



**II. FISCAL IMPACT ANALYSIS**


**A. Five Year Summary of Fiscal Impact**

| Fiscal Years                                   | <u>2018</u> | <u>2019</u> | <u>2020</u> | <u>2021</u> | <u>2022</u> |
|--|-------------|-------------|-------------|-------------|-------------|
| Capital Expenditures                           | _____       | _____       | _____       | _____       | _____       |
| Operating Costs                                | _____       | _____       | _____       | _____       | _____       |
| External Revenues                              | _____       | _____       | _____       | _____       | _____       |
| Program Income (County)                        | _____       | _____       | _____       | _____       | _____       |
| In-Kind Match (County)                         | _____       | _____       | _____       | _____       | _____       |
| <b>Net Fiscal Impact</b>                       | <u>0</u>    | _____       | _____       | _____       | _____       |
| <b># ADDITIONAL FTE POSITIONS (Cumulative)</b> | <u>0</u>    | <u>0</u>    | <u>0</u>    | <u>0</u>    | <u>0</u>    |

Is Item Included In Current Budget? Yes X No \_\_\_\_\_  
 Does this item include the use of federal funds? Yes X No \_

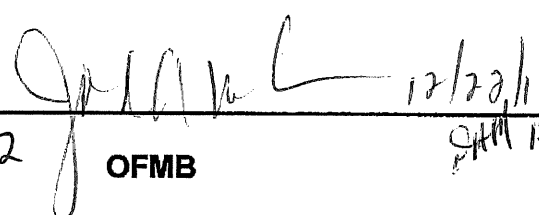
Budget Account Exp No: Fund:1507 Department:762 Unit:7710/7715  
 Object: various  
 Rev No: Fund:1507 Department: 762 Unit:7710/7715 RevSc:3129

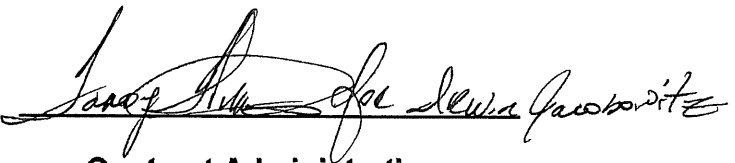
**B. Recommended Sources of Funds/Summary of Fiscal Impact:**  
 No additional fiscal impact.

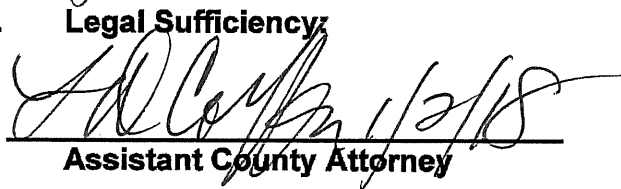
Departmental Fiscal Review: \_\_\_\_\_  12/18/17

**III. REVIEW COMMENTS**

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

 12/22/17  
 OFMB  
 12/22

  
 Contract Administration  
 12/27/17

**B. Legal Sufficiency:**  
  
 Assistant County Attorney

**C. Other Department Review:**  
 \_\_\_\_\_  
 Department Director

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

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

Justice Assistance Grant - County-wide

**Subgrantee:** Palm Beach County Board of Commissioners  
**Project Title:** PBC EX-OFFENDER REENTRY  
**Grant Number:** 2017-JAGC-PALM-1-F9-015  
**Adjustment** 1  
**Nature of** Reinstatement of Grant/RevProjSumm/RevBud  
**To Subgrantee:**

Pursuant to your request of 10/19/2017, 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** 11/03/2017

***Petrina Herring***

\_\_\_\_\_  
 Authorized Official  
 Clayton H. Wilder  
 Administrator

The following revised budget is approved:

| Budget Category       | Current<br>Approved | Difference    | New<br>Approved<br>Budget |
|-----------------------|---------------------|---------------|---------------------------|
| Salaries and Benefits | \$0.00              | \$0.00        | \$0.00                    |
| Contractual Services  | \$233,395.00        | \$0.00        | \$233,395.00              |
| Expenses              | \$0.00              | \$0.00        | \$0.00                    |
| Operating Capital     | \$0.00              | \$0.00        | \$0.00                    |
| Indirect Costs        | \$0.00              | \$0.00        | \$0.00                    |
| <b>Total Project</b>  | <b>\$233,395.00</b> | <b>\$0.00</b> | <b>\$233,395.00</b>       |
|                       | <b>Prime</b>        | <b>Match</b>  | <b>Total Funds</b>        |
| <b>New Approved</b>   | <b>\$233,395.00</b> | <b>\$0.00</b> | <b>\$233,395.00</b>       |

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

|             |                         |
|-------------|-------------------------|
| Application | 2017-JAGC-2908          |
| Contract    | 2017-JAGC-PALM-1-F9-015 |

Adjustment 1  
Grant 2017-JAGC-PALM-1-F9-015  
Page # : 2

**OCJG Adjustment**

1. The Revised Project Summary (Scope of Work) is approved.
2. The revised budget and narrative reflecting line item change in the contractual services category is approved.
3. The grant is hereby reinstated effective as of September 30, 2017. The grant period is extended through December 31, 2017.

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

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|             |                         |
|-------------|-------------------------|
| Application | 2017-JAGC-2908          |
| Contract    | 2017-JAGC-PALM-1-F9-015 |

Application for Funding Assistance

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



The Palm Beach County Reentry Program is modifying the program budget to provide transitional housing for homeless ex-offenders for up to one year where they will receive wrap-around social services to assist in their reintegration back into society. Palm Beach County will sub-award with a provider to provide transitional housing for ex-offenders. Eligible ex-offenders will receive up to one year of transition housing assistance where they will receive wrap-around social service to assist in their integration back into society.

Research shows that helping people released from prisons or jails find safe places to live is critical to reducing homelessness and recidivism and to ensuring stable housing situations for children, families, and communities. Research indicates that people who fail to find stable housing in the community are more likely to recidivate than those who do. According to a qualitative study by the Vera Institute of Justice, people released from prison and jail to parole who entered homeless shelters in New York City were seven times more likely to abscond during the first month after release than those who had some form of housing.

In addition, Palm Beach County is requesting to sub-ward grant funds to local providers (City of Riviera Beach, Gulfstream Goodwill, and The Lord's Place) for case management and supervisor services for at risk reentry clients upon release from a state correctional facility. The City of Riviera Beach is a local government and The Lord's Place and Gulfstream Goodwill are non-profit agencies.

In addition, Palm Beach County is requesting to extend the grant end date to 12/31/17.

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 10/19/2017

Kristina Henson  
Authorized Official or Designated Representative

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

  
COUNTY ATTORNEY

Application Ref 2017-JAGC-2908

Contract 2017-JAGC-PALM-1-F9-015

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

# Application for Funding Assistance

Attachment # 1Florida Department of Law Enforcement  
Justice Assistance Grant - County-widePage 4 of 13

## 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:** 10/1/2016      **End:** 12/31/2017

## 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 (2016-JAGC-PALM-1-H3-211).

## Project Summary (Scope of Work)

Palm Beach County is requesting to sub-ward grant funds to local providers (City of Riviera Beach, Gulfstream Goodwill, and The Lord's Place) for case management and supervisor services for at risk reentry clients upon release from a state correctional facility. The City of Riviera Beach is a local government and The Lord's Place and Gulfstream Goodwill are non-profit agencies.

Additionally, Palm Beach County will sub-award with a provider to provide transitional housing for ex-offenders. Eligible ex-offenders will receive up to one year of transition housing assistance where they will receive wrap-around social service to assist in their integration back into society. The minimum performance measures that prompt a payment for a bed day include an invoice from the provider backed up by a client log indicating that the client was housed in the facility.

By sub-warding federal funds, this agreement generates a tiered sub-recipient relationship between Palm Beach County and each provider, resulting in Palm Beach County being designated as a non-federal pass-through entity defined by 2 CFR 200.74. As a result, Palm Beach County must comply with all provisions of 2 CFR Part 200 and the OJP Financial Guide regarding pass-through entities. Palm Beach County

Application Ref 2017-JAGC-2908

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Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

# Application for Funding Assistance

Florida Department of Law Enforcement  
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must provide supporting documentation for their compliance with these federal requirements during monitoring.

Palm Beach County must assure each provider meets federal eligibility requirements as a sub-recipient for federal grant funding, including registration in the System for Award Management (sam.gov) and compliance with all Omnibus and Safe Streets Act statutory provisions, including registration and compliance with the DOJ Office of Civil Rights requirements.

Palm Beach County will provide a copy of each sub-award agreement with providers. The agreements must comply with Florida Statute 215.97 for contract and grant, including quantifiable deliverables, minimum performance, and financial consequences to ensure the provider complies with all applicable regulations of Part 200 of the Uniform Requirements, including but not limited to: financial management system requirements, internal controls, cost principles, allowable costs, indirect costs, and audit requirements. Palm Beach County will ensure providers are compliant through a documented sub-recipient monitoring process.

Palm Beach County will report financial and programmatic information from each provider on a quarterly basis to FDLE. Documentation on Palm Beach County's responsibilities as a pass-through entity will be provided at the time of monitoring, including but not limited to copies of completed risk, assessments, monitoring reports, and financial supporting documentation for each sub-recipient.

Each sub-recipient (City of Riviera Beach, Gulfstream Goodwill, and The Lord's Place) will be responsible for the following activities:

1. Reentry Case Management is delivered to ex-offenders to support their ability to develop and complete a transition plan. Case Management aids in the provision of services to assist the ex-offender in developing skills to better manage the reentry process as well as cope with other life stressors or needs in order to reduce recidivism. Case Management can relate to Assessment Services, Motivational Interviewing, Cognitive Behavioral Services, Substance Abuse Treatment, Mental Health Treatment, Family Reunification Services, Pro-Social Activities, Employment Services, Education Services, Mentoring Services, Housing Services, Identification Services, Financial Education or Health Services.
2. Provide ex-offenders with assistance obtaining health care and public assistance benefits as well as driver's licenses and identification assistance.
3. Conduct risk assessments on clients to determine their level of eligibility and their minimum required hours of case management services from the program.
  - low risk: not eligible
  - moderate risk: 100 hours of services
  - moderate-high risk: 150 hours of services
  - high risk: 200+ hours of service

Each subrecipient will be responsible for tracking the hours of services per client, and documenting the service hours and/or clients served under the federal award. Providers not fulfilling obligations to the clients will not be reimbursed.

Each provider will be responsible for submitting invoices and records substantiating

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Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

# Application for Funding Assistance

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the services provided to Palm Beach County, and will be made available for review during grant monitoring or upon request. Providers will also provide additional documentation, such as reporting or sharing of client-based program data, including but not limited to: number of clients served, number of clients completing service plans, etc. All providers will maintain and produce documentation related to facility licensing and monitoring through the Department of Children and Families to provide treatment and behavioral health services.

Palm beach County, and each provider using funds for compensation of personnel services, must ensure records and documentation comply with 2 CFR 200.430, including but not limited to: pay policies, internal controls, cost allocation of program activities, time and effort reporting, etc. Each subaward was procured via a competitive solicitation for services. Documentation relating to these procurements are available upon request.

Palm Beach County will request reimbursement of allowable costs identified in Section 4, pages 1-3 on a quarterly basis.

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Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)



# Application for Funding Assistance

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

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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: 75
- 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 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: 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
- Question: What is the combined population of the jurisdiction(s) your agency provides services to (according to the 2010 census)?  
Answer: 1320134

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Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

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

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**General Financial Info:**

state: All financial reportances will be sent to the Chief Financial Officer of the State in the Department of

Financial Reporting Frequency for this **Quarterly**

Is the subgrantee a state agency?: **No**

FLAIR / Vendor Number: **596000785**

**Budget:**

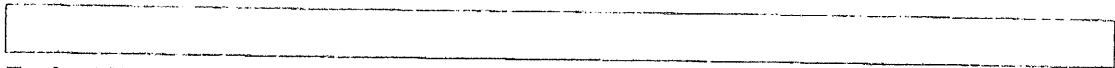
| Budget Category          | Prime               | Match         | Total               |
|--------------------------|---------------------|---------------|---------------------|
| Salaries and Benefits    | \$0.00              | \$0.00        | \$0.00              |
| Contractual Services     | \$233,395.00        | \$0.00        | \$233,395.00        |
| Expenses                 | \$0.00              | \$0.00        | \$0.00              |
| Operating Capital Outlay | \$0.00              | \$0.00        | \$0.00              |
| Indirect Costs           | \$0.00              | \$0.00        | \$0.00              |
| <b>-- Totals --</b>      | <b>\$233,395.00</b> | <b>\$0.00</b> | <b>\$233,395.00</b> |
| <b>Percentage</b>        | <b>100.0</b>        | <b>0.0</b>    | <b>100.0</b>        |

**Project Generated**

Will the project earn project generated income **No**

Application for Funding Assistance

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



**Budget Narrative:**

The Palm Beach County, Criminal Justice Commission (CJC), will use grant funds to reimburse local providers (City of Riviera Beach, Gulfstream Goodwill, and The Lord's Place) for case management services of eligible ex-offenders within Palm Beach County.  
Contractual Services Subrecipient Relationships

1. City of Riviera Beach: Grant funds will be used to support two (2) case managers to perform the following activities:

1A) Case Manager 2 (approx. \$19/hour)  
Salary: \$36,497  
FICA/Medicare: 7.65%  
Benefits: \$843/month  
Total: \$49,400  
Grant funding: \$49,400 (100% of the position's salary)

1B) Case Manager 3 (approx. \$16.85/hour)  
Salary: \$30,667  
FICA/Medicare: 7.65%  
Benefits: \$639/month  
Total: \$40,680  
Grant funding: \$26,245 (64.52% of the position's salary)

The City of Riviera Beach will be responsible for covering any cost above the grant funded amount of \$75,645.

This position manages a variety of direct client services relative to the intervention and education of ex-offenders returning to the community as part of the Justice Service Center, a part of the Youth Violence Prevention Project.

2. Gulfstream Goodwill: Grant funds will be used to support one (1) Project Director, one (1) Program Coordinator, and one (1) case manager to perform the following activities

2A) Project Director (approx. \$29.5/hour)  
Salary: \$61,360  
FICA/Medicare: 7.65%  
Benefits: \$248/month  
Total: \$69,028  
Grant funding: \$14,805 (21.45% of the position's salary)

The Project Director will focus on building programs and services to offer to returning citizens and youth at risk. This would also include implementing and monitoring justice programs within communities and Youth Empowerment Centers, building relationships with persons from local Government officials and Justice Service's arena to include, but not limited to the Criminal Justice Commission, Public Defender's and State Attorney's offices, local Sheriff's Office, Department of Correction and Probation as well as City and County Commissioners and Mayor's offices. The Program Director must also work closely with the Department of Juvenile Justice local and state offices

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## Budget Narrative (Continued):

and the Directors of local Youth Empowerment Centers; perform functions to design, develop, implement, and administer the policies and procedures for Re-Entry programs and contribute to the mission of Goodwill by maximizing the opportunities for participants with criminal histories and other barriers to become more independent, making decisions based on conclusions for which there is little precedent.

2B) Program Coordinator (approx. \$17.83/hour)  
Salary: \$37,079  
FICA/Medicare: 7.65%  
Benefits: \$430/month  
Total: \$45,072  
Grant funding: \$8,186 (18.16% of the position's salary)

The Program Coordinator will manage the adult reentry program plan and implement the program's policies and procedures to ensure the program's integrity; and contribute to the mission of Goodwill by advocating for the participants and maximizing participant independence and community integration, guided by precedent and working within the limits of established policies

2C) Case Manager 2 (approx. \$21.53/hour)  
Salary: \$44,782  
FICA/Medicare: 7.65%  
Benefits: \$305/month  
Total: \$51,857  
Grant funding: \$34,299 (66.14% of the position's salary)

The Case Manager will develop and monitor the implementation of a Personal Development Plan (PDP) with participants in the Residential Program, provide guidance and support to participants to meet program objectives; and contribute to the mission of Goodwill by advocating for the participants and maximizing opportunities for persons with disabilities and other barriers to become more independent, guided by precedent and working within the limits of established policies.

Gulfstream Goodwill will be responsible for covering any cost above the grant funded amount of \$57,290.

3. The Lord's Place- Grant funds will be used to support four (4) case managers to perform the following activities:

3A) Case Manager 2 (approx. \$12.00/hour)  
Salary: \$24,960  
FICA/Medicare: 7.65%  
Benefits: \$607/month  
Total: \$34,152  
Grant funding: \$14,960 (43.8% of the position's salary)

3B) Case Manager 3 (approx. \$21.68/hour)  
Salary: \$45,094  
FICA/Medicare: 7.65%

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Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

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**Budget Narrative (Continued):**

Benefits: \$651/month  
Total: \$56,350  
Grant funding: \$17,232 (30.58% of the position's salary)

3C) Case Manager 4 (approx. \$18.82/hour)  
Salary: \$39,146  
FICA/Medicare: 7.65%  
Benefits: \$436/month  
Total: \$47,371  
Grant funding: \$36,010 (76.02% of the position's salary)

3D) Case Manager 5 (approx. \$16.83/hour)  
Salary: \$35,006  
FICA/Medicare: 7.65%  
Benefits: \$615/month  
Total: \$45,063  
Grant funding: \$21,858 (48.51% of the position's salary)

The Lord's Place will be responsible for covering any cost above the grant funded amount of \$90,060.

Case Managers will oversee the Community-based Reentry program to ensure that all participants are receiving the appropriate services that will help them end their homelessness. The position coordinates all activities in the Reentry program including the social services programs. This position will also provide direct client service.

4. Transitional Housing- Grant funds will be used to provide up to one year of transitional housing services for eligible ex-offenders allowing them to receive wrap around social services to assist in their integration back into society.

Unit Cost= 1 bed day= \$25  
Number of Units: approx. 416  
Total Transitional Housing Project Cost for Provider: \$103,569  
Total Grant Funding: \$10,400

The housing provider will be responsible for any costs over the grant funded amount of \$10,400.

The Lord's Place  
2017-2018 Reentry Bed Night Analysis

Recovery Center Budget

Salaries & Benefits (non duplicative): \$117,529  
Occupancy: \$80,848  
Other Operating Costs: \$18,288  
Transportation: \$7,309  
Prop Mgmt/Supervision/Eval & Research: \$40,613  
Total Housing Costs: \$264,587

# of units: 29  
Annual Cost per unit: \$9,124

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**Budget Narrative (Continued):**

Total Cost per Unit/Bed Night: \$25.00

Any costs over the allocated grant amount will be paid for by the Palm Beach County Board of Commissioners.

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**Application for Funding Assistance**

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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: No

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: N/A

Justice Assistance Grant - County-wide

**Subgrantee:** Palm Beach County Board of Commissioners  
**Project Title:** PBC EX-OFFENDER REENTRY  
**Grant Number:** 2017-JAGC-PALM-1-F9-015  
**Adjustment** 2  
**Nature of** Change Project Director

**To Subgrantee:**

Pursuant to your request of 11/16/2017, 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 11/21/2017

***Rona Kay Credit***

\_\_\_\_\_  
Authorized Official  
Clayton H. Wilder  
Administrator

**OCJG Adjustment**

The project director has been changed from Jacquelyn Price to Katherine Shover.

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

|             |                         |
|-------------|-------------------------|
| Application | 2017-JAGC-2908          |
| Contract    | 2017-JAGC-PALM-1-F9-015 |



**Application for Funding Assistance**

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

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A grant adjustment is requested to change the Project Director in SIMON from Jacquelyn Price to Katherine Shover.


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 11/16/2017

*Kristina Henson*

Authorized Official or Designated Representative

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY  
  
COUNTY ATTORNEY

Application Ref 2017-JAGC-2908

Contract 2017-JAGC-PALM-1-F9-015

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

# Application for Funding Assistance

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

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## Subgrant Recipient

**Organization** Palm Beach County Board of Commissioners  
**County:** Palm Beach

## Chief Official

**Name:** Paulette Burdick  
**Title:** Mayor  
**Address:** 301 North Olive Avenue  
**City:** West Palm Beach  
**State:** FL **Zip:** 33401-4700  
**Phone:** 561-355-2202 **Ext:**  
**Fax:**  
**Email:** pburdick@pbcgov.org

## Chief Financial Officer

**Name:** Sharon Bock  
**Title:** Clerk & Comptroller  
**Address:** 301 North Olive Avenue  
9th Floor  
**City:** West Palm Beach  
**State:** FL **Zip:** 33401-4700  
**Phone:** 561-355-4995 **Ext:**  
**Fax:** 561-355-6727  
**Email:** sbock@mypalmbeachclerk.com

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Contract 2017-JAGC-PALM-1-F9-015

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

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**Implementing Agency**

**Organization** Palm Beach County Criminal Justice Commission  
**County:** Palm Beach

**Chief Official**

**Name:** Kristina Henson  
**Title:** Executive Director  
**Address:** 301 North Olive Avenue  
**City:** West Palm Beach  
**State:** FL **Zip:** 33401-4700  
**Phone:** 561-355-2314 **Ext:**  
**Fax:**  
**Email:** KHenson@pbcgov.org

**Project Director**

**Name:** Katherine Shover  
**Title:** Senior Criminal Justice Analyst  
**Address:** 301 North Olive Avenue  
Suite 1001  
**City:** West Palm Beach  
**State:** FL **Zip:** 33401-4700  
**Phone:** 561-355-6877 **Ext:**  
**Fax:**  
**Email:** kshover@pbcgov.org

Justice Assistance Grant - County-wide

**Subgrantee:** Palm Beach County Board of Commissioners  
**Project Title:** PALM BEACH COUNTY FUSE  
**Grant Number:** 2017-JAGC-PALM-4-F9-226  
**Adjustment** 1  
**Nature of** Change Project Director

**To Subgrantee:**

Pursuant to your request of 11/16/2017, 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** 11/21/2017

***Rona Kay Cradit***

\_\_\_\_\_  
Authorized Official  
Clayton H. Wilder  
Administrator

**OCJG Adjustment**

The project director has been changed from Jacquelyn Price to Katherine Shover.

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

|             |                         |
|-------------|-------------------------|
| Application | 2017-JAGC-3156          |
| Contract    | 2017-JAGC-PALM-4-F9-226 |

**Application for Funding Assistance**

Attachment # 3  
Page 2 of 4

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

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A grant adjustment is requested to change the Project Director In SIMON from Jacquelyn Price to Katherine Shover.

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 11/16/2017

*Kristina Henson*

Authorized Official or Designated Representative

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

*[Handwritten Signature]*

COUNTY ATTORNEY

Application Ref 2017-JAGC-3156  
Contract 2017-JAGC-PALM-4-F9-226

**Application for Funding Assistance**

Attachment # 3  
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Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

**Subgrant Recipient**

**Organization** Palm Beach County Board of Commissioners  
**County:** Palm Beach

**Chief Official**

**Name:** Paulette Burdick  
**Title:** Mayor  
**Address:** 301 North Olive Avenue  
**City:** West Palm Beach  
**State:** FL **Zip:** 33401-4700  
**Phone:** 561-355-2202 **Ext:**  
**Fax:**  
**Email:** pburdick@pbcgov.org

**Chief Financial Officer**

**Name:** Sharon Bock  
**Title:** Clerk & Comptroller  
**Address:** 301 North Olive Avenue  
9th Floor  
**City:** West Palm Beach  
**State:** FL **Zip:** 33401-4700  
**Phone:** 561-355-4995 **Ext:**  
**Fax:** 561-355-6727  
**Email:** sbock@mypalmbeachclerk.com

**Application for Funding Assistance**

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

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**Implementing Agency**

**Organization** Palm Beach County Criminal Justice Commission  
**County:** Palm Beach

**Chief Official**

**Name:** Kristina Henson  
**Title:** Executive Director  
**Address:** 301 North Olive Avenue  
**City:** West Palm Beach  
**State:** FL **Zip:** 33401-4700  
**Phone:** 561-355-2314 **Ext:**  
**Fax:**  
**Email:** KHenson@pbcgov.org

**Project Director**

**Name:** Katherine Shover  
**Title:** Senior Criminal Justice Analyst  
**Address:** 301 North Olive Avenue  
Suite 1001  
**City:** West Palm Beach  
**State:** FL **Zip:** 33401-4700  
**Phone:** 561-355-6877 **Ext:**  
**Fax:**  
**Email:** kshover@pbcgov.org