

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

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Meeting Date: September 27, 2016	<input checked="" type="checkbox"/>	Consent	<input type="checkbox"/>	Regular
	<input type="checkbox"/>	Ordinance	<input type="checkbox"/>	Public Hearing

Department: CRIMINAL JUSTICE COMMISSION
Submitted For: CRIMINAL JUSTICE COMMISSION

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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to: Receive and File two (2) Grant Adjustment Notices (GAN) from the County FY2016 Florida Department of Law Enforcement (FDLE) Edward Byrne Memorial Justice Assistance Grant (JAG) 2016-JAGC-PALM-1-H3-211:

- 1. GAN 1: revise problem identification, performance measures, and modify budget
- 2. GAN 2: modify budget



Summary: Palm Beach County was allocated \$295,183 in Federal FY2015 as part of the FDLE JAG Formula Grant Program. The JAG Program allows local governments to support a broad range of activities to prevent and control crime based on local needs and conditions. Grant 2016-JAGC-PALM-1-H3-211 was awarded in the amount of \$195,183 to support the Department of Public Safety's Reentry Program. GAN 1 revised the problem identification, performance measures, and budget to allow Gulfstream Goodwill to combine two part-time case managers into one full-time position and the City of Riviera Beach to move funds from staff to training and supplies. GAN 2 modified the budget for Gulfstream Goodwill to move funds from staff to training and supplies. These documents have been fully executed on behalf of the Board of County Commissioners by the Assistant County Administrator in accordance with R2016-0295. **No County matching funds are required for this grant. 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 goal is to reduce the recidivism rate by 50% over 5 years for the target population. In accordance with County PPM CW-O-051, all delegated grant adjustments must be submitted by the initiating department as a receive and file agenda item.

Attachments:

| Reentry Grant 2016-JAGC-PALM-1-H3-211 GANs 1 and 2

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Recommended by:		9/8/16
	Department Director	Date
Approved By:		9/16/16
	Deputy 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					
# ADDITIONAL FTE POSITIONS (Cumulative)	0	0	0	0	0

Is Item Included In Current Budget? Yes ☐ No ☐

Budget Account Exp No: Fund Department Unit Object
Rev No: Fund Department Unit RevSc

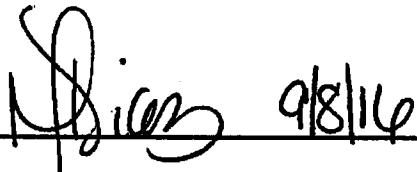
B. Recommended Sources of Funds/Summary of Fiscal Impact:

Fund:

Unit:

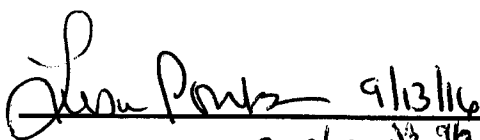
Grant:

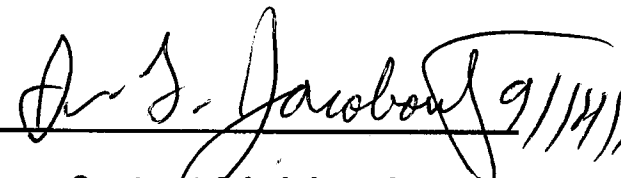
No additional fiscal impact.

Departmental Fiscal Review:  9/8/16

III. REVIEW COMMENTS

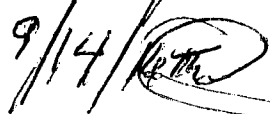
A. OFMB Fiscal and/or Contract Dev. and Control Comments:

 9/13/16
OFMB ^{1879/08} ^{33 9/19} ^{Jan 9/12}

 9/14/16
Contract Administration

B. Legal Sufficiency:

 9/15/16
Assistant County Attorney

 9/14/16

C. Other Department Review:

Department Director

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

Justice Assistance Grant - County-wide

Subgrantee: Palm Beach County Board of Commissioners
Project Title: PBC EX-OFFENDER REENTRY
Grant Number: 2016-JAGC-PALM-1-H3-211
Adjustment 1

Nature of Revised Project Summary/Performance/ Budget

To Subgrantee:

Pursuant to your request of 07/26/2016, the following change, amendment or adjustment in the above grant project is approved subject to such conditions or limitations as may be set forth below. Retain this Grant Adjustment Notice as part of official project records.

Electronically Signed By:

Date 07/29/2016

Petrina Herring

Authorized Official
Clayton H. Wilder
Administrator

The following revised budget is approved:

Budget Category	Current Approved	Difference	New Approved Budget
Salaries and Benefits	\$65,098.00	\$0.00	\$65,098.00
Contractual Services	\$130,085.00	\$0.00	\$130,085.00
Expenses	\$0.00	\$0.00	\$0.00
Operating Capital	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
Total Project	\$195,183.00	\$0.00	\$195,183.00
	Federal	Match	Total Funds
New Approved	\$195,183.00	\$0.00	\$195,183.00

NOTE: Retain this grant Adjustment Notice as part of official project records.

Application 2016-JAGC-2646
Contract 2016-JAGC-PALM-1-H3-211

Adjustment 1
Grant 2016-JAGC-PALM-1-H3-211
Page # : 2

Attachment # 1
Page 2 of 19

OCJG Adjustment

- 1. The Revised Problem Identification is approved.
- 2. The Revised Performance is approved.
- 3. The revised budget narrative reflecting line item changes in the Contractual Services category is approved.

NOTE: Retain this grant Adjustment Notice as part of official project records.

Application 2016-JAGC-2646
Contract 2016-JAGC-PALM-1-H3-211

Due to vacancies, Gulfstream Goodwill would like to combine two part time case managers into one full time position and the City of Riviera Beach would like to move dollars from staff to training and supplies.

By electronically submitting this adjustment, I hereby certify that I have reviewed the changes and find them necessary for program activities. I am the signing authority or have been delegated as such by the appropriate official. Information regarding the signing authority is

Electronically Signed By:

Date 07/26/2016

Kristina Henson

Authorized Official or Designated Representative

Application Ref 2016-JAGC-2646

Contract 2016-JAGC-PALM-1-H3-211

General Project Information

Project Title: PBC EX-OFFENDER REENTRY
Subgrant Recipient: Palm Beach County Board of Commissioners
Implementing: Palm Beach County Criminal Justice Commission
Project Start Date: 10/1/2015 **End:** 9/30/2016

Problem Identification

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 population). 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. In recent years, reentry in Palm Beach County has received increased attention as public policy leaders are searching for innovative ways of decreasing cost of incarceration while maintaining public safety. As a result, the Criminal Justice Commission's Reentry Task Force has developed a five-year plan and implemented various projects that work with adult and juvenile ex-offenders. This is a continuation grant from last year (2015-JAGC-PALM-2-R3-188).

Project Summary (Scope of Work)

Evidence-Based Methodology and Outcome Measures - Palm Beach County utilizes the Risk-Needs-Responsivity (RNR) model to guide the reentry process. The RNR model refers to predicting which inmates have a higher probability of recidivating and treating the criminogenic needs of those inmates with appropriate programs based on their level of need. There is considerable empirical evidence that programs that target inmates who are at a higher risk to recidivate are more effective in reducing recidivism than those that do not. Accordingly, a range of interventions are provided that target the specific criminogenic needs of inmates who are higher risk. The long term goals are to increase public safety by reducing recidivism by 50% over 5 years in Palm Beach County. Outcome measures that are used to monitor the impact of the process of these long term goals include a reduction in recidivism rates for the target population. The six fundamental strategies of evidence-based correctional practice are integrated into the design of the program.

The program:

- 1) Objectively Assesses Criminogenic Risks and Needs: Inmates are objectively assessed using the LSI-r Risk/Needs Assessment.
- 2) Enhances Intrinsic Motivation: Pre- and Post-Release Staff received training in motivational interviewing and are trained instructors for the Thinking For A Change

Curriculum, a cognitive behavior change program for offenders that includes cognitive restructuring, social skills development and development of problem solving skills.

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: 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: 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.

The target population is 5,000 ex-offenders, returning to Palm Beach County.

Funds will be provided to the City of Riviera Beach, The Lord's Place and Gulfstream Goodwill for case management, assessments, community support, employment, counseling and evaluation.

The selected agencies are part of an extensive countywide effort to bring evidence based services and results to clients. The overall outcome is to reduce the number of clients who return to jail thereby reducing the recidivism rate.

Approximately 300 Medium and High risk clients that were convicted in and returning to Palm Beach County (PBC) are referred to The Lord's Place, the City of Riviera Beach and Gulfstream Goodwill annually through the Reentry Program. PBC reaches out to every DOC inmate that is scheduled to return to Palm Beach County. Each client is tracked in a web-based case management system (RENEW) for three years after programming is completed. Palm Beach County will contract with The Lord's Place, Gulfstream Goodwill and The City of Riviera Beach for the following services:

Case management - The County and service providers will use grant funds to provide staffing to provide ex-offenders with assistance obtaining health care and public assistance benefits and driver's licenses or identification assistance. Timesheets and cancelled checks will be provided as back up documentation.

General Support Services - will consist of the county using grant funds for expenses for program supplies, staff mileage and office supplies. The County and service providers will use grant funds for efforts to assist the ex-offender in eliminating legal barriers to successfully reintegrating into the community. The position is designed to be a support position for existing reentry service providers to call upon when a client needs services. General revenue funds were not allocated for Reentry services, so grant funds are needed to continue the service.

Training- This staff training offered by the University of Cincinnati is designed for moderate to high risk offenders and focus on key criminogenic needs. A social learning cognitive-behavioral approach combined with a motivational enhancement approach comprise the major behavioral change strategies. Curricula can be used in a stand alone program or in combination as a part of a more comprehensive treatment package.

Palm Beach County will contract with service providers to pay unit costs for case management and general support services, including evidence-based reentry training for staff, to at-risk clients upon release from a state correctional facility. The

provider's minimum performance required for payment by the County will be established in the local agency agreement with each provider and accounted for through the subcontract. During the grant period, each provider will be required to provide a minimum of two services to each client per month. The providers will submit invoices and records substantiating the services provided, and will be made available for review during grant monitoring or upon request. Additional documentation will be provided, to include reporting or sharing of client-based / program data, including but not limited to number of clients served, number of clients completing service plan, etc. All providers are licensed facilities through the Florida Department of Children and Families to provide treatment and behavioral services.

The deliverable for this agreement is the quarterly performance of the tasks and activities described in the scope of work in accordance with the contractual agreement between the County and the service providers. The County will request reimbursement of allowable costs identified in Section 4, pages 1-3 on a quarterly basis.

Section Questions:

Question: What percentage of the total cost of this project is being funded by sources other than this award?

Answer: 53

Question: What is the name of the jurisdiction(s) your agency provides service to. (e.g., City of Miami, Orange County, State of Florida)

Answer: Palm Beach County, Florida

Question: What is the combined population of the jurisdiction(s) your agency provides services to (according to the most recent census)?

Answer: 1320134

Question: What is the address of the location being used to provide services for this project?

Answer: 301 North Olive Avenue
West Palm Beach, Florida 33401

Question: Describe your agency. (e.g., non-profit, community based, government)

Answer: Local Government

Question: Have you verified that the subgrantee has an active and current registration in SAM.gov?

Answer: Yes

Question: What is the Operating Capital Outlay threshold used by the subgrantee?
If the implementing agency is a sheriff's office, indicate the sheriff's office's threshold instead.

Answer: \$1,000.00

Question: Does the subgrantee receive a single grant in the amount of \$750,000 or more from the U.S. Department of Justice?

Answer: No

Question: Does the implementing agency receive a single grant in the amount of \$750,000 or more from the U.S. Department of Justice?

Answer: No

Question: In your organization's preceding completed fiscal year, did your organization (the subgrantee) receive at least (a) 80 percent or (b) \$25,000,000 of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

Answer: No

Question: If you answered yes above, does the public have access to information about the compensation of the executives in your organization (the subgrantee) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? If answer to Part 1, above, was "no," answer N/A.

Answer: No

General Performance Info:

Performance Reporting Quarterly

Federal Purpose Area: 09 - Reentry Services

State Purpose Area: 1G - General Questions

Objectives and Measures

Objectiv General Questions - General Questions for All Recipients

Measure: General 01

Will your organization be using the crimesolutions.gov website during the grant period regardless of JAG funding? Crimesolutions.gov provides information on several crime reduction and prevention programs and practices.

Goal: No

Measure: General 02

Will your organization be using the The National Training and Technical Assistance Center (NTTAC) during the grant period, regardless of JAG funding? The NTTAC serves as BJA's training and technical assistance center. You can find resources, tools, webinars, and TTA support on a variety of criminal justice issues and initiatives.

Goal: No

Measure: General 03

Will your organization be using the NCJP.org website during the grant period, regardless of JAG funding? NCJP.org contains resources to support strategic planning, program development, and implementation of evidence-based policy and practice.

Goal: No

Measure: General 04

Will your organization be using the Evidence-Based Policing Matrix during the grant period regardless of JAG funding? The Evidence-Based Policing Matrix provides information on evidence-based practices for law enforcement.

Goal: No

Measure: General 05

Will your organization be using the What Works in Reentry Clearinghouse during the grant period regardless of JAG funding? The clearinghouse provides research on the effectiveness of reentry programs and practices.

Goal: No

Measure: General 06

Application Ref 2016-JAGC-2646

Section #3 Page 1 of 7

Contract 2016-JAGC-PALM-1-H3-211

Will your organization be using Research to Practice during the grant period regardless of JAG funding? Research to Practice promotes the dissemination of research on drug courts to practitioners and policymakers.

Goal: No

Measure: General 07

Will your organization be using any other resources during the grant period regardless of JAG funding? If yes, please describe them.

Goal: Yes. Federal JAG Funds and local Crime Prevention Dollars.

Measure: General 08

During the grant period, will your agency conduct or sponsor (with or without JAG funds) a survey or focus group of citizens on any of the following topics? Enter all that apply from the following list: Public satisfaction with police services; public satisfaction with prosecution services; public satisfaction with public defender/indigent defense services; public satisfaction with courts; public perceptions of crime/disorder problems; personal crime experiences of citizens; none of the above; unsure/don't know.

Goal: N/A

Measure: General 09

During the grant period, which of the following community activities will your organization be involved in, with or without JAG funds and how often will they each occur (yearly, monthly, etc.)? Choose from the following list: Hosting community meetings; attending community meetings; distributing a newsletter, e-mail, or other bulletin; attending community events; conducting social media activities; conducting outreach to minority populations; other (please describe)

Goal: Ex-Offender Reentry Services

Measure: General 10

Law Enforcement Agencies ONLY: In which of the following ways has your agency fostered community involvement in the last year? Enter all that apply from the following list: Citizen Review Board or other review board with citizen representation, Citizen's Police Academy, Internships for university or high school students, Volunteer Program, Auxiliary police officer program, Police Cadet Program, k-12 school programs, Youth Athletic Programs, Other (please Describe), None of the above, Unsure/Don't know.

Goal: N/A

Measure: General 11

Identify the goal(s) you hope to achieve with your funding. If you have multiple goals, describe each goal separately.

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Attachment # 1

Page 10 of 19

Goal: -Reach out to 900 Florida DOC inmates before they are released.
-Refer interested medium and high risk ex-offenders to community reentry service providers.
-Reduce recidivism rates.

Measure: General 12

Are the subrecipient and implementing agency aware that they will be required to report on the status of the identified goals during each reporting period?

Goal: Yes.

Measure: General 13

Describe any barriers you may encounter which may prevent you from achieving your identified goal(s).

Goal: Bureaucratic administrative delays.

Measure: General 14

Are you aware that the Office of Criminal Justice Grants encourages recipients to report on any noteworthy accomplishments, success stories, or program results that they would like to showcase?

Goal: Yes.

State Purpose Area: 2P - Personnel

Objectives and Measures

Objectiv Personnel Questions - Questions for all recipients using personnel.

Measure: Personnel 1

During the grant period, approximately how many overtime hours will be funded by JAG?

Goal: 0

Measure: Personnel 2

During the grant period, how many personnel will have their salary or pay funded, at least partially, with JAG funds?

Goal: 1

Measure: Personnel 3

How many new positions will be created with JAG funds during the grant period?

Goal: 0

State Purpose Area: 4T - Training

Objectives and Measures

Objectiv Attending Training - Questions for all recipients attending training.

Measure: Training A1
If your staff will attend training with JAG funds during the grant period, what type of training will they attend? If more than one training will be attended, answer for each separately. Answer from the following list: Certification Training, In-service/annual training, skill building, leadership/management, conference, other (please describe).

Goal: In service/annual training

Measure: Training A2
Provide a short description of the training/conference which will be attended with JAG funds. If more than one training/conference will be attended, describe each separately.

Goal: Changing Offender Behavior is offered by the University of Cincinnati and is designed for moderate to high risk offenders and focus on key criminogenic needs. A social learning cognitive-behavioral approach combined with a motivational enhancement approach comprise the major behavioral change strategies. Curricula can be used in a stand alone program or in combination as a part of a more comprehensive treatment package.

Measure: Training A3
If your staff will attend a training/conference with JAG funds during the reporting period, how many hours will the training course last? A one day course is typically classified as an 8-hour course while a week long course is typically classified as a 40-hour course. If more than one, describe each separately.

Goal: 28 hours

Measure: Training A4
If your staff will attend training/conference during the reporting period, how many individuals will attend the training/conference using JAG funds? If more than one training/conference was attended, answer for each separately.

Goal: 4

State Purpose Area: 5C - Consultants/Contracts

Objectives and Measures

Objectiv Consultants/Contracts - Questions for all recipients using consultants/contracts.

Measure: Consultants1

Please describe what consultants/contracts will be paid for with JAG funds during the grant period. Include names, titles and areas of expertise where applicable.

Goal: Palm Beach County will contract with The Lord's Place Inc., Gulfsteam Goodwill Industries, Inc. and the City of Riviera Beach.

State Purpose Area: R25 - Questions for recipients of an award \$25,000 or more.

Objectives and Measures

Objectiv R General - Reentry questions for recipients of an award \$25,000 or more.

Measure: R01

How many employees does your office currently have on staff? Please count both full - and part-time employees.

Goal: 7

Measure: R02

Of the employees your office currently has on staff, how many are JAG funded?

Goal: 0

Measure: R03

What is the name of your reentry program/service? If you will operate more than one program/service, answer for each separately.

Goal: PBC Ex-Offender Reentry

Measure: R04

If you will operate a reentry program/service with JAG funds during the grant period, what percentage of the program's total costs will be paid for with sources other than this JAG award? If you operated more than one program, answer for each separately.

Goal: 53%

Measure: R05

If you will operate a reentry program/service with JAG funds during the grant period, what is the initiation year of that program, regardless of when it received JAG funding? If you will operate more than one program, answer for each separately.

Goal: 2006

Measure: R06

Are you or a partner planning or conducting an evaluation of your reentry program/service? If you will operate more than one program, answer for each separately.

Goal: Not this year.

Measure: R07

If you or a partner are planning or conducting an evaluation of your reentry program/service, describe the current status of the evaluation, its purpose, who is conducting the evaluation and the evaluation results if applicable. If you will operate more than one program being evaluated, answer for each separately.

Goal: N/A

Measure: R08

What reentry services will you provide during the grant period? If you will operate more than one program, answer for each separately. Choose all that apply from the following list: Cognitive based, Educational, Employment, Healthcare/Medicaid eligibility, Housing, Mental Health, Pro-social, Substance abuse, Transportation, Vocational, Individualized case planning, Family engagement, Other (please describe).

Goal: Educational, Employment, Healthcare, Housing, Mental Health, Pro-Social, Substance Abuse, Transportation, Individual Case Management and Family Reunification.

Measure: R09

When are candidates typically assessed/screened for eligibility for services, regardless of JAG funding? Choose from the following: Upon arrest/preadjudication, Within the first 6 weeks of sentencing, Within the first 6 months of sentence/time served, Post release, None of the above, Other (please describe).

Goal: A proxy LSI-r form is mailed to the clients before they are released. A full LSI-r is administered once the clients are released.

Measure: R10

Regardless of JAG funding, approximately how many candidates will be screened for eligibility for your reentry program/service during the grant period? Candidates are those identified at the time of arrest or referred by criminal justice professionals but who may not necessarily be deemed eligible for participation. If you will operate more than one program, answer for each separately.

Goal: 500

Measure: R11

Regardless of JAG funding, approximately how many new participants will receive services for the first time during the grant period? If you will

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operate more than one program, answer for each separately.

Goal: 200

Measure: R12

Regardless of JAG funding, how many total participants are currently enrolled in your reentry program/service? If you operated more than one program, answer for each separately.

Goal: 169

Measure: R13

Regardless of JAG funding, approximately how many participants will successfully complete all corrections program requirements during the grant period? If you will operate more than one program, answer for each separately.

Goal: 50

Measure: R14

Regardless of JAG funding, approximately how many participants will not complete your reentry program/service (unsuccessfully exited) for any reason during the grant period? If you will operate more than one program, answer for each separately.

Goal: 150

Measure: R15

Are you aware that you will be required to complete the reentry questionnaire and submit it to your grant manager alongside each performance report.

Goal: Yes

General Financial Info:

Note: All financial remittances will be sent to the Chief Financial Officer of the Subgrantee Organization.

Financial Reporting Frequency for this Quarterly
Is the subgrantee a state agency?: No
FLAIR / Vendor Number: 596000785

Budget:

Budget Category	Federal	Match	Total
Salaries and Benefits	\$65,098.00	\$0.00	\$65,098.00
Contractual Services	\$130,085.00	\$0.00	\$130,085.00
Expenses	\$0.00	\$0.00	\$0.00
Operating Capital Outlay	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
-- Totals --	\$195,183.00	\$0.00	\$195,183.00
Percentage	100.0	0.0	100.0

Project Generated

Will the project earn project generated income No

Budget Narrative:**SALARIES AND BENEFITS**

1) Juvenile Reentry Program Management- Palm Beach County- \$65,098 (Total Salary/Benefits: \$85,190- This position is responsible for the day to day management of Palm Beach County's juvenile reentry initiative and focuses on implementation, managing contracts and support staff and ensures that data is collected and analyzed. The grant will fund approximately 77% of the Annual Salary. This position was previously funded by a Department of Justice grant that expired. The grant will pay approximately 1,620 hours at a rate of \$40.96 (this is the rate calculated off of \$85,190/2,080 which includes benefits. Benefits include approximately: FICA (\$3,176), Medicare (\$743) and Health Benefits (\$25,540).

Palm Beach County will cover the difference of \$20,092 in the total project cost. Any additional project costs will be Palm Beach County's responsibility to absorb through its revenue and expense budgets.

CONTRACTUAL

1) Case Management - Reentry (City of Riviera Beach) Total Cost \$16,200
Number of units: approximately 854
Unit Cost = one hour of service = \$18.95 (estimate)
Total cost: \$16,200
Total Project Cost = \$37,914

Total units are determined by 8 hour work days 5 days per week multiplied by 50 weeks (assuming two weeks are taken off for holidays and/or personal time), totaling 2,000 units. The unit cost is determined by dividing the total project cost (\$37,914) by the 2,000 units equaling \$18.95 per unit (per hour).

Palm Beach County will contract with the City of Riviera Beach for services.

Riviera Beach will cover the difference of \$21,714 in the total project cost. As a valued partner, Riviera Beach has contracts for other projects with the County but will not be billing the County for additional costs outside of the grant for this project. Any additional project costs will be Riviera Beach's responsibility to absorb through its revenue and expense budgets.

2) Case Management - Reentry (Gulfstream Goodwill) Total Cost: \$87,690

2A) Project Director (Gulfstream Goodwill)
Number of units: approximately 423
Unit Cost = one hour of service = \$36.65 (estimate)
Total Budget = \$15,480
Total Project Cost = \$73,298

Total units are determined by 8 hour work days 5 days per week multiplied by 50 weeks (assuming two weeks are taken off for holidays and/or personal time), totaling 2,000 units. The unit cost is determined by dividing the total project cost (\$73,298) by the 2,000 units equaling \$36.65 per unit (per hour).

Budget Narrative (Continued):

Goodwill will cover the difference of \$57,818 in the total project cost. As a valued partner, Goodwill has contracts for other projects with the County but will not be billing the County for additional costs outside of the grant for this project. Any additional project costs will be Goodwill's responsibility to absorb through its revenue and expense budgets.

Palm Beach County will contract with Goodwill for services.

2B) Program Coordinator (Gulfstream Goodwill)
Number of units: approximately 521
Unit Cost = one hour of service = \$22.14 (estimate)
Total Budget = \$11,516
Total Project Cost = \$44,286

Total units are determined by 8 hour work days 5 days per week multiplied by 50 weeks (assuming two weeks are taken off for holidays and/or personal time), totaling 2,000 units. The unit cost is determined by dividing the total project cost (\$44,286) by the 2,000 units equaling \$22.14 per unit (per hour).

Goodwill will cover the difference of \$32,770 in the total project cost. As a valued partner, Goodwill has contracts for other projects with the County but will not be billing the County for additional costs outside of the grant for this project. Any additional project costs will be Goodwill's responsibility to absorb through its revenue and expense budgets.

Palm Beach County will contract with Goodwill for services.

2C) Case Manager (Gulfstream Goodwill)
Number of units: approximately 1890
Unit Cost = one hour of service = \$21.34 (estimate)
Total Budget = \$40,694
Total Project Cost = \$40,694

Total units are determined by 8 hour work days 5 days per week multiplied by 50 weeks (assuming two weeks are taken off for holidays and/or personal time), totaling 2,000 units. The unit cost is determined by dividing the total project cost (\$40,694) by the 2,000 units equaling \$20.34 per unit (per hour).

Palm Beach County will contract with Goodwill for services.

2D) Juvenile Case Manager (Gulfstream Goodwill)
Number of units: approximately 1,049
Unit Cost = one hour of service = \$19.07 (estimate)
Total Budget = \$20,000
Total Project Cost = \$38,145

Total units are determined by 8 hour work days 5 days per week multiplied by 50 weeks (assuming two weeks are taken off for holidays and/or personal time), totaling 2,000 units. The unit cost is determined by dividing the total project cost (\$38,145) by

Budget Narrative (Continued):

the 2,000 units equaling \$19.07 per unit (per hour).

Goodwill will cover the difference of \$18,145 in the total project cost. As a valued partner, Goodwill has contracts for other projects with the County but will not be billing the County for additional costs outside of the grant for this project. Any additional project costs will be Goodwill's responsibility to absorb through its revenue and expense budgets.

Palm Beach County will contract with Goodwill for services.

3) CONTRACTUAL SERVICES / EXPENSES: \$12,795

The County's subcontracts with service providers include expenses required to support case management and reentry services for ex-offenders.

Expenses include:

- Program Supplies, including mileage for case management staff- (\$8,295)
- Office Supplies, including paper, tablets, toner, staples, pens, shredder, folders, binders, tabs, postage, clips, highlighters, calendars, and other small consumable office supplies (\$4,212)
- Copier expenses to support the case manager and all reentry clients. (\$2,000)

Training Costs for the University of Cincinnati Correctional Institute Conference.

Approximately Four (4) Training Class Registration Fees X \$1,100 per, at a total cost of \$4,400

Approximately Four (4) Hotel stays for 6 nights X 145.00 per, at a total cost of \$3,408

Approximately Four (4) Per Diem Reimbursements at IRS Rates X 300 per, at a total cost of \$1,200

Approximately Four (4) air fares X 423.00 per, at a total cost of \$1,692

Approximately One (1) Car rental X 624.00 per and fuel \$200 for a total cost of \$824

Approximately One (1) Hotel parking for 6 nights X 28.00 per, at a total cost of \$168

Section Questions:

Question: If the budget contains salaries and benefits, will this project result in a net personnel increase, or continue to fund a prior federally grant funded net personnel increase?

Answer: Yes

Question: If Expenses or Operating Capital Outlay are included in your budget, what will be the method of procurement for those items? (e.g., competitive bid, sole source, state term contract)

Answer: N/A

Question: If indirect cost is included, explain the indirect cost plan. Provide documentation of approval.

Answer: N/A

Question: If contractual services in the budget are based on unit costs, provide a definition and breakdown of cost for each service. Include the methodology for the unit cost plan and when it was approved.

Answer: Palm Beach County will contract with Reentry Providers for the following services: To provide case management which includes assistance with the development of case management plans that assists reentering citizens with goal setting, medical management, housing assistance, peer support, and other social service interventions. Additionally, employment services include assistance with job skill development and resume development, assistance in identifying proper employment based upon assessment, job readiness, and job placement.

Case Management Unit Cost budget- Please see the budget narrative for an explanation of the individual unit costs that will be used.

Office of Criminal Justice Grants
Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, Florida 32308

Attachment # 2
Page 1 of 12

Justice Assistance Grant - County-wide

Subgrantee: Palm Beach County Board of Commissioners
Project Title: PBC EX-OFFENDER REENTRY
Grant Number: 2016-JAGC-PALM-1-H3-211
Adjustment Number: 2

Nature of Adjustment: Revise Project Summary / Budget

To Subgrantee:

Pursuant to your request of 08/12/2016, the following change, amendment or adjustment in the above grant project is approved subject to such conditions or limitations as may be set forth below. Retain this Grant Adjustment Notice as part of official project records.

Electronically Signed By:

Date 09/06/2016

Petrina Herring

Authorized Official
Clayton H. Wilder
Administrator

The following revised budget is approved:

Budget Category	Current Approved Budget	Difference	New Approved Budget
Salaries and Benefits	\$65,098.00	\$0.00	\$65,098.00
Contractual Services	\$130,085.00	\$0.00	\$130,085.00
Expenses	\$0.00	\$0.00	\$0.00
Operating Capital	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
Total Project Costs	\$195,183.00	\$0.00	\$195,183.00
	Federal	Match	Total Funds
New Approved Budget	\$195,183.00	\$0.00	\$195,183.00

OCJG Adjustment Memo:

1. The revised project summary is approved.
2. The revised budget and narrative reflecting line item changes in the Contractual Services category is approved.

NOTE: Retain this grant Adjustment Notice as part of official project records.

Application Ref	2016-JAGC-2646
Contract	2016-JAGC-PALM-1-H3-211

There were lapse staff dollars in the Goodwill contract due to vacancies. We are requesting to move these dollars to support a client computer lab and staff training.

By electronically submitting this adjustment, I hereby certify that I have reviewed the changes and find them necessary for program activities. I am the signing authority or have been delegated as such by the appropriate official. Information regarding the signing authority is available for review.

Electronically Signed By:

Date 08/12/2016

Kristina Henson

Authorized Official or Designated Representative

Application Ref # 2016-JAGC-2646
Contract 2016-JAGC-PALM-1-H3-211

General Project Information

Project Title: PBC EX-OFFENDER REENTRY
Subgrant Recipient: Palm Beach County Board of Commissioners
Implementing Agency: Palm Beach County Criminal Justice Commission
Project Start Date: 10/1/2015 **End Date:** 9/30/2016

Problem Identification

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 population). 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. In recent years, reentry in Palm Beach County has received increased attention as public policy leaders are searching for innovative ways of decreasing cost of incarceration while maintaining public safety. As a result, the Criminal Justice Commission's Reentry Task Force has developed a five-year plan and implemented various projects that work with adult and juvenile ex-offenders. This is a continuation grant from last year (2015-JAGC-PALM-2-R3-188).

Project Summary (Scope of Work)

Evidence-Based Methodology and Outcome Measures - Palm Beach County utilizes the Risk-Needs-Responsivity (RNR) model to guide the reentry process. The RNR model refers to predicting which inmates have a higher probability of recidivating and treating the criminogenic needs of those inmates with appropriate programs based on their level of need. There is considerable empirical evidence that programs that target inmates who are at a higher risk to recidivate are more effective in reducing recidivism than those that do not. Accordingly, a range of interventions are provided that target the specific criminogenic needs of inmates who are higher risk. The long term goals are to increase public safety by reducing recidivism by 50% over 5 years in Palm Beach County. Outcome measures that are used to monitor the impact of the process of these long term goals include a reduction in recidivism rates for the target population. The six fundamental strategies of evidence-based correctional practice are integrated into the design of the program.

The program:

- 1) Objectively Assesses Criminogenic Risks and Needs: Inmates are objectively assessed using the LSI-r Risk/Needs Assessment.
- 2) Enhances Intrinsic Motivation: Pre- and Post-Release Staff received training in motivational interviewing and are trained instructors for the Thinking For A Change Curriculum, a cognitive behavior change program for offenders that includes cognitive

restructuring, social skills development and development of problem solving skills.

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: 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: 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.

The target population is 5,000 ex-offenders, returning to Palm Beach County.

Funds will be provided to the City of Riviera Beach, The Lord's Place and Gulfstream Goodwill for case management, assessments, community support, employment, counseling and evaluation.

The selected agencies are part of an extensive countywide effort to bring evidence based services and results to clients. The overall outcome is to reduce the number of clients who return to jail thereby reducing the recidivism rate.

Approximately 300 Medium and High risk clients that were convicted in and returning to Palm Beach County (PBC) are referred to The Lord's Place, the City of Riviera Beach and Gulfstream Goodwill annually through the Reentry Program. PBC reaches out to every DOC inmate that is scheduled to return to Palm Beach County. Each client is tracked in a web-based case management system (RENEW) for three years after programming is completed. Palm Beach County will contract with The Lord's Place, Gulfstream Goodwill and The City of Riviera Beach for the following services:

Case management - The County and service providers will use grant funds to provide staffing to provide ex-offenders with assistance obtaining health care and public assistance benefits and driver's licenses or identification assistance. Timesheets and cancelled checks will be provided as back up documentation.

General Support Services - will consist of the county using grant funds for expenses for program supplies, staff mileage, Staff parking for meetings, client training dvds and office supplies. The County and service providers will use grant funds for efforts to assist the ex-offender in eliminating legal barriers to successfully reintegrating into the community. The position is designed to be a support position for existing reentry service providers to call upon when a client needs services. General revenue funds were not allocated for Reentry services, so grant funds are needed to continue the service.

Training- This staff training offered by the University of Cincinnati is designed for moderate to high risk offenders and focus on key criminogenic needs. A social learning cognitive-behavioral approach combined with a motivational enhancement approach comprise the major behavioral change strategies. Curricula can be used in a stand alone program or in combination as a part of a more comprehensive treatment package.

Training- Essential Financial Skills Training offered by Goodwill Industries International to enhance staff ability to analyze data.

Palm Beach County will contract with service providers to pay unit costs for case management and general support services, including evidence-based reentry training for

staff, to at-risk clients upon release from a state correctional facility. Palm Beach County will also support a computer lab. The provider's minimum performance required for payment by the County will be established in the local agency agreement with each provider and accounted for through the subcontract. During the grant period, each provider will be required to provide a minimum of two services to each client per month. The providers will submit invoices and records substantiating the services provided, and will be made available for review during grant monitoring or upon request. Additional documentation will be provided, to include reporting or sharing of client-based / program data, including but not limited to number of clients served, number of clients completing service plan, etc. All providers are licensed facilities through the Florida Department of Children and Families to provide treatment and behavioral services.

The deliverable for this agreement is the quarterly performance of the tasks and activities described in the scope of work in accordance with the contractual agreement between the County and the service providers. The County will request reimbursement of allowable costs identified in Section 4, pages 1-3 on a quarterly basis.

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Section Questions:

Question: What percentage of the total cost of this project is being funded by sources other than this award?

Answer: 53

Question: What is the name of the jurisdiction(s) your agency provides service to. (e.g., City of Miami, Orange County, State of Florida)

Answer: Palm Beach County, Florida

Question: What is the combined population of the jurisdiction(s) your agency provides services to (according to the most recent census)?

Answer: 1320134

Question: What is the address of the location being used to provide services for this project?

Answer: 301 North Olive Avenue
West Palm Beach, Florida 33401

Question: Describe your agency. (e.g., non-profit, community based, government)

Answer: Local Government

Question: Have you verified that the subgrantee has an active and current registration in SAM.gov?

Answer: Yes

Question: What is the Operating Capital Outlay threshold used by the subgrantee?
If the implementing agency is a sheriff's office, indicate the sheriff's office's threshold instead.

Answer: \$1,000.00

Question: Does the subgrantee receive a single grant in the amount of \$750,000 or more from the U.S. Department of Justice?

Answer: No

Question: Does the implementing agency receive a single grant in the amount of \$750,000 or more from the U.S. Department of Justice?

Answer: No

Question: In your organization's preceding completed fiscal year, did your organization (the subgrantee) receive at least (a) 80 percent or (b) \$25,000,000 of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

Answer: No

Question: If you answered yes above, does the public have access to information about the compensation of the executives in your organization (the subgrantee) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? If answer to Part 1, above, was "no," answer N/A.

Answer: No

General Financial Info:

Note: All financial remittances will be sent to the Chief Financial Officer of the Subgrantee Organization.

Financial Reporting Frequency for this Subgrant: Quarterly

Is the subgrantee a state agency?: No

FLAIR / Vendor Number: 596000785

Budget:

Budget Category	Federal	Match	Total
Salaries and Benefits	\$65,098.00	\$0.00	\$65,098.00
Contractual Services	\$130,085.00	\$0.00	\$130,085.00
Expenses	\$0.00	\$0.00	\$0.00
Operating Capital Outlay	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
-- Totals --	\$195,183.00	\$0.00	\$195,183.00
Percentage	100.0	0.0	100.0

Project Generated Income:

Will the project earn project generated income (PGI) ? No

Budget Narrative:

SALARIES AND BENEFITS

1) Juvenile Reentry Program Management- Palm Beach County- \$65,098 (Total Salary/Benefits: \$85,190- This position is responsible for the day to day management of Palm Beach County's juvenile reentry initiative and focuses on implementation, managing contracts and support staff and ensures that data is collected and analyzed. The grant will fund approximately 77% of the Annual Salary. This position was previously funded by a Department of Justice grant that expired. The grant will pay approximately 1,620 hours at a rate of \$40.96 (this is the rate calculated off of \$85,190/2,080 which includes benefits. Benefits include approximately: FICA (\$3,176), Medicare (\$743), Workman's Comp (\$116), Retirement (\$\$4,727) and Health Benefits (\$25,540).

Palm Beach County will cover the difference of \$20,092 in the total project cost. Any additional project costs will be Palm Beach County's responsibility to absorb through its revenue and expense budgets.

CONTRACTUAL

1) Case Management - Reentry (City of Riviera Beach)

Total Cost \$16,200

Number of units: approximately 854

Unit Cost = one hour of service = \$18.95 (estimate)

Total cost: \$16,200

Total Project Cost = \$37,914

Total units are determined by 8 hour work days 5 days per week multiplied by 50 weeks (assuming two weeks are taken off for holidays and/or personal time), totaling 2,000 units. The unit cost is determined by dividing the total project cost (\$37,914) by the 2,000 units equaling \$18.95 per unit (per hour).

Palm Beach County will contract with the City of Riviera Beach for services.

Riviera Beach will cover the difference of \$21,714 in the total project cost. As a valued partner, Riviera Beach has contracts for other projects with the County but will not be billing the County for additional costs outside of the grant for this project. Any additional project costs will be Riviera Beach's responsibility to absorb through its revenue and expense budgets.

2) Case Management - Reentry (Gulfstream Goodwill)

Total Cost: \$83,333

2A) Project Director (Gulfstream Goodwill)

Number of units: approximately 480

Unit Cost = one hour of service = \$36.65 (estimate)

Total Budget = \$17,592

Total Project Cost = \$73,298

Total units are determined by 8 hour work days 5 days per week multiplied by 50 weeks (assuming two weeks are taken off for holidays and/or personal time), totaling 2,000

Budget Narrative (Continued):

units. The unit cost is determined by dividing the total project cost (\$73,298) by the 2,000 units equaling \$36.65 per unit (per hour).

Goodwill will cover the difference of \$55,706 in the total project cost. As a valued partner, Goodwill has contracts for other projects with the County but will not be billing the County for additional costs outside of the grant for this project. Any additional project costs will be Goodwill's responsibility to absorb through its revenue and expense budgets.

Palm Beach County will contract with Goodwill for services.

2B) Program Coordinator (Gulfstream Goodwill)

Number of units: approximately 521

Unit Cost = one hour of service = \$22.14 (estimate)

Total Budget = \$11,516

Total Project Cost = \$44,286

Total units are determined by 8 hour work days 5 days per week multiplied by 50 weeks (assuming two weeks are taken off for holidays and/or personal time), totaling 2,000 units. The unit cost is determined by dividing the total project cost (\$44,286) by the 2,000 units equaling \$22.14 per unit (per hour).

Goodwill will cover the difference of \$32,770 in the total project cost. As a valued partner, Goodwill has contracts for other projects with the County but will not be billing the County for additional costs outside of the grant for this project. Any additional project costs will be Goodwill's responsibility to absorb through its revenue and expense budgets.

Palm Beach County will contract with Goodwill for services.

2C) Case Manager (Gulfstream Goodwill)

Number of units: approximately 2,000

Unit Cost = one hour of service = \$19.23 (estimate)

Total Budget = \$38,472

Total Project Cost = \$38,472

Total units are determined by 8 hour work days 5 days per week multiplied by 50 weeks (assuming two weeks are taken off for holidays and/or personal time), totaling 2,000 units. The unit cost is determined by dividing the total project cost (\$38,472) by the 2,000 units equaling \$19.23 per unit (per hour).

Palm Beach County will contract with Goodwill for services.

2D) Juvenile Case Manager (Gulfstream Goodwill)

Number of units: approximately 826

Unit Cost = one hour of service = \$19.07 (estimate)

Total Budget = \$15,753

Total Project Cost = \$38,145

Total units are determined by 8 hour work days 5 days per week multiplied by 50 weeks

Budget Narrative (Continued):

(assuming two weeks are taken off for holidays and/or personal time), totaling 2,000 units. The unit cost is determined by dividing the total project cost (\$38,145) by the 2,000 units equaling \$19.07 per unit (per hour).

Goodwill will cover the difference of \$22,392 in the total project cost. As a valued partner, Goodwill has contracts for other projects with the County but will not be billing the County for additional costs outside of the grant for this project. Any additional project costs will be Goodwill's responsibility to absorb through its revenue and expense budgets.

Palm Beach County will contract with Goodwill for services.

3) CONTRACTUAL SERVICES / EXPENSES: \$30,552

The County's subcontracts with service providers include expenses required to support case management and reentry services for ex-offenders.

Expenses include:

- Program Supplies, including mileage, parking for case management staff and client training videos- (\$7,000)
- Office Supplies, including paper, tablets, toner, staples, pens, shredder, folders, binders, tabs, postage, clips, highlighters, calendars, and other small consumable office supplies (\$4,208)
- Copier expenses to support the case manager and all reentry clients. (\$2,000)
- Computers = 5 laptops x \$763 per (\$3,815)

Training Costs for the University of Cincinnati Correctional Institute Conference.

Approximately Four (4) Training Class Registration Fees X \$1,100 per, at a total cost of \$4,400

Approximately Four (4) Hotel stays for 6 nights X 145.00 per, at a total cost of \$3,408

Approximately Four (4) Per Diem Reimbursements at IRS Rates X 300 per, at a total cost of \$1,200

Approximately Four (4) air fares X 423.00 per, at a total cost of \$1,692

Approximately One (1) Car rental X 624.00 per and fuel \$200 for a total cost of \$824

Approximately One (1) Hotel parking for 6 nights X 28.00 per, at a total cost of \$168

Training Costs for the Essential Financial Skills Training in Maryland

Approximately One (1) Training Class Registration Fees X \$275 per, at a total cost of \$275

Approximately One (1) Hotel stay for 4 nights X 259.00 per, at a total cost of \$1,036

Approximately Four (4) Per Diem Reimbursements at IRS Rates X 69 per, at a total cost of \$276

Approximately One (1) air fares X 250.00 per, at a total cost of \$250

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Attachment # 2
Page 11 of 12

Section Questions:

Question: If the budget contains salaries and benefits, will this project result in a net personnel increase, or continue to fund a prior federally grant funded net personnel increase?

Answer: Yes

Question: If Expenses or Operating Capital Outlay are included in your budget, what will be the method of procurement for those items? (e.g., competitive bid, sole source, state term contract)

Answer: N/A

Question: If indirect cost is included, explain the indirect cost plan. Provide documentation of approval.

Answer: N/A

Question: If contractual services in the budget are based on unit costs, provide a definition and breakdown of cost for each service. Include the methodology for the unit cost plan and when it was approved.

Answer: Palm Beach County will contract with Reentry Providers for the following services: To provide case management which includes assistance with the development of case management plans that assists reentering citizens with goal setting, medical management, housing assistance, peer support, and other social service interventions. Additionally, employment services include assistance with job skill development and resume development, assistance in identifying proper employment based upon assessment, job readiness, and job placement.

Case Management Unit Cost budget- Please see the budget narrative for an explanation of the individual unit costs that will be used.