

Board of State and Community Corrections
Edward Byrne Memorial Justice Assistance Grant Program (CFDA #16.738)

Section I: Applicant Information Form

1.1. COUNTY AGENCY APPLICANT

COUNTY AGENCY		NAME AND TITLE OF DEPARTMENT/AGENCY HEAD		
Contra Costa County Office of the Public Defender		Robin Lipetzky, Chief Public Defender		
FEDERAL EMPLOYER ID		DATA UNIVERSAL NUMBERS SYSTEM (DUNS)		
946000509		050345883		
NAME AND TITLE OF PROJECT DIRECTOR				TELEPHONE NUMBER
Ellen McDonnell, Assistant Public Defender				925-335-8000
STREET ADDRESS	CITY	STATE	ZIP CODE	FAX NUMBER
800 Ferry St.	Martinez	CA	94553	925-335-8010
MAILING ADDRESS (if different)	CITY	STATE	ZIP CODE	E-MAIL ADDRESS
				Ellen.McDonnell@pd.cccounty.us

1.2. PROJECT TITLE

1.3. JAG PROGRAM PURPOSE AREA(S)

1.4. AMOUNT OF FUNDS REQUESTED

Holistic Intervention Partnership (HIP)	Prosecution, Courts, Defense, and Indigent Defense	\$3,136,875 (total all three years)
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1.5. SUMMARY OF PROPOSAL

The Holistic Intervention Partnership (HIP) will establish an innovative holistic defense system that focuses on early intervention at the time of police contact in misdemeanor cases. A public-private partnership between the Contra Costa County Office of the Public Defender, multiple County agencies, and community-based partners, HIP will provide interdisciplinary case management and navigation services to indigent individuals to ensure timely and coordinated access to a client-centered array of housing, behavioral health, transportation and legal services at the critical time of initial law enforcement contact. Over the three years, HIP will reduce system burden and improve criminal justice outcomes in misdemeanor cases in all three regions of Contra Costa County.

1.6. DAY-TO-DAY CONTACT PERSON

NAME AND TITLE		TELEPHONE NUMBER		
Ellen McDonnell, Assistant Public Defender		925-335-8075		
STREET ADDRESS		FAX NUMBER		
800 Ferry St.		925-335-8010		
CITY	STATE	ZIP CODE	E-MAIL ADDRESS	
Martinez	CA	94553	Ellen.McDonnell@pd.cccounty.us	

1.7. DESIGNATED FINANCIAL OFFICER

NAME AND TITLE		TELEPHONE NUMBER		
Joanne Sanchez-Rosa, Administrative Services Officer		925-335-8065		
STREET ADDRESS	CITY	STATE	ZIP CODE	FAX NUMBER
800 Ferry St.	Martinez	CA	94553	925-335-8010
PAYMENT MAILING ADDRESS (if	CITY	STATE	ZIP CODE	E-MAIL ADDRESS
				<u>Joanne.Sanchez-</u> <u>@pd.cccounty.us</u>

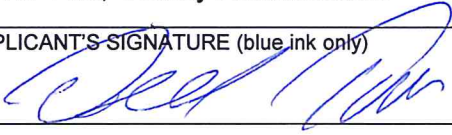
1.8. APPLICANT AGREEMENT

By signing this application, I certify that I am vested by the Applicant agency with the authority to enter into contract with the BSCC. I certify that all funds received pursuant to this Grant Agreement will be spent exclusively on the purposes specified in this Application. I further assure that the Applicant will administer the grant program in accordance with the Grant Agreement as well as any and all applicable state and federal laws, audit requirements, and state and/or federal program guidelines.

NAME AND TITLE OF AUTHORIZED OFFICER (PERSON WITH LEGAL AUTHORITY TO SIGN)

David Twa, County Administrator

APPLICANT'S SIGNATURE (blue ink only)



DATE

4-22-19

Section II: Project Need

Across California, more than a million misdemeanor cases are filed every year; these cases are the primary way that most individuals experience the criminal justice system.¹ In Contra Costa County, a large county with a population of 1.1 million, 74.9% of criminal cases prosecuted in 2018 were misdemeanors.² Due to their volume, misdemeanors demand extensive resources from all justice system partners—law enforcement, prosecutors, courts, jails, and indigent defense providers. For individuals, the collateral consequences of a misdemeanor arrest can be devastating and long-lasting, hampering access to employment, housing, and other essentials—even if they are not convicted.³ Moreover, many of those charged with misdemeanors are repeatedly involved in the criminal justice system and are also frequent utilizers of other systems, accounting for a disproportionate share of the County's expenditures across multiple sectors, particularly in healthcare and homeless services. In the most extreme cases, the multi-system fiscal impact can run into the millions of dollars for a single person.⁴

Contra Costa County has emerged as a statewide leader in innovative and collaborative justice programming, particularly for individuals reentering society after incarceration. Various County agencies and community-based organizations (CBOs) have developed specialized initiatives in areas such as housing, behavioral health services,⁵ and indigent legal services, which address the needs of justice-involved individuals, as well as a County

¹ Judicial Council of California, *2018 Court Statistics Report: Statewide Caseload Trends 2007–2008 through 2016–2017*. Available at: <https://www.courts.ca.gov/documents/2018-Court-Statistics-Report.pdf>

² Data from the District Attorney's November 2018 budget report to the Contra Costa County Board of Supervisors.

³ Greg Berman & Julian Adler, *Toward Misdemeanor Justice: Lessons from New York City*. 90 B.U. L. Rev. 981 (2018).

⁴ "A Consumer's Journey", a case study from Contra Costa Health, Housing and Homeless Services documents a case in which one person had approximately 100 contacts with law enforcement and the criminal justice system, and high use of health and homeless services (including mental health and substance abuse programs) and accounted for nearly \$18 million dollars in costs to the County over a 10-year period. This individual was ultimately stabilized through placement in permanent supportive housing.

⁵ Behavioral health refers to mental health and substance abuse issues, individually and as co-occurring conditions.

task force to rectify racial and ethnic disparities in the criminal justice system.⁶ For example, in 2016, the Contra Costa Public Defender's Office (CCPD) launched the Misdemeanor Early Representation Program (EarlyRep), a unique partnership with law enforcement agencies (LEAs) and one of few programs nationwide that extends legal representation to indigent individuals immediately from the time of police contact.⁷ EarlyRep has increased court appearance rates and reduced unnecessary incarceration due to bench warrant arrests. However, the acute needs of these individuals are not limited to criminal defense legal services, and often include time-sensitive housing, mental health, substance use disorder (SUD), and civil legal needs, which can contribute to a vicious cycle of further justice system involvement.⁸

To respond to these needs, Contra Costa proposes the **Holistic Intervention Partnership (HIP)**, which addresses the JAG Program Purpose Area (PPA) of Prosecution, Courts, Defense, and Indigent Defense (Innovation in Indigent Defense). For those facing poverty, homelessness, trauma, and physical and behavioral health challenges, navigating the maze of services across multiple systems in a large and geographically dispersed county can be daunting. HIP will enable improved coordination and early delivery of critical legal, housing, and behavioral health services after an arrest/citation and before charges are filed, in turn reducing system burden and improving criminal justice outcomes in misdemeanor cases. JAG funding will be dedicated to intensive case management, housing, transportation to court and other critical services, civil legal services, and

⁶ Contra Costa County Racial Justice Task Force, *Final Report and Recommendations*. (2018). Available at: http://64.166.146.245/docs/2018/BOS/20180724_1121/34430_FINAL%20CCC-RJTF_BoS-memo_20180710_STC.pdf

⁷ Alena Yarmosky, *The Impact of Early Representation: An Analysis of the San Francisco Public Defender's Pre-Trial Release Unit*. (2018). Available at: <https://www.capolicylab.org/wp-content/uploads/2018/06/Policy-Brief-Early-Representation-Alena-Yarmosky.pdf>

⁸ Michael Rempel, Suvi Hynynen Lambson, Sarah Picard-Fritsche, & Julian Adler, and Warren A. Reich, *Understanding Risk and Needs in Misdemeanor Populations*, Center for Court Innovation (2018).

community navigation, while leveraging existing behavioral health programs and other resources to streamline services and address root causes of criminal justice involvement.

Section III: Project Description, Goals and Objectives

HIP's 3-year strategy (see Appendix D) is to provide cutting-edge holistic legal representation that combines early intervention with client-centered case management and navigation to meet a range of legal and non-legal needs, resulting in benefits for at least 250 indigent clients, the County, and the public. This project supports the third JAG PPA and the Innovations in Indigent Defense area of need.

Project partners: Situating HIP within CCPD creates a strategic entry point for early engagement with indigent individuals due to the trust established through the attorney-client relationship. HIP will be a collaboration between **CCPD** and the following partners:

- **Health, Housing, & Homeless Services (Housing)**, which integrates housing and homeless services across the health system. Housing will dedicate staff to ensure short-term housing based on identified needs, street-based outreach services to locate and transport participants, and connections to Contra Costa's coordinated entry system.⁹
- **Behavioral Health Services (BHS)**, which includes Alcohol & Other Drugs Services (AODS), provides integrated services for mental health and SUDs. BHS will ensure linkages to the County's mental health and SUD programs.
- **Antioch, Martinez and Richmond Police Departments**, which are current EarlyRep partners, will provide CCPD with information regarding individuals who have recently been arrested/cited and released for a misdemeanor charge.

⁹Coordinated entry is the County's system for identifying and assessing unhoused persons and linking them to prevention/diversion (financial assistance or case management to stay housed), basic needs and services, emergency shelter, housing navigation, rapid re-housing, permanent supportive housing, and warming centers.

- **Employment & Human Services Department (EHSD)**, which oversees a range of social service and benefit programs, will assist participants in establishing or reinstating public benefits and connect them with employment assistance services.

HIP will also work closely with community-based partner **Rubicon Programs**, which will provide civil legal assistance through a dedicated project attorney. **HealthRIGHT 360**, a CBO that works with the reentry population in Central and East Contra Costa, and the **Reentry Success Center** in Richmond (West County), operated by Rubicon, will provide links to community-based services and transportation support through full-time community navigators. **Uptrust**, a startup that has worked with CCPD to develop a customized text messaging court date reminder system, will enhance this system to support client-provider communication and connections to community resources. In addition, researchers from **California State University Long Beach (CSULB)** will develop the Local Evaluation Plan and carry out process and outcome evaluations.

The project will build on CCPD's existing collaboration with the District Attorney's Office, Probation and the Sheriff's Office, and ensure linkages with other programs and services such as the Prop. 47-funded Contra Costa Law Enforcement Assisted Diversion Plus (CoCo LEAD+) program,¹⁰ Neighborhood Courts,¹¹ Clean Slate,¹² and the Office of Reentry and Justice (ORJ)'s¹³ network of service providers and "No Wrong Door" engagement sites.¹⁴

Goals and objectives: HIP's mutually reinforcing goals emphasize holistic pre-filing

¹⁰ CoCo LEAD+ is a multi-agency partnership led by the Contra Costa Health Services that works to reduce criminal justice involvement for people with behavioral health disorders. HealthRIGHT 360 is a key partner in this initiative.

¹¹ Neighborhood Courts, which will be launched in July 2019, are a community-based pre-charging diversion program that will use a restorative justice lens to use smart and safe court alternatives to resolve low-level misdemeanors and quality of life crimes.

¹² Clean Slate is a CCPD program that assists individuals in reducing or dismissing prior convictions from their criminal to remove barriers to housing, employment, education, and civic participation.

¹³ The ORJ, which is within the County Administrator's Office, coordinates a broad array of reentry, public safety realignment, and justice-related services and facilitates multi-stakeholder efforts to enhance policy, operational practices and supportive services.

¹⁴ No Wrong Door is a collaboration of community and faith-based organizations that provide information, referrals, engagement and support to returned citizens including mentor services, family and community reunification, housing, employment and education, document retrieval, and women's services.

intervention in misdemeanor cases and tapping into and expanding the local service landscape to address root causes and collateral consequences of criminal justice system involvement.

Goal 1: Reduce the financial and human resource burden of misdemeanor cases on law enforcement, the justice system, and the community. Objectives: By the end of the 3-year funding period, 1) court appearance rates are increased among indigent persons cited or arrested and released for misdemeanor offenses, and 2) an increased number of indigent persons with existing warrants are located, scheduled for a court date, and arraigned without an arrest. Currently, even where some early legal services are provided, failure to appear (FTA) rates are about 20%. Of those with warrants for FTA, 68% do not make it to court without being rearrested or re-contacted by law enforcement.¹⁵

Goal 2: Reduce future criminal justice system involvement among program participants. Objectives: By the end of the 3-year funding period, 1) the County is better able to identify and address key risk factors for future justice system involvement, and 2) the collateral consequences of custodial arrest among indigent persons are eliminated or mitigated through early intervention after law enforcement contact and before charges are filed. Currently two-thirds of individuals who are eligible for early legal support from CCPD have prior criminal convictions.¹⁶

Goal 3: Establish early coordination, collaboration and linkages across system partners to better serve indigent individuals involved in the criminal justice system. Objectives: By the end of the 3-year funding period, 1) there is greater use of standardized protocols for pre-filing linkages and service tracking across partners and programs, and 2)

¹⁵ Data from EarlyRep case management system.

¹⁶ Ibid

an increased percentage of clients are linked to other services based on identified needs. Currently, each agency uses its own assessment tools, intakes are repeated with each provider, data sharing lacks coordination, and most often individuals are not connected with services until late in the criminal justice process. In 2017-18, approximately 25% of those eligible for early legal services from CCPD received social service referrals, but the need for linkages with a broader array of services was apparent.¹⁷

Staff allocations and assignments: An Assistant Public Defender (0.1 FTE, CCPD, in-kind), will oversee the program, supervise CCPD project staff, foster stakeholder involvement, and facilitate early inter-agency linkages. In-house attorneys will provide legal services in each region. New staff will include:

- A Project Coordinator (1.0 FTE, CCPD) to oversee project administration, financial management and compliance, data analysis and reporting, and partner and Steering Committee management, coordination and communications.
- A Client Services Specialist (1.0 FTE, CCPD) to provide case management (client assessments, linkages, transportation to court and programs, and individual follow-up).
- A Legal Assistant (1.0 FTE, CCPD) to conduct intake interviews, locate and review participant case records, and provide administrative support.
- Two Community Service Navigators (2.0 FTE, HealthRIGHT 360 and Rubicon/Reentry Success Center), to provide peer support and connection to services in the community and assist the Client Services Specialist in the field in all three regions of the County.
- A Civil Legal Aid Attorney (1.0 FTE, Rubicon) to assist participants with civil legal issues.
- Two Housing Navigators (0.5 FTE each, Housing) to connect participants to short-term

¹⁷ Data from EarlyRep case management system.

housing near their court date and/or as a bridge to permanent housing.

- Coordinated Outreach and Referral (CORE)¹⁸ Outreach Workers (0.2 FTE, Housing) to identify, locate, engage, and provide transportation for housing insecure participants.

Target population and selection of services: HIP will work in all regions of the county, serving indigent adults who have been arrested or cited and released by partner LEAs for any type of misdemeanor, with a focus on those in need of the greatest intensity and array of support, especially those affected by homelessness, SUDs and/or trauma. HIP will identify participants through partner LEAs, case filing information, referrals, and walk-ins/call-ins to CCPD's offices, and conduct proactive outreach to locate eligible individuals in collaboration with a wide network of local actors.

With partners, HIP will develop streamlined intake tools and protocols to identify support needs early, facilitate data sharing (in line with CCPD's legal duty of confidentiality), and reduce fragmentation and duplication across different agencies and providers. All participants will receive case management and criminal defense services, including information to demystify the legal process, assistance with court appearance plans, advocacy around filing decisions with the District Attorney's office, and text message court date reminders. The Client Services Specialist will determine additional holistic services that participants will receive through the development of a tailored case management plan at intake. Based on CCPD and partners' experience, these may include housing support, transportation, civil legal services (e.g., assistance with social security appeals, criminal court debt, legal housing issues, family law issues, restraining orders), and connections to behavioral health and SUD programs that practice harm reduction, employment assistance,

¹⁸ CORE is an existing Housing program in which outreach teams in all three regions of Contra Costa establish relationships with clients through regular communication and visits to camps and shelters and serve as a point of contact for many social services.

immigration services, Clean Slate, and other community-based services.

Timeline of major project activities			
Activity/milestone	Y1	Y2	Y3
Establish project and hire staff	X		
Finalize operation agreements and sub-awards with partners	X		
Finalize local evaluation plan and detailed Year 1 work plan	X		
Identify baseline data sets, finalize data management plan, develop/adjust data management system, and develop client feedback mechanisms	X		
Develop/refine client intake protocol and screening tools	X		
Expand functionality of the Uptrust text messaging system	X		
Convene Local Steering Committee	X	X	X
Create and implement a public outreach and communications strategy	X	X	X
Orient clients, attorneys, partners, and other service providers on holistic defense	X	X	X
Train project staff on cultural and gender responsiveness, trauma-informed response, vicarious trauma, and implicit bias	X	X	X
Proactively identify project participants	X	X	X
Develop, implement, and monitor case management plans and convene multi-disciplinary teams	X	X	X
Conduct annual reviews and planning with partners	X	X	X
Conduct process and outcome evaluations	X	X	X

Management structure and decision-making processes: CCPD, as the lead agency and legal counsel for the clients being served, will provide administrative/fiscal management for the project, with overall decision-making responsibility. CCPD HIP staff will meet weekly to plan and review activities, share updates, and problem solve as needed. Multi-disciplinary teams (MDTs),¹⁹ which include HIP partners, will conduct regular case conferencing to further client success. The Project Coordinator will regularly update the Steering Committee (SC), which will meet quarterly to provide oversight and direction.

Approach to monitoring, assessing and adjusting program components: The Project Coordinator will gather and synthesize data on key performance indicators from

¹⁹The newly enacted AB 210 enables the County to establish multi-disciplinary teams to facilitate the identification, assessment, and linkage of homeless individuals to housing and supportive services and to facilitate sharing of confidential information with one another to better coordinate and provide services to homeless individuals and families. Contra Costa has established a steering committee to guide the creation of protocols and procedures around establishing MDTs. HIP will use a similar MDT structure for participants who are not homeless, establishing protocols for confidentiality in line with HIPAA and 42 CFR Part 2.

multiple sources (see Section VI and Appendix D), including progress reports from the process and outcome evaluations. HIP will also gather participant feedback through surveys and the Uprust text messaging platform. During staff, MDT and SC meetings, the HIP team will review data and identify any necessary course corrections.

Readiness to start the project on October 1, 2019: The SC includes key partners and stakeholders that are necessary for success (see Section IV and Appendix C). HIP has the County’s Board of Supervisors’ support and leverages long-standing collaborative partnerships, experienced staff, and EarlyRep’s existing operations in all three regions of the County. CCPD will bring in additional start-up technical assistance as needed.

Section IV: Collaboration

HIP was developed through a collaborative, inclusive process undertaken by a newly formed, 20-member SC. The County’s successful 2014 JAG SC met several times to discuss this grant and the composition of its SC, forming the basis of outreach to and engagement of community and faith-based reentry service providers and community advocates. Thus, the SC offers broad representation, including eight non-traditional partners. Its membership is diverse in terms of geography, expertise, race, gender, and experience, and includes individuals with lived experience of the criminal justice system.

HIP SC Members	
Name and affiliation	Qualifications and experience
Adam Poe, Managing Attorney, Bay Area Legal Aid	An attorney with 11 years of experience working to increase employment and housing opportunities for the formerly incarcerated.
Anthony Hailey, Assistant Professor and Department Chair, Los Medanos College	Professor of criminal justice, former deputy sheriff in Santa Clara County, and member of the Community Advisory Board to the Contra Costa County Community Corrections Partnership (CCP).
Diana Becton, District Attorney, District Attorney’s Office	22 years of experience as a judge and past President of the National Association of Women Judges; currently leads an office of 200 lawyers, investigators, and staff.
Donté Blue, Deputy Director, ORJ	Attorney and public agency administrator with more than a decade of experience in criminal justice and reentry related work.
Fatima Matal Sol, Director, AODS	25 years of experience in Contra Costa Health Services; oversees the

HIP SC Members	
Name and affiliation	Qualifications and experience
	County's AODS System of Care for providing alcohol and other drug treatment and prevention services.
Harlan Grossman, Contra Costa Superior Court Judge (retired)	Criminal justice expert with more than 43 years of experience as an FBI Agent, prosecutor, and judge; member Youth Justice Initiative SC and the Racial Justice Task Force.
James Paulsen, Director of Family and Probate, Superior Court of California, County of Contra Costa	25 years of experience in public child welfare, alternative dispute resolution and court management.
Jeff Landau, Contra Costa County Racial Justice Coalition	A Deputy Public Defender in Contra Costa since 2008 and is a co-founder and organizer of the Contra Costa County Racial Justice Coalition
Lavonna Martin, Director, Housing	More than 20 years of experience in government and private non-profit health and human service organizations.
Lynn Mackey, Superintendent of Schools, County Office of Education	A seasoned teacher and administrator with more than 20 years of experience.
Manjit Sappal, Chief of Police, Martinez	20 years of law enforcement experience; oversees a full spectrum of police services in Martinez.
Marie Scannell, Program Manager, Adult Mental Health Forensic Services	20 years of experience working with individuals in the justice system with mental health challenges; currently manages six Forensic Mental Health programs.
Matthew Schuler, Assistant Sheriff, County Sheriff's Office	More than 20 years of law enforcement experience; oversees the County's custodial facilities.
Patrice Guillory, Managing Director, Contra Costa County Programs & Services, HealthRIGHT 360	More than 10 years of experience in programming and community engagement focused on community economic revitalization, housing, public health, education, and social equity.
Patrick Mims, Director, Reentry Success Center	Leads the Center's work to create meaningful opportunities for those who are formerly incarcerated.
Robin Lipetzky, Public Defender, CCPD	The County's Chief Public Defender since 2009; has 24 years of experience with CCPD.
Sherry Lynn Peralta, Division Manager, Homeless Liaison, EHSD	20 years of experience in community-based social services in both the public and private sectors.
Tamisha Walker, Executive Director, Safe Return Project	Researcher, community organizer, and advocate for the formerly incarcerated and their families.
Tammany Brooks, Chief of Police, Antioch Police Department	Law enforcement professional with more than 24 years of experience.
Tanya Ford-Goins, Housing Navigation Manager, Contra Costa Interfaith Housing	More than a decade of community-based social work, case management and service coordination experience, particularly in working with individuals with housing insecurity.

Prior working relationships with members: These traditional and nontraditional members have worked closely together in innovative partnerships such as the JAG-funded Youth Justice Initiative, the development of the County's Reentry Strategic Plan 2018-2023,

“Stepping Up” efforts including Sequential Intercept Mapping, the County’s Racial Justice Task Force and Oversight Bodies, the Community Corrections Partnership (CCP) and its subcommittees, and multiple grants and initiatives related to the criminal justice system.

Process to identify the problem area, develop the strategy, and ensure full participation and voting rights: Building on the learning about community needs from the collaborative efforts listed above, the SC met multiple times to discuss and prioritize issues, come to consensus on HIP’s concept and strategy, and identify linkages to other ongoing efforts. The SC also reviewed and provided input into the proposal. All processes were facilitated to ensure all members actively participated in SC discussions and decisions.

Applicant’s history of collaboration: HIP’s lead agency, CCPD, works with a vast array of government and non-governmental partners, including CBOs, LEAs, the faith community, immigrant rights and racial justice organizations, mental health advocacy groups, the recovery community, reentry advocates, and many others. CCPD partners with EHSD to provide Clean Slate services to persons referred for workforce development, coordinates with the Contra Costa Alliance to End Abuse to assist in reducing recidivism in domestic violence cases, and has an ongoing partnership with Probation and other stakeholders in supporting the Pretrial Services Program. CCPD serves on public-private task forces, such as the Racial Justice Task Force, the Pretrial Services work group, and the Pre-Release Planning work group, as well as SCs for Prop. 47 and JAG grants and AB210.

Process to establish and maintain collaboration and ongoing role of the SC: Both the SC and MDTs will serve as key mechanisms for ongoing collaboration. The SC will meet no less than quarterly and will play an advisory and oversight role in the project, including reviewing budget and program implementation information and providing policy and

programmatic direction to the Project Coordinator. CCPD HIP staff will also engage a range of stakeholders in developing and refining protocols for client intake and linkages, which will further enhance collaboration. In addition, staff will participate in community meetings and outreach, and existing working groups and task forces, such as those established by the CCP and the County Board of Supervisors.

Section V: Evidence-Based, Promising and Innovative Strategies

HIP combines highly promising approaches supported by a growing body of research, such as holistic defense and early intervention, with proven, evidence-based strategies such as individualized case management.

Description of interventions and supporting evidence: Holistic defense is an innovative client-centered, interdisciplinary model that looks beyond a client's immediate legal service needs and engages both criminal and civil attorneys, as well as social workers and non-lawyer specialists who assist with issues such as housing, SUDs, immigration, and public benefits.²⁰ It differs from traditional public defense by addressing underlying issues that contribute to a client's criminal justice system involvement and increasing the focus on the collateral consequences of an arrest or conviction.²¹ The National Institute of Justice has prioritized further research on holistic public defense,²² and evidence to date points to its potential to reduce jail populations and recidivism, and improve case outcomes and efficiency.²³ Research shows links between current substance abuse and recidivism,²⁴ and

²⁰ Holistic defense is also referred to as holistic representation, community-oriented defense, therapeutic defense, holistic advocacy, and integrated service representation, among others.

²¹ Cynthia G. Lee, Brian J. Ostrom, & Matthew Kleiman, *The Measure of Good Lawyering: Evaluating Holistic Defense in Practice*, 78 ALB. L. REV. 1215 (2014/2015).

²² This includes a multisite evaluation of holistic defense programs being conducted by the National Center for State Courts. See: Indigent Defense Research, NAT'L INST. OF JUST., <https://perma.cc/5HL6-99MZ>

²³ See, for example, Dottie Carmichael, Nicholas Davis, Heather Caspers, & George Naufal, *Indigent Defense Spending and Cost Containment in Texas*. Public Policy Research Institute, Texas A&M University (2018).

²⁴ See, for example: M. Walter, G. A. Wiesbeck, V. Dittmann, & M. Graf, *Criminal recidivism in offenders with personality disorders and substance use disorders over 8 years of time at risk*, 186 Psychiatry Research. 443 (2011).

there is increasing evidence of the correlation between housing instability and recidivism.²⁵

A recent assessment of a Santa Barbara County Public Defender pilot project found that holistic defense clients, with a similar profile to HIP's target group, were more likely to appear at their court dates, had a higher percentage of arraignment charges dismissed, and were sentenced to 67.5 fewer days in custody.²⁶ A large-scale empirical study in 2019 found that holistic defense significantly reduced the likelihood and length of custodial sentences and increased the likelihood of pretrial release among indigent adult defendants in the Bronx, saving \$165 million in incarceration costs over a decade without compromising public safety.²⁷ A study of adults with multiple episodes of jail experience and homelessness showed that holistic models combining housing and supportive services correlated with 40% fewer days of incarceration and fewer jail admissions over the next 24 months.²⁸

Early intervention models encompass pre-filing support and services, including legal representation, court date reminders, risk assessment, and supervision through placement in supportive housing or SUD programs. Studies of this model have found a significant reduction in jail bed-days per year, with projected cost savings of hundreds of thousands of dollars²⁹ and that defendants are more likely to be released from jail on their own recognizance.³⁰ In line with CCPD's EarlyRep data, a recent meta-analysis found that

²⁵ Michael Rempel, Suvi Hynynen Lambson, Sarah Picard-Fritsche, & Julian Adler, and Warren A. Reich, *Understanding Risk and Needs in Misdemeanor Populations*, Center for Court Innovation (2018).

²⁶ Heather M. Harris, *Adult Holistic Defense Case Management Program Evaluation*. Public Policy Institute of California (2018).

²⁷ James M. Anderson, Maya Buenaventura & Paul Heaton, *The Effects of Holistic Defense on Criminal Justice Outcomes*, 132 HARV. L. REV. 819 (2019).

²⁸ Angela Aidala, William McAllister, Maiko Yomogida & Virginia Shubert, *New York City Fuse II Evaluation Report*. Columbia University Mailman School of Public Health (2014). Available at: https://d155kunxf1aozz.cloudfront.net/wp-content/uploads/2014/01/FUSE-Eval-Report-Final_Linked.pdf

²⁹ Alena Yarmosky, *The Impact of Early Representation: An Analysis of the San Francisco Public Defender's Pre-Trial Release Unit*, California Policy Lab (2018). Available at: <https://www.capolicylab.org/wp-content/uploads/2018/06/Policy-Brief-Early-Representation-Alena-Yarmosky.pdf>

³⁰ Douglas L. Colbert, Raymond Paternoster, and Shawn Bushway, Do Attorneys Really Matter? *The Empirical and Legal Case for Representation at Bail*, 23 CARDOZO L. REV. 1719 (2002). See also: National Institute of Corrections, *A Framework for Pretrial Justice: Essential Elements of an Effective Pretrial System and Agency* (2017).

pretrial interventions reduced FTA rates.³¹

This project will also apply evidence-based **case management** practices, including individual assessments of risk and need, comprehensive and dynamic support tailored to each participant's needs, joint efforts among professional partners, case plans that serve as a roadmap for success, and client engagement in the change process.³² An evaluation of the Targeted Case Management (TCM) program in Austin, Texas, which serves adults frequently arrested or charged with misdemeanors, found that it led to a 66% reduction in new offenses and a 35% reduction in bookings among those with a dedicated case manager.³³ Other studies have shown that reentry case management can help prevent recidivism among individuals with behavioral health disorders.³⁴

CCPD has ensured that key support factors for effectively applying these promising and evidence-based practices are in place. For example, in the holistic defense model, a single attorney represents the defendant from appointment through case disposition, and CCPD has long been structured in this way. In addition, holistic defense and case management require the availability of a range of services that are delivered in a way that is appropriate for program participants. HIP partners are committed to and have a track record of serving justice-involved indigent persons, and the project will train staff on culturally and gender responsive services that are trauma-informed and respect the rights and dignity of clients.

Section VI: Data Collection and Evaluation

Local Evaluation Plan: The HIP team and CSULB researchers will develop a Local

³¹ Bechtel, Kristen, Alexander M. Holsinger, Christopher T. Lowenkamp, and Madeline J. Warren. *A Meta-Analytic Review of Pretrial Research: Risk Assessment, Bond Type, and Interventions*. 42 AM. J. COMP. 443 (2017).

³² Shelli B. Rossman, Janeen Buck Willison, Christine Lindquist, Jennifer Hardison, Walters, & Pamela K. Lattimore, *Second Chance Act Adult Offender Reentry Demonstration Projects, Evidence-Based Practices: Case Management* (2016). Available at: <https://www.ncjrs.gov/pdffiles1/nij/grants/250470.pdf>

³³ Jennifer Abdallah & Gemma Mears, *Program Evaluation: Targeted Case Management*. Available at: <http://www.austintexas.gov/edims/document.cfm?id=165801>

³⁴ H. Leutwyler, E. Hubbard & E. Zahnd, *Case Management Helps Prevent Criminal Justice Recidivism for People with Mental Illness*. 13 INT J PRISON HEALTH 168 (2017).

Evaluation Plan that details how the program will assess its effectiveness and progress towards the goals and objectives (see Section III), including indicators, data sources, and analysis methods. The evaluation research design will include a process evaluation to track program development and assess implementation fidelity, and an outcome evaluation to assess program results. CSULB will triangulate data from LEA partners, case management records,³⁵ Uptrust text messaging logs, client feedback mechanisms, and court filings and appearances. Data will be disaggregated to reveal any Racial and Ethnic Disparities (RED) and to enable analysis by location and client/case profile. CSULB will provide quarterly progress reports to support data-driven decision-making and SC oversight.

Process Evaluation: The process evaluation will include interviews/focus groups with the SC, program stakeholders, and staff, as well as analysis of key documents³⁶ and process data to assess program functioning. The team will track process indicators such as the number of people per month who: are identified and enrolled in HIP, receive court date text reminders, have case management plans based on individual assessments, and receive transportation support and other services in line with these plans. The team will use additional process indicators to track collaboration, such as the number of tools and protocols developed and used to identify, link and track clients; the number of active partnerships with other service providers; the number of MDTs and frequency of meetings; and the number of linkages to and from other programs.

HIP will provide case management and holistic defense services to at least 250 indigent clients over the three years. Partners will document and report on the services and support

³⁵ For example, client/case profile and client demographics, intake and assessment results, documentation of services and linkages provided, client demographics, etc.

³⁶ For example, grant application, program reports, Steering Committee meeting minutes and presentations, policy and procedure documents, protocols and forms used and developed, MOUs.

they provide; this information will be captured in each participant's case management plan and in CCPD's HIP database, which has safeguards and protocols in place to guard client confidentiality and allows for overall analysis of the project's participants and activities.

Outcome Evaluation: CSULB will analyze program data and conduct participant surveys to assess the effectiveness of the program's intervention strategy. The outcome and process evaluations together will address how and why program components are (or are not) achieving results. Criteria for determining individual participant success will include whether or not they appear at scheduled court dates, avoid re-arrest and new criminal charges, and access needed services to stabilize their lives. HIP will track outcome indicators such as: participants' court appearance rates, estimated cost savings to the county of reduced FTA rates, number of indigent persons who have bench warrants recalled without an arrest, number and percentage of participants who are successfully linked and tracked across services in line with their case management plans, percentage of participants who do not incur additional criminal charges during their participation or within one year, and participants' satisfaction with HIP services. Outcomes will be cross-referenced against variables such as case and client profile, duration of project participation, and services provided to analyze correlation. The evaluation will use data from areas of the county that are served by LEAs that are not HIP partners as a comparison group.³⁷

Section VII: Capability and Qualification to Provide Services

Applicant's ability to conduct the project: HIP will be administratively housed in the CCPD, supervised by an Assistant Public Defender with substantial experience and success in managing multi-sector initiatives, supported by the many subject-matter experts of the

³⁷ EarlyRep partners with four LEAs out of 25 in the county.

Steering Committee, and implemented by leading local agencies, institutions, and organizations. Contra Costa is well-versed in managing JAG grants, including the Youth Justice Initiative (2015-18). CCPD is a leader in progressive defense with a long history of delivering culturally responsive services to diverse populations across the county, from employing bilingual staff to conducting frequent trainings on topics such as implicit bias. The project will benefit from CCPD's existing Client Services Unit, specialized Mental Health unit, in-house immigration program and an AB109-funded Reentry Programs Unit.

Applicant's and partners' experience and expertise: This project builds on the success of the CCPD's recent and ongoing programming. EarlyRep, which expanded from a pilot in Eastern Contra Costa to cover all regions of the County in partnership with four LEAs, has served more than 3,000 people and improved court appearance rates from less than 50% to more than 80%³⁸ EarlyRep has garnered statewide and national attention, receives regular requests for technical assistance from other jurisdictions, has received US Department of Justice Smart Defense funding, and was selected to receive the 2019 California Public Defenders Association Program of the Year award.

CCPD has also developed the innovative Clean Slate, Stand Together Contra Costa (STCC), and Arraignment Court Early Representation (ACER) programs. Clean Slate is a community partnership that offers outreach, legal representation, and post-conviction relief (Prop 47, Prop 64, expungement, arrest record-sealing) to those facing barriers to housing, employment and education due to a criminal record. STCC is a unique public-private partnership that provides rapid-response legal representation, community-based clinical consultations, legal rights workshops, and a multi-language 24-hour hotline. ACER, funded

³⁸Data from EarlyRep case management system.

through AB109, provides arraignment court representation for in- and out-of-custody clients, helping to reduce the number of court appearances, make initial bail motions, and resolve cases earlier in the proceedings.

The proposed partners bring a wealth of experience to HIP. For example, **Housing's** CORE program engages and stabilizes homeless individuals through outreach, delivery of health and basic needs services and linkages to secure permanent housing. CORE teams connect individuals to Contra Costa's Coordinated Entry system for unsheltered persons. Launched in early 2017, Coordinated Entry streamlines intake, assessment, and referrals across multiple community, government, and faith-based agencies that collectively provide services ranging from prevention of homelessness to permanent housing placements.

BHS offers on-demand behavioral health services, has a specialized forensic mental health unit and provides substance use treatment services through **AODS**. In 2017, AODS launched an in-court screening and referral program connecting those who are involved in the criminal court system with AODS services.³⁹ AODS has also brought together partners, including CCPD, to work towards addressing the opioid epidemic through the Learning Collaborative Expansion of Medication Assisted Treatment (MAT) program.

Contra Costa Health Services (which includes BHS and Housing) leads the Prop 47-funded CoCoLEAD+ program in Antioch, which employs a multi-system approach to diverting and providing services to people with behavioral health disorders who are arrested for low-level, non-violent charges. It combines coordinated diversion protocols with peer-driven outreach and engagement, evidence-based behavioral health services, wraparound social and vocational supports, and links to both transitional and permanent housing.

³⁹ This is part of California's Drug Medi-Cal Organized Delivery System (DMC-ODS) Waiver amendment which provides a continuum of care modeled after the American Society of Addiction Medicine (ASAM) criteria for SUD treatment services.

HealthRIGHT 360, a CoCo LEAD+ partner, is a CBO that provides integrated reentry case management and linkages for the County's AB109 population, including transitional housing, behavioral health linkages, peer mentoring, system navigation, educational opportunities, and family reunification. **Rubicon** is a CBO that operates the Reentry Success Center and offers a range of services, including civil legal aid, across Contra Costa. The **Reentry Success Center** provides multiple social service resources in a single physical site, and one-on-one support during and after the judicial process. **Uptrust**, a startup that helps defendants get to court through its customized text messaging court reminder system, has achieved a 95% court appearance rate and generated significant cost savings to County and State governments through its programs.

Experience and qualifications of key project staff: Assistant Public Defender **Ellen McDonnell**, who will oversee this project, supervises CCPD's Bail, Forensic, and Immigration units, as well as all reentry programs, including EarlyRep, Clean Slate and Client Services. Ms. McDonnell has 18 years of experience in CCPD, with a focus on cases involving complex mental health issues. She led the expansion of Clean Slate and community outreach efforts in response to the passage of Prop 47. She holds a JD from the University of California Hastings College of Law and speaks fluent Spanish.

Three highly qualified Deputy Public Defenders will also support this project. **Blanca Hernandez** launched the EarlyRep program in 2016 as its first attorney, helped expand it countywide and currently coordinates the program in West County. **Adam Burke** has more than nine years of experience including more than six years with CCPD and previous work in the Ventura, San Bernardino and San Diego Public Defender's offices. **Rachel Belden**

has worked on EarlyRep since 2017; her previous experience includes work with the California Appellate Project and the San Francisco Public Defender's Office.

HIP's staff will work closely with CCPD's Client Services Unit, led by Forensic Social Work Supervisor **Angelene Musawwir**, a Licensed Clinical Social Worker with 20 years of experience as a social worker in the areas of mental health, children and families, medical social work and education. In addition, **Lori Beath**, who has served as the CCPD's Client Services Specialist for the last four years, has more than 20 years of experience working with those who are incarcerated and their families.

The full-time staff outlined in Section III will be hired on award. The Project Coordinator will have a minimum of a bachelor's degree and at least three years of experience in program administration, budget management, and data management and analysis. The Client Services Specialist will have a minimum of a bachelor's degree in psychology, sociology, social welfare, or a closely related field; at least three years of experience as a social worker or certified drug and alcohol counselor.

The process and outcome evaluations will be conducted by **Dr. Aili Malm** and **Dr. Dina Perrone** from CSULB, who are the BSCC evaluators for the two-site Law Enforcement Assisted Diversion (LEAD) Pilots in Los Angeles County and San Francisco. Dr. Malm's expertise is in policing research and quantitative experimental methods and Dr. Perrone is an expert in the areas of drug use, drug policy, and qualitative research methods.

The combined capabilities and qualifications of CCPD, HIP partners and staff make Contra Costa County uniquely equipped to combine the innovative approaches of holistic defense and early intervention to decrease the burden of misdemeanors on the criminal justice system and reduce unnecessary arrests and incarceration.

Appendix C: Local JAG Steering Committee Member Roster

Name	Title	Agency/Organization	Phone Number	Email Address
Adam Poe	Managing Attorney	Bay Area Legal Aid	(510) 233-9954	APoe@baylegal.org
Anthony Hailey	Member	Community Advisory Board	(925) 473-7747	ahailey@losmedanos.edu
Diana Becton	District Attorney	District Attorney's Office	(925) 957-2214	Diana.Becton@contracostada.org
Donté Blue	Deputy Director	Office of Reentry and Justice	(925) 335-1977	Donte.Blue@cao.cccounty.us
Fatima Matal-Sol	Program Chief	Alcohol and Other Drug Services	(925) 335-3307	Fatima.MatalSol@cchealth.org
Harlan Grossman	Retired Judge	Community member	(510) 919-1891	hggman26@gmail.com
James Paulsen	Director of Family and Probate	Superior Court of California, County of Contra Costa	(925) 608-2022	jpaul@contracosta.courts.ca.gov
Jeff Landau	Member	Racial Justice Coalition	(415) 613-5833	landaujs@gmail.com
Lavonna Martin	Director	Health, Housing and Homeless Services	(925) 313-6140	Lavonna.Martin@hsd.cccounty.us
Lynn Mackey	Superintendent of Schools	Office of Education	(925) 942-3433	lmackey@cccoe.k12.ca.us
Manjit Sappal	Chief of Police	Martinez Police Department	(925) 372-3445	msappal@cityofmartinez.org
Marie Scannell	Program Manager	Adult Mental Health Forensic Services	(925) 313-1142	Marie.Scannell@cchealth.org
Matthew Schuler	Assistant Sheriff	Sheriff's Office	(925) 335-4643	Mschuler@so.cccounty.us
Patrice Guillory	Managing Director, Programs & Services	HealthRIGHT 360	(925) 732-1357	pguillory@healthright360.org
Patrick Mims	Director	Reentry Success Center	(510) 679-2121	patm@rubiconprograms.org
Robin Lipetzky	Public Defender	Public Defender's Office	(925) 335-8035	Robin.Lipetzky@pd.cccounty.us
Sherry Lynn Peralta	Division Manager, Homeless Liaison	Employment and Human Services Department	(925) 608-4881	speralta@ehsd.cccounty.us
Tamisha Walker	Executive Director	Safe Return	(510) 493-3875	tamisha@safereturnproject.org
Tammany Brooks	Chief of Police	Antioch Police Department	(925) 778-2441	tbrooks@ci.antioch.ca.us
Tanya Ford-Goins	Housing Navigation Manager	Contra Costa Interfaith Housing	(925) 266-2218	tanya@ccinterfaithhousing.org

4. Non-Governmental Organizations (NGO) Subcontracts		
Description of Subcontract	Calculation for Expenditure	Grant Funds
Example: Private Industrial Council	Training Class \$450 x 25 participants	\$11,250
HealthRIGHT 360	See breakdown below	\$90,010
Rubicon Programs	See breakdown below	\$186,793
Uptrust	See breakdown below	\$30,000
		\$0
		\$0
		\$0
		\$0
TOTALS		\$306,803

Non-Governmental Organizations (NGO) Subcontracts Narrative:

In line with HIP's public-private partnership approach, the County has identified NGOs that are best-suited to provide and coordinate community-oriented early intervention services that are essential to the holistic defense approach, based on their track records, capacity, and commitment to HIP's goals. Through these partners, at least 125 participants over the life of the project will receive civil legal aid (per capita cost of \$2,783) and 125 participants will receive other community-based services and support (per capita cost of \$4,233). Y1 costs include:

- \$90,000 for HealthRIGHT 360, which provides integrated case management and linkages for the county's AB109 population, including transitional housing, SUD and mental health linkages, peer mentoring, system navigation, educational and vocational opportunities, and family reunification. Under HIP, HealthRIGHT 360 will provide peer navigation and links to community-based services in east and central Contra Costa. The budget includes: \$75,810 for salary and benefits for 1 FTE Community Service Navigator; \$1,000 for communications; \$2,300 for IT; \$4,000 for staff travel; \$5,000 for participant travel; and \$1,900 for office supplies and other direct operational costs.

- \$186,793 for Rubicon Programs, which operates the Reentry Success Center and offers a range of services to people involved in the criminal justice system. Rubicon will provide civil legal aid services and, through the Reentry Success Center, provide peer navigation and links to community-based services in west Contra Costa. The budget includes: \$155,827 for salary and benefits for 1 FTE Civil Legal Aid Attorney, 1 FTE Community Service Navigator, and 0.05 FTE of Rubicon's Director of Legal Services; \$1,840 for communications; \$3,979 for IT; \$6,400 for staff travel; \$5,000 for participant travel; and \$13,247 for office supplies and other direct operational costs.

- \$30,000 for Uptrust, a startup and current CCPD partner, will update and expand its text messaging court date reminder system for this project. This includes: \$10,000 for customization and integration of the system and staff training; \$10,000 for the Uptrust software license; \$6,000 for maintenance and customer support; and \$4,000 for reporting and analytics.

5. Equipment/Fixed Assets		
Description of Equipment/Fixed Asset	Calculation for Expense	Grant Funds
Example: Purchase of Vehicle	Toyota Prius @ Market Value	\$24,000
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTALS		\$0

Equipment/Fixed Assets Narrative:

N/A

6. Data Collection, Reporting and Evaluation Efforts*Must be at least 5 percent (or \$25,000, whichever is greater) of the total grant award*

Description	Grant Funds
Example: Data Collection & Reporting Efforts @ 7%	\$10,329
Data collection and evaluation services (CSULB)	\$54,781
HIP database development	\$20,000
	\$0
	\$0
TOTAL	\$74,781

Data Collection, Reporting and Evaluation Efforts

Because Contra Costa County is dedicated to data-driven decision-making and accountability to its constituents, \$194,344 over the life of project (6.2% of the total budget) has been allocated to data collection and evaluation efforts, exceeding the minimum JAG requirement of 5%.

In Y1, a total of \$54,781 has been allocated for a sub-contract to California State University, Long Beach (CSULB) for data collection, reporting and evaluation. CSULB will develop the Local Evaluation Plan, in close coordination with the project team and the Local JAG Steering Committee, and conduct ongoing process and outcome evaluations, including an analysis of costs per component and cost savings to the County resulting from reduced court time, reduced rates of failure to appear, reduced bench warrants and subsequent arrests, and fewer days in custody among participants. The breakdown of CSULB's budget will be determined during sub-contract negotiations. The budgeted amount is 5% of the total project budget plus \$2,500 per year for travel from Long Beach.

An additional \$20,000 in Y1 has been allocated to update and expand the capabilities of CCPD's case management database, which will be used for capturing and managing project data. This amount is based on actual costs for similar services for other County projects.

7. Other (Travel, Training, etc.)

Description	Calculation for Expense	Grant Funds
Example: Training Classes	\$500/participant x 30 participants	\$15,000
Local transportation	\$700/month x 12 months	\$8,400
Staff communications	\$83.33/month x 12 months	\$1,000
Staff training	Annual allocation of \$5,000	\$5,000
Mandatory grantee orientation meeting	\$80/participant x 4 participants	\$320
		\$0
		\$0
		\$0
		\$0
TOTAL		\$14,720

Other (Travel, Training, etc.) Narrative:

\$8,400 has been budgeted for local travel for CCPD staff to conduct outreach, client support and follow-up across the County and attend meetings. This cost is based rental of a County vehicle at the current actual monthly rate of \$700 per month.

A total of \$1,000 has been allocated for staff communications. This includes \$83.33 per month for a cell phone service plan for the Client Services Specialist.

Training costs of \$5,000 have been included for staff training on topics such as client-centered service delivery, including cultural and gender responsiveness, trauma-informed response, vicarious trauma, client-centered communication and representation, harm reduction principles, and implicit bias. Costs include fees for external training providers, based on recent actual costs. HIP will also tap into existing partner training resources for staff at no additional cost to the project, such as Housing's training on Housing 101, accessing the Coordinated Entry system of care, and using its housing assessment tool (VI-SPDAT), as well as trainings from BHS, HealthRIGHT 360, and the Reentry Success Center.

Travel costs of \$320 have been budgeted for 4 staff to attend the mandatory Grantee Orientation meeting in Sacramento. This includes mileage reimbursement estimated at \$80 per person, based on recent actual costs for similar travel and using the County's standard reimbursement rate.

4. Non-Governmental Organizations (NGO) Subcontracts		
Description of Subcontract	Calculation for Expenditure	Grant Funds
HealthRIGHT 360	See breakdown below	\$98,032
Rubicon Programs	See breakdown below	\$197,225
Uptrust	See breakdown below	\$25,000
		\$0
		\$0
		\$0
		\$0
TOTALS		\$320,257

Non-Governmental Organizations (NGO) Subcontracts Narrative:

In line with HIP's public-private partnership approach, the County has identified NGOs that are best-suited to provide and coordinate community-oriented early intervention services that are essential to the holistic defense approach, based on their track records, capacity, and commitment to HIP's goals. Through these partners, at least 125 participants over the life of the project will receive civil legal aid (per capita cost of \$2,783) and 125 participants will receive other community-based services and support (per capita cost of \$4,233). Y2 costs include:

- \$98,032 for HealthRIGHT 360, which provides integrated case management and linkages for the county's AB109 population, including transitional housing, SUD and mental health linkages, peer mentoring, system navigation, educational and vocational opportunities, and family reunification. Under HIP, HealthRIGHT 360 will provide peer navigation and links to community-based services in east and central Contra Costa. The budget includes: \$78,842 for salary and benefits for 1 FTE Community Service Navigator; \$1,000 for communications; \$1,500 for IT; \$4,000 for staff travel; \$10,800 for participant travel; and \$1,900 for office supplies and other direct operational costs.
- \$197,225 for Rubicon Programs, which operates the Reentry Success Center and offers a range of services to people involved in the criminal justice system. Rubicon will provide civil legal aid services and, through the Reentry Success Center, provide peer navigation and links to community-based services in west Contra Costa. The budget includes: \$162,060 for salary and benefits for 1 FTE Civil Legal Aid Attorney, 1 FTE Community Service Navigator, and 0.05 FTE of Rubicon's Director of Legal Services; \$1,840 for communications; \$3,179 for IT; \$6,400 for staff travel; \$10,800 for participant travel; and \$13,247 for office supplies and other direct operational costs.
- \$25,000 for Uptrust, a startup and current CCPD partner, will update and expand its text messaging court date reminder system for this project. This includes: \$5,000 for customization and integration of the system and staff training; \$10,000 for the Uptrust software license; \$6,000 for maintenance and customer support; and \$4,000 for reporting and analytics.

5. Equipment/Fixed Assets

Description of Equipment/Fixed Asset	Calculation for Expense	Grant Funds
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTALS		\$0

Equipment/Fixed Assets Narrative:

N/A

6. Data Collection, Reporting and Evaluation Efforts	
<i>Must be at least 5 percent (or \$25,000, whichever is greater) of the total grant award</i>	
Description	Grant Funds
Data collection and evaluation services (CSULB)	\$54,781
Database maintenance	\$5,000
	\$0
	\$0
TOTAL	\$59,781

Data Collection, Reporting and Evaluation Efforts

Because Contra Costa County is dedicated to data-driven decision-making and accountability to its constituents, \$194,344 over the life of project (6.2% of the total budget) has been allocated to data collection and evaluation efforts, exceeding the minimum JAG requirement of 5%.

In Y2, a total of \$54,781 has been allocated for a sub-contract to California State University, Long Beach (CSULB) for data collection, reporting and evaluation. CSULB will conduct ongoing process and outcome evaluations, including an analysis of costs per component and cost savings to the County resulting from reduced court time, reduced rates of failure to appear, reduced bench warrants and subsequent arrests, and fewer days in custody among participants. The breakdown of CSULB's budget will be determined during sub-contract negotiations. The budgeted amount is 5% of the total project budget plus \$2,500 per year for travel from Long Beach. The breakdown of costs will be determined during sub-contract negotiations. The budgeted amount is 5% of the total project budget plus \$2,500 per year for travel from Long Beach.

An additional \$5,000 has been allocated for maintenance of CCPD's case management database, which will be used for capturing and managing project data. This amount is based on actual costs for similar services for other County projects.

7. Other (Travel, Training, etc.)		
Description	Calculation for Expense	Grant Funds
Local transportation	\$700/month x 12 months	\$8,400
Staff communications	\$83.33/month x 12 months	\$1,000
Staff training	Annual allocation of \$5,000	\$5,000
Conference participation	\$2,500/person x 5 people	\$12,500
		\$0
		\$0
		\$0
		\$0
TOTAL		\$26,900

Other (Travel, Training, etc.) Narrative:

\$8,400 has been budgeted for local travel for CCPD staff to conduct outreach, client support and follow-up across the County and attend meetings. This cost is based rental of a County vehicle at the current actual monthly rate of \$700 per month.

A total of \$1,000 has been allocated for staff communications. This includes \$83.33 per month for a cell phone service plan for the Client Services Specialist.

Training costs of \$5,000 have been included for staff training on topics such as client-centered service delivery, including cultural and gender responsiveness, trauma-informed response, vicarious trauma, client-centered communication and representation, harm reduction principles, and implicit bias. Costs include fees for external training providers, based on recent actual costs. HIP will also tap into existing partner training resources for staff at no additional cost to the project, such as Housing's training on Housing 101, accessing the Coordinated Entry system of care, and using its housing assessment tool (VI-SPDAT), as well as trainings from BHS, HealthRIGHT 360, and the Reentry Success Center.

\$12,500 has been budgeted for 5 people to attend the 2020 National Holistic Defense and Leadership Conference (typically held on the East Coast of the US) to share lessons learned from HIP and get exposure to other promising practices that the project could adopt. Costs are estimated at:

- \$2,000 for conference registration fees (\$400/person)
- \$4,250 for travel costs (\$850/person)
- \$6,250 for per diems (hotels, meals, and incidental expenses at \$250/day for 5 days per person)

4. Non-Governmental Organizations (NGO) Subcontracts		
Description of Subcontract	Calculation for Expenditure	Grant Funds
HealthRIGHT 360	See breakdown below	\$101,185
Rubicon Programs	See breakdown below	\$203,708
Uptrust	See breakdown below	\$20,000
		\$0
		\$0
		\$0
		\$0
TOTALS		\$324,893

Non-Governmental Organizations (NGO) Subcontracts Narrative:

In line with HIP's public-private partnership approach, the County has identified NGOs that are best-suited to provide and coordinate community-oriented early intervention services that are essential to the holistic defense approach, based on their track records, capacity, and commitment to HIP's goals. Through these partners, at least 125 participants over the life of the project will receive civil legal aid (per capita cost of \$2,783) and 125 participants will receive other community-based services and support (per capita cost of \$4,233). Y2 costs include:

- \$101,185 for HealthRIGHT 360, which provides integrated case management and linkages for the county's AB109 population, including transitional housing, SUD and mental health linkages, peer mentoring, system navigation, educational and vocational opportunities, and family reunification. Under HIP, HealthRIGHT 360 will provide peer navigation and links to community-based services in east and central Contra Costa. The budget includes: \$81,498 for salary and benefits for 1 FTE Community Service Navigator; \$1,000 for communications; \$1,500 for IT; \$4,000 for staff travel; \$10,800 for participant travel; and \$1,900 for office supplies and other direct operational costs.
- \$203,708 for Rubicon Programs, which operates the Reentry Success Center and offers a range of services to people involved in the criminal justice system. Rubicon will provide civil legal aid services and, through the Reentry Success Center, provide peer navigation and links to community-based services in west Contra Costa. The budget includes: \$168,543 for salary and benefits for 1 FTE Civil Legal Aid Attorney, 1 FTE Community Service Navigator, and 0.05 FTE of Rubicon's Director of Legal Services; \$1,840 for communications costs; \$3,179 for IT costs; \$6,400 for staff travel; \$10,800 for participant travel; and \$13,247 for office supplies and other direct operational costs.
- \$20,000 for Uptrust, a startup and current CCPD partner, will update and expand its text messaging court date reminder system for this project. The budget includes: \$10,000 for the Uptrust software license; \$6,000 for maintenance and customer support; and \$4,000 for reporting and analytics.

5. Equipment/Fixed Assets

Description of Equipment/Fixed Asset	Calculation for Expense	Grant Funds
TOTALS		\$0

Equipment/Fixed Assets Narrative:

N/A

6. Data Collection, Reporting and Evaluation Efforts	
<i>Must be at least 5 percent (or \$25,000, whichever is greater) of the total grant award</i>	
Description	Grant Funds
Data collection and evaluation services (CSULB)	\$54,781
Database maintenance	\$5,000
	\$0
	\$0
TOTAL	\$59,781

Data Collection, Reporting and Evaluation Efforts

Because Contra Costa County is dedicated to data-driven decision-making and accountability to its constituents, \$194,344 over the life of project (6.2% of the total budget) has been allocated to data collection and evaluation efforts, exceeding the minimum JAG requirement of 5%.

In Y3, a total of \$54,781 has been allocated for a sub-contract to California State University, Long Beach (CSULB) for data collection, reporting and evaluation. CSULB will conduct ongoing process and outcome evaluations, including an analysis of costs per component and cost savings to the County resulting from reduced court time, reduced rates of failure to appear, reduced bench warrants and subsequent arrests, and fewer days in custody among participants. The breakdown of costs will be determined during sub-contract negotiations. The budgeted amount is 5% of the total project budget plus \$2,500 per year for travel from Long Beach.

An additional \$5,000 has been allocated for maintenance of CCPD's case management database, which will be used for capturing and managing project data. This amount is based on actual costs for similar services for other County projects.

7. Other (Travel, Training, etc.)		
Description	Calculation for Expense	Grant Funds
Local transportation	\$700/month x 12 months	\$8,400
Staff communications	\$83.33/month x 12 months	\$1,000
Staff training	Annual allocation of \$2500	\$2,500
		\$0
		\$0
		\$0
		\$0
		\$0
TOTAL		\$11,900

Other (Travel, Training, etc.) Narrative:

\$8,400 has been budgeted for local travel for CCPD staff to conduct outreach, client support and follow-up across the County and attend meetings. This cost is based rental of a County vehicle at the current actual monthly rate of \$700 per month.

A total of \$1,000 has been allocated for staff communications. This includes \$83.33 per month for a cell phone service plan for the Client Services Specialist.

Training costs of \$2,500 have been included for staff training on topics such as client-centered service delivery, including cultural and gender responsiveness, trauma-informed response, vicarious trauma, client-centered communication and representation, harm reduction principles, and implicit bias. Costs include fees for external training providers, based on recent actual costs. HIP will also tap into existing partner training resources for staff at no additional cost to the project, such as Housing's training on Housing 101, accessing the Coordinated Entry system of care, and using its housing assessment tool (VI-SPDAT), as well as trainings from BHS, HealthRIGHT 360, and the Reentry Success Center.

Section VIII: Project Budget and Budget Narrative

2018 JAG Program **Applicant County:** Contra Costa County

Program Purpose Area Allocations

Applicants must allocate all JAG grants funds to one or more of the Program Purpose Areas (PPA) as described in the Request for Proposal. No JAG funds may be expended outside of the JAG priority PPAs. For the purposes of proposal scoring, no PPA shall carry more weight than another. The totals for each year in the Program Purpose Area (PPA) Funding Table must equal the total grant funds requested for that year.

Program Purpose Area Funding Table	Year 1	Year 2	Year 3	Total Grant Award
Total Grant Funds Requested	\$1,045,625	\$1,045,625	\$1,045,625	\$3,136,875
1. Prevention and Education Programs				\$0
2. Law Enforcement Programs				\$0
3. Courts, Prosecution, Defense and Indigent Defense	\$1,045,625	\$1,045,625	\$1,045,625	\$3,136,875
<i>PPA allocations must equal the total grant funds requested*: Totals</i>	\$1,045,625	\$1,045,625	\$1,045,625	\$3,136,875

** If PPA allocation totals show as red font, they do not equal the amount of grant funds requested as required.*

Year 1: Project Budget Table	
Budget Line Item	Grant Funds
1. Salaries and Benefits	\$358,764
2. Services and Supplies	\$31,100
3. Professional Services	\$259,457
4. Non-Governmental Organization (NGO) Subcontracts	\$306,803
5. Equipment/Fixed Assets	\$0
6. Data Collection, Reporting and Evaluation	\$74,781
<i>Must be at least 5 percent (or \$25,000, whichever is greater) of the total grant award</i>	
7. Other (Travel, Training, etc.)	\$14,720
TOTAL	\$1,045,625

Year 2: Project Budget Table	
Budget Line Item	Grant Funds
1. Salaries and Benefits	\$373,115
2. Services and Supplies	\$500
3. Professional Services	\$265,072
4. Non-Governmental Organization (NGO) Subcontracts	\$320,257
5. Equipment/Fixed Assets	\$0
6. Data Collection, Reporting and Evaluation	\$59,781
<i>Must be at least 5 percent (or \$25,000, whichever is greater) of the total grant award</i>	
7. Other (Travel, Training, etc.)	\$26,900
TOTAL	\$1,045,625

Year 3: Project Budget Table	
Budget Line Item	Grant Funds
1. Salaries and Benefits	\$388,040
2. Services and Supplies	\$500
3. Professional Services	\$260,511
4. Non-Governmental Organization (NGO) Subcontracts	\$324,893
5. Equipment/Fixed Assets	\$0
6. Data Collection, Reporting and Evaluation	\$59,781
<i>Must be at least 5 percent (or \$25,000, whichever is greater) of the total grant award</i>	
7. Other (Travel, Training, etc.)	\$11,900
TOTAL	\$1,045,625

Appendix D: Three-Year JAG Strategy

County of Contra Costa: JAG Strategy - Year One

JAG Program Purpose Area: (3) Prosecution, Courts, Defense and Indigent Defense
Priority Need Area: (3) Innovations in Indigent Defense

Project Component / Activity	Agency / Organization Responsible	Expected Outcome (Measurable)	How Progress will be Tracked (e.g. data collection)	Timeline / Benchmarks
Establish the Holistic Intervention Partnership (HIP) (assign/hire project staff, establish administrative policies and procedures, set up office and communication systems, execute contracts)	CCPD	HIP has an established office within CCPD, dedicated team of staff and primary administrative/operational infrastructure	Completion of project set-up and hiring	October-November 2019
Train new CCPD staff on CCPD procedures and protocols	CCPD	CCPD staff are trained on internal department procedures and protocols	Training is completed as documented in training records maintained by CCPD	October-November 2019
Finalize operational agreements and sub-awards with government and community-based partners	CCPD	HIP has a committed team of diverse partners with clear scopes of work	Operational agreements and sub-contracts in place	October-November 2019
Provide reports to and convene Local JAG Steering Committee (SC) at least quarterly	CCPD	The SC plays an advisory and oversight role in the project, including reviewing budget and program implementation information and providing policy and programmatic direction	Meeting minutes and attendance logs, reports submitted to SC	October 2019-September 2020
Finalize detailed Year 1 work plan	CCPD with support from partners and SC	HIP has a clear plan for implementation and all partners have a shared understanding of each partner's role and responsibilities	Year 1 work plan in place	October-November 2019
Finalize local evaluation plan and provide appropriate training to staff, identify baseline data sets, finalize data management plan, and develop/adjust data management	CSULB, in coordination with CCPD	HIP has a clear plan for process and outcome evaluations, metrics and tools, and appropriate infrastructure and	Evaluation plan in place HIP staff trained on data collection and evaluation plan, as documented in training	October-December 2019

system (HIP database)		training	records	
Train CCPD HIP staff on use of the Homeless Management Information System (HMIS) and train CCPD Client Services Specialist on administering the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT)	Housing	CCPD HIP staff have the knowledge and skills to use the HMIS and CCPD Client Services Specialist is trained on the use of the VI-SPDAT assessment tool	Training is completed as documented in training records maintained by CCPD	October-November 2019
Orient HIP staff, partners, and other service providers on holistic defense and procedural justice principles	CCPD with HIP partners	HIP staff, partners, and other service providers are educated regarding the holistic defense model, the importance of procedural justice, and principles of client confidentiality	Number of people trained, as documented in training records Staff, partner, and service provider understanding of holistic defense and procedural justice principles, as documented through the process evaluation	October-December 2019
Train HIP staff on best practices in client-centered service delivery, including cultural and gender responsiveness, trauma-informed response, vicarious trauma, client-centered communication and representation, harm reduction principles, and implicit bias	CCPD, ORJ, HealthRIGHT 360, Reentry Success Center	Project staff are equipped to deliver services that are in line with best practices	Number of trainings conducted and number of people trained, as documented in training records Staff understanding of best practices in client-centered service delivery, as documented through the process evaluation	October 2019-September 2020
Develop/refine client intake protocols and client assessment and screening tools for HIP clients and secure SC approval	CCPD in close collaboration with HIP partners and SC	Streamlined client intake protocol and screening tools enable early identification of support needs among program participants and reduce fragmentation and duplication across different agencies and providers	Intake protocols finalized HIP partners trained on intake protocols and screening tools, as documented in training records	October-November 2019
Expand functionality of text messaging system for client communications to allow HIP partners to communicate with clients regarding service provision and to gather client feedback	Uptrust with input from HIP team	The HIP text messaging system enables effective two-way client communication 75% of HIP participants are enrolled in the text messaging system and receive messages Feedback on HIP services is solicited from 100% of participants who are	Uptrust system expanded and modified for HIP service provision and collection of feedback Data on system usage collected and reported on by Uptrust in monthly reports to CCPD	October-December 2019 for system expansion October 2019-September 2020 for implementation

		enrolled in the text messaging system		and monthly reporting
Develop protocols for multi-disciplinary teams (MDTs) for case coordination and conferencing in accordance with CCPD's legal duty of confidentiality, HIPAA, 42 CFR Part 2, and AB210 guidelines	CCPD in collaboration with HIP partners, with input from the SC	Protocols for MDT case conferencing are in place and are in line with existing laws regarding confidentiality	MDT protocols finalized	October 2019-December 2019
Form and convene MDTs for case coordination and conferencing with one or more HIP partners depending on client needs assessment	CCPD in collaboration with HIP partners, with input from the SC	MDTs are convened for 50% of HIP participants and recommendations are developed	Number of MDTs conducted, as documented in HIP database Number of MDT recommendations, as documented in individual case management plans	December 2019-September 2020
Create and implement a public outreach and communications strategy, including project website, events, social media and other awareness-raising efforts	CCPD with input and support from ORJ, partners, and SC	HIP partners conduct public outreach and communications in all regions of the county to raise awareness of HIP services and results Year 1 goals of the public outreach and communications strategy are met At least 1,000 people are reached with information about HIP through social media	Public outreach and communications strategy in place Project website developed Number and type of outreach activities as documented in CCPD and HIP partner reports Social media and website statistics	December 2019-September 2020
Proactively identify and enroll HIP participants by collecting weekly information from law enforcement agencies (LEAs), conducting outreach with partners and reviewing case filing information	CCPD with support from LEAs and other HIP partners	A minimum of 70 participants are identified and enrolled in the project	Number and source of referrals to the project, as documented in HIP database	October 2019-September 2020
Assess client needs, develop detailed case management plans, provide intensive case management services, and track progress against case management plans	CCPD with support from HIP partners	100% of HIP participants are screened and assessed in line with HIP intake protocols 100% of HIP clients have a case management plan based on needs assessment and are receiving case management services from the Client	Number of case management plans in place	October 2019-September 2020

		Services Specialist and HIP partner team		
Assist participants with their criminal legal cases beginning in pre-filing phase (e.g., information and guidance to demystify the legal process, assistance with court appearance plans, advocacy around filing decisions with the District Attorney's office, and text message court date reminders)	CCPD	100% of HIP participants are assisted with their legal cases	Number of court appearance plans developed Number of text message reminders sent, as documented by Uptrust Criminal case progress and outcomes, as documented in individual case management plans and HIP database	October 2019-September 2020
Based on client needs assessments, provide or connect clients with short-term housing through master-leased hotel rooms and/or County shelters and warming centers	Housing	43 participants are provided with short-term housing near court date(s) and/or as bridge to permanent housing	Number and type of housing services provided, as documented by Housing in HMIS, individual case management plans, and HIP database	October 2019-September 2020
Based on client needs assessments, ensure linkages to the homeless coordinated entry system and/or receive rapid resolution services (diversion services)	Housing	70% of participants that identify as housing insecure enter the homeless coordinated entry system and receive a vulnerability assessment for housing 8 participants receive rapid resolution services	Number and type of housing services provided, as documented in the HMIS, individual case management plans and HIP database	October 2019-September 2020
Based on client needs assessments, and guidelines established by the SC, provide transportation to court and to community-based services.	CCPD, Housing (CORE teams), HealthRIGHT 360, Rubicon/Reentry Success Center	100% of participants with lack of transportation are offered transportation assistance in making court dates and other critical services	Number of participants provided with transportation support (disaggregated by partner and destination type) as documented in partner reports, individual case management plans, and HIP database	October 2019-September 2020
Based on client needs assessments, provide connections to behavioral health and SUD programs and services	CCPD, BHS (AODS)	100% of participants who are assessed and determined to have behavioral health or SUD needs are offered placement in programs that practice harm reduction and provide other behavioral health services	Number and type of linkages and placements, as documented in individual case management plans and the HIP database	October 2019-September 2020

Based on client needs assessments at intake, clients are connected with Rubicon to provide civil legal services (e.g., assistance with social security appeals and documentation, criminal court debt, legal housing issues, family law issues, restraining orders)	Rubicon	100% of participants with civil legal needs receive civil legal aid services	Number of participants receiving civil legal services and the number and type of civil legal services provided, as documented in Rubicon progress reports, individual case management plans and the HIP database	October 2019-September 2020
Enroll or reinstate eligible HIP clients in Medi-Cal, CalFresh and other government-funded benefits programs	EHSD	75% of HIP participants not enrolled at the time of intake are enrolled or reinstated in Medi-Cal, CalFresh and other government-funded benefits programs	Number of participants receiving benefits support and number of participants enrolled or reinstated (disaggregated by benefit type), as documented by EHSD and in individual case management plans and the HIP database	October 2019-September 2020
Based on client needs assessments, connect participants to community-based services through Community Service Navigators	CCPD, HealthRIGHT 360, Rubicon/Reentry Success Center	35 participants are assigned for navigation to Community Services Navigators who link them to needed services throughout the county	Number of participants receiving navigation support and number and type of services to which participants are connected, as documented in partner progress reports, individual case management plans and the HIP database	October 2019-September 2020
Provide linkages to other services and programs as identified through client needs assessments (e.g., employment services, immigration legal services, Clean Slate record clearance services, etc.)	CCPD with support from partners and SC	100% of participants are advised of other available services and programs 100% of those who are interested are connected to these services and programs	Number of participants receiving information about other services and programs and number of participants connected to these services and programs (disaggregated by type), as documented in individual case management plans and the HIP database	October 2019-September 2020
Conduct process and outcome evaluations and provide regular progress reports and analysis	CSULB	HIP project results and outcomes are documented, analyzed and shared with HIP team	Process and outcome evaluations are conducted by CSULB with support from CCPD	October 2019-September 2020
Conduct Year 1 review and Year 2 planning with partners	CCPD with support from partners and SC	All HIP partners are aware of the status of HIP program progress, successes, gaps in services, and use this information to inform planning	Report of the Year 1 review provided to SC Year 2 workplan completed reflecting findings from the review process	July-September 2020

County of Contra Costa: JAG Strategy - Year Two

JAG Program Purpose Area: (3) Prosecution, Courts, Defense and Indigent Defense

Priority Need Area: (3) Innovations in Indigent Defense

Project Component / Activity	Agency / Organization Responsible	Expected Outcome (Measurable)	How Progress will be Tracked (e.g. data collection)	Timeline / Benchmarks
Provide reports to and convene SC at least quarterly	CCPD with support from ORJ	The SC plays an advisory and oversight role in the project, including reviewing budget and program implementation information and providing policy and programmatic direction	Meeting minutes and attendance logs, reports submitted to SC	October 2020-September 2021
Conduct refresher training with HIP staff on best practices in client-centered service delivery, including cultural and gender responsiveness, trauma-informed response, vicarious trauma, client-centered communication and representation, harm reduction principles, and implicit bias	CCPD, ORJ, HealthRIGHT 360, Reentry Success Center	Project staff are equipped to deliver services that are in line with best practices	Number of trainings conducted and number of people trained, as documented in training records Staff understanding of best practices in client-centered service delivery, as documented through the process evaluation	October 2020-September 2021
Use text messaging system for client communications and feedback	Uptrust with input from HIP team	The HIP text messaging system enables effective two-way client communication 75% of HIP participants are enrolled in the text messaging system and receive messages Feedback on HIP services is solicited from 100% of participants who are enrolled in the text messaging system	Data on system usage collected and reported on by Uptrust in monthly reports to CCPD	October 2020-September 2021

Form and convene MDTs for case coordination and conferencing with one or more HIP partners depending on client needs assessment	CCPD in collaboration with HIP partners, with input from the SC	MDTs are convened for 50% of HIP participants and recommendations are developed	Number of MDTs conducted, as documented in HIP database Number of MDT recommendations, as documented in individual case management plans	October 2020-September 2021
Implement public outreach and communications strategy, including project website, events, social media and other awareness-raising efforts	CCPD with input and support from ORJ, partners, and SC	HIP partners conduct public outreach and communications in all regions of the county to raise awareness of HIP services and results Year 2 goals of the public outreach and communications strategy are met At least 1,000 people are reached with information about HIP through social media	Project website updated Number and type of outreach activities as documented in CCPD and HIP partner reports Social media and website statistics	October 2020-September 2021
Proactively identify and enroll HIP participants by collecting weekly information from law enforcement agencies (LEAs), conducting outreach with partners and reviewing case filing information	CCPD with support from HIP partners	A minimum of 90 participants are identified and enrolled in the project	Number and source of referrals to the project, as documented in HIP database	October 2020-September 2021
Assess client needs, develop detailed case management plans, provide intensive case management services, and track progress against case management plans	CCPD with support from HIP partners	100% of HIP participants are screened and assessed in line with HIP intake protocols 100% of HIP clients have a case management plan based on needs assessment and are receiving case management services from the Client Services Specialist and HIP partner team	Number of case management plans in place	October 2020-September 2021

Assist participants with their criminal legal cases beginning in pre-filing phase (e.g., information and guidance to demystify the legal process, assistance with court appearance plans, advocacy around filing decisions with the District Attorney's office, and text message court date reminders)	CCPD	100% of HIP participants are assisted with their legal cases	Number of court appearance plans developed Number of text message reminders sent, as documented by Uptrust Criminal case progress and outcomes, as documented in individual case management plans and HIP database	October 2020-September 2021
Based on client needs assessments, provide or connect clients with short-term housing through master-leased hotel rooms and/or County shelters and warming centers	Housing	50 participants are provided with short-term housing near court date(s) and/or as bridge to permanent housing	Number and type of housing services provided, as documented in the HMIS, individual case management plans and HIP database	October 2020-September 2021
Based on client needs assessments, ensure linkages to the homeless coordinated entry system and/or receive rapid resolution services (diversion services)	Housing	70% of participants that identify as housing insecure enter the homeless coordinated entry system and receive a vulnerability assessment for housing 10 participants receive rapid resolution services	Number and type of housing services provided, as documented in the HMIS, individual case management plans and HIP database	October 2020-September 2021
Based on client needs assessments, and guidelines established by the SC, provide transportation to court and to community-based services.	CCPD, Housing (CORE teams), HealthRight 360, Rubicon/Reentry Success Center	100% of participants with lack of transportation are offered transportation assistance in making court dates and other critical services	Number of participants provided with transportation support (disaggregated by partner and destination type) as documented in partner reports, individual case management plans, and HIP database	October 2020-September 2021
Based on client needs assessments, provide connections to behavioral health and SUD programs and services	CCPD, BHS (AODS)	100% of participants who are assessed and determined to have behavioral health or SUD needs are offered placement in programs that practice harm reduction and provide other behavioral health services	Number and type of linkages and placements, as documented in individual case management plans and the HIP database	October 2020-September 2021

Based on client needs assessments at intake, clients are connected with Rubicon to provide civil legal services (e.g., assistance with social security appeals and documentation, criminal court debt, legal housing issues, family law issues, restraining orders)	Rubicon	100% of participants with civil legal needs receive civil legal aid services	Number of participants receiving civil legal services and the number and type of civil legal services provided, as documented in Rubicon progress reports, individual case management plans and the HIP database	October 2020-September 2021
Enroll or reinstate eligible HIP clients in Medi-Cal, CalFresh and other government-funded benefits programs	EHSD	75% of HIP participants not enrolled at the time of intake are enrolled or reinstated in Medi-Cal, CalFresh and other government-funded benefits programs	Number of participants receiving benefits support and number of participants enrolled or reinstated (disaggregated by benefit type), as documented by EHSD and in individual case management plans and the HIP database	October 2020-September 2021
Based on client needs assessments, connect participants to community-based services through Community Service Navigators	CCPD, HealthRight 360, Rubicon/Reentry Success Center	35 participants are assigned for navigation to Community Services Navigators who link them to needed services throughout the county	Number of participants receiving navigation support and number and type of services to which participants are connected, as documented in partner progress reports, individual case management plans and the HIP database	October 2020-September 2021
Provide linkages to other services and programs as identified through client needs assessments (e.g., employment services, immigration legal services, Clean Slate record clearance services, etc.)	CCPD with support from partners and SC	100% of participants are advised of other available services and programs 100% of those who are interested are connected to these services and programs	Number of participants receiving information about other services and programs and number of participants connected to these services and programs (disaggregated by type), as documented in individual case management plans and the HIP database	October 2020-September 2021
Conduct process and outcome evaluations and provide regular progress reports and analysis	CSULB	HIP project results and outcomes are documented, analyzed, and shared with HIP team	Process and outcome evaluations are conducted by CSULB with support of CCPD	October 2020-September 2021
Conduct Year 2 review and Year 3 planning with partners	CCPD with support from partners and SC	All HIP partners are aware of the status of HIP program progress, successes, gaps in services, and use this information to inform planning	Report of the Year 2 review provided to SC Year 3 workplan completed reflecting findings from the review process	July-September 2022

County of Contra Costa: JAG Strategy - Year Three

JAG Program Purpose Area: (3) Prosecution, Courts, Defense and Indigent Defense

Priority Need Area: (3) Innovations in Indigent Defense

Project Component / Activity	Agency / Organization Responsible	Expected Outcome (Measurable)	How Progress will be Tracked (e.g. data collection)	Timeline / Benchmarks
Provide reports to and convene SC at least quarterly	CCPD with support from ORJ	The SC plays an advisory and oversight role in the project, including reviewing budget and program implementation information and providing policy and programmatic direction	Meeting minutes and attendance logs, reports submitted to SC	October 2021-September 2022
Conduct refresher training with HIP staff on best practices in client-centered service delivery, including cultural and gender responsiveness, trauma-informed response, vicarious trauma, client-centered communication and representation, harm reduction principles, and implicit bias	CCPD, ORJ, HealthRIGHT 360, Reentry Success Center	Project staff are equipped to deliver services that are in line with best practices	Number of trainings conducted and number of people trained, as documented in training records Staff understanding of best practices in client-centered service delivery, as documented through the process evaluation	October 2021-September 2022
Use text messaging system for client communications and feedback	Uprust with input from HIP team	The HIP text messaging system enables effective two-way client communication 75% of HIP participants are enrolled in the text messaging system and receive messages Feedback on HIP services is solicited from 100% of participants who are enrolled in the text messaging system	Data on system usage collected and reported on by Uprust in monthly reports to CCPD	October 2021-September 2022

Form and convene MDTs for case coordination and conferencing with one or more HIP partners depending on client needs assessment	CCPD in collaboration with HIP partners, with input from the SC	MDTs are convened for 50% of HIP participants and recommendations are developed	Number of MDTs conducted, as documented in HIP database Number of MDT recommendations, as documented in individual case management plans	October 2021-September 2022
Implement public outreach and communications strategy, including project website, events, social media and other awareness-raising efforts	CCPD with input and support from ORJ, partners, and SC	HIP partners conduct public outreach and communications in all regions of the county to raise awareness of HIP services and results Year 3 goals of the public outreach and communications strategy are met At least 1,000 people are reached with information about HIP through social media	Project website updated Number and type of outreach activities as documented in CCPD and HIP partner reports Social media and website statistics	October 2021-September 2022
Proactively identify and enroll HIP participants by collecting weekly information from law enforcement agencies (LEAs), conducting outreach with partners and reviewing case filing information	CCPD with support from HIP partners	A minimum of 90 participants are identified and enrolled in the project	Number and source of referrals to the project, as documented in HIP database	October 2021-September 2022
Assess client needs, develop detailed case management plans, provide intensive case management services, and track progress against case management plans	CCPD with support from HIP partners	100% of HIP participants are screened and assessed in line with HIP intake protocols 100% of HIP clients have a case management plan based on needs assessment and are receiving case management services from the Client Services Specialist and HIP partner team	Number of case management plans in place	October 2021-September 2022

Assist participants with their criminal legal cases beginning in pre-filing phase (e.g., information and guidance to demystify the legal process, assistance with court appearance plans, advocacy around filing decisions with the District Attorney's office, and text message court date reminders)	CCPD	100% of HIP participants are assisted with their legal cases	Number of court appearance plans developed Number of text message reminders sent, as documented by Uptrust Criminal case progress and outcomes, as documented in individual case management plans and HIP database	October 2021-September 2022
Based on client needs assessments, provide or connect clients with short-term housing through master-leased hotel rooms and/or County shelters and warming centers	Housing	50 participants are provided with short-term housing near court date(s) and/or as bridge to permanent housing	Number and type of housing services provided, as documented in the HMIS, individual case management plans and HIP database	October 2021-September 2022
Based on client needs assessments, ensure linkages to the homeless coordinated entry system and/or receive rapid resolution services (diversion services)	Housing	70% of participants that identify as housing insecure enter the homeless coordinated entry system and receive a vulnerability assessment for housing 10 participants receive rapid resolution services	Number and type of housing services provided, as documented in the HMIS, individual case management plans and HIP database	October 2021-September 2022
Based on client needs assessments, and guidelines established by the SC, provide transportation to court and to community-based services.	CCPD, Housing (CORE teams), HealthRight 360, Rubicon/Reentry Success Center	100% of participants with lack of transportation are offered transportation assistance in making court dates and other critical services	Number of participants provided with transportation support (disaggregated by partner and destination type) as documented in partner reports, individual case management plans, and HIP database	October 2021-September 2022
Based on client needs assessments, provide connections to behavioral health and SUD programs and services	CCPD, BHS (AODS)	100% of participants who are assessed and determined to have behavioral health or SUD needs are offered placement in programs that practice harm reduction and provide other behavioral health services	Number and type of linkages and placements, as documented in individual case management plans and the HIP database	October 2021-September 2022

Based on client needs assessments at intake, clients are connected with Rubicon to provide civil legal services (e.g., assistance with social security appeals and documentation, criminal court debt, legal housing issues, family law issues, restraining orders)	Rubicon	100% of participants with civil legal needs receive civil legal aid services	Number of participants receiving civil legal services and the number and type of civil legal services provided, as documented in Rubicon progress reports, individual case management plans and the HIP database	October 2021-September 2022
Enroll or reinstate eligible HIP clients in Medi-Cal, CalFresh and other government-funded benefits programs	EHSD	75% of HIP participants not enrolled at the time of intake are enrolled or reinstated in Medi-Cal, CalFresh and other government-funded benefits programs	Number of participants receiving benefits support and number of participants enrolled or reinstated (disaggregated by benefit type), as documented by EHSD and in individual case management plans and the HIP database	October 2021-September 2022
Based on client needs assessments, connect participants to community-based services through Community Service Navigators	CCPD, HealthRight 360, Rubicon/Reentry Success Center	35 participants are assigned for navigation to Community Services Navigators who link them to needed services throughout the county	Number of participants receiving navigation support and number and type of services to which participants are connected, as documented in partner progress reports, individual case management plans and the HIP database	October 2021-September 2022
Provide linkages to other services and programs as identified through client needs assessments (e.g., employment services, immigration legal services, Clean Slate record clearance services, etc.)	CCPD with support from partners and SC	100% of participants are advised of other available services and programs 100% of those who are interested are connected to these services and programs	Number of participants receiving information about other services and programs and number of participants connected to these services and programs (disaggregated by type), as documented in individual case management plans and the HIP database	October 2021-September 2022
Conduct process and outcome evaluations and prepare final Local Evaluation Report	CSULB	HIP project results and outcomes are documented, analyzed and shared with HIP team	Process and outcome evaluations are conducted by CSULB with support of CCPD Final report submitted	October 2021-September 2022
Conduct Year 3 review	CCPD with support from partners and SC	All HIP partners are aware of HIP program achievements and results and share lessons learned	Report of the Year 3 review provided to SC	July-September 2022

Appendix F: Letters of Agreement for Local JAG Steering Committee Members and Other Partners Listed on the Proposal

Letters of Agreement are included from:

- Bay Area Legal Aid
- Community Advisory Board
- Contra Costa County Office of the Sheriff
- Contra Costa County Office of Reentry and Justice
- Contra Costa Alcohol and Other Drugs Services
- Harlan Grossman, Superior Court Judge, Ret.
- Superior Court of California, County of Contra Costa
- Contra Costa County Racial Justice Coalition
- Contra Costa Health, Housing, and Homeless Services
- Contra Costa County Office of Education
- Contra Costa County Employment and Human Services
- Martinez Police Department
- Contra Costa Behavioral Health Division
- Reentry Success Center
- HealthRIGHT 360
- Contra Costa Public Defender
- Safe Return Project
- Antioch Police Department
- Contra Costa Interfaith Housing
- Office of the District Attorney, Contra Costa County



BAY AREA LEGAL AID

WORKING TOGETHER FOR JUSTICE

Genevieve Richardson
Executive Director

April 10, 2019

David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th Floor
Martinez, CA 94553

Dear Mr. Twa:

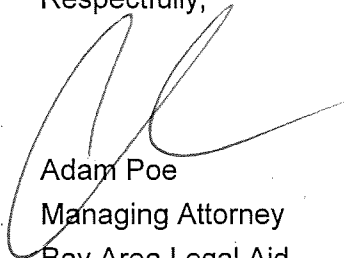
This is to serve as a letter of agreement between Bay Area Legal Aid and Contra Costa County that confirms my participation as a member of the Steering Committee for Contra Costa County's Justice Assistance Grant (JAG). I support the submission of the attached proposal to implement the Contra Costa County Holistic Defense Initiative (HDI).

I have served as a member of the JAG Steering Committee since its inception. As the Managing Attorney of Bay Area Legal Aid, I hold one of the seats reserved for "non-traditional" members, as defined in the JAG Request for Proposals.

Through an inclusive process, Contra Costa's multi-sector JAG Steering Committee conducted a comprehensive local needs analysis, developed the project concept, and achieved consensus in our proposed approach. The process revealed the urgent need to develop a County-based, multi-stakeholder initiative to improve collective efforts to redress high rates of misdemeanor crimes and recidivism, which in our county has substantially disproportionate effects on people of color.

I look forward to continuing as a member of the JAG Steering Committee and working closely with the project's lead agency – our County's Public Defender's Office – to implement, assess, and advance this project over the next three years. I believe our collaborative effort addresses a critical community need and will have a lasting impact on the health, safety, and well-being of the people in our county.

Respectfully,



Adam Poe
Managing Attorney
Bay Area Legal Aid
Contra Costa and Marin Regional Offices

April 22, 2019

David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th Floor
Martinez, CA 94553

Dear Mr. Twa:

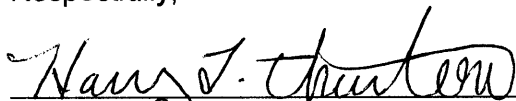
This is to serve as a letter of agreement that confirms the participation of a Community Advisory Board (CAB) member as a member of the Steering Committee for Contra Costa County's Justice Assistance Grant (JAG). The CAB supports the submission of the attached proposal to expand the Contra Costa County's Misdemeanor Early Representation (EarlyRep) program to include an array of holistic services with a focus on housing and community-based treatment.

A CAB member has served as a member of the 2019 JAG Steering Committee since its inception, holding one of the seats reserved for "non-traditional" members, as defined in the JAG Request for Proposals.

Through an inclusive process, Contra Costa's multi-sector JAG Steering Committee conducted a comprehensive local needs analysis, developed the project concept, and achieved consensus in our proposed approach. The process revealed the urgent need to develop a County-based, multi-stakeholder initiative to improve collective efforts to redress high rates of misdemeanor warrants and reduce recidivism, which in our county has substantially disproportionate effects on people of color.

The CAB looks forward to having a member continue as a member of the JAG Steering Committee and working closely with the project's lead agency – our County's Public Defender's Office – to implement, assess, and advance this project over the next three years. I believe this collaborative effort addresses a critical community need and will have a lasting impact on the health, safety, and well-being of the people in our county.

Respectfully,



Harry L. Thurston
CAB Chair, 2019



CONTRA COSTA COUNTY OFFICE OF THE SHERIFF
DAVID O. LIVINGSTON
SHERIFF - CORONER

April 16, 2019

David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th Floor
Martinez, CA 94553

Dear Mr. Twa:

This is to serve as a letter of agreement between the Office of the Sheriff and Contra Costa County that confirms my participation as a member of the Steering Committee for Contra Costa County's Justice Assistance Grant (JAG). I support the submission of the attached proposal to expand the Contra Costa County Misdemeanor Early Representation (EarlyRep) program to include an array of holistic services with a focus on housing and community-based treatment to help reduce the number of misdemeanor warrants and rates of recidivism.

As the Sheriff of Contra Costa County, I, or my designee, will continue to hold one of the Steering Committee seats reserved for "traditional" members, as defined in the JAG Request for Proposals. This Office will work closely with the project's lead agency – our County's Public Defender's Office – to implement, assess, and advance this project over the next three years.

Respectfully,

Name

A handwritten signature in blue ink, appearing to read "D. Livingston", is written over a horizontal line.

Date

4-17-19

County Administrator

Office of Reentry and Justice
651 Pine Street, 10th floor
Martinez, California 94553-1229
(925) 335-1097

Lara DeLaney
Acting Director

Contra Costa County



Board of Supervisors

John M. Gioia
1st District

Candace Andersen
2nd District

Diane Burgis
3rd District

Karen Mitchoff
4th District

Federal D. Glover
5th District

April 16, 2019

David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th Floor
Martinez, CA 94553

Dear Mr. Twa:

This is to serve as a letter of agreement that confirms the participation of Donté Blue as a member of the Steering Committee for Contra Costa County's Justice Assistance Grant (JAG). I support the submission of the attached proposal to expand the Contra Costa County's Misdemeanor Early Representation (EarlyRep) program to include an array of holistic services with a focus on housing and community-based treatment.

Donté has served as a member of the JAG Steering Committee since its inception. As the representative of Office of Reentry and Justice, Donté holds one of the seats reserved for "traditional" members, as defined in the JAG Request for Proposals. Through an inclusive process, Contra Costa's multi-sector JAG Steering Committee conducted a comprehensive local needs analysis, developed the project concept, and achieved consensus in our proposed approach. The process revealed the urgent need to develop a County-based, multi-stakeholder initiative to improve collective efforts to redress high rates of misdemeanor warrants and reduce recidivism, which in our county has substantially disproportionate effects on people of color.

Donté looks forward to continuing as a member of the JAG Steering Committee and working closely with the project's lead agency – our County's Public Defender's Office – to implement, assess, and advance this project over the next three years. I believe our collaborative effort addresses a critical community need and will have a lasting impact on the health, safety, and well-being of the people in our County.

Sincerely,

A handwritten signature in blue ink that reads "Lara DeLaney".

Lara DeLaney
Acting Director, Office of Reentry and Justice

ANNA M. ROTH, RN, MS, MPH
HEALTH SERVICES DIRECTOR

MATTHEW P. WHITE, MD
INTERIM BEHAVIORAL HEALTH SERVICES DIRECTOR

FATIMA MATAL SOL
ALCOHOL & OTHER DRUGS SERVICES PROGRAM CHIEF



CONTRA COSTA
BEHAVIORAL HEALTH
ALCOHOL & OTHER DRUGS SERVICES
1220 Morello Avenue, Suite 101
Martinez, CA 94553
Ph (925) 335-3330
Fax (925) 335-3318

David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th Floor
Martinez, CA 94553

Dear Mr. Twa:

This is to serve as a letter of agreement that confirms my participation as a member of the Steering Committee for Contra Costa County's Justice Assistance Grant (JAG). I support the submission of the attached proposal to expand the Contra Costa County's Misdemeanor Early Representation (EarlyRep) program to include an array of holistic services with a focus on housing and community-based substance use disorder treatment.

I have served as a member of the JAG Steering Committee since its inception. As one of the representatives of Behavioral Health Division, Alcohol and Other Drug Services (AODS) holds one of the seats reserved for "traditional" members, as defined in the JAG Request for Proposals.

Through an inclusive process, Contra Costa's multi-sector JAG Steering Committee conducted a comprehensive local needs analysis, developed the project concept, and achieved consensus in our proposed approach. The process revealed the urgent need to develop a County-based, multi-stakeholder initiative to improve collective efforts to redress high rates of misdemeanor crimes and recidivism, which in our county has substantially disproportionate effects on people of color.

I look forward to continuing as a member of the JAG Steering Committee and working closely with the project's lead agency – our County's Public Defender's Office – to implement, assess, and advance this project over the next three years. I believe our collaborative effort addresses a critical community need and will have a lasting impact on the health, safety, and well-being of the people in our county.

Respectfully,



Fatima Matal Sol
Alcohol & Other Drug Services Program Chief

April 22, 2019
Date

Harlan Grossman, Superior Court
Judge, Ret.

April 22, 2019

Mr. David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th floor
Martinez, CA 94553

Dear Mr. Twa:

This is to serve as a letter of agreement that confirms my participation as a member of the Steering Committee for Contra Costa County's Justice Assistance Grant (JAG). I support the submission of the attached proposal to expand the Contra Costa County's Misdemeanor Early Representation (EarlyRep) program to include an array of holistic services with a focus on housing and community-based treatment.

I have served as a member of the 2019 JAG Steering Committee since its inception and was a member of the 2015 JAG Steering Committee for the Youth Justice Initiative. As a member of the community at-large, I hold one of the seats reserved for "non-traditional" members, as defined in the JAG Request for Proposals. Through an inclusive process, Contra Costa's multi-sector JAG Steering Committee conducted a comprehensive local needs analysis, developed the project concept, and achieved consensus in our proposed approach. The process revealed the urgent need to develop a County-based, multi-stakeholder initiative to improve collective efforts to redress high rates of misdemeanor warrants and reduce recidivism, which in our county has substantially disproportionate effects on people of color.

I look forward to continuing as a member of the JAG Steering Committee and working closely with the project's lead agency – our County's Public Defender's Office – to implement, assess, and advance this project over the next three years. I believe our collaborative effort addresses a critical community need and will have a lasting impact on the health, safety, and well-being of the people in our county.

Sincerely,



Harlan Grossman

James Paulsen, LCSW
Director
Tel: (925) 608-2022
Fax: (925) 608-2108

Superior Court of California
COUNTY OF CONTRA COSTA
FAMILY AND PROBATE COURT SERVICES
751 PINE STREET
MARTINEZ, CA 94553



April 15, 2019

Attn: Edward Byrne Memorial Justice Assistance Grant
Board of State and Community Corrections (BSCC)
Corrections Planning and Grant Programs Division
2590 Venture Oaks Way, Suite 200
Sacramento, CA 95833

To the BSCC:

As Director of Family and Probate Services for the Superior Court of California, County of Contra Costa, I write to confirm the court's knowledge of Contra Costa County's intention to apply for the JAG Program funding through the Request For Proposals (RFP) issued by the BSCC for the grant period October 1, 2019—September 30, 2022.

On behalf of Contra Costa's trial court, I will serve as a steering committee member and can be reached at: (925) 608-2022 or jpaul@contracosta.courts.ca.gov. The Court Executive Officer, Kate Bieker, is the administrative leader of the court.

Thank you for the opportunity to apply for these funds. We look forward to developing a successful and effective proposal for your consideration.

Regards,

James Paulsen, LCSW
Director, Family and Probate Services

cc: Kate Bieker, Court Executive Officer

THE CONTRA COSTA COUNTY RACIAL JUSTICE COALITION

David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th Floor
Martinez, CA 94553



Dear Mr. Twa:

April 22, 2019

This letter of agreement confirms my participation as a member of the Steering Committee for Contra Costa County's Justice Assistance Grant (JAG). I support the attached proposal to expand Contra Costa County's Misdemeanor EarlyRep program with holistic services to focus on needed housing and community-based treatment.

I have served as a member of the JAG Steering Committee since its inception. As the Contra Costa County Racial Justice Coalition's representative, I hold one of the "non-traditional" member seats, as defined in the JAG Request for Proposals.

Through an inclusive process, Contra Costa's multi-sector JAG Steering Committee conducted a comprehensive local needs analysis, developed the project concept, and achieved consensus in our proposed approach. The process revealed the urgent need to develop a County-based, multi-stakeholder initiative to improve collective efforts to redress high rates of misdemeanor crimes and recidivism, which in our county has substantially disproportionate effects on people of color.

The County's Racial Justice Task Force reported last year "that in 2016 and 2017, Black and Latino defendants were disproportionately likely to be detained pretrial than White defendants."ⁱ To combat racial disparities like these, the Task Force specifically recommended expanding early representation in its Final Report.

I look forward to continuing as a member of the JAG Steering Committee and working closely with the project's lead agency – our County's Public Defender's Office – to implement, assess, and advance this project over the next three years. I believe our collaborative effort addresses a critical community need and will have a lasting impact on the health, safety, and well-being of the people in our county.

Respectfully,

Jeff Landau
CCCRJC Steering Committee Member

4/22/2019

Date

ⁱ *Racial Justice Task Force–Final Report and Recommendations* http://64.166.146.245/docs/2018/BOS/20180724_1121/34430_FINAL%20CCC-RJTF_BoS-memo_20180710_STC.pdf



April 16, 2019

David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th Floor
Martinez, CA 94553

Dear Mr. Twa:

This is to serve as a letter of agreement that confirms my participation as a member of the Steering Committee for Contra Costa County's Justice Assistance Grant (JAG). I support the submission of the attached proposal to expand the Contra Costa County's Misdemeanor Early Representation (EarlyRep) program to include an array of holistic services with a focus on housing and community-based treatment.

I have served as a member of the JAG Steering Committee since its inception. As the representative of Health, Housing, and Homeless Services, I hold one of the seats reserved for "traditional" members, as defined in the JAG Request for Proposals.

Through an inclusive process, Contra Costa's multi-sector JAG Steering Committee conducted a comprehensive local needs analysis, developed the project concept, and achieved consensus in our proposed approach. The process revealed the urgent need to develop a County-based, multi-stakeholder initiative to improve collective efforts to redress high rates of misdemeanor crimes and recidivism, which in our county has substantially disproportionate effects on people of color.

I look forward to continuing as a member of the JAG Steering Committee and working closely with the project's lead agency – our County's Public Defender's Office – to implement, assess, and advance this project over the next three years. I believe our collaborative effort addresses a critical community need and will have a lasting impact on the health, safety, and well-being of the people in our county.

Respectfully,

4/19/19

Name

Date





Contra Costa County Office of Education

77 Santa Barbara Road, Pleasant Hill, CA 94523 • (925) 942-3388
Lynn Mackey, Superintendent of Schools

April 16, 2019

David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th Floor
Martinez, CA 94553

Dear Mr. Twa:


This is to serve as a letter of agreement that confirms my participation as a member of the Steering Committee for Contra Costa County's Justice Assistance Grant (JAG). I support the submission of the attached proposal to expand the Contra Costa County's Misdemeanor Early Representation (EarlyRep) program to include an array of holistic services with a focus on housing and community-based treatment.

I have served as a member of the JAG Steering Committee since its inception. As the representative of the Contra Costa County Office of Education, I hold one of the seats reserved for "non-traditional" members, as defined in the JAG Request for Proposals. Through an inclusive process, Contra Costa's multi-sector JAG Steering Committee conducted a comprehensive local needs analysis, developed the project concept, and achieved consensus in our proposed approach. The process revealed the urgent need to develop a County-based, multi-stakeholder initiative to improve collective efforts to redress high rates of misdemeanor crimes and recidivism, which in our county has substantially disproportionate effects on people of color.

I look forward to continuing as a member of the JAG Steering Committee and working closely with the project's lead agency – our County's Public Defender's Office – to implement, assess, and advance this project over the next three years. I believe our collaborative effort addresses a critical community need and will have a lasting impact on the health, safety, and well-being of the people in our county.

Respectfully,


Lynn Mackey
Superintendent of Schools


Date



EMPLOYMENT & HUMAN SERVICES

Kathy Gallagher
Director

Employment & Human
Services partners with the
community to deliver
quality services to ensure
access to resources that
support, protect, and
empower individuals and
families to achieve
self-sufficiency.

April 22, 2019

David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th Floor
Martinez, CA 94553

Dear Mr. Twa:

This is to serve as a letter of agreement that confirms my participation as a member of the Steering Committee for Contra Costa County's Justice Assistance Grant (JAG). I support the submission of the attached proposal to expand the Contra Costa County's Misdemeanor Early Representation (EarlyRep) program to include an array of holistic services with a focus on housing and community-based treatment.

I have served as a member of the JAG Steering Committee since its inception. As the representative of Contra Costa County Employment & Human Services Department (EHSD), I hold one of the seats reserved for "traditional" members, as defined in the JAG Request for Proposals.

Through an inclusive process, Contra Costa's multi-sector JAG Steering Committee conducted a comprehensive local needs analysis, developed the project concept, and achieved consensus in our proposed approach. The process revealed the urgent need to develop a County-based, multi-stakeholder initiative to improve collective efforts to redress high rates of misdemeanor crimes and recidivism, which in our county has substantially disproportionate effects on people of color.

I look forward to continuing as a member of the JAG Steering Committee and working closely with the project's lead agency – our County's Public Defender's Office – to implement, assess, and advance this project over the next three years. I believe our collaborative effort addresses a critical community need and will have a lasting impact on the health, safety, and well-being of the people in our county.

Respectfully,

Sherry Lynn Peralta
Division Manager



City of Martinez

POLICE DEPARTMENT

525 Henrietta Street, Martinez, CA 94553-2394

April 16, 2019

David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th Floor
Martinez, CA 94553

Dear Mr. Twa:


This is to serve as a letter of agreement that confirms my participation as a member of the Steering Committee for Contra Costa County's Justice Assistance Grant (JAG). I support the submission of the attached proposal to expand the Contra Costa County's Misdemeanor Early Representation (EarlyRep) program to include an array of holistic services with a focus on housing and community-based treatment.

I have served as a member of the JAG Steering Committee since its inception. As the representative of the Martinez Police Department, I hold one of the seats reserved for "traditional" members, as defined in the JAG Request for Proposals.

Through an inclusive process, Contra Costa's multi-sector JAG Steering Committee conducted a comprehensive local needs analysis, developed the project concept, and achieved consensus in our proposed approach. The process revealed the urgent need to develop a County-based, multi-stakeholder initiative to improve collective efforts to redress high rates of misdemeanor crimes and recidivism, which in our county has substantially disproportionate effects on people of color.

I look forward to continuing as a member of the JAG Steering Committee and working closely with the project's lead agency – our County's Public Defender's Office – to implement, assess, and advance this project over the next three years. I believe our collaborative effort addresses a critical community need and will have a lasting impact on the health, safety, and well-being of the people in our county.

Respectfully,



Manjit Sappal, Chief of Police

4/17/2019

Date

ANNA M. ROTH, RN, MS, MPH
Health Services Director

MATTHEW P. WHITE, MD
Acting Behavioral Health Director



CONTRA COSTA
BEHAVIORAL HEALTH

Forensic Mental Health Services
1430 Willow Pass Rd., Suite 100
Concord, CA 94520-7946
Ph: 925-288-3900
Fax: 925-646-5774

April 15, 2019

David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th Floor
Martinez, CA 94553

Dear Mr. Twa :

This is to serve as a letter of agreement between the CCC Behavioral Health Division and Contra Costa County that confirms my participation as a member of the Steering Committee for Contra Costa County's Justice Assistance Grant (JAG). I support the submission of the attached proposal to implement the Contra Costa County Holistic Defense Initiative.

I have served as a member of the JAG Steering Committee since its inception. As the Program Manager of the CCC BHD Forensic Mental Health Services, I hold one of the seats reserved for "traditional" members, as defined in the JAG Request for Proposals.

Through an inclusive process, Contra Costa's multi-sector JAG Steering Committee conducted a comprehensive local needs analysis, developed the project concept, and achieved consensus in our proposed approach. The process revealed the urgent need to develop a County-based, multi-stakeholder initiative to improve collective efforts to redress high rates of misdemeanor crimes and recidivism, which in our county has substantially disproportionate effects on people of color

I look forward to continuing as a member of the JAG Steering Committee and working closely with the project's lead agency, Contra Costa County's Public Defender's office, to implement, assess, and advance this project over the next three years. I believe our collaborative effort addresses a critical community need and will have a lasting impact on the health, safety, and well-being of the people in our county.

Respectfully,

Marie Scannell, PhD
Program Manager
CCC Adult Mental Health
Forensic Mental Health Services





REENTRY SUCCESS CENTER:
BUILDING BETTER FUTURES
TOGETHER

April 16, 2019

David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th Floor
Martinez, CA 94553

Dear Mr. Twa:

This is to serve as a letter of agreement that confirms my participation as a member of the Steering Committee for Contra Costa County's Justice Assistance Grant (JAG). I support the submission of the attached proposal to expand the Contra Costa County's Misdemeanor Early Representation (EarlyRep) program to include an array of holistic services with a focus on housing and community-based treatment.

I have served as a member of the JAG Steering Committee since its inception. As the representative of the Reentry Success Center I hold one of the seats reserved for "non-traditional" members, as defined in the JAG Request for Proposals.


Through an inclusive process, Contra Costa's multi-sector JAG Steering Committee conducted a comprehensive local needs analysis, developed the project concept, and achieved consensus in our proposed approach. The process revealed the urgent need to develop a County-based, multi-stakeholder initiative to improve collective efforts to redress high rates of misdemeanor crimes and recidivism, which in our county has substantially disproportionate effects on people of color.

I look forward to continuing as a member of the JAG Steering Committee and working closely with the project's lead agency – our County's Public Defender's Office – to implement, assess, and advance this project over the next three years. I believe our collaborative effort addresses a critical community need and will have a lasting impact on the health, safety, and well-being of the people in our county.

Respectfully,



Pat Mims
Director, Reentry Success Center



Date



The Best of Walden House and
Haight Ashbury Free Clinics

April 19, 2019

David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th Floor
Martinez, CA 94553

Dear Mr. Twa:

This is to serve as a letter of agreement that confirms my participation as a member of the Steering Committee for Contra Costa County's Justice Assistance Grant (JAG). I support the submission of the attached proposal to expand the Contra Costa County's Misdemeanor Early Representation (EarlyRep) program to include an array of holistic services with a focus on housing and community-based treatment.

I have served as a member of the JAG Steering Committee since its inception. As the representative of HealthRIGHT 360, I hold one of the seats reserved for "non-traditional" members, as defined in the JAG Request for Proposals.

Through an inclusive process, Contra Costa's multi-sector JAG Steering Committee conducted a comprehensive local needs analysis, developed the project concept, and achieved consensus in our proposed approach. The process revealed the urgent need to develop a County-based, multi-stakeholder initiative to improve collective efforts to redress high rates of misdemeanor crimes and recidivism, which in our county has substantially disproportionate effects on people of color.

I look forward to continuing as a member of the JAG Steering Committee and working closely with the project's lead agency – our County's Public Defender's Office – to implement, assess, and advance this project over the next three years. I believe our collaborative effort addresses a critical community need and will have a lasting impact on the health, safety, and well-being of the people in our county.

Respectfully,

A handwritten signature in blue ink, appearing to read "Peter J. J.", is written over a horizontal line. Below the line, the word "Name" is printed.

A handwritten date "4/19/19" in blue ink is written over a horizontal line. Below the line, the word "Date" is printed.



PUBLIC DEFENDER
Contra Costa County

Robin Lipetzky
Public Defender

Supervising Attorneys
Patrick Cannon
Michelle Dawson
Elizabeth Harrigan
Ellen McDonnell
Karen Moghtader

April 22, 2019

David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th Floor
Martinez, CA 94553

Dear Mr. Twa:

This letter of agreement confirms my participation as a member of the Steering Committee for Contra Costa County's Justice Assistance Grant (JAG). I support the attached proposal to create the Holistic Intervention Partnership, which will deliver a holistic array of pre-filing services to address the mental health, housing, legal, transportation, and behavioral health needs of those with misdemeanor law enforcement contact in our community.

The Contra Costa JAG Steering Committee conducted a comprehensive local needs analysis which demonstrated the urgent need to develop a County-based, multi-stakeholder initiative to improve collective efforts to redress high rates of misdemeanor crimes and recidivism. Early multi-sector intervention through the Holistic Intervention Partnership will enable the county to provide efficient and coordinated case management plans and service delivery in order to improve service delivery across disciplines and to consequently reduce incarceration rates and recidivism.

As the Public Defender for Contra Costa County, I look forward to continuing as a member of the JAG Steering Committee and working closely with the project's partnering departments and organizations to implement this program.

Sincerely,

A handwritten signature in blue ink, appearing to read "Robin Lipetzky".

Robin Lipetzky
Public Defender



SAFE RETURN PROJECT

Self-sufficiency Long-term Liberty

April 16, 2019

David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th Floor
Martinez, CA 94553

Dear Mr. Twa:

This is to serve as a letter of agreement that confirms my participation as a member of the Steering Committee for Contra Costa County's Justice Assistance Grant (JAG). I support the submission of the attached proposal to expand the Contra Costa County's Misdemeanor Early Representation (EarlyRep) program to include an array of holistic services with a focus on housing and community-based treatment.

I have served as a member of the JAG Steering Committee since its inception. As the representative of Safe Return Project, a community-based organization, I hold one of the seats reserved for "non-traditional" members, as defined in the JAG Request for Proposals.

Through an inclusive process, Contra Costa's multi-sector JAG Steering Committee conducted a comprehensive local needs analysis, developed the project concept, and achieved consensus in our proposed approach. The process revealed the urgent need to develop a County-based, multi-stakeholder initiative to improve collective efforts to redress high rates of misdemeanor crimes and recidivism, which in our county has substantially disproportionate effects on people of color.

I look forward to continuing as a member of the JAG Steering Committee and working closely with the project's lead agency – our County's Public Defender's Office – to implement, assess, and advance this project over the next three years. I believe our collaborative effort addresses a critical community need and will have a lasting impact on the health, safety, and well-being of the people in our county.

Regards,

X 

Date: 04/17/2019

Tamisha Walker
Executive Director
Safe Return Project

ANTIOCH POLICE DEPARTMENT



Tammany Brooks III, Chief of Police

April 16, 2019

David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th Floor
Martinez, CA 94553

Dear Mr. Twa:

This is to serve as a letter of agreement that confirms my participation as a member of the Steering Committee for Contra Costa County's Justice Assistance Grant (JAG). I support the submission of the attached proposal to expand the Contra Costa County's Misdemeanor Early Representation (EarlyRep) program to include an array of holistic services with a focus on housing and community-based treatment.

I have served as a member of the JAG Steering Committee since its inception. As the representative of the Antioch Police Department, I hold one of the seats reserved for "traditional" members, as defined in the JAG Request for Proposals.

Through an inclusive process, Contra Costa's multi-sector JAG Steering Committee conducted a comprehensive local needs analysis, developed the project concept, and achieved consensus in our proposed approach. The process revealed the urgent need to develop a County-based, multi-stakeholder initiative to improve collective efforts to redress high rates of misdemeanor crimes and recidivism, which in our county has substantially disproportionate effects on people of color.

I look forward to continuing as a member of the JAG Steering Committee and working closely with the project's lead agency – our County's Public Defender's Office – to implement, assess, and advance this project over the next three years. I believe our collaborative effort addresses a critical community need and will have a lasting impact on the health, safety, and well-being of the people in our county.

Respectfully,

A handwritten signature in blue ink, appearing to read "Tammany Brooks III".

Tammany Brooks
Chief of Police



April 22, 2019

David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th Floor
Martinez, CA 94553

Dear Mr. Twa:

This is to serve as a letter of agreement that confirms my participation as a member of the Steering Committee for Contra Costa County's Justice Assistance Grant (JAG). I support the submission of the attached proposal to expand the Contra Costa County's Misdemeanor Early Representation (EarlyRep) program to include an array of holistic services with a focus on housing and community-based treatment.

I have served as a member of the 2019 JAG Steering Committee since its inception. As the Housing Navigation Manager for Contra Costa Interfaith Housing, I hold one of the seats reserved for "non-traditional" members, as defined in the JAG Request for Proposals.

Through an inclusive process, Contra Costa's multi-sector JAG Steering Committee conducted a comprehensive local needs analysis, developed the project concept, and achieved consensus in our proposed approach. The process revealed the urgent need to develop a County-based, multi-stakeholder initiative to improve collective efforts to redress high rates of misdemeanor warrants and reduce recidivism, which in our county has substantially disproportionate effects on people of color.

I look forward to continuing as a member of the JAG Steering Committee and working closely with the project's lead agency – our County's Public Defender's Office – to implement, assess, and advance this project over the next three years. I believe our collaborative effort addresses a critical community need and will have a lasting impact on the health, safety, and well-being of the people in our county.

Respectfully,

Tanya Ford-Goins
Housing Navigation Manager
Contra Costa Interfaith Housing



OFFICE OF THE DISTRICT ATTORNEY
CONTRA COSTA COUNTY

Diana Becton
DISTRICT ATTORNEY

April 24, 2019

David Twa
County Administrator
Contra Costa County
651 Pine Street, 10th Floor
Martinez, CA 94553

Dear Mr. Twa:

This is to serve as a letter of agreement that confirms my participation as a member of the Steering Committee for Contra Costa County's Justice Assistance Grant (JAG). I support the submission of the attached proposal to expand the Contra Costa County's Misdemeanor Early Representation (EarlyRep) program to include an array of holistic services with a focus on housing and community-based treatment.

My office has consulted with the JAG Committee, and I plan to work collaboratively with the Public Defender to implement the JAG proposal.

Through an inclusive process, Contra Costa's multi-sector JAG Steering Committee conducted a comprehensive local needs analysis, developed the project concept, and achieved consensus in our proposed approach. The process revealed the urgent need to develop a County-based, multi-stakeholder initiative to improve collective efforts to redress high rates of misdemeanor crimes and recidivism, which in our county has substantially disproportionate effects on people of color.

I look forward to continuing as a member of the JAG Steering Committee and working closely with the project's lead agency – our County's Public Defender's Office – to implement, assess, and advance this project over the next three years. I believe our collaborative effort addresses a critical community need and will have a lasting impact on the health, safety, and well-being of the people in our county.

Respectfully,

A handwritten signature in blue ink, appearing to read "Diana Becton".

Diana Becton
District Attorney

Appendix G: Draft Operational Agreement for Partners Receiving Grant Funds

Draft operational agreements are included for:

- California State University Long Beach (CSULB)
- Health, Housing, & Homeless Services (Housing)
- HealthRIGHT 360
- Rubicon Programs
- Uptrust

**DRAFT OPERATIONAL AGREEMENT
CONTRA COSTA COUNTY – CALIFORNIA STATE UNIVERSITY, LONG BEACH**

This Operational Agreement stands as evidence that the Contra Costa Public Defender's Office (CCPD), as the lead agency for Contra Costa County's JAG proposal, and California State University, Long Beach (CSULB) intend to work together toward the goals outlined in the Three-Year JAG Strategy. Both agencies believe that implementation of the Holistic Intervention Partnership (HIP), as described within this proposal, will further these goals. Each agency agrees to participate in the JAG Program, if selected for funding, as outlined herein.

CCPD will closely coordinate JAG services and activities with CSULB through:

- Project staff being readily available to CSULB in their evaluation efforts. HIP staff will provide data as detailed in a mutually agreed upon data sharing agreement.
- Regularly scheduled monthly meetings between Dr. Aili Malm and Dr. Dina Perrone, both professors at CSULB, and HIP project staff to discuss strategies, timetables and implementation of mandated services. Specifically:
 - Quarterly progress reports to enable data-driven decisions-making by the project team and oversight by the Steering Committee;
 - A process analysis to document project implementation and track key outputs;
 - An outcome analysis to evaluate success of key outcomes; and,
 - A cost analysis that estimates the cost savings to the county based on the success of the HIP grant efforts.
- The effective grant performance period dates are October 1, 2019 through September 30, 2022.
- The amount of JAG state funds designated to CSULB over the three-year period is \$164,343.

We the undersigned, as authorized representatives of Contra Costa County and CSULB do hereby approve this document.

*Robin Lipetzky, Chief Public Defender
Contra Costa County*

Date

*Aili Malm, Professor of Criminal Justice
California State University, Long Beach*

Date

**DRAFT OPERATIONAL AGREEMENT
CONTRA COSTA COUNTY – HEALTH, HOUSING, & HOMELESS SERVICES**

This Operational Agreement stands as evidence that the Contra Costa Public Defender's Office (CCPD) as the lead agency for Contra Costa County's JAG proposal and Contra Costa Health, Housing, & Homeless Services (Housing) intend to work together toward the goals outlined in the Three-Year JAG Strategy. CCPD and Housing believe that implementation of the Holistic Intervention Partnership (HIP), as described within this proposal, will further these goals and both agree to participate in the JAG Program, if selected for funding, as outlined herein.

CCPD will closely coordinate HIP services and activities with Housing through:

- Providing overall project leadership, including implementation of service strategies, coordinating service navigation and delivery, overseeing common intake and referral protocols, and managing data collection, sharing and evaluation.
- Providing administrative and fiscal management.
- Convening regular meetings with Housing and project agencies and community based organizations to strengthen partnership, ensure effective communication and seamless coordinated service provision, and refine referral and other project processes.

Housing will:

- Create a menu of short-term housing options that best meets the needs of HIP participants, provide housing navigation and rapid resolution services, and provide placements and/or financial assistance for participant housing as appropriate.
- Provide street-based outreach and transportation to Housing services to persons living on the streets through CORE teams.
- Participate in regularly scheduled monthly meetings with CCPD to discuss strategies, timetables, and implementation of housing and homeless-related services;
- Provide education and training to CCPD staff on the homeless system of care, resources, and the use of the Homeless Management Information System (HMIS), and assessment of needs utilizing the VI-SPDAT (Vulnerability Index - Service Prioritization Decision Assistance Tool) for those who are homeless or at risk of homelessness.
- Participate in project meetings and Multi-Disciplinary Team (MDT) meetings; actively coordinate services with other project agencies and partners; make and receive referrals; participate in data collection, information sharing and reporting in accordance with project protocols and privacy policies.
- Provide progress reports, as requested, to CCPD.

This agreement covers the period of the JAG grant, 10/1/19 through 9/30/22.

JAG state funds will be designated to Housing in the amount of \$785,040 over three years.

We the undersigned, as authorized representatives of Contra Costa County and Housing Programs do hereby approve this document.

*Robin Lipetzky, Chief Public Defender
Contra Costa County*

Date

*Lavonna Martin
Director Health, Housing and Homeless Services*

Date

**DRAFT OPERATIONAL AGREEMENT
CONTRA COSTA COUNTY – HEALTHRIGHT 360**

This Operational Agreement stands as evidence that the Contra Costa Public Defender's Office (CCPD) as the lead agency for Contra Costa County's JAG proposal and HealthRIGHT 360 (HR360) intend to work together toward the goals outlined in the Three-Year JAG Strategy. CCPD and HR360 believe that implementation of the Holistic Intervention Partnership (HIP), as described within this proposal, will further these goals and both agree to participate in the JAG Program, if selected for funding, as outlined herein.

CCPD will closely coordinate HIP services and activities with HR360 through:

- Providing overall project leadership, including implementation of service strategies, coordinating service navigation and delivery, overseeing common intake and referral protocols, and managing data collection, sharing and evaluation.
- Providing administrative and fiscal management.
- Convening regular meetings with HR360 and project agencies and community based organizations to strengthen partnership, ensure effective communication and seamless coordinated service provision, and refine referral and other project processes.

HR360 will:

- Provide one full-time Community Service Navigator to assist the CCPD Client Services Specialist in the field in west Contra Costa County by providing peer support and connections to community-based services.
- Participate in project meetings and Multi-Disciplinary Team (MDT) meetings; actively coordinate services with other project agencies and partners; make and receive referrals; participate in data collection, information sharing and reporting in accordance with project protocols and privacy policies.
- Administer funding for participant travel to court and other critical services in accordance with HIP program guidelines.

This agreement covers the period of the JAG grant, 10/1/19 through 9/30/22. JAG state funds totaling \$289,227 will be designated to HR360 over three years.

We the undersigned, as authorized representatives of Contra Costa County and HR360 Programs do hereby approve this document.

*Robin Lipetzky, Chief Public Defender
Contra Costa County*

Date

*Patrice Guillory, Managing Director Contra Costa Programs and Services
HR360*

Date

**DRAFT OPERATIONAL AGREEMENT
CONTRA COSTA COUNTY – RUBICON PROGRAMS INC.**

This Operational Agreement stands as evidence that the Contra Costa Public Defender's Office (CCPD), as the lead agency for Contra Costa County's JAG proposal, and Rubicon Programs Inc. ("Rubicon") intend to work together toward the goals outlined in the Three-Year JAG Strategy. CCPD and Rubicon believe that implementation of the Holistic Intervention Partnership (HIP), as described within this proposal, will further these goals and both agree to participate in the JAG Program, if selected for funding, as outlined herein.

CCPD will closely coordinate HIP services and activities with Rubicon through:

- Providing overall project leadership, including implementation of service strategies, coordinating service navigation and delivery, overseeing common intake and referral protocols, and managing data collection, sharing and evaluation.
- Providing administrative and fiscal management.
- Convening regular meetings with Rubicon and project agencies and community based organizations to strengthen partnership, ensure effective communication and seamless coordinated service provision, and refine referral and other project processes.

Rubicon will:

- Provide civil legal assistance to project participants through a dedicated full-time Project Attorney. The attorney will address civil legal needs in a variety of areas including housing, family law, restraining orders, criminal court debt, professional licensing, driver's license suspension, and employment.
- Provide one full-time Community Service Navigator to assist the CCPD Client Services Specialist in the field in west Contra Costa County at the Reentry Success Center by providing peer support and connections to community-based services.
- Administer funding for participant travel to court and other critical services in accordance with HIP program guidelines.
Participate in project meetings and Multi-Disciplinary Team (MDT) meetings; actively coordinate services with other project agencies and partners; make and receive referrals; participate in data collection, information sharing and reporting in accordance with project protocols and privacy policies.

This agreement covers the period of the JAG grant, 10/1/19 through 9/30/22. JAG state funds totaling \$587,726 over three years will be designated to Rubicon.

We the undersigned, as authorized representatives of Contra Costa County and Rubicon Programs do hereby approve this document.

Robin Lipetzky, Chief Public Defender
Contra Costa County

Date

Kelly Dunn, Vice President & General Counsel
Rubicon Programs

Date

**DRAFT OPERATIONAL AGREEMENT
CONTRA COSTA COUNTY– UPTRUST**

This Operational Agreement stands as evidence that the Contra Costa Public Defender's Office (CCPD) as the lead agency for Contra Costa County's JAG proposal and Uptrust intend to work together toward the goals outlined in the Three-Year JAG Strategy. CCPD and Uptrust believe that implementation of the Holistic Intervention Partnership (HIP), as described within this proposal, will further these goals and both agree to participate in the JAG Program, if selected for funding, as outlined herein.

CCPD will closely coordinate HIP services and activities with Uptrust through:

- Providing overall project leadership, including implementation of service strategies and coordinating service delivery.
- Providing administrative and fiscal management.
- Convening meetings with Uptrust as needed.

Uptrust will:

- Provide text messaging notification services to a minimum of 250 HIP participants.
- Provide education and training to HIP and partner staff on the use of the Uptrust text messaging tool.
- Modify the current Uptrust tool to include access for HIP partner agencies to support efforts to connect HIP participants with local government and community-based social service resources.
- Provide monthly progress reports to CCPD and other partner agencies regarding the frequent of HIP participant communication and the use of the tool.

This agreement covers the period of the JAG grant, 10/1/19 through 9/30/22.

JAG state funds will be designated to Uptrust in the amount of \$75,000 over three years.

We the undersigned, as authorized representatives of Contra Costa County and Uptrust do hereby approve this document.

*Robin Lipetzky, Chief Public Defender
Contra Costa County*

Date

*Jacob Sills, CEO
Uptrust*

Date

Appendix I: List of Other Grant Funding Sources

CCPD will receive the following criminal justice grant funds (state and/or federal) during the 2019 calendar year.

State or Federal Administering Agency	Name of Grant Program	Funding Amount	Brief Project Description
Federal U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance	Innovative Solutions in Public Defense (Smart Defense Initiative)	\$103,951.83 (in 2019)	The Misdemeanor Early Representation Program provide immediate legal advice and attorney representation for indigent persons cited for misdemeanor offenses in the city of Richmond in order to reduce incarceration
Federal U.S. Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention	Smart on Juvenile Justice: Enhancing Youth Access to Justice Initiative	\$60,973.80 (pass through from Bay Area Legal Aid)	Contra Costa Youth Reentry and Empowerment Project (CCYREP), a partnership between Bay Area Legal Aid and CCPD, provides civil legal services to youth. A CCPD post-disposition reentry fellow provides legal services to address barriers in employment and education for youth following a juvenile court placement or commitment.

Appendix H: Governing Board Resolution

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 04/16/2019 by the following vote:

AYE: 5
NO:
ABSENT:
ABSTAIN:
RECUSE:

John Gioia
Candace Andersen
Diane Burgis
Karen Mitchoff
Federal D. Glover



Resolution No. 2019/122

The Edward Byrne Memorial Justice Assistance Grant (JAG) Program for 2018.

WHEREAS the Contra Costa County, hereafter referred to as County, desires to participate in the Edward Byrne Memorial Justice Assistance Grant (JAG) Program administered by the Board of State and Community Corrections, hereafter referred to as BSCC.

NOW, THEREFORE, BE IT RESOLVED that the County Administrator, or designee, is authorized on behalf of the Board of Supervisors to submit the grant proposal for this funding and sign the Grant Agreement with the BSCC, including any amendments thereof; and

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

BE IT FURTHER RESOLVED that the County agrees to abide by the terms and conditions of the Grant Agreement as set forth by the BSCC.

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: April 16, 2019

David J. Twa, County Administrator and Clerk of the Board of Supervisors

Laura Cassell

By: Laura Cassell, Deputy



Contact: Paul Reyes, 925-335-1096

cc: Lara DeLaney, Robin Lipetzky



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: April 16, 2019

Subject: Edward Byrne Memorial Justice Assistance Grant 2018

RECOMMENDATION(S):

Adopt Resolution No. 2019/122 authorizing the County Administrator, or designee, to apply for and accept the Edward Byrne Memorial Justice Assistance Grant up to the amount of \$1,045,625 annually from the Board of State and Community Corrections to promote innovations in indigent defense within the County for the period October 1, 2019 through the end of the grant period.

FISCAL IMPACT:

100% Federal revenue, no county match. Up to \$1,045,625 annually for three years from California's JAG Allocation.

BACKGROUND:

The JAG Program (34 U.S.C. §10151-10158) is a key provider of federal criminal justice funding to state and local jurisdictions. The JAG Program provides critical funding necessary to support state and local initiatives including: technical assistance, strategic planning, research and evaluation (including forensics), data collection, training, personnel, equipment, forensic laboratories, supplies, contractual support, and criminal justice information systems. The Federal JAG Program supports eight Program Purpose Areas

- APPROVE OTHER
- RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **04/16/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

- AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: April 16, 2019

David J. Twa, County Administrator and Clerk of the Board of Supervisors

Laura Cassell
By: Laura Cassell, Deputy



Contact: Paul Reyes,
925-335-1096

cc: Lara DeLaney, Robin Lipetzky

(PPAs) designated by federal statute.

BACKGROUND: (CONTD)

These include: (1) law enforcement programs; (2) prosecution and court programs, including indigent defense; (3) prevention and education programs; (4) corrections and community corrections programs; (5) drug treatment and enforcement programs; (6) planning, evaluation and technology improvement programs; (7) crime victim and witness programs (other than compensation); and (8) mental health programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention team.

Historically, funding for the JAG Program in California had been allocated directly to counties through a non-competitive process. The majority of funds were passed through to local law enforcement agencies to fund multi-jurisdictional task forces related to narcotics suppression.

In 2012, California state law transferred the administration of the JAG Program from the California Emergency Management Agency (now the California Office of Emergency Services) to the Board of State and Community Corrections (BSCC). With this transfer, BSCC became the State Administering Agency responsible for oversight of Byrne JAG funding in California.

In 2015, California used JAG funding for 32 local JAG projects throughout the state. These competitively awarded projects reflected the approved state strategy and three (3) priority program purpose areas (PPAs) of (1) Prevention and Education Programs; (2) Law Enforcement Programs; and (3) Prosecution, Courts, Defense, and Indigent Defense. Contra Costa County was one of the successful applicants award JAG funding to support the Youth Justice Initiative, a public and private initiative devoted to helping kids who are involved or at the highest risk of being involved with the juvenile justice system..

Today's action authorizes the County Administrator, or designee, to apply for and accept the Edward Byrne Memorial Justice Assistance Grant administered by BSCC. The County's grant application development process has been led by the County Public Defender and is aimed at promoting innovations in indigent defense.

CONSEQUENCE OF NEGATIVE ACTION:

Contra Costa County will not apply for this grant funding opportunity.

ATTACHMENTS

Resolution 2019/122