated April 17, 2025

	Name	Title	Organization/Agency
1	Juan Avila	Chief Operating Officer	Garden Pathways
2	Michelle Brown	Chief Probation Officer (Ret.)	San Bernardino County Probation
3	Ari Freilich	Office of Gun Violence Prevention Director	California Department of Justice
4	Jason Gundel	Deputy State Public Defender, Capacity Building	Office of the State Public Defender
5	Galit Lipa	State Public Defender	Office of the State Public Defender
6	Nancy O'Malley	District Attorney (Retired)	Alameda County
7	Velasco, America	Field Representative	Board of State and Community Corrections
8	Casho, Ed	Associate Governmental Program Analyst	Board of State and Community Corrections

Resources: Grant Guides

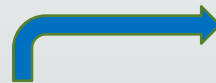
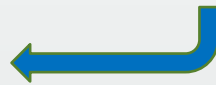
BSCC GRANT ADMINISTRATION GUIDE

JULY 2023



BOARD OF STATE AND COMMUNITY CORRECTIONS
BSCC
CALIFORNIA

https://www.bscc.ca.gov/s_correctionsplanningandprograms/



<https://www.ojp.gov/funding/financialguidedojo/overview>



DOJ Grants Financial Guide



UNITED STATES DEPARTMENT OF JUSTICE

OFFICE OF JUSTICE PROGRAMS

OFFICE ON VIOLENCE AGAINST WOMEN

OFFICE OF COMMUNITY ORIENTED POLICING SERVICES

Last Updated October 2024



Questions



Contact information

- SCIP Inbox
ByrneSCIP2@bscc.ca.gov
- Field Representative Ian Silva
Ian.Silva@bscc.ca.gov