



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Jon Cicirelli

**SUBJECT: YOUTH REINVESTMENT GRANT  
APPLICATION**

**DATE:** March 13, 2019

Approved

Date

3-13-19

## RECOMMENDATION

- (a) Adopt a resolution authorizing the City Manager to submit a grant application and, if awarded, negotiate and execute a grant agreement with the State of California Board of State and Community Corrections for an amount up to \$1,000,000 in funding and to take all actions necessary to effectuate the grant, including any amendments thereof.
- (b) Adopt a resolution authorizing the Director of Parks, Recreation and Neighborhood Services to negotiate and execute grant agreements with community-based organizations identified in the grant application, including any amendments thereof, up to an amount of \$900,000 per agreement, subject to City Council appropriation.

## OUTCOME

Funding from the State of California Board of State and Community Corrections ("BSCC") Youth Reinvestment Grant Program, for an amount up to \$1,000,000, will fund services to divert low-level offenders from initial contact with the juvenile justice system in underserved communities. If awarded, the Director of Parks, Recreation and Neighborhood Services will authorize the disbursement of 90 percent of the funds to the community based organizations ("CBOs") selected to be included in the grant application, with the City retaining the additional 10% to cover the City's administrative costs (in accordance with the BSCC grant's provisions).

## BACKGROUND

In February 2019, the City learned of the Request for Proposals for the Youth Reinvestment Grant ("YRG") Program. This program targets underserved communities with the purpose of diverting youth who have committed, or are at risk of committing low-level criminal offenses from initial contact with the juvenile justice system. Services that may be funded include:

- Diversion programs, which provide alternatives to arrest, incarceration, and formal involvement with the juvenile justice system;
- Educational services, including academic and vocational services;
- Mentoring services;
- Behavioral health services; and
- Mental health services.

These services align with the Mayor's Gang Prevention Task Force's ("MGPTF") 2018-2020 Strategic Work Plan goal of strengthening the continuum of care, and with the objectives of its Bringing Everyone's Strengths Together ("BEST") Grant Program. The term of the YRG is three years and eight months, from July 1, 2019 through February 28, 2023.

If awarded, the City will be required to disburse 90 percent of awarded funds to pre-determined CBOs identified in the grant application, with 10 percent of the award retained by the City for administrative costs related to coordinating local law enforcement agencies, social services agencies, and CBOs to implement the grant program. Specifically, the application will designate the Department of Parks, Recreation and Neighborhood Services ("Department") as the "Lead Public Agency," with the Department selecting one or more CBO partners through a condensed request for interest and proposals.<sup>1</sup>

The City will apply for the maximum grant amount of \$1,000,000. As part of the grant terms, the City is required to provide a 25 percent cash or in-kind match. This match will be provided through a mix of in-kind matching resources provided by partner agencies that provide the services, services provided through the BEST Grant Program, or, if necessary, any remaining obligation to the match requirement will be assumed by the MGPTF BEST Appropriation. Grant applications are due to the BSCC on March 29, 2019.

## **ANALYSIS**

Funding from the BSCC will support the expansion or creation of programs that provide services to youth under age 18 (or adults still under the jurisdiction of the juvenile court). Services will be provided with the intent of helping youth to avoid initial contact with the criminal justice system, or to avoid further violations and adjudication in circumstances where youth have already had contact.

The YRG requires a Lead Public Agency, the Department, to provide coordination with local law enforcement agencies, social services agencies, and CBOs. Consequently, staff determined that competitively selecting partnerships from among the BEST Grant Program list of qualified agencies is the fairest approach to securing partners for this grant opportunity. This is because

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<sup>1</sup> Given the urgency of the YRG Program timeline, staff will invite only currently qualified BEST Grant Program CBOs to respond to a request for interest and proposals. Partner CBO selections will be based on those that best align with the scope and objectives of the YRG Program, and CBO partners will be identified in the grant application.

the requisite communication and partnership structures already exists under the MGPTF. In addition, staff is confident that delivering on the scope and objectives of the YRG Program is best-assured using this process, since the current list of BEST-qualified youth violence prevention/intervention agencies are already providing the types of services being sought under the YRG Program. By leveraging systems and partnerships already in place, the City is well-positioned to secure and successfully administer this grant opportunity.

The target population of the BSCC grant is consistent with those of the MGPTF's BEST Grant Program. In addition, the YRG Program aligns with existing City objectives in its desire to fund diversion programs and services that are evidence-based, trauma-informed, culturally relevant and developmentally appropriate for youth in underserved communities. Specifically, if awarded, the additional \$1 million in funding will augment the City's current efforts to advance the 2018-2020 MGPTF Strategic Work Plan:

**Strategic Goal #1 – Strengthen the Continuum of Care.** This goal strives to continue to build upon the solid foundation of current programs and services that are offered in the MGPTF. The ongoing commitment to strengthen the continuum of care has led to both the addition of innovative programs and adopting new approaches to service delivery while incorporating best practices into programs. As we move forward over the next three years, the objectives for this goal seek to continue to build upon the current foundation and refine the MPGTF's service delivery by exploring new frameworks, continuing to build internal staff capacity, and addressing new emerging issues.

With the approval of this memorandum, the Department will continue a condensed process to select agencies from the 2016-2019 BEST Eligible Service Provider List.<sup>2</sup> These agencies have demonstrated through a 2016 Request for Qualification process that they have the experience and expertise necessary to provide services to this target population. The condensed process will allow the Department to identify which agencies are interested in providing services under this grant; apply grant-based criteria for evaluating the competitiveness of agency proposals; and, negotiate the scopes of service with selected agencies that satisfy YRG requirements within the timeframe required by the State. While this type of process is not required by the City of San José Municipal Code, the level of funding available through this grant drives staff to ensure that partner selection is done in an open and fair manner.

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<sup>2</sup> Due to the short timeline presented by this grant opportunity, staff has already invited currently qualified BEST Grant Program agencies to respond with their interests and proposals. In that invitation, agencies were advised that prospective selection will be contingent on the evaluation of the proposals and the City Council's approval to apply for the Youth Reinvestment Grant.

### **EVALUATION AND FOLLOW-UP**

The results of the condensed RFP discussed above are expected the second week of March, and will be provided as a supplemental memorandum. In the event that the City receives the grant award, the department will bring forward a memorandum request that Council establish appropriations to recognize the revenue and allocate funding for the expense. In addition, staff will provide required program and evaluation updates to the BSCC in accordance with grant requirements.

### **PUBLIC OUTREACH**

This memorandum will be posted on the City's website prior to the March 26, 2019 City Council meeting.

### **COORDINATION**

This memorandum has been coordinated with the City Manager's Budget Office and the City Attorney's Office.

### **COMMISSION RECOMMENDATION/INPUT**

This item does not require input from a board or commission.

### **FISCAL/POLICY ALIGNMENT**

Facilitating the provision of services to the target population described in the YRG aligns with the 2018-2020 MGPTF Strategic Work Plan Goal #1 – Strengthen the Continuum of Care.

### **COST SUMMARY/IMPLICATIONS**

If awarded, the City will disburse 90 percent of the grant award, or up to a maximum of \$900,000, to the partner CBOs identified in the grant application, with individual agency awards determined by the final partnership agreements that are negotiated and executed in conjunction with the scope of services mandated by the City's agreement with BSCC.

The implications of taking on this agreement include committing staff to monitoring the agreements with the CBOs, reporting necessary information to the BSCC. In addition, the City will be required to provide a 25% in-kind or cash match to the award amount, up to \$250,000 for the 3 year 8-month period. Staff expects this obligation will be satisfied with in-kind matching

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resources provided by partner agencies that provide the services; however, if necessary, any remaining obligation to the match requirement will be assumed by the MGPTF BEST Appropriation. Acceptance of the grant does not commit the City to ongoing costs beyond the term of the grant. The Department plans to use 10 percent of the grant award, or up to a maximum of \$100,000, to offset the temporary administrative staffing costs for monitoring and managing the grant, which is in accordance with the provisions of this grant opportunity. Staff estimates roughly 240 hours of staff time will be necessary during the first year of the agreement, with 80 hours of staff time during each of the following years.

### **BUDGET REFERENCE**

If and when the City receives this award, the Department will submit appropriation requests that reflect the final grant award amount and provide the mechanisms by which the grant funding will be received and disbursed.

### **CEQA**

Not a Project, File PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.

/s/

JON CICIRELLI

Acting Director of Parks,

Recreation and Neighborhood Services

For questions, please contact Neil Rufino, Deputy Director, at (408) 535-3570.