

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: August 25, 2020 [X] Consent [] Regular [] Ordinance [] Public Hearing
Department: Department of Public Safety
Submitted By: Department of Public Safety
Submitted For: Division of Justice Services

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: five (5) Grant Adjustment Notices (GAN) #004: Programmatic Requirement; GAN #005: Program Office Approvals; GAN #006: Project Scope Change; GAN #007: Budget Modification; and GAN #008: Change Project Period extending the grant period through September 30, 2021; with the Department of Justice (DOJ) for the Second Chance Act Innovations in Reentry Initiative (Award # 2017-CZ-BX-0003).

Summary: Palm Beach County was awarded a Second Chance Act Innovations in Reentry Initiative grant on September 19, 2017, from the DOJ for \$850,000 (Award # 2017-CZ-BX-0003) to facilitate the reduction of recidivism in Palm Beach County. On May 16, 2017, the Board of County Commissioners authorized the County Administrator or designee to execute grant award and amendments and to submit electronic reports associated with the Innovations in Reentry Initiative grant. These documents are now being submitted to the Board for receive and file. GAN #004 approved the Planning and Implementation Guide. GAN #005 approved a peer learning opportunity in Chicago, Illinois. GAN #006 approved changing the total number of participants for each reentry service provider. GAN #007 approved modifying the budget for each reentry service provider. GAN #008 approved a no cost extension for the project period to extend to September 30, 2021. Countywide (SF)

Background and Justification: Palm Beach County has developed a Strategic Plan for providing effective and coordinated reentry services to those returning from incarceration. The RESTORE Initiative is a product of this plan. The goal is to reduce the recidivism rate by 50% for the target population (prisoners convicted in and returning to Palm Beach County). The program is intended to reduce recidivism among transitioning offenders as well as reduce future victimization, enhance public safety and improve the quality of life in Palm Beach County.

Attachments:

- 1) Grant Adjustment Notice #004
2) Grant Adjustment Notice #005
3) Grant Adjustment Notice #006
4) Grant Adjustment Notice #007
5) Grant Adjustment Notice #008

Recommended By: [Signature] Department Director Date: 7/14/20
Approved By: [Signature] Deputy County Administrator Date: 8/3/2020

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Personal Services	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
Grants and Aids	_____	_____	_____	_____	_____
Capital Expenditures	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
Net Fiscal Impact	*	_____	_____	_____	_____

ADDITIONAL FTE

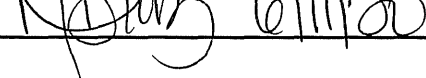
POSITIONS (Cumulative)	0	0	0	0	0
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Is Item Included In Current Budget? Yes ___ No ___
 Does this item include the use of federal funds? Yes ___ No ___
 Budget Account Exp No: Fund ___ Dept. ___ Unit ___ Obj. ___ Prog. ___
 Rev No: Fund ___ Dept. ___ Unit ___ Rev. ___ Prog. ___

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

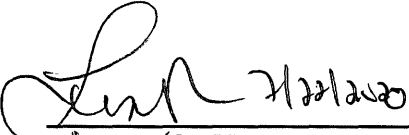
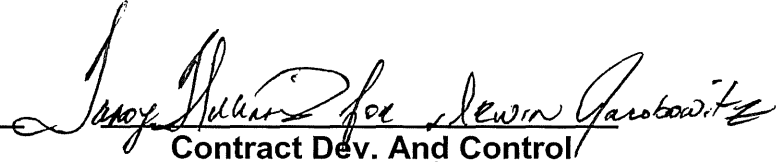
Grant:
Fund:
Unit:

*No additional fiscal impact, funds are reallocated between service providers based on estimates expenditures and to maximize use of funding.

C. Departmental Fiscal Review:  6/11/20

III. REVIEW COMMENTS

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

<p><u></u> OFMB BR 7122</p>	<p><u></u> Contract Dev. And Control 7-24-20 TW</p>
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B. Legal Sufficiency:


 Assistant County Attorney

C. Other Department Review:

 Department Director

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



RSC - Programmatic Req. Withholding Funds GAN



US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information			
Grantee Name:	Palm Beach County Board of County Commissioners	Project Period:	10/01/2017 - 09/30/2021
Grantee Address:	301 N. Olive Avenue West Palm Beach, 33401	Program Office:	BJA
Grantee DUNS Number:	07-847-0481	Grant Manager:	Jennifer L Lewis
Grantee EIN:	59-6000785	Application Number(s):	2017-H0701-FL-CY
Vendor #:	596000078	Award Number:	2017-CZ-BX-0003
Project Title:	Criminal Justice Initiative	Award Amount:	\$850,000.00

RSC - Programmatic Req. Withholding Funds

Supplement 00

Special Condition Number	Special Condition Title	Status
Special Condition 40	SCA Withholding of Funds for BJA Planning and Implementation Guide (Action and Research Plan).	Inactive

***Required Justification for Removal**

The Planning and Implementation Guide has been reviewed and approved with the concurrence of the BJA Policy Office and CSG. BJA reporting requirements are current.

Attachments:

None

Print

Audit Trail:

Description:	Role:	User:	Timestamp:
Approved-Final	OC - Accounting Supervisor	HinesA	09/21/2018 3:18 PM
Submitted	PO - GAN 1st Line Supervisor	lewisjen	09/10/2018 10:28 AM
Draft	PO - Grant Manager	lewisjen	09/10/2018 10:27 AM

DISCLOSURE OF LOBBYING ACTIVITIES

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

OMB Number: 4040-0013
Expiration Date: 02/28/2022

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. * Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. * Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name: <input style="width: 100%;" type="text"/> * Street 1: <input style="width: 45%;" type="text"/> Street 2: <input style="width: 45%;" type="text"/> * City: <input style="width: 30%;" type="text"/> State: <input style="width: 30%;" type="text"/> Zip: <input style="width: 15%;" type="text"/> Congressional District, if known: <input style="width: 40%;" type="text"/>		
5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime: <div style="border: 1px solid black; height: 40px; width: 100%;"></div>		
6. * Federal Department/Agency: <input style="width: 100%;" type="text"/>	7. * Federal Program Name/Description: <input style="width: 100%;" type="text"/> CFDA Number, if applicable: <input style="width: 40%;" type="text"/>	
8. Federal Action Number, if known: <input style="width: 100%;" type="text"/>	9. Award Amount, if known: \$ <input style="width: 60%;" type="text"/>	
10. a. Name and Address of Lobbying Registrant: Prefix: <input style="width: 10%;" type="text"/> * First Name: <input style="width: 30%;" type="text"/> Middle Name: <input style="width: 30%;" type="text"/> * Last Name: <input style="width: 40%;" type="text"/> Suffix: <input style="width: 15%;" type="text"/> * Street 1: <input style="width: 45%;" type="text"/> Street 2: <input style="width: 45%;" type="text"/> * City: <input style="width: 30%;" type="text"/> State: <input style="width: 30%;" type="text"/> Zip: <input style="width: 15%;" type="text"/>		
b. Individual Performing Services (including address if different from No. 10a) Prefix: <input style="width: 10%;" type="text"/> * First Name: <input style="width: 30%;" type="text"/> Middle Name: <input style="width: 30%;" type="text"/> * Last Name: <input style="width: 40%;" type="text"/> Suffix: <input style="width: 15%;" type="text"/> * Street 1: <input style="width: 45%;" type="text"/> Street 2: <input style="width: 45%;" type="text"/> * City: <input style="width: 30%;" type="text"/> State: <input style="width: 30%;" type="text"/> Zip: <input style="width: 15%;" type="text"/>		
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		
* Signature: <input style="width: 100%;" type="text" value="Completed on submission to Grants.gov"/>		
* Name: Prefix: <input style="width: 10%;" type="text"/> * First Name: <input style="width: 30%;" type="text"/> Middle Name: <input style="width: 30%;" type="text"/> * Last Name: <input style="width: 40%;" type="text"/> Suffix: <input style="width: 15%;" type="text"/>		
Title: <input style="width: 30%;" type="text"/> Telephone No.: <input style="width: 30%;" type="text"/> Date: <input style="width: 40%;" type="text" value="Completed on submission to Grants.gov"/>		
Federal Use Only:		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)



US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
GRANT ADJUSTMENT NOTICE

Grantee Information			
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Grantee Address:	301 N. Olive Avenue West Palm Beach, 33401	Program Office:	BJA
Grantee DUNS Number:	07-847-0481	Grant Manager:	Jennifer L Lewis
Grantee EIN:	59-6000785	Application Number(s):	2017-H0701-FL-CY
Vendor #:	596000078	Award Number:	2017-CZ-BX-0003
Project Title:	Criminal Justice Initiative	Award Amount:	\$850,000.00
Program Office Approvals			
*Approval Types			
Changes in Consultant rates (in excess of \$650/day)	Publication Plan Submissions		
Purchase of Automatic Data Processing (ADP) Equipment and Software	Funding for Criminal Justice Information and Communication Systems		
Foreign Travel Costs	Other (Please enter type of Program Office Approval below) Peer Learning		
*Required Justification for Program Office Approvals:			
Palm Beach County is requesting to reallocate grant funds that were originally reserved for mandatory training as part of the SCA Innovation and Reentry Initiative grant program. These funds will be used for in-person			
Attachments:			
Filename:	User:	Timestamp:	
REVISED 10.31.19 PBC Budget and Budget Narrative.docx	NBishop	10/31/2019 9:34 AM	
<input type="button" value="Print"/>			
Audit Trail:			
Description:	Role:	User:	Timestamp:
Approved-Final	PO - GAN 1st Line Supervisor	deverm	11/06/2019 10:37 AM
Approved.			
Approved-GM	PO - GAN 1st Line Supervisor	lewisjen	11/06/2019 10:04 AM

Revised budget submitted to include additional breakdown.

Submitted	PO - Grant Manager	NBishop	10/31/2019 9:34 AM
Change Requested	PO - Grant Manager	Iewisjen	10/24/2019 4:28 PM

This GAN has been change requested for additional information. Please provide a list of participants with titles, and the estimated costs for travel to show per diem and hotel rates for the Chicago trip. The attachment just lists the \$9,000 lump sum instead of a breakdown of costs. To avoid confusion, please delete old budget before uploading the updated budget then resubmit. Thanks.

Change Requested	EXTERNAL - External User	Iewisjen	10/24/2019 4:28 PM
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This GAN has been change requested for additional information. Please provide a list of participants with titles, and the estimated costs for travel to show per diem and hotel rates for the Chicago trip. The attachment just lists the \$9,000 lump sum instead of a breakdown of costs. To avoid confusion, please delete old budget before uploading the updated budget then resubmit. Thanks.

Sent Back to GM	PO - Grant Manager	deverm	10/23/2019 9:32 AM
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Jennifer- they should provide a list of participants with titles, and the estimated costs for travel to show per diem and hotel rates for the Chicago trip. The attached just lists the \$9,000 lump sum? Has Policy reviewed? If so added a note that Policy rep concurs. Thanks!

Approved-GM	PO - GAN 1st Line Supervisor	Iewisjen	10/23/2019 9:25 AM
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Grantee is requesting approval for changes in budget within the budget categories for training. The originally approved budget category totals remain the same therefore a budget modification is not required. Grantee is current with BJA reporting requirements.

Submitted	PO - Grant Manager	NBishop	10/09/2019 2:08 PM
Draft	EXTERNAL - External User	NBishop	10/09/2019 2:07 PM



US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
GRANT ADJUSTMENT NOTICE

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Grantee EIN:	59-6000785	Application Number(s):	2017-H0701-FL-CY
Vendor #:	596000078	Award Number:	2017-CZ-BX-0003
Project Title:	Criminal Justice Initiative	Award Amount:	\$850,000.00
Project Scope Change			
*Scope Change Types			
<input checked="" type="checkbox"/> Altering programmatic activities	Altering the purpose of the project		
<input type="checkbox"/> Changing the project site	Change in organization with primary responsibility for implementation of grant		
<input type="checkbox"/> Contracting out, sub-granting or otherwise obtaining the services of a third party to perform activities that are central to the purpose of the award	Other (Please enter type of scope change below)		
*Required Justification for Project Scope Change:			
Palm Beach County is requesting to change how the total number of reentry participants (240-120 in treatment, 120 in control) allocated to the three three consultants/contracts (The Lord's Place, Inc., The City of Riviera Beach,			
Attachments:			
Filename:	User:	Timestamp:	
BJA GAN_Program Narrative.docx	NBishop	02/06/2020 12:20 PM	
SOW.docx	NBishop	01/29/2020 4:33 PM	
<input type="button" value="Print"/>			
Audit Trail:			
Description:	Role:	User:	Timestamp:
Approved-Final	PO - GAN 1st Line Supervisor	deverm	02/11/2020 9:12 AM
Approved.			
Approved-GM	PO - GAN 1st Line Supervisor	lewisjen	02/10/2020 12:44 PM

Approval of this scope change GAN is recommended with the concurrence of the BJA Policy Office; approval notes located in grant file.

Submitted	PO - Grant Manager	NBishop	02/06/2020 12:23 PM
Change Requested	EXTERNAL - External User	lewisjen	02/05/2020 8:20 AM
<p>This GAN has been change requested. Scope change does not constitute approval of any budget modifications (separate budget modification GAN submitted). Please delete budget narrative and attach an updated Program Narrative highlighting the change. Pease include the total target population for the life of the grant in the justification box of the GAN.</p>			
Change Requested	PO - Grant Manager	lewisjen	02/05/2020 8:20 AM
<p>This GAN has been change requested. Scope change does not constitute approval of any budget modifications (separate budget modification GAN submitted). Please delete budget narrative and attach an updated Program Narrative highlighting the change. Pease include the total target population for the life of the grant in the justification box of the GAN.</p>			
Submitted	PO - Grant Manager	NBishop	01/29/2020 4:42 PM
Draft	EXTERNAL - External User	NBishop	01/29/2020 4:34 PM
Draft	EXTERNAL - External User	NBishop	01/29/2020 4:33 PM



US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information			
Grantee Name:	Palm Beach County Board of County Commissioners	Project Period:	10/01/2017 - 09/30/2021
Grantee Address:	301 N. Olive Avenue West Palm Beach, 33401	Program Office:	BJA
Grantee DUNS Number:	07-847-0481	Grant Manager:	Jennifer L Lewis
Grantee EIN:	59-6000785	Application Number(s):	2017-H0701-FL-CY
Vendor #:	596000078	Award Number:	2017-CZ-BX-0003
Project Title:	Criminal Justice Initiative	Award Amount:	\$850,000.00

Budget Modification			
* All editable Budget fields must contain a numeric value.			
Categories	Approved Budget	Requested Changes to Budget	Revised Budget
A. Personnel	\$ 446014	\$ 10416	\$ 456430
B. Fringe Benefits	\$ 115275	\$ 3584	\$ 118859
C. Travel	\$ 12000	\$ 0	\$ 12000
D. Equipment	\$ 0	\$ 0	\$ 0
E. Supplies	\$ 0	\$ 0	\$ 0
F. Construction	\$ 0	\$ 0	\$ 0
G. Contractual	\$ 1051711	\$ -14000	\$ 1037711
H. Other	\$ 75000	\$ 0	\$ 75000
TOTAL DIRECT COST	\$ 1700000	\$ 0	\$ 1700000
Total Direct Costs = (Sum of lines A-H)			
INDIRECT COST	\$ 0	\$ 0	\$ 0
TOTAL PROJECT COST	\$ 1700000	\$ 0	\$ 1700000
Total Project Costs = Total Direct Costs + Indirect Cost			

Total Project Costs = Federal Funds Approved + Non-Federal Funds + Program Income			
FEDERAL FUNDS APPROVED	\$ 850000		\$ 850000
NON-FEDERAL FUNDS APPROVED	\$ 850000	\$ 0	\$ 850000
PROGRAM INCOME	\$ 0	\$ 0	\$ 0

***Required Justification for Budget Modification**

By changing the total number of reentry participants in the control and treatment groups for each of the three consultants/contracts, Palm Beach County is also requesting to shift funds amongst the

Attachments:

Filename:	User:	Timestamp:
BJA GAN_Revised Budget Budget Narrative_1.27.20.docx	NBishop	01/29/2020 4:40 PM
BJA GAN_1.27.20.docx	NBishop	01/29/2020 4:40 PM

Print

Audit Trail:

Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Supervisor	nguyenk	02/11/2020 3:54 PM
Submitted	PO - Grant Manager	NBishop	01/29/2020 4:42 PM
Draft	EXTERNAL - External User	NBishop	01/29/2020 4:40 PM
Draft	EXTERNAL - External User	NBishop	01/29/2020 4:39 PM



US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information

Grantee Name:	Palm Beach County Board of County Commissioners	Project Period:	10/01/2017 - 09/30/2021	GAN Number:	008
Grantee Address:	301 N. Olive Avenue West Palm Beach, 33401	Program Office:	BJA	Date:	05/05/2020
Grantee DUNS Number:	07-847-0481	Grant Manager:	Jennifer L Lewis		
Grantee EIN:	59-6000785	Application Number(s):	2017-H0701-FL-CY		
Vendor #:	596000078	Award Number:	2017-CZ-BX-0003		
Project Title:	Criminal Justice Initiative	Award Amount:	\$850,000.00		

Change Project Period

Current Grant Period:	Month: 35 Day: 29	New Grant Period:	Month: 47 Day: 29
Project Start Date:	10/01/2017	*New Project Start Date:	10/01/2017
Project End Date:	09/30/2020	*New Project End Date:	09/30/2021

***Required Justification for Change Project Period:**

Please find justification and updated timeline of activities attached. We are requested to extend the contract to September 30, 2021. As of March 31st there was an obligated balance of \$366,753.63

Attachments:

Filename:	User:	Timestamp:
No Cost Extension Time Line of Activities.docx	NBishop	04/22/2020 10:43 AM
No Cost Extention_final.doc	NBishop	04/22/2020 10:46 AM

Print

Audit Trail:

Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	05/05/2020 12:00 PM
Submitted	PO - Grant Manager	NBishop	04/22/2020 10:47 AM
Draft	EXTERNAL - External User	NBishop	04/22/2020 10:42 AM