

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY

Meeting Date: 9/01/15 [ X ] Consent [ ] Regular  
[ ] Ordinance [ ] Public Hearing

Department:  
Submitted By: PALM BEACH COUNTY CRIMINAL JUSTICE COMMISSION  
Submitted For: PALM BEACH COUNTY CRIMINAL JUSTICE COMMISSION

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: Eight (8) Grant Adjustment Notices from the Department of Justice (DOJ) for the Second Chance Act Grant for reentry services:


- 1. GAN 013 – 018: Hold & Release Funds
- 2. GAN 019: Modify budget due to staff reorganization
- 3. GAN 020: Extend the project period to March 31, 2016.


Summary: Palm Beach County was awarded a \$2,250,000 grant from the DOJ to facilitate the successful reintegration of ex-offenders as they return to Palm Beach County through the Regional and State Transitional Offender Reentry (RESTORE) Initiative until September 2015. Ex-offenders are provided with pre- and post-release services to assist in their transition back into the community. The Grant Adjustment Notices being received and filed do not change the original award amount of \$2,250,000. On June 12, 2015, DOJ granted a no cost extension, allowing the project to be extended to March 31, 2016. There is no cost to the county. These documents have been fully executed on behalf of the Board of County Commissioners (Board) by the County Administrator/Executive Director of the Criminal Justice Commission in accordance with R2012-0840 and R2013-1452, and are now being submitted to the Board to receive and file. Countywide (JB)

Background and Justification: The Palm Beach County Criminal Justice Commission Reentry Task Force has developed a Strategic Plan for providing effective and coordinated reentry services to those returning from incarceration. The RESTORE Initiative is a product of this plan. The goal is to reduce the recidivism rate by 50% over 5 years for the target population (300 state prisoners returning to Palm Beach County through the Department of Corrections). The program is intended to reduce recidivism among transitioning offenders as well as reduce future victimization, enhance public safety and improve the lives of communities, victims and offenders. In accordance with County PPM CW-O-051, all delegated contracts/agreements/grants must be submitted by the initiating Department as a Receive and File Agenda Item.

Attachments

- 1) Eight (8) Grant Adjustment Notices, DOJ

Recommended by:  8/24/15  
Department Director Date

Approved By:  8/26/15  
Assistant County Administrator Date

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Capital Expenditures					
Operating Costs					
External Revenues					
Program Income (County)					
In-Kind Match (County)					
Net Fiscal Impact	0				

# ADDITIONAL FTE

<b>POSITIONS (Cumulative)</b>	0	0	0	0	0
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**Is Item Included In Current Budget?**    Yes   X      No       

**Budget Account Exp No: Fund 1507 Department 762 Unit 7699 Object 8201**

**Rev No: Fund 1507 Department 762 Unit 7699 RevSc 3129**

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

**Fund: Criminal Justice Grant Fund**

Unit: Criminal Justice Comm Grants

**Grant: FY2012 Second Chance Act Prisoner Reentry (2012-CZ-BX-0016)**

**Departmental Fiscal Review:**


Paul Kuhn 8/10/15

### III. REVIEW COMMENTS

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

Sheng Bu

505-10  
8/11 8/12 OFMB 8/12/13

  
Contract Administration

### B. Legal Sufficiency:

  
Assistant County Attorney

### C. Other Department Review:

**Department Director**

**This summary is not to be used as a basis for payment.**



US DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

## GRANT ADJUSTMENT NOTICE

Grantee Information			
<b>Grantee Name:</b>	Palm Beach County Board of County Commissioners	<b>Project Period:</b>	10/01/2012 - 09/30/2015
<b>Grantee Address:</b>	301 North Olive Avenue West Palm Beach, 33401	<b>Program Office:</b>	BJA
<b>Grantee DUNS Number:</b>	07-847-0481	<b>Grant Manager:</b>	Zafra Stork
<b>Grantee EIN:</b>	59-6000785	<b>Application Number(s):</b>	2012-H1926-FL-CZ 2013-H5424-FL-D2
<b>Vendor #:</b>	596000078	<b>Award Number:</b>	2012-CZ-BX-0016
<b>Project Title:</b>	Regional and State Transitional Offender Reentry (RESTORE) Initiative	<b>Award Amount:</b>	\$2,250,000.00

### Hold Funds

Accepted Amount: 2250000.0  
Disbursed Amount: -648377.51  
Available Amount: 1601622.49

### Hold Amount

Percentage Hold: 100 %  
Amount Hold: 1601622.49  
Module: Financial Status Report

#### \*Required Justification for Hold Funds:

All contacts with the grantee regarding these delinquent financial reports have been documented. As of this date, the grantee has not complied with their financial reporting requirements. Therefore, this grantee's funds are hereby frozen until the delinquent financial reports have been received.

#### Attachments:

None

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US DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

## GRANT ADJUSTMENT NOTICE

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<b>Project Title:</b>	Regional and State Transitional Offender Reentry (RESTORE) Initiative	<b>Award Amount:</b>	\$2,250,000.00

### Release Funds

Accepted Amount: 2250000.0  
Disbursed Amount: -648377.51  
Available Amount: 1601622.49

### Release Amount

Percentage Release: 100 %  
Amount Release: 1601622.49  
Module: Financial Status Report

#### \*Required Justification for Release Funds:

The overdue Financial Status Report(s) have been submitted. The Grantee is in compliance with all financial reporting requirements.

#### Attachments:

None

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US DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS  
**GRANT ADJUSTMENT NOTICE**

Grantee Information					
<b>Grantee Name:</b>	Palm Beach County Board of County Commissioners	<b>Project Period:</b>	10/01/2012 - 09/30/2015	<b>GAN Number:</b>	015
<b>Grantee Address:</b>	301 North Olive Avenue West Palm Beach, 33401	<b>Program Office:</b>	BJA	<b>Date:</b>	05/15/2014
<b>Grantee DUNS Number:</b>	07-847-0481	<b>Grant Manager:</b>	Zafra Stork		
<b>Grantee EIN:</b>	59-6000785	<b>Application Number(s):</b>	2012-H1926-FL-CZ 2013-H5424-FL-D2		
<b>Vendor #:</b>	596000078	<b>Award Number:</b>	2012-CZ-BX-0016		
<b>Project Title:</b>	Regional and State Transitional Offender Reentry (RESTORE) Initiative	<b>Award Amount:</b>	\$2,250,000.00		

Hold Funds					
Report Number	Report Period	Report Due Date	Report Submitted Date	Report Overdue Date	Report Status
6	01/01/2014 - 03/31/2014	04/30/2014	05/19/2014	05/15/2014	Approved

Accepted Amount: 2250000.0  
Disbursed Amount: -648377.51  
Available Amount: 1601622.49

**Hold Amount**

Percentage Hold: 100 %  
Amount Hold: 1601622.49  
Module: Progress Report

**\*Required Justification for Hold Funds:**

All contacts with the grantee regarding these delinquent reports have been documented. As of this date, the grantee has not complied with their reporting requirements. Therefore, this grantee's funds are hereby frozen until the delinquent reports have been received.

**Attachments:**

None

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OFFICE OF JUSTICE PROGRAMS

## GRANT ADJUSTMENT NOTICE

Grantee Information			
<b>Grantee Name:</b>	Palm Beach County Board of County Commissioners	<b>Project Period:</b>	10/01/2012 - 09/30/2015
<b>Grantee Address:</b>	301 North Olive Avenue West Palm Beach, 33401	<b>Program Office:</b>	BJA
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<b>Vendor #:</b>	596000078	<b>Award Number:</b>	2012-CZ-BX-0016
<b>Project Title:</b>	Regional and State Transitional Offender Reentry (RESTORE) Initiative	<b>Award Amount:</b>	\$2,250,000.00

### Release Funds

Accepted Amount: 2250000.0  
Disbursed Amount: -648377.51  
Available Amount: 1601622.49

### Release Amount

Percentage Release: 71 %  
Amount Release: 1601622.49  
Module: Progress Report

#### \*Required Justification for Release Funds:

The overdue Progress Report(s) have been submitted. The Grantee is in compliance with all reporting requirements.

#### Attachments:

None

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US DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

# GRANT ADJUSTMENT NOTICE

Grantee Information				
<b>Grantee Name:</b>	Palm Beach County Board of County Commissioners	<b>Project Period:</b>	10/01/2012 - 09/30/2015	<b>GAN Number:</b> 017
<b>Grantee Address:</b>	301 North Olive Avenue West Palm Beach, 33401	<b>Program Office:</b>	BJA	<b>Date:</b> 07/31/2014
<b>Grantee DUNS Number:</b>	07-847-0481	<b>Grant Manager:</b>	Zafra Stork	
<b>Grantee EIN:</b>	59-6000785	<b>Application Number(s):</b>	2012-H1926-FL-CZ 2013-H5424-FL-D2	
<b>Vendor #:</b>	596000078	<b>Award Number:</b>	2012-CZ-BX-0016	
<b>Project Title:</b>	Regional and State Transitional Offender Reentry (RESTORE) Initiative	<b>Award Amount:</b>	\$2,250,000.00	

## Hold Funds

Accepted Amount: 2250000.0  
Disbursed Amount: -714960.27  
Available Amount: 1535039.73

## Hold Amount

Percentage Hold: 100 %  
Amount Hold: 1535039.73  
Module: Financial Status Report

### \*Required Justification for Hold Funds:

All contacts with the grantee regarding these delinquent financial reports have been documented. As of this date, the grantee has not complied with their financial reporting requirements. Therefore, this grantee's funds are hereby frozen until the delinquent financial reports have been received.

### Attachments:

None

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US DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

## GRANT ADJUSTMENT NOTICE

Grantee Information				
<b>Grantee Name:</b>	Palm Beach County Board of County Commissioners	<b>Project Period:</b>	10/01/2012 - 09/30/2015	<b>GAN Number:</b> 018
<b>Grantee Address:</b>	301 North Olive Avenue West Palm Beach, 33401	<b>Program Office:</b>	BJA	<b>Date:</b> 07/31/2014
<b>Grantee DUNS Number:</b>	07-847-0481	<b>Grant Manager:</b>	Zafra Stork	
<b>Grantee EIN:</b>	59-6000785	<b>Application Number(s):</b>	2012-H1926-FL-CZ 2013-H5424-FL-D2	
<b>Vendor #:</b>	596000078	<b>Award Number:</b>	2012-CZ-BX-0016	
<b>Project Title:</b>	Regional and State Transitional Offender Reentry (RESTORE) Initiative	<b>Award Amount:</b>	\$2,250,000.00	

### Release Funds

Accepted Amount: 2250000.0  
Disbursed Amount: -714960.27  
Available Amount: 1535039.73

### Release Amount

Percentage Release: 100 %  
Amount Release: 1535039.73  
Module: Financial Status Report

#### \*Required Justification for Release Funds:

The overdue Financial Status Report(s) have been submitted. The Grantee is in compliance with all financial reporting requirements.

#### Attachments:

None

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US DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

### GRANT ADJUSTMENT NOTICE

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<b>Grantee Name:</b>	Palm Beach County Board of County Commissioners	<b>Project Period:</b>	10/01/2012 - 09/30/2015
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<b>Vendor #:</b>	596000078	<b>Award Number:</b>	2012-CZ-BX-0016
<b>Project Title:</b>	Regional and State Transitional Offender Reentry (RESTORE) Initiative	<b>Award Amount:</b>	\$2,250,000.00

Budget Modification			
* All editable Budget fields must contain a numeric value.			
Categories	Approved Budget	Requested Changes to Budget	Revised Budget
A. Personnel	\$247442	\$12231	\$235211
B. Fringe Benefits	\$62691	\$10029	\$52662
C. Travel	\$8998	\$0	\$8998
D. Equipment	\$0	\$0	\$0
E. Supplies	\$9388	\$0	\$9388
F. Construction	\$0	\$0	\$0
G. Contractual	\$4143413	\$22260	\$4165673
H. Other	\$2030	\$0	\$2030
<b>TOTAL DIRECT COST</b>	<b>\$4473962</b>	<b>\$0</b>	<b>\$4473962</b>
Total Direct Costs = (Sum of lines A-H)			
<b>INDIRECT COST</b>	<b>\$26038</b>	<b>\$0</b>	<b>\$26038</b>
<b>TOTAL PROJECT COST</b>	<b>\$4500000</b>	<b>\$0</b>	<b>\$4500000</b>
Total Project Costs = Total Direct Costs + Indirect Cost			
Total Project Costs = Federal Funds Approved + Non-Federal Funds + Program Income			
<b>FEDERAL FUNDS APPROVED</b>	<b>\$2250000</b>		<b>\$2250000</b>

NON-FEDERAL FUNDS APPROVED	\$2250000	\$0	\$2250000
PROGRAM INCOME	\$0	\$0	\$0

**\*Required Justification for Budget Modification**

Due to staff reorganization, Palm Beach County is requesting to move \$22,260 from Personnel and Benefits (RESTORE Program Manager) to Contractual (Pre-Release Vocational Programming). A Senior Criminal Justice Analyst

**Attachments:**

Filename:	User:	Timestamp:
2012-CZ-BX-0016 -BUDGET 2012-15 (REVISED JULY 2014).docx	PBCBCCPROGRAM	07/09/2014 10:10 AM
IDC Rate.pdf	PBCBCCPROGRAM	07/01/2014 11:36 AM

[Print](#)

**Audit Trail:**

Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	HolmanV	07/31/2014 2:46 PM
Submitted	PO - Grant Manager	PBCBCCPROGRAM	07/09/2014 10:10 AM
Change Requested	PO - Grant Manager	turckl	07/09/2014 7:48 AM

Please contact your program manager regarding the breakdown of contract costs.  
Response required by 7/17/2014.

Change Requested	EXTERNAL - External User	turckl	07/09/2014 7:48 AM
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Please contact your program manager regarding the breakdown of contract costs.  
Response required by 7/17/2014.

Submitted	PO - Grant Manager	PBCBCCPROGRAM	07/02/2014 2:29 PM
Draft	EXTERNAL - External User	PBCBCCPROGRAM	07/01/2014 11:37 AM
Change Requested	PO - Grant Manager	turckl	07/01/2014 10:48 AM

1. Please include complete cost breakdown of all items listed under the Contracts category.  
2. Please attach a copy of your current indirect cost rate.

Change Requested	EXTERNAL - External User	turckl	07/01/2014 10:48 AM
------------------	--------------------------	--------	---------------------

1. Please include complete cost breakdown of all items listed under the Contracts category.

2. Please attach a copy of your current indirect cost rate.

Submitted	PO - Grant Manager	PBCBCCPROGRAM	06/23/2014 11:38 AM
Draft	EXTERNAL - External User	PBCBCCPROGRAM	06/23/2014 11:31 AM
Draft	EXTERNAL - External User	PBCBCCPROGRAM	06/23/2014 11:28 AM

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

Regional and State Transitional Offender Reentry (RESTORE) Initiative  
Palm Beach County  
Budget Detail 2012-CZ-BX-0016  
REVISED JULY- 2014

BUDGET WORKSHEET

A. PERSONNEL

Name/Position	Salary Computation	Cost
<u>Request</u>		
RESTORE Program Manager	\$ 5,895.53 Monthly x 19 months	\$ 112,015
Senior Criminal Justice Analyst	\$ 4,461 Monthly x 13 months	\$ 57,993
<u>TOTAL REQUEST</u>		<u>\$170,008</u>

In-Kind Match

CJC Executive Director	8.1571% of \$127,140 Annual Salary x 3 years	\$ 31,113
Public Defender Task Force Staff	15.0797% of \$69,000 Annual Salary x 3 years	\$ 31,215
CJC Criminal Justice Manager	.3048% of \$99,288 Annual Salary x 3 years	\$ 908
CJC Research Manager	.7214% of \$90,888 Annual Salary x 3 years	\$ 1,967
<u>TOTAL MATCH</u>		<u>\$ 65,203</u>

B. FRINGE BENEFITS

Name/Position	Benefits Computation	Cost
<u>Request</u>		
RESTORE Program Manager	\$ 1,741.42 (34.4 %=Standard County Rate) monthly x 19	\$ 33,086
Senior Criminal Justice Analyst	\$ 1,505.92 (34.4 %=Standard County Rate) monthly x 13	\$ 19,576
<u>TOTAL REQUEST</u>		<u>\$ 52,662</u>

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 – RESTORE Program Manager	8,105 miles x \$.555 per mile=	\$ 4,498
BJA Workshops and Conferences (Total: \$4,500)		
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	
TOTAL REQUEST		\$ 8,998
D. EQUIPMENT		
Item	Computation	Cost
TOTAL REQUEST		\$ 0
E. SUPPLIES		
Supply Items	Computation	Cost
Marketing Items	Staff Shirts-\$2,800 & Web-site - \$1,896	\$ 4,696
Inside Out Dads	\$6.73 per Booklet x 400 Booklets	\$ 2,692
LSI-R Assessment Materials	\$3 per use x 666 uses	\$ 2,000
TOTAL REQUEST		\$ 9,388
F. CONSTRUCTION		
Purpose	Description of Work	Cost
TOTAL REQUEST		\$ 0

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

G. CONSULTANTS/CONTRACTS

Agency	Service to be Procured	Cost
Gulfstream Goodwill Industries (\$385,045)	Program Director	\$ 32,600
	Program Manager Salary and Fringe	\$146,682
	Job Developer Salary and Fringe	\$105,613
	Staff Travel (\$.555 per mile x 13,184 miles)	\$ 7,317
	Office Supplies (\$27.78 per month x 36 months)	\$ 1,000
	Communication (\$150 per month x 16 months)	\$ 2,400
	Ex-Offender Support Services (Housing- \$25 per night, Bus Passes- \$30 per pass, Vocational Training, Identification Assistance, Family Reunification Counseling and Events, Educational Classes, Peer Mentoring, Trade Education and Certification, Clothes, Toiletries, Tattoo Removal, On the Job Training and Substance Abuse and Mental Health Treatment Services-TBD)	\$ 89,433
	Case Manager Salary and Fringe	\$152,380
	Case Manager Salary and Fringe	\$143,053
	Job Coach Salary and Fringe	\$ 100,380
The Lords Place (\$707,760)	Employment Coordinator Salary and Fringe	\$154,652
	Staff Travel (\$.555 per mile x 29,175 miles)	\$ 16,192
	Ex-Offender Support Services (Housing- \$25 per night, Bus Passes- \$30 per pass, Vocational Training, Identification Assistance, Family Reunification Counseling and Events, Educational Classes, Peer Mentoring, Trade Education and Certification, Clothes, Toiletries, Tattoo Removal, On the Job Training and Substance Abuse and Mental Health Treatment Services- TBD)	\$141,103
	Program Manager Salary and Fringe	\$132,500
	Case Manager Salary and Fringe	\$152,923
	Case Manager Salary and Fringe	\$ 46,191
	Staff Travel (\$.555 per mile x 1,802 miles)	\$ 1,000
City of Riviera Beach (\$368,616)	Office Supplies (\$27.78 per month x 36 months)	\$ 1,000
	Communication (\$150 per month x 16 months)	\$ 2,400
	Ex-Offender Support Services (Housing- \$25 per night, Bus Passes- \$30 per pass, Vocational Training, Identification Assistance, Family Reunification Counseling and Events, Educational Classes, Peer Mentoring, Trade Education and Certification, Clothes, Toiletries, Tattoo Removal, On the Job Training and Substance Abuse and Mental Health Treatment Services-TBD)	\$ 32,602

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

Office of the Public Defender (\$474,154)	Pre-Release Project Coordinator Salary and Fringe	\$188,188
	Pre-Release Project Counselor Salary and Fringe	\$ 143,495
	Pre-Release Project Counselor Salary and Fringe	\$ 137,762
	Office Supplies (\$97.75 per month x 36 months)	\$ 3,519
	Staff Travel (\$.555 per mile x 2,145 miles)	\$ 7,317
Ricoh	Copier Lease	\$ 4,000
Palm Beach County School District	GED Registrations	\$ 35,080
J-SAT	LSI-r Trainings	\$ 10,000
Hourly Fee for New Arrest Research	\$30/hour x 67.66 hours=	\$ 2,030
Pre-Release Vocational Services	\$140 per inmate x 59 inmates	\$ 22,260
<b>TOTAL REQUEST</b>		<b>\$2,008,944</b>
<u>In-Kind Match</u>		
Security Operations DOC	\$38.52 security operations per diem rate x 365 days x 11% x 364 participants	\$1,525,070
Goodwill	Occupancy and Staff	\$109,261
Lord's Place	Staff and Housing	\$ 93,812
Crime Prevention Trust Fund	Incentives for Clients (\$25 per gift card x 65 cards)	\$ 1,606
City of Riviera Beach	Rent for Riviera Beach Justice Service Center	\$ 20,000
Reentry Case Management System	\$50 per hour x 2,100 hours	\$105,000
PBC GED Teachers	100% of Annual Salary and Fringe- 3 years	\$183,955
Probation Officer	100% of \$45,779 Annual Salary- 1 year	\$ 45,779
Portal Facilities	\$22 per square foot x 1,260 square feet- 1 year	\$ 27,720
Portal Staff	100% of \$46,556 Annual Salary- 1 year	\$ 46,556
<b>TOTAL MATCH</b>		<b>\$2,158,759</b>
<b>H. OTHER COSTS</b>		
<u>Description</u>	<u>Computation</u>	<u>Cost</u>
<b>TOTAL REQUEST</b>		<b>\$ 0</b>
<b>I. INDIRECT COSTS</b>		
<u>Description</u>	<u>Computation</u>	<u>Cost</u>
<u>In-Kind Match</u>		
Indirect Cost Rate for Palm Beach County	\$97,452 eligible dollars x 13.36 % =	\$ 13,019
<b>TOTAL MATCH</b>		<b>\$ 13,019</b>

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

<b>Budget Narrative:</b> 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 (\$170,008)	<p>-A federal request of \$170,008 will cover personnel costs associated with the Palm Beach County RESTORE Initiative.</p> <p><b>RESTORE Program Manager- \$112,015</b> – 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 for the first 19 months of the program.</p> <p><b>Senior Criminal Justice Analyst- \$57,993-</b> This position will assist the Manager of Criminal Justice Programs in managing all aspects of the RESTORE Initiative; supervising the case managers and the employment coordinator; developing organizational partnerships with private, governmental and nonprofit entities; monitoring the quality of services offered; accounting for all funds associated with the program; and performing any other duties necessary to properly manage the program for the last 13 months of the program.</p> <p><u>In-Kind Match-</u> 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 \$65,203 will be provided in the form staff dedicated to the RESTORE Initiative:</p> <p><b>CJC Executive Director- \$31,113-</b> 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. 8.1571% of the Executive Director's time will be spent coordinating Reentry efforts related to this project.</p> <p><b>Public Defender Task Force Staff- \$31,215</b> – 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 15.0797% of their time during the grant period facilitating reentry meetings and developing policies that relate to Reentry in Palm Beach County.</p> <p><b>CJC Criminal Justice Manager- \$908-</b> The CJC Criminal Justice Manager will provided administrative guidance and attend grant related meetings. .3048% of the Manager's time will be spent coordinating Reentry efforts related to this project.</p>



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

	<p><b>CJC Research Manager- \$1,967-</b> 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. .7214% of their time during the grant period will be spent evaluating Reentry.</p>
Fringe (\$52,662)	<p>-A request of \$52,662 will cover the fringe benefits associated with Staff employed by the RESTORE Initiative:</p> <p><b>RESTORE Program Manager- \$33,086</b> - 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> <p><b>Senior Criminal Justice Analyst- \$19,576</b> - This position will assist the Manger of Criminal Justice Programs in managing all aspects of the RESTORE Initiative; supervising the case managers and the employment coordinator; developing organizational partnerships with private, governmental and nonprofit entities; monitoring the quality of services offered; accounting for all funds associated with the program</p>
Travel (\$8,998)	A request of \$8,998 will cover costs for BJA approved conferences and trainings and Mileage Reimbursement Costs for RESTORE Staff.
Equipment (\$0)	
Supplies (\$9,388)	<p><b>Marketing Items- \$4,696-</b> A request of \$4,696 is being made to provide funding so that marketing items can be developed (Staff Shirts \$28 x 100 = \$2,800 and Web-Site Development and Hosting \$1,896).</p> <p><b>InsideOut Dads- \$2,692</b> – 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><b>LSI-R Assessment Materials- \$2,000</b> – 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>
Construction (\$0)	

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

<b>Consultants/Contracts</b> (\$2,008,944)	<p style="text-align: center;"><b><u>Gulfstream Goodwill Industries, Inc. – (\$385,045)</u></b></p> <p>Gulfstream Goodwill, 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 PBC.</p> <p><b>Program Director Salary and Fringe- \$32,600 (50% of \$65,200 total for Salary and Fringe) –</b> This post-release position will manage the RESTORE Case Managers and assist with program administration.</p> <p><b>Reentry Program Manager Salary and Fringe- \$146,682 (\$48,894 Annual Salary and Fringe x 3 years = \$146,682)-</b> This post-release position will service a caseload of active participants and be primarily responsible for the agencies data collection; 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><b>Job Developer Salary and Fringe- \$105,613 (\$35,205 Annual Salary and Fringe x 3 years = \$105,613)-</b>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. This position will focus on ex-offender job skills and employment.</p> <p>A request of \$7,317 will cover costs Mileage Reimbursement and Travel Costs for Reentry Staff (Reimburse \$.555 per mile x 13,184 miles).</p> <p><b>Supplies (\$1,000) –</b> This line item will be used to purchase office supplies (\$27.78 per month x 36 months).</p> <p><b>Communication (\$2,400) –</b> A request is being made in order to supply all staff with cellular telephones (\$150 per month x 16 months).</p>
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Palm Beach County Criminal Justice Commission  
Regional and State Transitional Offender Reentry (RESTORE) Initiative

**Ex-Offender Support Services- (\$89,433)** - This Line Item includes:

Transitional Housing- Homeless Ex-Offenders are provided transitional housing for up to 1 year where they receive wrap around social services to assist in their reintegration back into society.

Bus Passes- Participants with transportation issues are provided bus passes in order to obtain identification or employment.

Vocational Training and Certification- Ex-Offenders receive vocational trainings that lead to certifications from trade schools, colleges or technical institutions.

Identification Assistance- Ex-Offenders that do not have identification are provided with birth certificates, social security cards and state ID cards so they may function in society.

Family Reunification Counseling and Events- Those ex-offenders and their families that are assessed as needing family reunification counseling attend a structured pre-release class facilitated by a counselor and are provided with follow up counseling once they are released in order to assist in the transition back into the family unit.

Educational Classes- Ex-Offenders assessed as needing educational classes can attend classes at the Adult Education Center, local schools or colleges.

Peer Support Groups- Ex-offenders participate in structured counseling sessions with a facilitator.

Clothes and Toiletries- Those ex-offenders in extreme situations are provided with basic necessities.

Tattoo Removal- This service is offered to those ex-offenders whose visible, gang related tattoos may be hindering employment opportunities.

On the Job Training- A percentage of an ex-offender's first three months of salary is paid to employers in order to incentivize the hiring of clients with backgrounds.

Substance Abuse and Mental Health Treatment Services- Those ex-offenders that are assessed as needing emergency substance abuse or mental health services or medications are provided with services through an accredited substance abuse or mental health organization.

**The Lord's Place, Inc. - (\$707,760)**

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.

**Reentry Case Manager Salary and Fringe- \$152,380 (\$50,794 Annual Cost x 3 years = \$152,380)-** 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

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

	<p>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><b>2<sup>nd</sup> Reentry Case Manager Salary and Fringe- \$143,053 (\$47,685 Annual Cost x 3 years = \$143,053)-</b> 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><b>Job Coach Salary and Fringe- \$100,380 (\$33,460 Annual Cost x 3 years = \$100,380)-</b> 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. This position will focus on ex-offender job skills and employment.</p> <p><b>Employment Coordinator Salary and Fringe- \$154,652 (\$51,551 Annual Cost x 3 years = \$154,652)-</b> 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.</p> <p>A request of \$16,192 will cover costs Mileage Reimbursement Costs for the Case Manager and Employment Consultant (Reimburse \$.555 per mile x 29,175 miles).</p>
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Palm Beach County Criminal Justice Commission  
Regional and State Transitional Offender Reentry (RESTORE) Initiative

**Ex-Offender Support Services- (\$141,103)** - This Line Item includes:

Transitional Housing- Homeless Ex-Offenders are provided transitional housing for up to 1 year where they receive wrap around social services to assist in their reintegration back into society.

Bus Passes- Participants with transportation issues are provided bus passes in order to obtain identification or employment.

Vocational Training and Certification- Ex-Offenders receive vocational trainings that lead to certifications from trade schools, colleges or technical institutions.

Identification Assistance- Ex-Offenders that do not have identification are provided with birth certificates, social security cards and state ID cards so they may function in society.

Family Reunification Counseling and Events- Those ex-offenders and their families that are assessed as needing family reunification counseling attend a structured pre-release class facilitated by a counselor and are provided with follow up counseling once they are released in order to assist in the transition back into the family unit.

Educational Classes- Ex-Offenders assessed as needing educational classes can attend classes at the Adult Education Center, local schools or colleges.

Peer Support Groups- Ex-offenders participate in structured counseling sessions with a facilitator.

Clothes and Toiletries- Those ex-offenders in extreme situations are provided with basic necessities.

Tattoo Removal- This service is offered to those ex-offenders whose visible, gang related tattoos may be hindering employment opportunities.

On the Job Training- A percentage of an ex-offender's first three months of salary is paid to employers in order to incentivize the hiring of clients with backgrounds.

Substance Abuse and Mental Health Treatment Services- Those ex-offenders that are assessed as needing emergency substance abuse or mental health services or medications are provided with services through an accredited substance abuse or mental health organization.

**City of Riviera Beach – (\$368,616)**

**Reentry Program Manager Salary and Fringe- \$132,500 (\$66,250 Annual Cost x 2 years = \$132,500)**- This post-release position will service a caseload of active participants and be primarily responsible for the agencies data collection; 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.

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

	<p><b>Reentry Case Manager Salary and Fringe- \$152,923 (\$50,975 Annual Cost x 3 years = \$152,923)-</b> 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><b>Reentry Case Manager Salary and Fringe- \$46,191 (\$46,191 Annual Cost x 1 years = \$46,191)-</b> 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>A request of <b>\$1,000</b> will cover costs Mileage Reimbursement Costs for the Case Manager and Employment Consultant (Reimburse \$.555 per mile x 1,802 miles).</p> <p><b>Supplies (\$1,000)</b> – This line item will be used to purchase office supplies (\$27.78 per month x 36 months).</p> <p><b>Communication (\$2,400)</b> – A request is being made in order to supply all staff with cellular telephones (\$150 per month x 16 months).</p> <p><b>Ex-Offender Support Services- (\$32,602)</b> - This Line Item includes: <u>Transitional Housing-</u> Homeless Ex-Offenders are provided transitional housing for up to 1 year where they receive wrap around social services to assist in their reintegration back into society. <u>Bus Passes-</u> Participants with transportation issues are provided bus passes in order to obtain identification or employment. <u>Vocational Training and Certification-</u> Ex-Offenders receive vocational trainings that lead to certifications from trade schools, colleges or technical institutions. <u>Identification Assistance-</u> Ex-Offenders that do not have identification are provided with birth certificates, social security cards and state ID cards so they may function in society. <u>Family Reunification Counseling and Events-</u> Those ex-offenders and their families that are assessed as needing family reunification counseling attend</p>
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Palm Beach County Criminal Justice Commission  
*Regional and State Transitional Offender Reentry (RESTORE) Initiative*

a structured pre-release class facilitated by a counselor and are provided with follow up counseling once they are released in order to assist in the transition back into the family unit.

Educational Classes- Ex-Offenders assessed as needing educational classes can attend classes at the Adult Education Center, local schools or colleges.

Peer Support Groups- Ex-offenders participate in structured counseling sessions with a facilitator.

Clothes and Toiletries- Those ex-offenders in extreme situations are provided with basic necessities.

Tattoo Removal- This service is offered to those ex-offenders whose visible, gang related tattoos may be hindering employment opportunities.

On the Job Training- A percentage of an ex-offender's first three months of salary is paid to employers in order to incentivize the hiring of clients with backgrounds.

Substance Abuse and Mental Health Treatment Services- Those ex-offenders that are assessed as needing emergency substance abuse or mental health services or medications are provided with services through an accredited substance abuse or mental health organization.

**Office of the Public Defender – (\$474,154)**

**Pre-Release Project Coordinator Salary and Fringe- \$188,188 (\$62,730 Annual Cost x 3 years = \$188,188)** - 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 Counselor Salary and Fringe- \$143,495 (\$47,832 Annual Salary x 3 years= \$143,495)** - 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.

**2<sup>nd</sup> Pre-Release Project Counselor Salary and Fringe- \$137,762 (\$45,921 Annual Salary x 3 years= \$137,762)** - 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

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

**Office Supplies - \$3,519** - Funds for pre-release general office supplies and recurring costs (paper, pens, ink cartridges, flip charts, postage, etc.) are included to support the project administration (\$97.75 per month x 36 months).

A request of **\$1,190** will cover costs Mileage Reimbursement Costs for the Pre-Release Staff (Reimburse \$.555 per mile x 2,145 miles).

**Other Contractual**

**RICOH-** A request of **\$4,000** will cover the costs associated with leasing the copier housed at the Sago Palm Reentry Center (\$111.12 x 36).

**Palm Beach County School District (\$35,080)** - A federal request for \$35,080 is being made to fund 293 GED course registration fees (\$120 x 293 inmates).

**JSAT-** (\$10,000) - A federal request of \$10,000 is being made to provide LSI-r training for staff (22.2222 days of LSI-r Training x \$450 per day)

**Florida Department of Law Enforcement (FDLE) hourly fee for researching new arrest data (\$2,030)** - \$30/hour x 67.66 hours- FDLE will provide new arrest information for the RESTORE participants. The data will be analyzed quarterly.

**ChefCorp- Pre-Release Vocational Training- (\$22,260)** - Pre-release vocational training for inmates based on industries that are hiring in Palm Beach County (\$140 per inmate x 159 inmates).

**In-Kind Match**

**\$2,158,759**

-A local in-kind match of \$2,158,759 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 (\$1,525,070 = \$38.52 security operations per diem rate x 365 days x 364 participants x 10% x 3 years)-** 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 (10%) is being used to reflect the inmates participating in the RESTORE project housed at Sago Palm Re-Entry Center.

**Goodwill Staff and Occupancy (\$109,261)** - Cost incurred for office space and related expenses for Reentry Staff.



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

	<p><b>The Lord's Place Staff and Occupancy (\$93,812)</b> - Cost incurred for office space and related expenses for Reentry Staff.</p> <p><b>City of Riviera Beach (\$20,000)</b>- Local funds used for Justice Service Center Rent.</p> <p><b>Crime Prevention Trust Fund (\$1,606)</b> – Local Crime Prevention Trust Funds used to purchase gift cards as incentives for the project.</p> <p><b>RENEW System Development and Maintenance-\$105,000 (\$50 per hour x 2,100 hours)</b> - The cost to Palm Beach County to develop and maintain a shared data base system that will be used by the RESTORE Initiative.</p> <p><b>PBC Pre-Release GED Academic Teachers \$183,955 (\$61,319 Annual Cost x 3 years)</b> – These positions will provide pre-release GED academic instruction to the target population. These positions will assist in equipping inmates with basic academic skills. Their services will be utilized at one hundred percent 100%.</p> <p><b>Community Corrections Probation Officer- \$45,779</b> – A Probation Officer serves offenders full-time from the Portal of Entry. One Hundred percent (100% x 1 year) of the Officer's time will be spent focused on the RESTORE Initiative.</p> <p><b>Portal Facility Space (\$27,720)</b> - 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><b>Portal of Entry Staff (\$46,556)</b> - 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><b>Indirect Cost Rate- \$13,019</b> - Palm Beach County has an approved Federal Indirect Cost Rate of 13.36% (\$97,452 eligible dollars x .1336).</p>
Total Federal grant/funding dollars which will be incorporated into the project: <b>\$2,250,000</b>	
Total state/local grant/funding dollars which will be incorporated into the project: <b>\$2,250,000</b>	
Total Project Budget <b>\$4,500,000</b>	

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

Budget Summary:

<u>Budget Category</u>	<u>Federal Request</u>	<u>Non-Federal Match</u>	<u>Total Budget</u>
A. Personnel	\$ 170,008	\$ 65,203	\$ 235,211
B. Fringe	\$ 52,662	\$ 0	\$ 52,662
C. Travel	\$ 8,998	\$ 0	\$ 8,998
D. Equipment	\$ 0	\$ 0	\$ 0
E. Supplies	\$ 9,388	\$ 0	\$ 9,388
F. Construction	\$ 0	\$ 0	\$ 0
G. Consultants/Contracts	\$2,008,944	\$2,158,759	\$4,167,703
Other	\$ 0	\$ 0	\$ 0
TOTAL DIRECT COSTS:	\$2,250,000	\$2,223,962	\$4,473,962
H. Indirect Costs	\$ 0	\$ 26,038	\$ 26,038
TOTAL PROJECT COSTS:	\$2,250,000	\$2,250,000	\$4,500,000
Federal Request	\$2,250,000		
Non-Federal (Match)	\$2,250,000		



DEPARTMENT OF HEALTH & HUMAN SERVICES

Program Support Center  
Financial Management Service  
Division of Cost Allocation

Cohen Building-Room 1067  
330 Independence Avenue, S.W.  
Washington, DC 20201  
PHONE: (202)-401-2008  
FAX: (202)-619-3379

August 31, 2010

Mr. Joseph P. Doucette  
Budget Director  
Palm Beach County  
Office of Financial Management & Budget  
PO Box 1989  
West Palm Beach, FL 33402-1989

Dear Mr. Doucette

A copy of an indirect cost Rate Agreement is being faxed to you for signature. This Agreement reflects an understanding reached between your organization and a member of my staff concerning the rate(s) that may be used to support your claim for indirect costs on grants and contracts with the Federal Government.

Please have the agreement signed by an authorized representative of your organization and fax it to me, retaining a copy for your files. Our fax number is (202) 619-3379. We will reproduce and distribute the Agreement to the appropriate awarding organizations of the Federal Government for their use.

An indirect cost proposal, together with the supporting information, are required to substantiate your claim for indirect costs under grants and contracts awarded by the Federal Government. Thus, your next proposal based on actual costs for the fiscal year ending 6/30/09, was due in our office by 12/30/09.

Sincerely,

A handwritten signature in dark ink, appearing to read "Darryl W. Mayes".

Darryl Mayes  
Director, Mid-Atlantic Field Office  
Division of Cost Allocation

Enclosures

PLEASE SIGN AND FAX A COPY OF THE RATE AGREEMENT

## NONPROFIT RATE AGREEMENT

EIN: 59-6000785

DATE: 08/31/2010

## ORGANIZATION:

Palm Beach County, Florida

P.O. Box 1989

West Palm Beach, FL 33402-1989

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

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SECTION I: INDIRECT COST RATES

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RATE TYPES:      FIXED              FINAL              PROV. (PROVISIONAL)      PRED. (PREDETERMINED)

EFFECTIVE PERIOD

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE(S)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
FINAL	07/01/2007	06/30/2008	13.36	All	All Programs
PROV.	07/01/2008	Until Amended	13.36	All	All Programs

\*BASE

Total direct costs excluding capital expenditures (buildings, individual items of equipment, alterations and renovations), subawards and flow-through funds.

ORGANIZATION: Palm Beach County, Florida

AGREEMENT DATE: 08/31/2010

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SECTION II: SPECIAL REMARKS

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NA

ORGANIZATION: Palm Beach County, Florida

AGREEMENT DATE: 08/31/2010

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**SECTION III: GENERAL**

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**A. LIMITATIONS:**

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its indirect cost pool as finally accepted; such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as indirect costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

**B. ACCOUNTING CHANGES:**

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from indirect to direct. Failure to obtain approval may result in cost disallowances.

**C. FIXED RATES:**

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

**D. USE BY OTHER FEDERAL AGENCIES:**

The rates in this Agreement were approved in accordance with the authority in Office of Management and Budget Circular A-122 Circular, and should be applied to grants, contracts and other agreements covered by this Circular, subject to any limitations in A above. The organization may provide copies of this Agreement to other Federal Agencies to give them early notification of the Agreement.

**E. OTHER:**

If any Federal contract, grant or other agreement is reimbursing indirect costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of indirect costs allocable to those programs.

**BY THE INSTITUTION:**

Palm Beach County, Florida

(INSTITUTION)



(SIGNATURE)

Joseph Doucette

(NAME)

Budget Director

(TITLE)

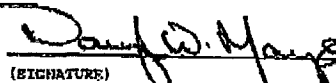
September, 9, 2010

(DATE)

**ON BEHALF OF THE FEDERAL GOVERNMENT:**

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)



(SIGNATURE)

Darryl W. Mayes

(NAME)

Director, Mid-Atlantic Field Office

(TITLE)

8/31/2010

(DATE) 7040

WHO REPRESENTATIVE:

Christian Poole

Telephone:

(202) 401-2808



US DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information			
Grantee Name:	Palm Beach County Board of County Commissioners	Project Period:	10/01/2012 - 03/31/2016
Grantee Address:	301 North Olive Avenue West Palm Beach, 33401	Program Office:	BJA
Grantee DUNS Number:	07-847-0481	Grant Manager:	Zafra Stork
Grantee EIN:	59-6000785	Application Number(s):	2012-H1926-FL-CZ 2013-H5424-FL-D2
Vendor #:	596000078	Award Number:	2012-CZ-BX-0016
Project Title:	Regional and State Transitional Offender Reentry (RESTORE) Initiative	Award Amount:	\$2,250,000.00

Change Project Period			
Current Grant Period:	Month: 35 Day: 29	New Grant Period:	Month: 41 Day: 30
Project Start Date:	10/01/2012	*New Project Start Date:	10/01/2012
Project End Date:	09/30/2015	*New Project End Date:	03/31/2016
<b>*Required Justification for Change Project Period:</b>			
Palm Beach County is requesting an extension in order to realize the full benefit of the awarded dollars. Administrative issues delayed the start of activities associated with this project.			
<b>Attachments:</b>			
Filename:		User:	Timestamp:
Grant_Ext_Letter.pdf		PBCBCCPROGRAM	06/09/2015 4:16 PM
Updated- Project Timeline (Attachment #1).docx		PBCBCCPROGRAM	06/09/2015 4:16 PM
<input type="button" value="Print"/>			
<b>Audit Trail:</b>			
Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	06/12/2015 12:00 PM
Submitted	PO - Grant Manager	PBCBCCPROGRAM	06/09/2015 4:17 PM
Draft	EXTERNAL - External User	PBCBCCPROGRAM	06/09/2015 4:15 PM



**Criminal Justice Commission**  
301 North Olive Avenue, Suite 1001  
West Palm Beach, FL 33401-4705  
(561) 355-4943  
Fax: (561) 355-4941  
[www.pbcgov.com/cjc](http://www.pbcgov.com/cjc)

**Palm Beach County  
Board of County  
Commissioners**  
Shelley Vana, Mayor  
Mary Lou Berger, Vice Mayor  
Hal R. Valeche  
Paulette Burdick  
Steven L. Abrams  
Melissa McKinlay  
Priscilla A. Taylor

**County Administrator**  
Robert Weisman

*"An Equal Opportunity  
Affirmative Action Employer"*


June 9, 2015

Mrs. Zafra Stork  
State Policy Advisor  
Bureau of Justice Assistance  
Department of Justice  
810 Seventh Street, NW  
Washington, DC 20531

Dear Mrs. Stork,

Palm Beach County is requesting a six month grant extension to grant #2012-CZ-BX-0016 in order to realize the full benefit of the awarded dollars. Administrative issues delayed the start of the contracts associated with this project. We estimate an unobligated balance of \$50,000 on September 1, 2015. Palm Beach County has attached an updated timeline that shows activities that are to be conducted through the extension period. Please feel free to contact me if any additional information is required. Thank you for your assistance in this matter.

Sincerely,

  
Michael L. Rodriguez,  
Executive Director



***Palm Beach County Criminal Justice Commission  
Regional and State Transitional Offender Reentry (RESTORE) Initiative  
Updated Project Timeline (June 2015)***

[illegible]

[illegible]



[illegible]