

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

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Meeting Date: June 2, 2020	<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**

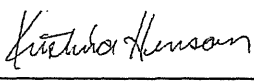
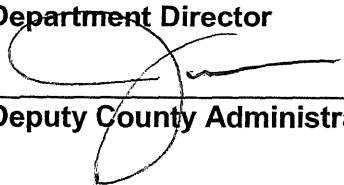
**Motion and Title:** Staff recommends motion to receive and file: **A)** grant award 2020-JAGC-PALM-2-Y5-030 from the Florida Department of Law Enforcement (FDLE), Edward Byrne Memorial Justice Assistance Formula Federal FY18 (County FY19) Grant (JAG), in the amount of \$272,532 to fund the Reentry Program for the period October 1, 2018 through June 30, 2020; **B)** grant award 2020-JAGC-PALM-1-Y5-092 from FDLE Federal FY18 (County FY9) JAG in the amount of \$50,000 to fund the PalmFUSE Project for the period October 1, 2018 through June 30, 2020; and **C)** Grant Adjustment Notices (GANs) 1, 2, 3 and 4 for Grant 2020-JAGC-PALM-2-Y5-030.

**Summary:** Palm Beach County was allocated \$322,532 in Federal FY18 (County FY19) funds as part of the FDLE JAG Program (CFDA#16.738) for expenditure from October 1, 2018 through September 30, 2020. The Criminal Justice Commission (CJC) approved recommendations made by the CJC's Finance Committee to allocate these funds to the existing Reentry Program in the amount of \$272,532 and the PalmFUSE Program in the amount of \$50,000. The Reentry Program provides transitional services to juveniles and adults reentering society from jail and prison. The grant funds contractual services with providers for outreach services, case management, and support services. The PalmFUSE Program seeks to break the cycle of incarceration and homelessness among individuals with complex behavioral health challenges. The grant funds a portion of County FY19 of a 100% grant funded PalmFUSE Program Coordinator (pay grade 30) position. Grant Adjustment Notice (GAN) 1 was created in error by FDLE. GAN 2 was created by FDLE to establish special conditions as a result of delinquent performance reporting. GAN 3 was created by FDLE to remove special conditions for delinquent reporting. GAN 4 adjusts the budget to fully expend the grant funds. The JAG funds were held nationwide until June 26, 2018 due to a federal lawsuit. This award will retroactively compensate the County for the program expenditures during County FY19. On April 3, 2019 the CJC received notice from FDLE of the release of these funds and the application was approved by the BCC at their September 10, 2019 meeting. Grant award 2020-JAGC-PALM-2-Y5-030 was executed on December 10, 2019 and grant award 2020-JAGC-PALM-1-Y5-092 on March 9, 2020. These two awards and four GANs were executed on behalf of the Board by the Executive Director of the CJC in accordance with R2019-1389. **No County matching funds are required for this grant. Countywide (JW)**

**Background and Justification:** The JAG Program is the primary provider of federal criminal justice funding to state and local jurisdictions. It provides state and units of local government with critical funding necessary to support a broad range of program areas. Reentry is one of JAG's Priority Areas. JAG awards are based on a statutory formula with factors including population and violent crime. In accordance with County PPM CW-O-051, all delegated grant adjustments and signatures must be submitted by the initiating department as a receive and file agenda item.

- Attachments:**
- 1) Grant Award from FDLE (2020-JAGC-PALM-2-Y5-030)
  - 2) Grant Award from FDLE (2020-JAGC-PALM-1-Y5-092)
  - 3) Grant Adjustment #1 (2020-JAGC-PALM-2-Y5-030)
  - 4) Grant Adjustment #2 (2020-JAGC-PALM-2-Y5-030)
  - 5) Grant Adjustment #3 (2020-JAGC-PALM-2-Y5-030)
  - 6) Grant Adjustment #4 (2020-JAGC-PALM-2-Y5-030)

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Recommended by:		5-4-2020
	Department Director	Date
Approved By:		5/18/2020
	Deputy County Administrator	Date

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Personal Services	\$47,436				
Operating Expenses	\$1,160	\$12,904			
Grants and Aids	\$236,364	\$24,668			
External Revenues	(\$284,960)	(\$37,572)			
Program Income (County)					
In-Kind Match (County)					
Net Fiscal Impact	<u>0</u>	<u>0</u>			
# ADDITIONAL FTE POSITIONS (Cumulative)					

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 1436/1507 Department 662/762 Unit 5700/7716  
Object 1200s, 2000s, 5121, 9375/8201  
Rev No: Fund 1436/1507 Department 662/762 Unit 5700/7716  
RevSc 8249/3129

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

Fund: 1507 Criminal Justice Grant Fund  
Unit: 7716 JAG State Solicitation 2019 (FDLE) TBD  
Grant: Florida Department of Law Enforcement (FDLE) Edward Byrne  
Memorial Justice Assistance Formula Grant (JAGC)  
Fund: 1436 Justice Service Grant Fund  
Unit: 5700 Juvenile Reentry

\$284,960 was spent in FY19 and the remaining \$37,572 has been carried forward to FY20.

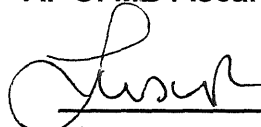
Departmental Fiscal Review: \_\_\_\_\_

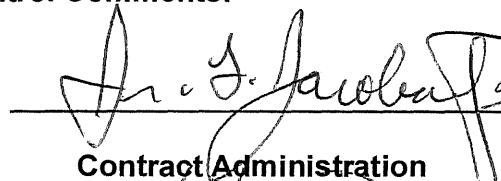


Digitally signed by  
Marianela Diaz  
Date: 2020-04-14 16:45:12

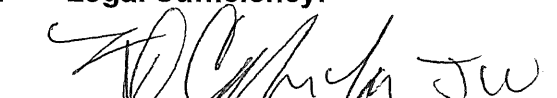
## III. REVIEW COMMENTS

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

 5/17/2020  
OFMB  
5/14

 5/15/2020  
Contract Administration  
5/14/2020 TW

### B. Legal Sufficiency:

  
Assistant County Attorney

### C. Other Department Review:

\_\_\_\_\_  
Department Director

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

**Edward Byrne Memorial Justice Assistance Grant (JAG) Program**

**CERTIFICATE OF SUBAWARD**

Subrecipient: Palm Beach County Board of Commissioners

Subrecipient DUNS: 078470481

Date of Award: 12/06/2019

Grant Period: From: 10/01/2018 TO: 06/30/2020

Project Title: PBC EX-OFFENDER REENTRY

Subgrant Number: 2020-JAGC-PALM-2-Y5-030

Federal Funds: \$272,532.00

Matching Funds: \$0.00

Total Project Cost: \$272,532.00

CFDA Number: 16.738

Federal Award Number: 2018-MU-BX-0292

Federal Awarding Agency: U.S. Department of Justice (USDOJ)

Pass-through Entity: Florida Department of Law Enforcement (FDLE)

Research and Development: No

Indirect Cost: No

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A subaward agreement is entered into by and between the Florida Department of Law Enforcement (herein referred to as "FDLE" or "Department") and the Palm Beach County Board of Commissioners (herein referred to as "Subrecipient");

WHEREAS, the Department has the authority pursuant to Florida law and does hereby agree to provide federal financial assistance to the Subrecipient in accordance with the terms and conditions set forth in the subgrant agreement, and

WHEREAS, the Department has available funds resulting from a federal Edward R. Byrne Memorial Justice Assistance Grant award issued under Part E of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, and

WHEREAS, the Subrecipient and the Department have each affirmed they have read and understood the agreement in its entirety and the Subrecipient has provided an executed agreement to the Department.

NOW THEREFORE, in consideration of the foregoing:

A subaward is hereby made to the Subrecipient identified above. The subaward is for the amount and time period specified above.

This award is a cost-reimbursement agreement. Requests for reimbursement must be submitted on either a monthly or quarterly basis, as designated in the Financial Section of the agreement. The Subrecipient must maintain original supporting documentation for all funds expended and received under this agreement in sufficient detail for proper pre- and post-audit and to verify work performed was in accordance with the deliverable(s) and not eligible for payment under another state or federal funding source. Supporting documentation includes, but is not limited to: timesheets, activity reports, paystubs, third-party contracts, quotes, procurement documents, equipment inventory records,

Attachment # 1  
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Page 1 of 2

Edward Byrne Memorial Justice Assistance Grant (JAG) Program

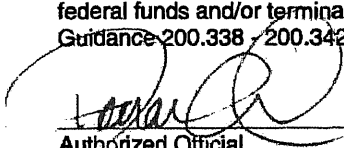
CERTIFICATE OF SUBAWARD (continued)

purchase orders, original receipts, invoices, canceled checks or EFT records, or bank statements, as applicable. Payment shall be contingent upon the Department's grant manager receiving and accepting the invoice and requested supporting documentation.

The Subrecipient must provide Performance Reports on either a monthly or quarterly basis, as designated in the Performance Section of the agreement, to the Department attesting to the progress toward deliverables and to validate the required minimum acceptable level of service performed. Performance Reports are due no later than 15 days after the end of each reporting period.

This award is subject to all applicable rules, regulations, and conditions as contained in the Office of Justice Programs (OJP) Financial Guide, and/or the Office of Management and Budget (OMB) Uniform Grant Requirements (2 C.F.R. Part 200), in their entirety. It is also subject to the standard and special conditions attached and such further rules, regulations and policies as may be reasonably prescribed by the State or Federal Government.

Failure to comply with provisions of this agreement, or failure to meet minimum performance specified in the agreement will result in required corrective action up to and including project costs being disallowed, withholding of federal funds and/or termination of the project, as specified within the terms of the agreement and OMB Uniform Guidance 200.338 / 200.342.

  
Authorized Official  
Rona Kay Credit  
Bureau Chief

12/16/2019  
Date

This award is subject to the special conditions (if any) prescribed below.

Ref# S40902: Agency contracts are to be provided after their approval on the 10/8/19 Board of County Commissioners meeting.

Ref# S40904: WITHHOLDING OF FUNDS: All pass-through entities must comply with the requirements outlined in the Office of Management and Budget (OMB), Uniform Requirements, 2 C.F.R. 200.331. Prior to the drawdown of funds for contractual services for a tiered subrecipient, the County of Palm Beach must submit a copy of the risk assessment and monitoring tool used for subrecipient management to the Office of Criminal Justice Grants.

Attachment # 1  
Page 2 of 3

Edward Byrne Memorial Justice Assistance Grant (JAG) Program

ACCEPTANCE OF FEDERAL FUNDING ASSISTANCE

Subrecipient: Palm Beach County Board of Commissioners

Subgrant Number: 2020-JAGC-PALM-2-Y5-030

Project Title: PBC EX-OFFENDER REENTRY

Pass-through Entity: Florida Department of Law Enforcement

This award is subject to all applicable rules, regulations, and conditions, as contained in the Department of Justice Grants Financial Guide, and the Office of Management and Budget Uniform Grant Requirements (2 C.F.R. Part 200). This award is also subject to the incorporated standard and special conditions, and such further rules, regulations, and policies as may be reasonably prescribed by the State or Federal Government.

In witness whereof, the parties affirm they each have read and understand the conditions set forth in this agreement, have read and understand the agreement in its entirety, and accept this agreement through the signature of their duly authorized officers on the date, month, and year set out below.

Palm Beach County Board of Commissioners

Authorizing Official (Commission Chairperson, Mayor, or Designated Representative)

Kristina Henson 12-10-19  
Signature Date

Kristina Henson, Executive Director, CSC  
Printed Name and Title

Palm Beach County Criminal Justice Commission

Authorizing Official (Official, Administrator, or Designated Representative)

Kristina Henson 12-10-19  
Signature Date

Kristina Henson, Executive Director, CSC  
Printed Name and Title

Florida Department of Law Enforcement  
Office of Criminal Justice Grants

Rona Kay Cradit 12/14/2019  
Signature Date

Rona Kay Cradit, Bureau Chief  
Printed Name and Title

Attachment # 1  
Page 3 of 3

Edward Byrne Memorial Justice Assistance Grant (JAG) Program

CERTIFICATE OF SUBAWARD

Subrecipient: Palm Beach County Board of Commissioners  
Subrecipient DUNS: 078470481  
Date of Award: 03/01/2020  
Grant Period: From: 10/01/2018 TO: 06/30/2020  
Project Title: PALM BEACH COUNTY FUSE  
Subgrant Number: 2020-JAGC-PALM-1-Y5-092  
Federal Funds: \$50,000.00  
Matching Funds: \$0.00  
Total Project Cost: \$50,000.00  
CFDA Number: 16.738  
Federal Award Number: 2018-MU-BX-0292  
Federal Awarding Agency: U.S. Department of Justice (USDOJ)  
Pass-through Entity: Florida Department of Law Enforcement (FDLE)  
Research and Development: No  
Indirect Cost: No

A subaward agreement is entered into by and between the Florida Department of Law Enforcement (herein referred to as "FDLE" or "Department") and the Palm Beach County Board of Commissioners (herein referred to as "Subrecipient");

WHEREAS, the Department has the authority pursuant to Florida law and does hereby agree to provide federal financial assistance to the Subrecipient in accordance with the terms and conditions set forth in the subgrant agreement, and

WHEREAS, the Department has available funds resulting from a federal Edward R. Byrne Memorial Justice Assistance Grant award issued under Part E of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, and

WHEREAS, the Subrecipient and the Department have each affirmed they have read and understood the agreement in its entirety and the Subrecipient has provided an executed agreement to the Department.

NOW THEREFORE, in consideration of the foregoing:

A subaward is hereby made to the Subrecipient identified above. The subaward is for the amount and time period specified above.

This award is a cost-reimbursement agreement. Requests for reimbursement must be submitted on either a monthly or quarterly basis, as designated in the Financial Section of the agreement. The Subrecipient must maintain original supporting documentation for all funds expended and received under this agreement in sufficient detail for proper pre- and post-audit and to verify work performed was in accordance with the deliverable(s) and not eligible for payment under another state or federal funding source. Supporting documentation includes, but is not limited to: timesheets, activity reports, paystubs, third-party contracts, quotes, procurement documents, equipment inventory records,

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Page 1 of 3

**Edward Byrne Memorial Justice Assistance Grant (JAG) Program**

**CERTIFICATE OF SUBAWARD (continued)**

purchase orders, original receipts, invoices, canceled checks or EFT records, or bank statements, as applicable. Payment shall be contingent upon the Department's grant manager receiving and accepting the invoice and requested supporting documentation.

The Subrecipient must provide Performance Reports on either a monthly or quarterly basis, as designated in the Performance Section of the agreement, to the Department attesting to the progress toward deliverables and to validate the required minimum acceptable level of service performed. Performance Reports are due no later than 15 days after the end of each reporting period.

This award is subject to all applicable rules, regulations, and conditions as contained in the Office of Justice Programs (OJP) Financial Guide, and/or the Office of Management and Budget (OMB) Uniform Grant Requirements (2 C.F.R. Part 200), in their entirety. It is also subject to the standard and special conditions attached and such further rules, regulations and policies as may be reasonably prescribed by the State or Federal Government.

Failure to comply with provisions of this agreement, or failure to meet minimum performance specified in the agreement will result in required corrective action up to and including project costs being disallowed, withholding of federal funds and/or termination of the project, as specified within the terms of the agreement and OMB Uniform Guidance 200.338 - 200.342.

  
\_\_\_\_\_  
Authorized Official  
Rona Kay Credit  
Bureau Chief

3/14/2000  
Date

This award is subject to the special conditions (if any) prescribed below.

Attachment # 2  
Page 2 of 3

Edward Byrne Memorial Justice Assistance Grant (JAG) Program

ACCEPTANCE OF FEDERAL FUNDING ASSISTANCE

Subrecipient: Palm Beach County Board of Commissioners

Subgrant Number: 2020-JAGC-PALM-1-Y5-092

Project Title: PALM BEACH COUNTY FUSE

Pass-through Entity: Florida Department of Law Enforcement

This award is subject to all applicable rules, regulations, and conditions, as contained in the Department of Justice Grants Financial Guide, and the Office of Management and Budget Uniform Grant Requirements (2 C.F.R. Part 200). This award is also subject to the incorporated standard and special conditions, and such further rules, regulations, and policies as may be reasonably prescribed by the State or Federal Government.

In witness whereof, the parties affirm they each have read and understand the conditions set forth in this agreement, have read and understand the agreement in its entirety, and accept this agreement through the signature of their duly authorized officers on the date, month, and year set out below.

Palm Beach County Board of Commissioners  
Authorizing Official (Commission Chairperson, Mayor, or Designated Representative)

Kristina Henson 3-9-20  
Signature Date

Kristina Henson, CSC Executive Director  
Printed Name and Title

Palm Beach County Criminal Justice Commission  
Authorizing Official (Official, Administrator, or Designated Representative)

Kristina Henson 3-9-20  
Signature Date

Kristina Henson, CSC Executive Director  
Printed Name and Title

Florida Department of Law Enforcement  
Office of Criminal Justice Grants

Rona Kay Cradit 3/10/2020  
Signature Date

Rona Kay Cradit, Bureau Chief  
Printed Name and Title

Attachment # 2  
Page 3 of 3

ATTEST TO THE  
AND LEGAL SUFFICIENCY

Rona Kay Cradit  
COUNTY ATTORNEY



# Application for Funding Assistance

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

Application for Funding Assistance - Justice Assistance Grant - County-wide

GAN submitted to add special condition #S41579 for delinquent performance reporting.

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 01/16/2020

**Rori Dunbar**

Authorized Official or Designated Representative

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

*Jean Adel Williams*  
COUNTY ATTORNEY

Attachment # 3  
Page 1 of 1

Application Ref # 2019-JAGC-3393

Contract # 2020-JAGC-PALM-2-Y5-030

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

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:** 2020-JAGC-PALM-2-Y5-030

**Adjustment Number:** 2

**Nature of** Add Special Condition

**To Subgrantee:**

Pursuant to your request of 02/17/2020, 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** 02/17/2020

***Rori Dunbar***

\_\_\_\_\_  
**Authorized Official**  
**Rona Kay Cradit**  
**Administrator**

**OCJG Adjustment**

Special Condition No. S41789 is added.

**APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY**

*Jean-rodell Williams*  
\_\_\_\_\_  
**COUNTY ATTORNEY**

**Attachment #** 4  
**Page** 1 **of** 1

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

\_\_\_\_\_  
Application Ref # 2019-JAGC-3393

Contract # 2020-JAGC-PALM-2-Y5-030

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:** 2020-JAGC-PALM-2-Y5-030  
**Adjustment Number:** 3

**Nature of** Clear Special Condition

**To Subgrantee:**

Pursuant to your request of 02/19/2020, 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** 02/19/2020

***Rori Dunbar***

\_\_\_\_\_  
**Authorized Official  
Rona Kay Credit  
Administrator**

**OCJG Adjustment**

Special Condition No. S41789 is cleared.

**APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY**

*Sean-Adel Williams*  
\_\_\_\_\_  
**COUNTY ATTORNEY**

**Attachment #** 5  
**Page** 1 **of** 1

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

\_\_\_\_\_  
Application Ref # 2019-JAGC-3393

Contract # 2020-JAGC-PALM-2-Y5-030

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:** 2020-JAGC-PALM-2-Y5-030  
**Adjustment Number:** 4

**Nature of** Revise Budget/Revise Project Summary/Change Project Director

**To Subgrantee:**

Pursuant to your request of 03/11/2020, 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:

**Cody Menacof**

Authorized Official  
Rona Kay Cradit  
Administrator

Date 04/01/2020

**APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY**

*Jess Adel Williams*  
**COUNTY ATTORNEY**

The following revised budget is approved:

Budget Category	Current Approved	Difference	New Approved Budget
Salaries and Benefits	\$0.00	\$0.00	\$0.00
Contractual Services	\$272,532.00	\$0.00	\$272,532.00
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 Costs</b>	<b>\$272,532.00</b>	<b>\$0.00</b>	<b>\$272,532.00</b>
	<b>Prime</b>	<b>Match</b>	<b>Total Funds</b>
<b>New Approved Budget</b>	<b>\$272,532.00</b>	<b>\$0.00</b>	<b>\$272,532.00</b>

Attachment # 6  
Page 1 of 19

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

Application Ref # 2019-JAGC-3393

Contract # 2020-JAGC-PALM-2-Y5-030

Adjustment4

Grant2020-JAGC-PALM-2-Y5-030

Page # : 2

**OCJG Adjustment**

1. The revised budget and narrative reflecting line item change in the Contractual Services category is approved.
2. The Revised Project Summary (Scope of Work) is approved.
3. The project director has been changed from Johnathan Hackley to Chenise Bonilla.

Attachment #6

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

Application Ref # 2019-JAGC-3393

Contract # 2020-JAGC-PALM-2-Y5-030

# Application for Funding Assistance

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

## Grant Adjustment Justification

Palm Beach County is requesting this GAN to request permission to reallocate \$36,168 of approved funding as following

\$11,500 training for (LSR-I)

\$12,334 GGI Client Support Services

\$12,334 RB Client Support Services

See detailed budget narrative.

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 03/11/2020

***Kristina Henson***

Authorized Official or Designated Representative

Attachment # 6  
Page 3 of 19

Application Ref # 2019-JAGC-3393

Contract # 2020-JAGC-PALM-2-Y5-030

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

# Application for Funding Assistance

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

Grant Adjustment Justification

GAN submitted to add special condition #S41579 for delinquent performance reporting.

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 01/16/2020

Rori Dunbar  
Authorized Official or Designated Representative

Attachment # 6  
Page 4 of 17

# Application for Funding Assistance

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

## Section 1: Administration

### Subgrant Recipient

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

### Chief Official

**Name:** Mack Bernard  
**Title:** Mayor  
**Address:** 301 North Olive Avenue  
**City:** West Palm Beach  
**State:** FL **Zip:** 33401-4700  
**Phone:** 561-355-2207 **Ext:**  
**Fax:**  
**Email:** mbernard@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

Attachment # 6  
Page 5 of 19



# Application for Funding Assistance

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

## Section 1: Administration

### Implementing Agency

**Organization Name:** 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:** Jonathan Hackley  
**Title:** Criminal Justice Analyst  
**Address:** 301 North Olive Avenue  
**City:** West Palm Beach  
**State:** FL **Zip:** 33401-4700  
**Phone:** 561-355-4939 **Ext:**  
**Fax:**  
**Email:** jhackley@pbcgov.org

Attachment # 6  
Page 6 of 19

# Application for Funding Assistance

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

## Section 1. Administration

### Section Questions:

Question: Does your jurisdiction have any laws, policies, or practices related to whether, when, or how employees may communicate with the Department of Homeland Security (DHS) or Immigration and Customs Enforcement (ICE)?

Answer: No

Question: Is your jurisdiction subject to any laws from a superior political entity (e.g., a state law that binds a city) that meet the description in question 1?

Answer: Yes

Question: If yes to either #1 or #2, describe each practice AND provide a copy of each law or policy to criminaljustice@fdle.state.fl.us.

Answer: Chapter 908 F.S.

Attachment # 6  
Page 7 of 19

# Application for Funding Assistance

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

## Section 2 Project Overview

### 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:** 10/1/2018 **End Date:** 9/30/2020

### Problem Identification

The Florida Department of Corrections (FDC) is the 3rd largest state correctional system in the country. Palm Beach County (PBC), ranks as the 29th largest county in the U.S. with more than 1.3 million residents. PBC had 1,139 FDC inmates that were released back into the community in 2016. In 2017, there were 4,053 sentenced adult inmates from PBC who are incarcerated in the FDC and 479 county sentenced inmates in the local jail.

With regard to Juveniles, the Florida Department of Juvenile Justice (DJJ) released 2,903 juveniles from residential facilities back into the community in FY 2016-17, about 126 of those returned to Palm Beach County. In FY17-18, there were 2,607 juveniles sentenced to residential commitment in Florida, 125 of those originating in Palm Beach County.

Palm Beach County is committed to successfully reintegrating both juvenile and adult ex-offenders, thus it is a priority to provide services supported by this grant as they are targeted at reducing recidivism, successful reintegration and enhanced public safety.

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.

National recidivism rates for juveniles do not exist, but state studies have shown that rearrest rates for youth within 1 year of release from an institution average 55 percent, while reincarceration and confinement rates during the same timeframe average 24 percent. These statistics underscore the need to reduce reoffending by providing systematic services to address reentry issues and facilitate a juveniles reintegration back into society.

There are few evidence-based programs in reentry, but the Council of State Governments has published the "What Works in Reentry Clearinghouse", a one-stop shop for research on the effectiveness of a wide variety of reentry programs and practices. The "what works" literature shows that programs that provide intensive

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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.

For youth, research highlights the need to experience 'seamless' transitions from institutional settings to community settings, with clear communication among the different agencies and individuals involved in the reentry process. Agencies that could be involved in reentry efforts include residential facility staff, juvenile probation or parole officers, mental/behavioral health service providers, and other community-based treatment providers, schools, and family members and other adults who can support returning youth.

For large jurisdictions, such as Palm Beach County, there is a need for coordination and oversight of reentry programming. The Regional and State Transitional Offender Reentry (RESTORE) Initiative, established in 2011, is a comprehensive model for inmate reentry designed to reduce recidivism for the target population by identifying needs, providing targeted evidence-based programs and coordinating pre- and post-release services to assist ex-offenders transitioning from incarceration to the community. Along with RESTORE a Reentry Task Force was established in 2011. The County's Reentry Task Force has developed a five-year plan and implemented various projects that work with adult and juvenile ex-offenders.

Conducted quarterly meetings with the Reentry Task Force and six subcommittees to garner advice from key stakeholders and subject matter experts in the criminal justice field. Also, these meetings were held to implement objectives in the strategic plan and continue to improve the County's reentry system.

Funds provided have helped the County accomplish:

Received a proclamation by Mayor Mack Bernard in honor of Second Chance Month, as well as to recognize efforts made by the County and partners to help people transition back to the community after a period of incarceration, reduce recidivism, and increase public safety. Held multiple events and meetings in honor of Second Chance Month, including a service at Tabernacle Baptist Church, Reentry Awareness event at Riviera Beach Marina Center, Job and Resource Fair at Sago Palm Reentry Center, and a Give Back Event at St. Ann's Place. Participated in a Reentry Simulation Training hosted by the United States Attorney's Office and the City of West Palm Beach.

Hosted a Circles of Support and Accountability Training with instructors from the National Criminal Justice Training Center- Fox Valley Technical College.

Continued to implement the Bureau of Justice Assistance's Innovation in Reentry Initiative grant, which couples cognitive behavioral programming with transitional employment for reentry participants deemed high risk by the LSI-R assessment and less job ready by a job readiness assessment.

Solicited proposals from qualifying agencies for a three year contract to provide services related to adult and juvenile reentry services, including client support services and case management.

Worked with the Urban Institute to complete a data analysis on a sample size of reentry participants to determine if the LSI-R assessment is appropriately classifying individual's risk level.

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Invited by The Council of State Governments Justice Center to present on the IRES Pilot Project at the ACA conference in Boston, MA. Several locations are looking to implement our model within their jurisdictions.

Conducted a presentation about the County's reentry efforts at the Citizens Criminal Justice Academy hosted by the Criminal Justice Commission.

Conducted a presentation about the County's reentry efforts at the LHUM Restoration Center Inc.

Implemented a housing pilot project with the City of West Palm Beach to provide housing vouchers to returning residents for up to one year.

Participated in a state legislative roundtable, in partnership with the County's contracted reentry service providers, to discuss successes and barriers related to reentry policies.

This is a continuation grant from last year (2019-JAGC-PALM-1-N2-143).

### Project Summary (Scope of Work)

In order to address the needs identified through this project of reducing recidivism, successful ex offender reintegration and enhanced public safety, the following resources are being requested through the State of Florida JAG: 1) Case Management Services; and 2) Programming for Juvenile Reentry Contractual Services.

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

Sub awardees will be responsible for submitting invoices and records substantiating the services provided to Palm Beach County, and will be made available for review during grant monitoring or upon request. The 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. The 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 will 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 will be procured via a competitive solicitation for services, unless sole source is documented. 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.

#### 1.) Case Management Services

The Reentry Center-City of Riviera Beach, The Lord's Place, Inc., Gulfstream Goodwill Industries, Inc.

Palm Beach County is requesting to sub-ward grant funds to two local providers (The Reentry Center-City of Riviera Beach and The Lord's Place, Inc.) of ex-offender reentry services. These providers serve individuals returning to Palm Beach County from State Prison or County Jail. 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

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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. Ex-offenders are also provided with assistance obtaining health care and public assistance benefits as well as driver's licenses and identification assistance. Risk Assessment (LSI-r) determine clients level of eligibility and their minimum required hours of case management services from the program.

### 2) Programming for Juvenile Reentry Contractual Services. Gulfstream Goodwill

Palm Beach County is requesting to sub-ward grant funds to a local provider (Gulfstream Goodwill) for Juvenile ex-offender services through the Back to a Future (BTAF) initiative. This initiative serves individuals returning to Palm Beach County through the Department of Juvenile Justice (DJJ). Juveniles are contacted by a case manager prior to their release from a DJJ facility, State Prison or County Jail. They are enrolled in the program and provided assessments to obtain information on risk level, job readiness, and other identified needs. They are provided a transition plan, targeted employment services, and other post-release services such as housing, identification assistance, healthcare, education, training, and pro-social activities through case managers who have been trained in motivational interviewing techniques and administering the LSI-r risk assessment. Risk Assessments (LSI-r) determine clients level of eligibility and their minimum required hours of case management services from the program.

Palm Beach County will use grant funds to provide ex-offender re-entry services to help reduce recidivism. Deliverables will be completed in accordance with the contractual agreements between the subrecipient and their local vendor/providers (at any tier).

Documentation of deliverables performed by the subrecipient and their local contractors/providers must be maintained by the subrecipient and made available for monitoring. Example documentation includes, but is not limited to, procurement records (including quotes, competitive solicitation/bids, etc.), purchase orders, packing slips, delivery/receivable documents, invoices, proof of payment, etc. Documentation for services include, but are not limited to, client activity logs, participant sign-in sheets, timesheets, and/or billing documentation.

Documentation and minimum performance required for drawdown of funds includes the completion of at least one activity described in the scope of work above as attested to on the financial expenditure/claim report.

All activities discussed in the scope of work or project deliverables are for the local government and implementing agency identified on this award unless noted otherwise. No other local, state, or federal funds will be leveraged for the cost elements identified in this agreement.

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

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## Section 2: Project Overview

### Section Questions:

- Question: What percentage of the total cost of this project is being funded by sources other than this award?  
Answer: 81
- 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 N Olive Ave West Palm Beach FL 33401
- Question: Describe your agency. (e.g., non-profit, community based, government)  
Answer: Local Government Agency
- 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: \$1000.00
- Question: Does the subgrantee receive a single grant in the amount of \$750,000 or more from the U.S. Department of Justice?  
Answer: Yes
- 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: Yes
- 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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## Section 3 Performance

### General Performance Info:

Performance Reporting Frequency: Quarterly

Prime Purpose Area: 09 - Reentry Services

State Purpose Area: 1G - General Questions

### Objectives and Measures

**Objective:** 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:** Yes

**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:** Yes

**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:** Yes

**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:** Yes

**Measure:** General 06

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## Section 3: Performance

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, including resources from the National Reentry Resource Center and The Office of Juvenile Justice and Delinquency Prevention

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: NO

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: Hosting meetings that are open to the public monthly; attending community meetings hosted by service providers, city municipalities, and other stakeholders weekly; attending community events monthly; conducting outreach to minority populations weekly.

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.

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## Section 3: Performance

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.

Goal: To provide services targeted at reducing recidivism, successful reintegration, and enhanced public safety.

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: The Palm Beach County RESTORE Initiative is voluntary. Although participants voluntarily enroll into the program, enrollees may not be fully ready to make the commitment or change the behaviors, which may cause unsuccessful outcomes.

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

Measure: General 11b

What major activities are planned for each of your goals listed in question 11?

Goal: Conduct an LSI-R for each reentry participant. Provide case management client support services to reentry participants. Case management includes Case management includes conducting validated risk and needs assessments, using motivational interviewing skills, and holding one-on-one meetings with reentry participants. Client support services includes cognitive behavioral interventions, pro-social activities, substance use treatment, mental health treatment, housing, employment

State Purpose Area: 5C - Consultants/Contracts

### Objectives and Measures

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

Measure: Consultants1

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

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Section 3: Performance

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: Case management and client support services are being contracted with the City of Riviera Beach Reentry Center, Gulfstream Goodwill Industries (GGI), and The Lord's Place (TLP).  
All case managers will have the minimum requirements as directed in policies and procedures by the Florida Department of Corrections, including training in motivational interviewing, LSI-r certification, and excellent time management skills.

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

Objectives and Measures

Objective: 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: 5

Measure: R02  
Of the employees your office currently has on staff, how many are JAG funded?

Goal: 1

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: Palm Beach County's Reginal State Transitional Offender Reentry (RESTORE) Initiative

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: About 81%

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,

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## Section 3 Performance

answer for each separately.

Goal: 2009

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: No

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: Cognitive based, Educational, Employment, Healthcare/Medicaid eligibility, housing, mental health, pro-social, substance abuse, transportation, vocational, individualized case planning, and family engagement

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: Pre-release at Sago Palm Reentry Center and Post-release

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: About 1,200 adults and 100 Youth

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## Section 3: Performance

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 operate more than one program, answer for each separately.

Goal: About 250 adults and 50 youth

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: About 729 adults and 38 youth

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: About 50% of reentry participants will successfully complete all corrections program requirements during this grant period.

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: About 20% will not successfully complete the reentry program due to administrative reasons, such as moving to a different county. About 30% will not successfully complete the reentry program for reasons such as rearrest and lack of participation.

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