

Attachments:

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2011	2012	2013	2014	2015
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	1,500,000	_____	_____	_____
External Revenues	_____	<750,000>	_____	_____	_____
Local Match (Cash)	_____	_____	_____	_____	_____
Local Match (In-kind)	_____	(644,913)	_____	_____	_____
NET FISCAL IMPACT	\$ 0	\$105,087	\$ 0	_____	_____
# ADDITIONAL FTE POSITIONS (Cumulative)	0	_____	_____	_____	_____

Is Item Included In Proposed Budget? Yes _____ No _____

Budget Account No.: Fund 1507 Dept. 767 Unit 7607 Object _____
 Program Code _____ Program Period _____

B. Recommended Sources of Funds/Summary of Fiscal Impact:

\$9,089, 1507 - 767 - 7607
 \$95,998 0001 - 767 - 7607

C. Departmental Fiscal Review: ms 6/24/2011

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Dev. and Control Comments:

Net fiscal impact is for salaries of full time CJC employees that will be supporting the grant.

OFMB

Contract Dev. and Control

B. Legal Sufficiency:

Assistant County Attorney

C. Other Department Review:

Department Director

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)



July 18, 2011

P.O. Box 1989
West Palm Beach, FL 33402-1989
(561) 355-2001
FAX: (561) 355-3990
www.pbcgov.com



**Palm Beach County
Board of County
Commissioners**

Karen T. Marcus, Chair

Shelley Vana, Vice Chair

Paulette Burdick

Steven L. Abrams

Burt Aaronson

Jess R. Santamaria

Priscilla A. Taylor

County Administrator

Robert Weisman

Dr. Gary L. Dennis,
Senior Policy Advisor for Corrections
Bureau of Justice Assistance
Office of Justice Programs
810 Seventh St. NW
Washington, DC 20531

Re: Second Chance Act Adult Offender Reentry Program for
Planning and Demonstration Projects FY 2011 Competitive
Grant Announcement

Dear Dr. Dennis:

As Chair of the Palm Beach County Board of County
Commissioners I conditionally approve the Grant Application
of \$750,000 for the Second Chance Act Adult Offender
Reentry Program for Planning and Demonstration Projects
FY 2011 Competitive Grant Announcement.

The application will be presented to the Board of County
Commissioners for ratification at the August 16, 2011 Board
meeting.

Sincerely,

Karen T. Marcus
Chair, Board of County Commissioners

*"An Equal Opportunity
Affirmative Action Employer"*

printed on recycled paper

Attachment # 1

Opportunity Title:	BJA FY 11 Second Chance Act Adult Offender Reentry Prog
Offering Agency:	Bureau of Justice Assistance
CFDA Number:	16.812
CFDA Description:	Second Chance Act Prisoner Reentry Initiative
Opportunity Number:	BJA-2011-3044
Competition ID:	BJA-2011-3046
Opportunity Open Date:	05/17/2011
Opportunity Close Date:	06/30/2011
Agency Contact:	For assistance with any other requirement of this solicitation, contact the BJA Justice Information Center at 11:48771:49271:45657, via e-mail to JIC@telesishq.com, or by live web chat. The BJA Justice Information Center hours of operation are 8:30 a.m. to 5:00 p.m. eastern time Monday through Friday and 8-30

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

* Application Filing Name:

Mandatory Documents

Move Form to Complete

Move Form to Delete

Mandatory Documents for Submission

Application for Federal Assistance (SF-424)
Assurances for Non-Construction Programs (SF-42)
Disclosure of Lobbying Activities (SF-LLL)
Budget Narrative Attachment Form
Other Attachments Form
Project Narrative Attachment Form

Optional Documents

Faith Based EEO Survey

Move Form to Submission List

Move Form to Delete

Optional Documents for Submission

Instructions

- 1** Enter a name for the application in the Application Filing Name field.

 - This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
 - You can save your application at any time by clicking the "Save" button at the top of your screen.
 - The "Save & Submit" button will not be functional until all required data fields in the application are completed and you clicked on the "Check Package for Errors" button and confirmed all data required data fields are completed.
- 2** Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.

 - It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.
 - The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this application. "Optional Documents" can be used to provide additional support for this application or may be required for specific types of grant activity. Reference the application package instructions for more information regarding "Optional Documents".
 - To open and complete a form, simply click on the form's name to select the item and then click on the => button. This will move the document to the appropriate "Documents for Submission" box and the form will be automatically added to your application package. To view the form, scroll down the screen or select the form name and click on the "Open Form" button to begin completing the required data fields. To remove a form/document from the "Documents for Submission" box, click the document name to select it, and then click the <= button. This will return the form/document to the "Mandatory Documents" or "Optional Documents" box.
 - All documents listed in the "Mandatory Documents" box must be moved to the "Mandatory Documents for Submission" box. When you open a required form, the fields which must be completed are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message.
- 3** Click the "Save & Submit" button to submit your application to Grants.gov.

 - Once you have properly completed all required documents and attached any required or optional documentation, save the completed application by clicking on the "Save" button.
 - Click on the "Check Package for Errors" button to ensure that you have completed all required data fields. Correct any errors or if none are found, save the application package.
 - The "Save & Submit" button will become active; click on the "Save & Submit" button to begin the application submission process.
 - You will be taken to the applicant login page to enter your Grants.gov username and password. Follow all onscreen instructions for submission.

Application for Federal Assistance SF-424

Version 02

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify)

* 3. Date Received:

06/29/2011

4. Applicant Identifier:

5a. Federal Entity Identifier:

* 5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

Palm Beach County Board of County Commissioners

* b. Employer/Taxpayer Identification Number (EIN/TIN):

596000785

* c. Organizational DUNS:

078470481

d. Address:

* Street1:

301 North Olive Avenue

Street2:

* City:

West Palm Beach

County:

Palm Beach

* State:

FL: Florida

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

33401

e. Organizational Unit:

Department Name:

Criminal Justice Commission

Division Name:

N/A

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

* First Name:

Craig

Middle Name:

* Last Name:

Spatara

Suffix:

Title: RESTORE Program Manager

Organizational Affiliation:

* Telephone Number:

561-355-2326

Fax Number:

561-355-4941

* Email:

CSpatara@pbcgov.org

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Bureau of Justice Assistance

11. Catalog of Federal Domestic Assistance Number:

16.812

CFDA Title:

Second Chance Act Prisoner Reentry Initiative

* 12. Funding Opportunity Number:

BJA-2011-3044

* Title:

BJA FY 11 Second Chance Act Adult Offender Reentry Program for Planning and Demonstration Projects

13. Competition Identification Number:

BJA-2011-3046

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Palm Beach County, Florida

* 15. Descriptive Title of Applicant's Project:

Palm Beach County, Florida (PBC), in partnership with The Florida Department of Corrections (FDC), proposes a project to deliver a comprehensive model for inmate reentry into Palm Beach County.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="750,000.00"/>
* b. Applicant	<input type="text" value="750,000.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="1,500,000.00"/>

* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☒ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

☐ Yes ☒ No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

Application for Federal Assistance SF-424

Version 02

*** Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

<p>* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> <p>Rebecca Walker</p>	<p>* TITLE</p> <p>Executive Director</p>
<p>* APPLICANT ORGANIZATION</p> <p>Palm Beach County Board of County Commissioners</p>	<p>* DATE SUBMITTED</p> <p>06/29/2011</p>

Budget Narrative File(s)

* Mandatory Budget Narrative Filename: Budget and Budget Narrative (Attachment #3).docx

Add Mandatory Budget Narrative Delete Mandatory Budget Narrative View Mandatory Budget Narrative

To add more Budget Narrative attachments, please use the attachment buttons below.

Add Optional Budget Narrative Delete Optional Budget Narrative View Optional Budget Narrative

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB
0348-0046

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. * Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. * Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name <input type="text" value="None"/> * Street 1 <input type="text" value="N/A"/> Street 2 <input type="text"/> * City <input type="text" value="N/A"/> State <input type="text"/> Zip <input type="text"/> Congressional District, if known: <input type="text"/>		
5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime: <div style="height: 50px;"></div>		
6. * Federal Department/Agency: <input type="text" value="Department of Justice"/>	7. * Federal Program Name/Description: <input type="text" value="Second Chance Act Prisoner Reentry Initiative"/> CFDA Number, if applicable: <input type="text" value="16.812"/>	
8. Federal Action Number, if known: <input type="text"/>	9. Award Amount, if known: \$ <input type="text"/>	
10. a. Name and Address of Lobbying Registrant: Prefix <input type="text"/> * First Name <input type="text" value="None"/> Middle Name <input type="text"/> * Last Name <input type="text" value="None"/> Suffix <input type="text"/> * Street 1 <input type="text"/> Street 2 <input type="text"/> * City <input type="text"/> State <input type="text"/> Zip <input type="text"/>		
b. Individual Performing Services (including address if different from No. 10a) Prefix <input type="text"/> * First Name <input type="text" value="N/A"/> Middle Name <input type="text"/> * Last Name <input type="text" value="N/A"/> Suffix <input type="text"/> * Street 1 <input type="text"/> Street 2 <input type="text"/> * City <input type="text"/> State <input type="text"/> Zip <input type="text"/>		
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		
* Signature: <input type="text" value="Rebecca Walker"/> * Name: Prefix <input type="text"/> * First Name <input type="text" value="N/A"/> Middle Name <input type="text"/> * Last Name <input type="text" value="N/A"/> Suffix <input type="text"/> Title: <input type="text"/> Telephone No.: <input type="text"/> Date: <input type="text" value="06/29/2011"/>		
Federal Use Only:		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

Other Attachment File(s)

* Mandatory Other Attachment Filename:

To add more "Other Attachment" attachments, please use the attachment buttons below.

Project Narrative File(s)

* Mandatory Project Narrative File Filename: Program Narrative (Attachment #2).docx

Add Mandatory Project Narrative File Delete Mandatory Project Narrative File View Mandatory Project Narrative File

To add more Project Narrative File attachments, please use the attachment buttons below.

Add Optional Project Narrative File Delete Optional Project Narrative File View Optional Project Narrative File

Program Abstract

Palm Beach County in collaboration with the Florida Department of Corrections and community-based reentry partners facilitate the successful reintegration of ex-offenders that return to Palm Beach County. The *Regional and State Transitional Offender Reentry (RESTORE) Initiative*, established in 2011, provides inmates with pre- and post-release services to assist in their transition back into the community.

Characteristics of the target population and projected number of clients to be served:

The Target Population is 325 medium to high risk state inmates returning to Palm Beach County through the Department of Corrections. The following is a snapshot of the target population by primary offense, based on the statutory degree of the crime: Violent (26%), Drug (15%), Property (6%), Sexual (9%), Burglary/Robbery (36%) and Other (8%).

Overall program design elements which reflect both pre- and post-release service delivery:

The RESTORE Initiative implements a seamless plan of services and supervision developed with each offender, delivered through state and local collaboration, from the time of their entry into prison through their transition, reintegration and aftercare in the community.

Use of risk principle: Medium to high risk offenders are identified using the LSI-r Assessment and receive the most intensive treatment. Lower-risk offenders receive less intensive treatment services.

Use of needs principle: The RESTORE Initiative identifies and targets the inmates criminogenic (Anti-social attitudes, Anti-social friends, Substance abuse, Lack of empathy, Impulsive behavior) needs through individual assessment of each inmate.

Use of responsivity principle: The RESTORE Initiative matches each offender to appropriate behavioral change services based upon their individual needs and risk factors, with the intent of

increasing success rates and reducing recidivism. The offenders learning style, gender, degree of motivation and mental capacity are considered.

Use of dosage principle: Proper dosage of time and programming are implemented based on the risk level of the offender. Higher dosages of programming and interventions are provided to offenders who present elevated risk.

Plan for establishing a baseline recidivism rate: The Florida Department of Corrections (FDC) recidivism rate for one year is 11.2%; the baseline recidivism rate for the target population is 11.4% for one year. The baseline rate was calculated using a comparison group consisting of the same characteristics as the target population. It was calculated for the comparison group by using an eleven-year cohort of releases (from 1/1/1995 through 12/31/2005).

Plan for collecting and reporting key data elements: The FDC Offender-Based Information System (OBIS) contains detailed information on all inmates who are sentenced to state prison or community supervision (e.g., demographic data, sentencing information, the specific offense, date of the offense and details as to the specific sentence). Post-release data collection will be compiled and analyzed by the Criminal Justice Commission (CJC). Services received, outcomes and recidivism rates will be collected in a shared data base system and evaluated by an independent outside evaluator hired by the Criminal Justice Commission.

1. Statement of the Problem

Palm Beach County, Florida (PBC), in partnership with The Florida Department of Corrections (FDC), implements a project that delivers a comprehensive model for inmate reentry into Palm Beach County. The *Regional and State Transitional Offender Reentry (RESTORE) Initiative*, established in 2011, is designed to reduce recidivism by 50% over a 5-year period for the target population by identifying needs, providing targeted evidence-based programs and coordinating pre- and post-release services that will assist inmates transitioning from prison to the community.



Problems with Returning Inmates to the Community - Echoing many of the problems found nationally with reentry, Palm Beach County's released prisoners face numerous challenges that ultimately aid in their return to criminal activity, re-arrest and re-incarceration. These challenges include unemployment, lack of housing, substance abuse, mental health problems and strained family relationships. To further compound these challenges, institutional programs aimed at assisting inmates in dealing with these issues have been sharply reduced in recent years due to budget reductions. Research shows that *unemployment* has a profound impact on recidivism rates. Statistics show that even before incarceration, adult inmates demonstrate weak or non-existent ties to the workforce (33% of inmates are unemployed in the month leading up to their arrests, compared to 10% unemployment in the general population¹). The *lack of appropriate housing* and the inability to access *substance abuse treatment and mental health care* significantly reduce positive outcomes. The "what works" literature shows that programs that

provide intensive substance abuse and mental health treatment during incarceration, combined with aftercare, have proven effective in reducing recidivism; however, accessing these services continues to prove challenging for the target population.

Target Population, Jurisdiction, Number and Type of Returning Offenders - This initiative targets male and female inmates ages 18 and older, convicted in and/or returning to Palm Beach County with or without supervision. Florida holds national significance due to its size, diversity and ever-expanding penal system. The FDC is the 3rd largest state correctional system in the country. Palm Beach County, ranks as the 29th largest county in the U.S. with more than 1.2 million residents. It is important to understand the magnitude and volume of ex-offenders returning to the County. Palm Beach County had 511 FDC inmates that recidivated in 09-10 and ranked 8th out of 67 counties in Florida. Currently, there are 4,444 sentenced adult inmates from Palm Beach County who are incarcerated in the Florida Department of Corrections. Of these, 325 inmates released between 10/1/11 and 9/30/12 will be the target population of the RESTORE Initiative. Palm Beach County will target the highest risk inmates with the most intensive services. The FDC recidivism rate for one year is 11.2%; the baseline recidivism rate for the target population is 11.4% for one year. The baseline rate was calculated using a comparison group consisting of the same characteristics as the target population. It was calculated for the comparison group by using an eleven-year cohort of releases (from 1/1/1995 through 12/31/2005). The following is a snapshot of the target population by primary offense, based on the statutory degree of the crime: Violent (26%), Drug (15%), Property (6%), Sexual (9%), Burglary/Robbery (36%) and Other (8%).

Basic Components of the Continuum of Services - Reentry must begin at reception; therefore, the RESTORE partners provide a structured reception process at local prisons that includes diagnostic and assessment tools for analyzing the risk and needs of each inmate. **Risk and Needs:** The FDC's Risk and Needs Assessment System is a national model that was validated by the National Institute of Corrections in 2000. This system utilizes objective assessments of the inmate's criminogenic needs that, when compared to risk factors and classification criteria, result in a prioritized list of recommended programs which take into account safety, program availability and other factors.

Transition Plans: Transition plans are finalized 180 days prior to an inmate's anticipated release date. During this time, the inmate is scheduled for statutorily mandated appointments and programs, including medical screening, aftercare planning for inmates with a mental illness and a 100-Hour Transition Training Program that covers job readiness, life skills and community reentry. The initial release interview addresses inmate needs such as housing, employment, substance abuse and post-release requirements. The inmate needs are captured in the Transition Plan.

Pre- and Post-Release Programs and Services: *Pre-release:* Based on identified needs and program slots, inmates participate in education, vocational training, cognitive behavior change programs, substance abuse treatment and various life skills programs prior to release. In addition to the statutorily mandated 100-Hour Transition Training Program noted above, statewide reentry seminars are conducted by FDC to provide inmates with valuable information regarding employment opportunities, community resources, social services and housing to ensure a smooth transition back to their respective communities. *Post-release:* The Palm Beach County Criminal Justice Commission (CJC), which serves as a catalyst to bring together criminal justice related

agencies in the County, operates a Portal of Entry, where participants returning to Palm Beach County are required to register as a felon. The Portal of Entry provides a transition point from pre-release services to the community-based service providers. Through the Portal concept, ex-offenders are linked to a variety of needs-based programs, including legal, health, housing, work release, child support and family counseling, mental health, substance abuse, life skills, mentoring, job training and placement, education and employment, community resources and transitional and permanent housing. ***Ongoing Inmate Behavior Assessments:*** The FDC conducts ongoing inmate behavior assessments every 6 months for inmates within 3 years of release. Additional assessments regarding custody and other issues are automatically generated by an inmate tracking system. These periodic assessments allow FDC to gauge the inmates' program progress based on the program goals that were previously set. ***Data Collection and Analysis for Future Efforts:*** The FDC Offender-Based Information System (OBIS) contains detailed information on all inmates who are sentenced to state prison or community supervision (e.g., demographic data, sentencing information, specific offense, date of the offense and details as to the specific sentence). Post-release data are compiled and analyzed by the CJC and formally evaluated by an independent evaluator. Services received, outcomes and recidivism rates are collected in a shared database system and evaluated by the Planning and Research Manager at the CJC.

2. Project Design and Implementation

Palm Beach County in partnership with the Florida Department of Corrections has established a Reentry Prison located in Palm Beach County and provides linkage to the Portal of Entry, centrally located in West Palm Beach. Community-based service providers meet the ex-offenders at the Portal upon their release and begin post-release services.

Ten Program Specific Requirements:

Reentry Strategic Plan – Palm Beach County has developed a 5-year strategic plan (Attachment #3) that aims to reduce recidivism by providing services and release planning to ex-offenders. Outlined are clear and concise goals, objectives, action plans and performance measures used to gauge progress in reducing recidivism as well as an implementation schedule. The plan is based on what can be accomplished with existing resources, thereby increasing sustainability and success. a H cl

Establishment of Reentry Task Force – The Palm Beach County Reentry Task Force began meeting in February 2008 and was ratified by members of the Criminal Justice Commission as a permanent Task Force in November 2009. *-The PBC Reentry Task Force* and subcommittees are comprised of over forty decision makers in PBC and includes the support of the Chief Judge, State Attorney, Public Defender, Sheriff, nonprofit organizations, representatives from the Department of Corrections and community stakeholders. This type of support makes it possible for real reform to occur. Participants have been fully engaged in making suggestions that affect public policy regarding reentry using their experiences as key stakeholders as a barometer of needs in this county. The pooling of resources and uniform programming is of high importance. Chaired by Public Defender, Carey Haughwout, the group was tasked with the development of a Reentry Strategic Plan that was based on a county-wide assessment of reentry services. This Plan guides Palm Beach County in the development and implementation of a coordinated and comprehensive continuum of care for ex-offenders. All established committees within the Task Force have invited ex-offenders to attend as well.

-The Florida Department of Corrections- has agreed to house inmates returning to Palm Beach County at a facility located in Palm Beach County, thus allowing service providers to establish

3) **Targets Higher-Risk Offenders:** Medium to high risk offenders are identified using the LSI-r Assessment and receive the most intensive treatment. Lower-risk offenders receive less intensive treatment services.

4) **Addresses Offenders' Greatest Criminogenic Needs:** The RESTORE Initiative identifies and targets the inmate's criminogenic (Anti-social attitudes, Anti-social friends, Substance abuse, Lack of empathy, Impulsive behavior) needs through individual assessment of each inmate.

5) **Uses Cognitive-Behavioral Interventions:** RESTORE strategies are focused on changing the offender's thinking patterns in order to change future perceptions. The Thinking For A Change curriculum provides the vehicle for change.

6) **Determines Dosage and Intensity of Services:** Proper dosage of time and programming are considered based on the risk of the offender. Higher dosages of programming and interventions are provided to offenders who present elevated risk.

-Replication – Palm Beach County maintains documentation on the implementation process, delivery of services, collaborations and evaluation instruments. It is through this documentation that the County is able to report on the intended and unintended impacts of the program. The RESTORE Initiative Model is based on a program instituted in Duval County, Florida (Offenders About to Reenter Society- OARS). However, Palm Beach County utilizes community-based service providers for post-release services to ensure the continuum of care.

-Role of Corrections – The FDC is comprised of *Institutions* that maintain custody and control of more than 102,000 inmates in 144 prison facilities statewide that also provide medical and *mental health services* for inmates. The FDC coordinates reentry services for inmates to ensure successful transition back into society and reduce recidivism. The *Community Corrections*

Division monitors and supervises more than 153,000 offenders on supervision through 156 probation offices statewide in 20 judicial circuits. A local Community Corrections officer has established an office in the Palm Beach County Portal. In October 2008, Florida Department of Corrections (FDC) created the Office of Reentry. With this reorganization, reentry became an integral part of Florida's correctional system. The Office of Reentry's mission is to provide inmates and offenders with services that will assist in successful reentry into the community, thereby reducing recidivism while enhancing public safety.

Collaboration with State and Local Government – Palm Beach County partners with criminal justice agencies, nonprofit organizations, state and community agencies who are key players in successful inmate reentry, reduction of inmate recidivism and enhancing community safety. The PBC Criminal Justice Commission currently has existing agreements, partnerships and working relationships with 7 federal agencies, 30 non-profit providers, 37 Florida cities, and a large number of community-based organizations. Additionally, PBC has received 17 letters of support from community resource organizations overseeing health, housing, child welfare, education, substance abuse treatment, victim services and employment across the state. **Analysis of**

Challenges to Reintegration of Inmates – In June of 2008, the Palm Beach County Reentry Task Force's Program Assessment Subcommittee provided key findings on barriers to reentry for federal, state and local inmates returning to Palm Beach County. Based on a review of the subcommittees assessment of reentry services in Palm Beach County, three categories of gaps were identified: 1) *Geographical*- Because of the size of Palm Beach County certain areas of the county were underserved; 2) *Population*- Palm Beach County was lacking in coordination of comprehensive reentry services for inmates returning from the FDC; and 3) *Systemic*- Palm Beach County was lacking in the areas of transition from incarceration to freedom, including

pre-release communication with inmates, transportation to inmates destination and linkages between pre- and post-release services. Since then, the task force has recognized that housing, substance abuse, family issues, mental health problems and a lack of transportation and job opportunities are factors that also impede the successful transition of inmates back into society.

Proposed Plan to Implement the Approved Use of Funds/Critical Elements of the Reentry

Strategy - The most important aspect of this process is the delivery of reentry services pre- and post-release. The project design shifts the model from correctional employees to a community-based organization for the delivery of post-release services. It is evident that pre- and post-release reentry services must be coordinated and reinforced to provide the ex-offender with the skills and support systems needed to reintegrate into his or her community. The critical design strategies for this project are: (1) Comprehensive Assessment and Planning; (2) Pre-Release Program Services; (3) Individualized Transition Planning; and (4) Seamless Post-Release Supervision and Linkage to Community Services. Through early assessments and individualized services, the RESTORE Initiative addresses inmate's needs both before and after release in an effort to reduce recidivism, improve public safety and improve reentry outcomes. The **Program Design** is as follows: Focusing on the critical transition success elements, the target population is transferred to an institution located in Palm Beach County up to 18 months prior to their release date. RESTORE Initiative representatives work with the inmates to develop an individualized transition plan using validated assessments. Based on identified needs, the participants complete education, vocation, substance abuse treatment and various life skills programming prior to release, including linkage to the post-release services via the Portal of Entry and case managers.

Approved Use of Funds 1: Assessment and Planning - The RESTORE Initiative begins with a ***Risk and Needs Assessment***. The FDC's Risk and Needs Assessment System utilizes objective

assessments of the inmate's program needs that, when compared to the inmate's risk factors and other classification criteria, results in a prioritized list of recommended internal placement and program decisions. The *Level of Service Inventory-Revised* is a quantitative survey of inmate attitudes and situations developed by Andrews and Bonta (1995). The survey includes 54 items that measure ten components of risk to recidivate. The survey instrument has shown to be "highly predictive of recidivism²." *CareerScope 8.5* measures employment interest and aptitudes, identifies a user's attraction to careers that correspond to the Department of Labor (DOL) Interest Areas. Based on the assessments, a transition plan will be developed collaboratively by the pre- and post-release reentry coordinators for at least 325 participants.

Approved Use of Funds 2: Target Criminogenic Needs that Affect Recidivism - Following the development of the transition plan, inmates are placed in identified pre-release programs in order to **target their criminogenic needs that affect recidivism**. Pre-release services occur within the participant's last 18 months of incarceration. Services include, but are not limited to:

Case Management – Local reentry case management teams review the needs assessment, identify available programs, ensure recommended programs are completed and develop a report outlining program accomplishments.

Cognitive Behavioral Counseling – RESTORE utilizes the *Thinking for a Change* program, which addresses criminogenic thinking to help participants change their perceptions and the behaviors driven by such perceptions.

Employment Training – RESTORE utilizes the *Targeting Success* program, a reentry training program that teaches inmates goal setting, resume building, job searching, applications/cover letter writing, interviewing, and budgeting.

GED/Education - The Tests of Adult Education (TABE) determines the educational level of the inmate. Based on the scores, the inmate is placed in a classroom or provided with individual tutoring services for Adult Basic Education and/or GED.

Substance Abuse - Based on assessments and availability of space, substance abuse treatment and access to AA/NA begin prior to release.

Mental Health – All inmates have access to mental health care while incarcerated through FDC.

Medical Screening - All inmates have access to emergency and routine medical and dental care while incarcerated.

Vocational Training - The FDC provides workforce development programs statewide leading to multiple Occupational Completion Points (OCP) and/or certificates. The workforce programs that are offered are matched to employment opportunities available in the County.

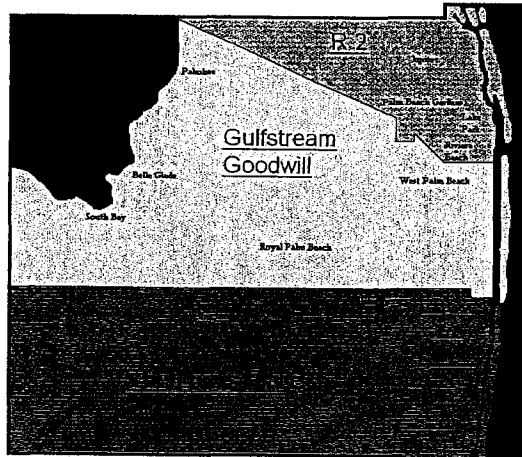
Family Counseling and Reunification – The strategy utilizes the National Fatherhood Initiative, *InsideOut Dad* curriculum, which empowers Fathers with the knowledge and skills needed to engage their children (a comparable curriculum will be offered to the female participants).

Victim Awareness – utilize the *Victim Impact, Listen and Learn* curriculum that encourages empathy towards crime victims.

Approved Use of Funds 3: Provide Sustained Case Planning/Management in the Community

An individualized transition plan is developed by the team to ensure continuity of care for all participants. A sub-committee of the Reentry Task Force issued a competitive Request For Services, reviewed applications and recommended that Gulfstream Goodwill Industries, Inc., The Lord's Place, Inc. and The City of Riviera Beach provide Case Management, Employment Services, Transitional Housing and Ex-Offender Support Services to include Drug Treatment, Peer Support Groups, Family Reunification Events, Literacy Classes, GED Classes and Trade

Education and Certification. Each organization houses a RESTORE case manager that coordinates services based on the needs of the ex-offenders, maintains uniform case notes and inputs data into a shared RESTORE system database that allows for financial as well as programmatic tracking of services and resources. The post-release RESTORE Case Managers have access to a transition plan that outlines accomplishments and post-release needs 60 to 90 days prior to the inmates release on a shared system. This ensures a continuity of services.



Because of the size of Palm Beach County, reentry services are divided into geographical service areas based on a strategy developed by the Reentry Task Force to ensure a local network of focused community-based support exists.

Approved Use of Funds 4: Support a Comprehensive Range of Services for Offenders

The most critical element in the Reentry process is creating post-release opportunities. Palm Beach County has developed a seamless continuum of services for inmates returning to the county. The Criminal Justice Commission coordinates a Portal of Entry where *Ex-Offenders* returning from local, state or federal incarceration receive assistance for successful reentry into the community, with a focus on meeting support service needs. The Community-Based Service

Providers work with inmates to develop a relationship prior to release. Then, case management continues post-release and offers On-The-Job-Training opportunities, transitional housing, peer mentoring groups, family reunification counseling and events, treatment services, felony registration and transportation assistance as needed. Additionally, the Portal assists with payment of restitution and fines as well as helps ex-offenders obtain appropriate forms of identification. Inmates with mandatory supervision requirements also report to the local FDC Probation Office located at the Portal.

Empowerment of Task Force to Examine Pooling Resources - In February 2008, Palm Beach County formed the Reentry Task Force and developed a *Reentry Strategic Plan* that is used to guide the County in improving public safety, maximizing existing resources and aligning Palm Beach County to meet all Second Chance Act requirements. The Task Force is responsible for the coordination of care among multiple systems, provision of evidence-based policies (EBP) and utilization of other county agencies (child welfare, education, primary health care, mental health, substance abuse and housing) to pool limited resources. The Task Force is the impetus for PBC's strategic planning for reentry services and will use data gathered through this initiative as a catalyst to guide future planning and funding of reentry services. Specifically, data: (1) supports programs and encourages system improvements; (2) improves individualization and effectiveness of programs; and (3) responds to evaluation findings with data-based decision making/systems improvement.

List of Government/Community Agencies that Comprise the Reentry Task Force - Task Force membership reflects a diverse range of community stakeholders; a detailed membership list and their affiliations is found within Attachment #3.

Activities of the Task Force - The goals of the Palm Beach County Reentry Task Force include:

- Delivering a coordinated County reentry service plan
- Creating uniformity in assessment, delivery and evaluation of services
- Increasing employment opportunities for ex-offenders
- Securing the financial sustainability of reentry services and programs

Plan Development, Execution, Monitoring and Evaluation – Palm Beach County, as the lead organization, is responsible for the operational aspects of the project. FDC is responsible for pre-release services, while Palm Beach County is responsible for facilitating the transition from pre- to post-release and the post-release portion of the project. The Reentry Task Force assists in monitoring the progress made on the 5-year Strategic Plan. It addresses any issues or concerns that are relevant to the *Plan* and performs the activities as stated above.

Guarantee that a Reasonable Number of Inmates will be Identified for Target Population -The RESTORE plan accounts for inmate transfers to a facility located in Palm Beach County eighteen months prior to scheduled release dates. Based on: (1) inmates housed at the project institutions, (2) inmates currently approved for transfer, and (3) inmates who meet the facility profile. Palm Beach County can expect to serve at least 325 inmates transferred through this project. Ex-offenders are able to be tracked through the FDC and Florida Department of Law Enforcement (FDLE) databases.

3. Capabilities and Competencies

The PBC Criminal Justice Commission (CJC) was created by ordinance in 1988. It has 21 public sector members representing local, state and federal criminal justice and governmental agencies. It also has 12 private sector business leaders representing the Economic Council of Palm Beach County. The Criminal Justice Commission (CJC) has an established history of

building strong partnerships to improve the criminal justice system. The CJC is a trusted agency known for thinking outside the box. The CJC has created and funded several pilot criminal justice programs and is the managing agency for local Department of Justice Weed and Seed programs. In addition to providing oversight to the Portal of Entry, the CJC also piloted the Mental Health/Substance Abuse Project funded by the State of Florida. Many significant reforms to the county's criminal justice system have been led by the CJC, including the implementation of Community Courts and the Youth Violence Prevention Project. Altogether, the CJC staff has over 100 years experience in youth violence, courts, probation, reentry, research, statistics and law enforcement.

The RESTORE Program Manager coordinates and administers the RESTORE Initiative, supervises the Reentry Staff, manages contracts and is responsible for all of the data and reporting required for this project. The CJC also established the Reentry Task Force that will continue to meet and review policy issues pertaining to reentry. The RESTORE program began serving inmates pre-release in June of 2011. The first RESTORE inmate is expected to be transported to the Portal for post-release services on August 1, 2011.

Management Structure and Staffing- Palm Beach County is the lead applicant for this project and is responsible for the fiscal and programmatic aspects of this grant. Palm Beach County's staff's expertise in program implementation and inmate reentry will ensure successful oversight of this project. See Attachment #3 for the CJC organizational structure.

Capability of the Task Force/Partners – Palm Beach County has the capability to continue the RESTORE Initiative, due largely to its experience, the scope of its work, its mission and staff. Palm Beach County brings decades of experience and partnerships in employment, health, social services, counseling, vocational and educational rehabilitation, transportation, housing, and

substance abuse treatment yielding effective and efficient service to the target population. Palm Beach County's partner, the Florida Department of Corrections (FDC) operates 139 correctional facilities and 156 probation offices statewide and is an integral part of the criminal justice system working with federal, state and local law enforcement and the court system on a daily basis. The FDC is able to effectively deliver inmate programs at institutions statewide and to document program participation for all inmates. The Community-Based Service Providers, the backbone of the project, bring dedication, compassion and knowledge of local resources. The *Reentry Task Force* is highly committed to improving reentry outcomes in the County for inmates and reducing recidivism, as evidenced by the development of Palm Beach County's 5-year *Reentry Strategic Plan* that is used to guide reentry programming.

Palm Beach County Reentry

The RESTORE Initiative is one strategy under the Criminal Justice Commission's Reentry Task Force's umbrella. Palm Beach County has created a network of unique Reentry efforts that complement each other. Some highlights are listed below:

- *Established a Portal of Entry that provides transition services (Peer Mentoring, Family Reunification, Mental Health Treatment, Literacy and GED classes, Vocational Training, Transportation Assistance, On-the-job Training and Identification Assistance) to any ex-offender returning to Palm Beach County.*
- *Allocated \$500,000 towards Reentry efforts outside of the RESTORE Initiative in 2011.*
- *Established three (3) different Reentry Transitional Housing developments through Community-Based Service Providers.*
- *Uses Evidence-Based programs and practices.*

- *Employs a Reentry Job Finder, whose mission is to form relationships with local businesses that are willing to employ ex-offenders.*
- *Employs a Reentry Paralegal who assists ex-offenders with legal issues such as driver's license reinstatement, early termination of probation, sealing and expunging of records and restoration of civil rights.*
- *Developed an automated Reentry Case Management System that allows for a seamless transition from prison to the community and captures data for reporting and evaluations.*
- *Has allocated \$100,000 for an independent Evaluation of Reentry services.*

4. Impact/Outcomes, Evaluation, Sustainability, and Plan for Collecting Data for Performance Measures

Process for Assessing the Initiative's Effectiveness – Palm Beach County uses research-based evaluation methods to measure progress and outcomes. Results of the evaluation will direct activities of the project and lessons learned will improve processes and fill unintended gaps. The approach will be collaborative and will involve the FDC and community partners in the development, measurement and reporting of program outcomes. **Process evaluation** tasks will track and measure the objectives of the project. Specifically, process evaluation will show services provided, numbers achieved and will complement the outcome evaluation to begin in 2011 by an independent evaluator. From the data derived, PBC will adjust program activities to best meet goals and objectives. The overall goal of this initiative, to reduce recidivism by 50% over a 5-year period, will be measured through an **outcome evaluation**. Data will be collected over a 5-year period and assessed annually in order to determine whether or not recidivism was reduced by 50% for program participants.

Goals and Objectives for the RESTORE Initiative – See Attachment #3 for Specific Timeline

<i>Goal- To reduce the recidivism rate by 50% over 5 years for the target population</i>
OBJECTIVES
1) Complete at 325 LSI-r Risk and Needs Assessments on the target population by June 2012.
2) Provide 325 inmates with pre-release services based on identified needs by June 2012.
3) Complete 325 transition plans for the target population by June 2012.
4) Refer 325 inmates in the target population to the PBC Portal of Entry by June 2012.
5) Track 100% of referred inmates who complete the RESTORE Initiative through June 2015.

Performance Documentation, Monitoring, Evaluation, and Impact of the Strategy - In order to assess program effectiveness, Criminal Justice Commission staff documents the program development, implementation and outcomes. The FDC has established a RESTORE Initiative code specifically designed to collect and report information applicable to the grant and all program participants that will be tracked in OBIS. Inmate demographic, risk/needs and program information are collected at the time of entry into the system of care (baseline) and tracked in OBIS. Inmate program completion and pre-release services are reported monthly, while job placement, housing, substance abuse and other services post-release are reported quarterly by PBC. Data collection, analysis and reporting ensure that data are available to all parties so that the project can be continuously reviewed for quality assurance and improved upon as needed. Palm Beach County has developed a data and case management system that is secure and will store all recorded data for the 2011 Second Chance Project. Palm Beach County, the Florida Department of Corrections and the Community-Based Service Providers will have access to this system with limited users. Palm Beach County will input program participant information to

document all services delivered. The information placed into this system will include the following: Program participant's name, DC #, birth date, education level, number of children, race, gender, home address, assigned Correctional Institution, probation officer (if post-release), summary of court-ordered payments and work history; Documentation of attendance at all program services, etc.; Documentation of all incidents and counseling; Documentation of all referrals made to community service providers and follow-up documentation; Case narrative notes providing information on program activities, including dates of service delivery.

Data Collection Plan, Information to be Collected and Partnership Leverage – Palm Beach County's research staff has extensive experience and academic training in research, statistics and evaluation. The newly created database contains, but is not limited to: inmate demographics, mental health, substance abuse treatment, education, updated employment history, number of successful and unsuccessful program exits, number returning to prison, number participating in education, number who became employed and number who received substance abuse, mental health, housing and other transition services. Data will be used to support the initiative's commitment to carry out the delivery principles, build partnerships and emphasize interagency efforts, market achievements and increase awareness of strengths and needs of the program.

Sustainment Plan - A sustainability plan is an ongoing effort between Palm Beach County, the Florida Department of Corrections and the Community-Based Service Providers and:

- (1) *Advocates for policy change*, develops and advocates for policies that will positively shape future reentry funding
- (2) Identifies a realistic and comprehensive *funding plan*.

More specifically, the sustainability plan involves three strategies:

- (1) Community Ownership
- (2) Multiple Funding Streams
- (3) Replication of Essential Elements.

5. Collaboration

The RESTORE Initiative is a true collaboration between Palm Beach County, the Florida Department of Corrections and the 23 local organizations, including the faith-based community, dedicated to making a change through the Reentry Task Force. Palm Beach County's existing resources are enhanced through the collaboration with the FDC. Resources are pooled at every level within the Criminal Justice Commission. The Sheriff assists in funding the Portal of Entry and interlocal agreements or contracts have been established with over twenty agencies within the County. The inclusion of The Lords Place, Gulfstream Goodwill and the City of Riviera Beach in this project as community-based, non-profit, reentry service providers allows for complete comprehensive coverage of Reentry services in Palm Beach County. Collaboration is built into the organizational and operational structure of the Criminal Justice Commission's RESTORE Initiative.

¹ Petersilia, Joan. 2002. "Challenges of Prisoner Reentry and Parole in California" *California Policy Research Center Brief*, 12(3). CA: Univ. of California. www.seweb.uci.edu/users/joan/Images/ca_paroloe_and_reentry.pdf

² Gendreau, P., Goggin, C., & Smith, P. (2002). Is the PCL-R really the "unparalleled" measure of offender risk? A lesson in knowledge cumulation. *Criminal Justice and Behavior*, 29(4), 397-426.

Regional and State Transitional Offender Reentry (RESTORE) Initiative
Palm Beach County
Budget Detail 2011-2012

BUDGET WORKSHEET

A. PERSONNEL

Name/Position	Salary Computation	Cost
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Request

RESTORE Program Manager	\$ 31.25/hr x 2080 hrs	\$65,000
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TOTAL REQUEST \$ 65,000

In-Kind Match

CJC Senior Criminal Justice Analyst	50% of \$75,612 Annual Salary	\$ 37,806
Probation Officer	100% of \$45,779 Annual Salary	\$ 45,779
CJC Research Manager	10% of \$90,888 Annual Salary	\$ 9,089
CJC Executive Director	20% of \$127,140 Annual Salary	\$ 25,428
CJC Criminal Justice Manager	20% of \$99,288 Annual Salary	\$ 19,857
Public Defender Task Force Staff	33.333% of \$69,000 Annual Salary	\$ 23,000

TOTAL MATCH \$160,959

B. FRINGE BENEFITS

Name/Position	Benefits Computation	Cost
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Request

RESTORE Program Manager	\$ 65,000 Salary (FICA=\$943, Social Security=\$4,030 Retirement = \$6,239, Health Insurance=\$11,000 Workman's Comp= \$148) (Standard County Rates)	\$22,360
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TOTAL REQUEST \$ 22,360

Palm Beach County Criminal Justice Commission
Regional and State Transitional Offender Reentry (RESTORE) Initiative

C. TRAVEL		
Purpose of Travel	Computation	Cost
<u>Request</u>		
Mileage Reimbursement Costs (MRC)		
MRC – Four (4) RESTORE Staff	5,730 miles x \$.51 per mile=	\$ 2,922
BJA Workshops and Conferences (Total: \$3,600)		
1) \$900/trip x 5 trips		\$ 4,500
Airfare	\$400/trip	
Hotel	\$100/night x 3 nights = \$300	
Per Diem	\$40/day x 4 days = \$160	
Incidentals (taxi cabs, etc)	\$40/trip	
Total	\$900	
<u>TOTAL REQUEST</u>		<u>\$ 7,422</u>
<u>In-Kind Match</u>		
Transportation (Sago Palm to PBC Portal)	120 miles x .51 per mile x 6 days x 50 weeks	\$18,211
Transportation (Jay Ministries to Job Sites)	\$.51 per mile x 5,280 miles	\$ 2,693
<u>TOTAL MATCH</u>		<u>\$ 20,904</u>
D. EQUIPMENT		
Item	Computation	Cost
<u>TOTAL REQUEST</u>		<u>\$ 0</u>
E. SUPPLIES		
Supply Items	Computation	Cost
Marketing Items	Informational Brochures, Pamphlets, Shirts & Video	\$ 598
Inside Out Dads	\$6.73 per Booklet x 250 Booklets	\$ 1,682
LSI-R Assessment Materials	\$3 per inmate x 325 inmates	\$ 975
<u>TOTAL REQUEST</u>		<u>\$ 3,255</u>

Palm Beach County Criminal Justice Commission
Regional and State Transitional Offender Reentry (RESTORE) Initiative

F. CONSTRUCTION

Purpose	Description of Work	Cost
		<u>TOTAL REQUEST</u> \$ 0

G. CONSULTANTS/CONTRACTS

Contracts

<u>Agency Request</u>	<u>Service to be Procured</u>	<u>Cost</u>
Gulfstream Goodwill Industries	Case Manager Salary and Fringe	\$ 50,190
	Transitional Housing Units	\$ 44,575
	Case Manager Travel	\$ 1,200
	Bus Passes	\$ 2,666
	Ex-Offender Support Services	\$ 33,693
The Lords Place	Case Manager Salary and Fringe	\$ 50,190
	Employment Coordinator Salary and Fringe	\$ 50,190
	Transitional Housing Units	\$ 44,575
	On-The-Job Training Stipends	\$ 52,500
	Case Manager and Employment Coordinator Travel	\$ 2,400
	Bus Passes	\$ 2,666
	Ex-Offender Support Services	\$ 33,693
City of Riviera Beach	Case Manager Salary and Fringe	\$ 50,190
	Transitional Housing Units	\$ 44,575
	On-The-Job Training Stipends	\$ 52,500
	Case Manager and Employment Coordinator Travel	\$ 1,200
	Bus Passes	\$ 2,666
	Ex-Offender Support Services	\$ 33,694
Office of the Public Defender	Pre-Release Project Coordinator Salary and Fringe	\$ 49,400
	Pre-Release Project Counselor Salary and Fringe	\$ 46,800
	General Office Supplies	\$ 1,200
LSI-R/Staff Interviewing Training	5 participants x \$244 per participant	\$ 1,220
		<u>TOTAL REQUEST</u> \$651,963

Palm Beach County Criminal Justice Commission
Regional and State Transitional Offender Reentry (RESTORE) Initiative

In-Kind Match

Security Operations DOC	\$39.56 security operations per diem rate x 365 days x 8.05% x 325 participants=	\$377,771
Goodwill Housing	Transitional housing furniture and start-up	\$ 7,875
Goodwill Program Supervision	25% of Director's Annual Salary (\$57,936)	\$ 14,484
Portal Facilities	\$22 per square foot x 1,260 square feet =	\$ 27,720
Goodwill Occupancy	Office space and related expenses	\$ 18,000
Residential Program Coordinator	Jay Ministries - 25% of \$46,000 Annual Salary	\$ 11,500
Employment Training Supervision	Lord's Place- 25% of \$50,000 Annual Salary	\$ 12,500
Employment Training Supervision	City of Riviera Beach- 25% of \$50,000 Annual Salary	\$ 12,500
Thinking For A Change Training	10 participants x \$270 per participant	\$ 2,700
Lord's Place Program Supervision	33% of Director's Annual Salary (\$57,936)	\$ 19,312
The Lord's Place Occupancy	Office Space and related expenses	\$ 4,312
Portal Staff	100% of \$46,556 Annual Salary	\$ 46,556

TOTAL MATCH \$555,230

H. OTHER COSTS

Description	Computation	Cost
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TOTAL REQUEST \$ 0

I. INDIRECT COSTS

Description	Computation	Cost
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In-Kind Match

Indirect Cost Rate for Palm Beach County	\$90,437 eligible dollars x 13.36 % =	\$ 12,082
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TOTAL REQUEST \$ 12,082

Palm Beach County Criminal Justice Commission
Regional and State Transitional Offender Reentry (RESTORE) Initiative

Budget Narrative: The narrative should describe each budget item and relate it to the appropriate budget activity. It should follow the content of the budget detail worksheet and provide justification for all proposed costs. In the budget narrative the applicant should explain how fringe benefits were calculated, how travel costs were estimated, why particular items of equipment or supplies must be purchased and how overhead was calculated. The budget narrative should justify the specific items listed on the budget detail worksheet (particularly supplies, travel and equipment) and demonstrate that all costs are reasonable.

Personnel (\$65,000)

-A federal request of \$65,000 will cover personnel costs associated with the Palm Beach County RESTORE Initiative.

RESTORE Program Manager- \$65,000 – This position will manage all aspects of the RESTORE Initiative; supervise case managers and the employment coordinator; develop organizational partnerships with private, governmental and nonprofit entities; monitor the quality of services offered; account for all funds associated with the program; and perform any other duties necessary to properly manage the program.

In-Kind Match- All staff members listed are not funded through the grant or through other federal dollars but are current employees in PBC. A local Match of \$160,959 will be provided in the form staff dedicated to the RESTORE Initiative:

CJC Senior Criminal Justice Analyst -\$37,806 - The CJC Analyst serves as staff to the Reentry Task Force as well as coordinates Reentry transition fairs for ex-offenders. Fifty percent (50%) of the Specialists time will be spent dealing with issues related to Reentry.

Community Corrections Probation Officer- \$45,779 – A Probation Officer serves offenders full-time from the Portal of Entry. One Hundred percent (100%) of the Officer's time will be spent focused on the RESTORE Initiative.

CJC Research Manager- \$9,089- The CJC Research Manager will assist in collecting and reporting data related to recidivism in Palm Beach County and will perform a program evaluation to assure that the program is on track to meet its goals and objectives. Ten percent (10%) of their time during the grant period will be spent evaluating Reentry.

CJC Executive Director- \$25,428- The CJC Executive Director will act as the liaison between CJC and the Florida Department of Corrections as well as supervise five positions created by the grant. Twenty percent (20%) of the Executive Director's time will be spent coordinating Reentry efforts related to this project.

CJC Criminal Justice Manager- \$19,857- The CJC Criminal Justice Manager will provided administrative guidance and attend grant related meetings. Twenty percent (20%) of the Manager's time will be spent coordinating Reentry efforts related to this project.

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	Public Defender Task Force Staff- \$23,000 – The Public Defender's Office has taken a leadership role in the development of the Reentry Task Force and Strategic Plan. This staff position will spend thirty-three percent (33.33%) of their time during the grant period facilitating reentry meetings and developing policies that relate to Reentry in Palm Beach County.
Fringe (\$22,360)	<p>-A request of \$22,360 will cover the fringe benefits associated with Staff employed by the RESTORE Initiative:</p> <p>RESTORE Program Manager- \$22,360 - This position will manage all aspects of the RESTORE Initiative; supervise case managers and the employment coordinator; develop organizational partnerships with private, governmental and nonprofit entities; monitor the quality of services offered; account for all funds associated with the program.</p>
Travel (\$7,422)	<p>A request of \$7,422 will cover costs for BJA approved conferences and trainings and Mileage Reimbursement Costs for RESTORE Staff.</p> <p><u>In-Kind Match</u> \$20,904</p> <p>Transportation (Sago Palm to PBC Portal) -\$18,211- This in-kind match will be for the costs associated with transporting males upon release from the Sago Palm facility to the three Portals of Entry located in Palm Beach County. The participants will receive crucial support services at these locations.</p> <p>Transportation (Jay Ministries to Job Sites)- \$2,693- This in-kind match will be for the costs associated with transporting participants from the Jay Ministries facility to various work sites around the County for Employment Training.</p>
Equipment (\$0)	
Supplies (\$3,255)	<p>Marketing Items- \$598- A request of \$598 is being made to provide funding so that marketing items (staff shirts-\$29.90 x 20) can be developed.</p> <p>InsideOut Dads- \$1,682 – A request is being made to purchase the InsideOut Dad curriculum which is a fatherhood reentry program designed to connect inmates to their families and prepare them for release. Research shows that inmates who are connected to their families are more likely to successfully reenter society. This unique reentry program reaches men on the Inside and prepares them for life when they get Out by helping them explore and heal from their pasts, while developing healthy emotions, reconnecting to their families, and planning for the future.</p> <p>LSI-R Assessment Materials- \$975 – A request is being made to purchase Pre-release Assessment software and materials. The Level of Service Inventory – Revised is a combined and integrated risk/needs assessment instrument for use with general populations of offenders.</p>

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Construction (\$0)	
Consultants/Contracts (\$651,963)	<p style="text-align: center;"><u>Gulfstream Goodwill Industries, Inc. – (\$132,324)</u></p> <p>Gulfstream Goodwill Industries, Inc., through a competitive Request for Proposal (RFP) process, was selected to provide Ex-Offender Reentry services to individuals returning to the central geographic region of Palm Beach County.</p> <p>Reentry Case Manager Salary- \$39,520 (19/hour x 2080 hours = \$39,520)- This post-release position will service a caseload of active participants; provide individual case management sessions with all clients at regularly scheduled intervals; develop individual service plans for all clients that identify barriers to successful reentry; document all client contact and progress, including time and date, type of contact, outcome and plan of action; provide or broker services to holistically address clients' needs; oversee sessions with volunteer mentors, including tracking contact times, facilitating activities and resolving issues; and provide regular updates to the RESTORE Program Manager.</p> <p>Reentry Case Manager Fringe Benefits- (\$39,520 x .27 = \$10,670)</p> <p>Transitional Housing Units- \$44,575 - A federal request of \$44,575 is being made to offset costs associated with transitional housing for ex-offenders.</p> <p>A request of \$1,200 will cover costs Mileage Reimbursement Costs for the Case Manager (Reimburse \$.51 per mile x 2,353 miles).</p> <p>Bus Passes -\$2,666 - A request of \$2,666 is being made to purchase fifty-three (53) 31-day unlimited bus passes to be used by the program participants to assist with transportation needs (appointments, interviews, etc) while navigating through the reentry process.</p> <p>Ex-Offender Support Services- (\$33,693) - This Line Item includes Family Reunification Counseling and Events, Literacy and GED Classes, Coordination of Peer Mentoring Groups, Trade Education and Certification and Mental Health Treatment Services.</p> <p style="text-align: center;"><u>The Lord's Place, Inc. – (\$236,214)</u></p> <p>The Lord's Place, Inc., through a competitive Request for Proposal (RFP) process, was selected to provide Ex-Offender Reentry services to individuals returning to the southern geographic region of Palm Beach County.</p> <p>Reentry Case Manager Salary- \$39,520 (19/hour x 2080 hours =</p>

\$39,520)- This post-release position will service a caseload of active participants; provide individual case management sessions with all clients at regularly scheduled intervals; develop individual service plans for all clients that identify barriers to successful reentry; document all client contact and progress, including time and date, type of contact, outcome and plan of action; provide or broker services to holistically address clients' needs; oversee sessions with volunteer mentors, including tracking contact times, facilitating activities and resolving issues; and provide regular updates to the RESTORE Program Manager.

Reentry Case Manager Fringe Benefits- (\$39,520 x .27 = \$10,670)

Employment Coordinator Salary- \$39,520 – This post-release position will develop and conduct orientation sessions for program participants; create and implement multifaceted curriculum that meets the needs of ex-prisoners; coordinate the administration of skills assessments tests and any other examinations; conduct soft-skill training sessions on resume writing, interview skills, dress for success, etc.; may be required to train participants in hard-skills, such as computer literacy, or arrange such training through an outside partner agency, such as a construction apprenticeship; Prepare program participants for quick placements once they are interview-prepared; and provide regular updates to Program Manager.

Employment Coordinator Fringe Benefits- (\$39,520 x .27 = \$10,670)

Transitional Housing Units- \$44,575 - A federal request of \$44,575 is being made to offset costs associated with transitional housing for ex-offenders.

On-The-Job Training Employment Stipends - \$52,500 – Payment of ex-offenders salary's while receiving on the job training.

A request of **\$2,400** will cover costs Mileage Reimbursement Costs for the Case Manager and Employment Consultant (Reimburse \$.51 per mile x 4,706 miles).

Bus Passes -\$2,666 - A request of \$2,666 is being made to purchase fifty-three (53) 31-day unlimited bus passes to be used by the program participants to assist with transportation needs (appointments, interviews, etc) while navigating through the reentry process.

Ex-Offender Support Services- (\$33,693) - This Line Item includes Family Reunification Counseling and Events, Literacy and GED Classes, Coordination of Peer Mentoring Groups, Trade Education and Certification and Mental Health Treatment Services.

City of Riviera Beach – (\$184,825)

The City of Riviera Beach, through a competitive Request for Proposal (RFP) process, was selected to provide Ex-Offender Reentry services to individuals returning to the northern geographic region of Palm Beach County.

Reentry Case Manager Salary- \$39,520 (19/hour x 2080 hours = \$39,520)- This post-release position will service a caseload of active participants; provide individual case management sessions with all clients at regularly scheduled intervals; develop individual service plans for all clients that identify barriers to successful reentry; document all client contact and progress, including time and date, type of contact, outcome and plan of action; provide or broker services to holistically address clients' needs; oversee sessions with volunteer mentors, including tracking contact times, facilitating activities and resolving issues; and provide regular updates to the RESTORE Program Manager.

Reentry Case Manager Fringe Benefits- (\$39,520 x .27 = \$10,670)

Transitional Housing Units- \$44,575 - A federal request of \$44,575 is being made to offset costs associated with transitional housing for ex-offenders.

On-The-Job Training Employment Stipends - \$52,500 – Payment of ex-offenders salary's while receiving on the job training.

A request of **\$1,200** will cover costs Mileage Reimbursement Costs for the Case Manager (Reimburse \$.51 per mile x 2,353 miles).

Bus Passes -\$2,666 - A request of \$2,666 is being made to purchase fifty-three (53) 31-day unlimited bus passes to be used by the program participants to assist with transportation needs (appointments, interviews, etc) while navigating through the reentry process.

Ex-Offender Support Services- (\$33,694) - This Line Item includes Family Reunification Counseling and Events, Literacy and GED Classes, Coordination of Peer Mentoring Groups, Trade Education and Certification and Mental Health Treatment Services.

Office of the Public Defender – (\$97,400)

Pre-Release Project Coordinator Salary- \$38,000 - This is a pre-release management level position that will conduct data analyses to ensure compliance and accountability; including but not limited to, preparation of monthly reports, maintaining the program budget, and other systems to ensure contract goals and objectives are met; prepares briefings, executive summary reports, memoranda, correspondence and other written materials

as needed.

Pre-Release Project Coordinator Fringe Benefits- \$38,000 x .30
(Standard State Rate) = \$11,400

Pre-Release Project Counselor Salary- \$36,000 - The primary purpose of this position is to provide professional and ethical application of basic tasks and responsibilities of addictions counseling which include clinical evaluation; treatment planning; referral; service coordination; client and community education; client, and group counseling; and documentation. This position will have a caseload between 23-26 clients.

FDC Pre-Release Project Counselor Fringe Benefits-\$36,000 x .30
(Standard State Rate) = \$10,800

General Office Supplies - \$1,200 - Funds for pre-release general office supplies and recurring costs (paper, pens, ink cartridges, telephone usage, postage, etc.) are included to support the project administration.

Other Contractual (\$3,920)

LSI-R/Staff Interviewing Training - \$1,220 – A request of \$1,220 is being made to train staff on the LSI-R assessment tool.

In-Kind Match

\$555,230

-A local in-kind match of \$555,230 will be provided in the form of contractual services dedicated to the RESTORE Initiative. All contractual services listed are not funded through the grant or through other federal dollars but are expenses of PBC or FDC:

Security Operations- FDC (\$377,771)- \$39.56 security operations per diem rate x 365 days x 8.05% x 325 participants- The in-kind line item is the published per diem rate for security operations per inmate in the Florida Department of Corrections (<http://www.dc.state.fl.us/pub/annual/0809/ar-im-budget.html>). A portion of this rate (8.05%) is being used to reflect the inmates participating in the RESTORE project housed at Sago Palm Re-Entry Center and Broward Correctional Institution, which have been selected as the project sites.

Goodwill Housing (\$8,700) – Transitional housing furniture and start-up cost associated with ex-offender transitional housing.

Goodwill Program Supervision (\$14,484) - This position supervises a case manager, oversees transitional housing and is responsible for collecting

Palm Beach County Criminal Justice Commission
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	<p>data associated with the RESTORE Initiative. The in-kind match is twenty-five percent (25% of the \$57,936 Annual Salary) of their time.</p> <p>Portal Facility Space (\$27,720)- Palm Beach County will allow RESTORE Staff to utilize space (\$1,260 square feet) at their Central Detention Center to serve RESTORE participants at an annual cost of \$22 per square feet (The standard rate for corrections space in the County).</p> <p>Goodwill Occupancy (\$18,000) – Cost incurred for office space and related expenses for a Case Manager and Program Manager.</p> <p>Residential Program Coordinator (\$11,500)- This position will oversee transitional housing at Jay's Ministries. The in-kind match is twenty-five percent (25% of the \$46,000 Annual Salary) of their time.</p> <p>The Lord's Place Employment Training Supervision (\$12,500) – An in-kind contribution of \$12,500 will be utilized for the supervision of the employment training piece of RESTORE ex-offender services.</p> <p>City of Riviera Beach Employment Training Supervision (\$12,500) – An in-kind contribution of \$12,500 will be utilized for the supervision of the employment training piece of RESTORE ex-offender services.</p> <p>Thinking for a Change Staff Training- \$2,700 – The Florida Department of Corrections will sponsor 10 RESTORE staff members @ \$270 per participant.</p> <p>The Lord's Place Program Supervision (\$19,312) - This position supervises a case manager, oversees transitional housing and is responsible for collecting data associated with the RESTORE Initiative. The in-kind match is thirty-three percent (33% of the \$57,936 Annual Salary) of their time.</p> <p>The Lord's Place Occupancy (\$4,312) – Cost incurred for office space and related expenses for a Case Manager, Employment Coordinator and Program Manager.</p> <p>Portal of Entry Staff (\$46,556) - An in-kind contribution of \$46,556 will be utilized for the staffing of the Portal of Entry. A fingerprint technician will be responsible for providing felon registration for the RESTORE participants.</p>
Other (\$0)	
Indirect (\$0)	<p><u>In-Kind Match</u></p> <p>Indirect Cost Rate- \$12,907 - Palm Beach County has an approved Federal Indirect Cost Rate of 13.36% (\$96,615 eligible dollars x .1336).</p>

Palm Beach County Criminal Justice Commission
Regional and State Transitional Offender Reentry (RESTORE) Initiative

Total Federal grant/funding dollars which will be incorporated into the project:	<u>\$750,000</u>
Total state/local grant/funding dollars which will be incorporated into the project:	<u>\$750,000</u>
Total Project Budget	<u>\$1,500,000</u>

Budget Summary:

<u>Budget Category</u>	<u>Federal Request</u>	<u>Non-Federal Match</u>	<u>Total Budget</u>
A. Personnel	\$ 65,000	\$ 160,959	\$ 225,959
B. Fringe	\$ 22,360	\$ 0	\$ 22,360
C. Travel	\$ 7,422	\$ 20,904	\$ 28,326
D. Equipment	\$ 0	\$ 0	\$ 0
E. Supplies	\$ 3,255	\$ 0	\$ 3,255
F. Construction	\$ 0	\$ 0	\$ 0
G. Consultants/Contracts	\$651,963	\$555,230	\$1,207,193
Other	\$ 0	\$ 0	\$ 0
TOTAL DIRECT COSTS:	\$750,000	\$737,093	\$1,487,093
H. Indirect Costs	\$ 0	\$ 12,907	\$ 12,907
TOTAL PROJECT COSTS:	\$750,000	\$750,000	\$1,500,000
Federal Request	\$750,000		
Non-Federal (Match)	\$750,000		



County Administration

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June 22, 2011

Dr. Gary L. Dennis, PhD.
Senior Policy Advisor
Bureau of Justice Assistance
Office of Justice Programs
810 Seventh Street NW
Washington, DC 20531

Re: Second Chance Act Adult Offender Reentry Program for
Planning and Demonstration Projects FY 2011 Competitive
Grant Announcement - Signature Authority Designation

Dear Dr. Dennis:

I am writing to extend signature authority to Mr. Michael L. Rodriguez, Executive Director of the Palm Beach County Criminal Justice Commission, to execute all related documents for the Second Chance Act Adult Offender Reentry Program for Planning and Demonstration Projects FY 2011 Competitive Grant Announcement Application. This authorization includes submitting the application electronically and the execution of all necessary forms and documents as required by the U.S. Department of Justice, Office of Justice Programs.

If you have any questions, please feel free to call Mr. Rodriguez at (561) 355-2314.

Thank you for your cooperation and attention to this matter.

Sincerely,

Robert Weisman
County Administrator

Attachment #

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