

Youth Programs and Facilities Grant Program (YPFG)

Part B All County Distribution Application Package Coversheet

Submitted by:

County of Santa Clara

Date Submitted:

May 12, 2021

Part B All County Distribution Application Checklist

A complete application package for funding under the Youth Programs and Facilities Grant (YPFG) Program must contain the following items:

	Required Items:	✓
1	Cover Sheet (previous page) <ul style="list-style-type: none"> Insert Applicant Name and Date of Submission 	<input checked="" type="checkbox"/>
2	YPFG Proposal Checklist <ul style="list-style-type: none"> Signed by the authorized signatory with a digital signature OR a wet signature in blue ink. 	<input checked="" type="checkbox"/>
3	Applicant Information Form <ul style="list-style-type: none"> Signed by the authorized signatory with a digital signature OR a wet signature in blue ink. 	<input checked="" type="checkbox"/>
4	Application Narrative <ul style="list-style-type: none"> 2 pages or fewer 	<input checked="" type="checkbox"/>
5	Budget Attachment	<input checked="" type="checkbox"/>
6	Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft and Embezzlement (Appendix D) <ul style="list-style-type: none"> Signed by the authorized signatory with a digital signature OR a wet signature in blue ink. 	<input checked="" type="checkbox"/>
	Optional:	
7	Governing Board Resolution (Appendix E) <i>Note: The Governing Board Resolution is due prior to contract execution but is not required at the time of proposal submission.</i>	<input type="checkbox"/>

I have reviewed this checklist and verified that all required items are included in this proposal packet.

X 
24E005BDD400407...
 Applicant Authorized Signature (see Applicant Information Form, Part L, next page)

Part B All County Distribution Applicant Information Form

A. APPLICANT County		B. TAX IDENTIFICATION NUMBER			
NAME OF APPLICANT County of Santa Clara		94-6000533			
STREET ADDRESS 2314 N. First St		CITY San Jose	STATE CA	ZIP CODE 95131	
MAILING ADDRESS (if different)		CITY	STATE	ZIP CODE	
C. PROJECT TITLE:	SB 823: Juvenile Hall Living Unit Redesign and Vocational Supports				
D. PROJECT SUMMARY (100-150 words):					
<p>The funding will allow the County to “soften” the look and feel of the two designated living environments within the Juvenile Hall to the extent feasible. This will support limited infrastructure redesign and improvements that are rooted in a trauma informed design. The goal is to create spaces that are welcoming, demonstrating a safe environment, and providing some degree of privacy. Funding will also be utilized to redesign double occupancy rooms to a single occupancy room and add a desk and appropriate furniture within each room. Funds could be used for paint, comfortable furniture to encourage social interaction between staff and youth, carpeting, and sound panels to reduce noise. Additionally, funding could be utilized for the redesign of a portable classroom for provision of vocational curriculum for trades apprenticeship classes.</p>					
E. GRANT FUNDS REQUESTED: (See Appendix F: County Juvenile Population Index)					
\$ 154,500					
F. DEFERRED SPENDING: Is the application for a deferred spending award?			<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
G. LEAD PUBLIC AGENCY:		Probation Department			
H. PROJECT DIRECTOR:					
NAME Nick Birchard		TITLE Deputy Chief Probation Officer		TELEPHONE NUMBER (408) 278-5920	
STREET ADDRESS 840 Guadalupe Parkway, 4th Floor		FAX NUMBER (408) 280-5172			
CITY San Jose	STATE CA	ZIP CODE 95112	EMAIL ADDRESS Nick.Birchard@pro.sccgov.org		
I. FINANCIAL OFFICER:					
NAME ThuyTrang Nguyen		TITLE Department Fiscal Officer		TELEPHONE NUMBER (408) 468-1646	
STREET ADDRESS 2314 N. First St		FAX NUMBER (408) 435-0594			
CITY San Jose	STATE CA	ZIP CODE 95131	EMAIL ADDRESS Thuytrang.Nguyen@pro.sccgov.org		
PAYMENT MAILING ADDRESS (if different)		CITY	STATE	ZIP CODE	
J. DAY-TO-DAY PROGRAM CONTACT:					
NAME Nick Birchard		TITLE Deputy Chief Probation Officer		TELEPHONE NUMBER (408) 278-5920	
STREET ADDRESS 840 Guadalupe Parkway, 4th Floor		FAX NUMBER (408) 280-5172			
CITY San Jose	STATE CA	ZIP CODE 95112	EMAIL ADDRESS Nick.Birchard@pro.sccgov.org		

K. DAY-TO-DAY FISCAL CONTACT:

NAME	TITLE	TELEPHONE NUMBER	
Sau Nguyen	Accountant II	(408) 468-1831	
STREET ADDRESS		FAX NUMBER	
2314 N. First Street		(408) 435-0594	
CITY	STATE	ZIP CODE	EMAIL ADDRESS
San Jose	CA	95131	Sau.Nguyen@pro.sccgov.org

L. AUTHORIZED SIGNATURE

By signing this application, I hereby certify that I am vested by the Applicant with the authority to enter into contract with the BSCC, and that the grantee and any subcontractors will abide by the laws, policies and procedures governing this funding.

NAME OF AUTHORIZED OFFICER	TITLE	TELEPHONE NUMBER	EMAIL ADDRESS
Jeffrey V. Smith M.D.,J.D.	County Executive	(408) 299-5114	Jeff.Smith@ceo.sccgov.org
STREET ADDRESS	CITY	STATE	ZIP CODE
70 W. Hedding Street, 11th Floor	San Jose	CA	95110
EMAIL ADDRESS Jeff.Smith@ceo.sccgov.org			
APPLICANT'S SIGNATURE (Signed by the authorized signatory with a digital signature <u>OR a wet signature in blue ink.</u>)			DATE
X  21E905DBD1084D7...			5/10/2021

Authorized Signature: Must be a representative with the authority to sign documents and obligate the applicant

CONFIDENTIALITY NOTICE

All documents submitted as a part of the Youth Programs and Facilities Grant (YPFG) Program are public documents and may be subject to a request pursuant to the California Public Records Act. The BSCC, as a state agency, may have to disclose these documents to the public. The BSCC cannot ensure the confidentiality of any information submitted in or with this proposal. (Gov. Code, §§ 6250 et seq.)

Section 1: Project Need

1.1 The population served shall include those youth eligible as defined in SB823, wards of the Juvenile Court committed to a secure youth treatment facility. The Probation Department's Research and Development (RaD) Unit was able to ascertain the principal service needs of all youth committed to the Division of Juvenile Justice (DJJ) from Santa Clara County from 2015 through 2019. The Probation Department uses Juvenile Assessment Intervention System (JAIS) to inform evidence-based data driven decision making with respect to programs and service delivery. Services to be provided to the realigned population will include, but are not limited to, the following areas:

- Behavioral Health and Trauma Informed services including, individual and family counseling, substance use and co-occurring disorder treatment, group cognitive based behavioral therapies and sex offender treatment.
- Implementation of Core Correctional Practices (CCP) and Cognitive Behavioral Intervention (CBI) Programs and Positive Behavioral Intervention Supports (PBIS).
- Vocational/Educational services and supports through partnerships with the county office of education and trade associations.
- Enrichment activities such as life skills (budgeting, cooking, developing resumes, etc.), arts programming, cultural programs, and individual activities.
- Visitation with family/caregivers, siblings, and children.

The local program will begin with a commitment to Juvenile Hall and may transition to less secure environments including, but not limited to, the county's juvenile camp/ranch program. The commitment time or proposed length of stay is based upon language outlined in (SB823).

1.2 Based upon Santa Clara County's current population at DJJ, it is expected the local program will serve roughly twelve (12) to fifteen (15) new clients annually in two (2) separate living units within Juvenile Hall. Maximum capacity would be thirty-two (32) youth in Juvenile Hall at any given time. The youth's average length of stay (ALOS) may vary, but current ALOS at DJJ is 24 months.

Section 2: Project Description

2.1 The Juvenile Hall last received structural improvements and remodeling efforts in 1998 and 2002. The planned living units for the realigned population consist of a unique tri-level structure that was designed with the intention of short-term detention, not for long term stays or commitments.

The funding will allow the County to “soften” the look and feel of the two designated living environments to the extent feasible. The County will seek proposals requesting an architect firm to provide a written report and recommendation for limited infrastructure redesign and improvements that are rooted in a trauma informed designed living environment. The goal is to create spaces that are welcoming, demonstrate a safe environment, and provide some degree of privacy, while at the same time not interfering with the need to monitor resident’s behavior. Funding will also be utilized to remove double occupancy rooms to a single occupancy room and adding a desk and appropriate furniture within the room. Funds could be used for paint, comfortable furniture to encourage social interaction between staff and youth, carpeting, and sound panels to reduce noise, and a “comfort room” or “quiet room” to be utilized to practice self-calming and relaxation skills.

Funding will be utilized to redesign a portable office structure just outside the designated living units for this population. This portable will be used to accommodate several Trade Union instructors and workstations. In collaboration with the County Office of Education and Local Trade Unions, Probation is creating a vocational education component to the regular educational track for students. This will include an educational and practical curriculum with students learning from Trade Union professionals. The portable building will be repurposed to include specific workstations based upon the field of study being taught.

2.2 The infrastructure and improvements will allow for a comprehensive programmatic shift within the facility that focuses on rehabilitation, trauma informed safe environment, and successful reentry. Youth will have an opportunity to develop skills that will allow them to enter apprenticeships programs within Santa Clara County many Trade Unions upon release.

Applicant:	Santa Clara, final budget anticipated 11/01/2021		
LINE ITEMS	SB 823 BUDGET		
	STATE REIMBURSED	CASH CONTRIBUTION	TOTAL
1. Construction	\$ 45,000.00		\$ 45,000.00
2. Architectural	\$ 75,000.00		\$ 75,000.00
3. Fixed Furnishings/Equipment	\$ 20,000.00		\$ 20,000.00
4. Moveable Furnishings/Equipment	\$ 14,500.00		\$ 14,500.00
5. Construction Management	\$ -		\$ -
6. Transportation/Equipment	\$ -		\$ -
7. Training Materials/Supplies	\$ -		\$ -
8. Programing Materials/Supplies	\$ -		\$ -
9. Other One-Time Personnel Costs (planning, development, and project management) (Not to Exceed 25% of total budget)	\$ -		\$ -
10. Other			\$ -
Total Project Costs	\$ 154,500.00	\$ -	\$ 154,500.00
Percentage of Total	100%	0%	100%

Provide an explanation below of how the dollar figures were determined for each of the budget categories above that contain dollar amounts. Every cash contribution line item shall be included with a reporting of the full amount budgeted unless a line item is not an actual cash contribution project cost for the county. (In that case, indicate so below.) For each budget category explanation below, include how state funding and the county contribution dollar amounts have been determined and calculated (be specific).

LINE ITEMS	COMMENTS
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1. Construction	The portable building will be repurposed to include specific workstations based upon the field of study being taught within the trades. The infrastructure and improvements will allow for a comprehensive programmatic shift within the facility that focuses on rehabilitation, trauma informed safe environment, and successful reentry including connection to apprenticeships.
2. Architectural	The County will seek proposals requesting an architect firm to provide a written report and recommendation for limited infrastructure redesign and improvements that are rooted in a trauma informed designed living environment. The goal is to create spaces that are welcoming, demonstrate a safe environment, and provide some degree of privacy, while at the same time not interfering with the need to monitor resident's behavior.
3. Fixed Furnishings/Equipment	Funding will also be utilized to remove double occupancy rooms to a single occupancy room, in two units within Juvenile Hall. Adding a desk and appropriate furniture within the room. Funds could be used for paint, carpeting, and sound panels to reduce noise, and a "comfort room" or "quiet room" to be utilized to practice self-calming and relaxation skills.
4. Moveable Furnishings/Equipment	Comfortable furniture to encourage social interaction between staff and youth and "comfort room" or "quiet room" to be utilized to practice self-calming and relaxation skills.
5. Construction Management	
6. Transportation Equipment	

7. Training Materials/Supplies	
8. Programing Materials/Supplies	
9. Other One-Time Personnel Costs (planning, development, and project management) (Not to Exceed 25% of total budget)	
10. Other	

Appendix D: Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft and Embezzlement

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

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

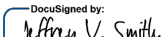
Furthermore, the BSCC requires grant recipients to provide an assurance that there has been no applicable debarment, disqualification, suspension, or removal from a federal, state or local grant program on the part of the grantee at the time of application and that the grantee will immediately notify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

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

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

- I/We are not currently debarred by any federal, state, or local entity from applying for or receiving federal, state, or local grant funds.
- I/We have not been convicted of any crime involving theft, fraud, or embezzlement of federal, state, or local grant funds within the last three years. We will notify the BSCC should such debarment or conviction occur during the term of the Grant contract.
- I/We will hold subgrantees and subcontractors to these same requirements.

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

AUTHORIZED SIGNATURE (This document must be signed by the person who is authorized to sign the Grant Agreement.)			
NAME OF AUTHORIZED OFFICER Jeffrey V. Smith, M.D., J.D.	TITLE County Executive	TELEPHONE NUMBER (408) 299-5114	
STREET ADDRESS 70 W. Hedding Street, 11th Floor	CITY San Jose	STATE CA	ZIP CODE 95110
EMAIL ADDRESS Jeff.Smith@ceo.sccgov.org			
AUTHORIZED OFFICER SIGNATURE ((Blue Ink Only or E-signature)) <input checked="" type="checkbox"/>  <small>DocuSigned by: 21E9050BD1084D7...</small>			DATE 5/10/2021