

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

0220-05384-0000

Date: August 2, 2017

To: The Mayor
The CouncilAttn: Mandy Morales, Mayor's Office
Michael Espinosa, City Clerk's OfficeFrom: Richard H. Llewellyn, Jr., Interim City Administrative Officer
Subject: **GRANTS PILOT PROGRAM – GRANT ACCEPTANCE PACKET FOR THE CALIFORNIA BOARD OF STATE AND COMMUNITY CORRECTIONS (BSCC), PROPOSITION 47 SAFE NEIGHBORHOODS AND SCHOOLS GRANT PROGRAM TO SUPPORT THE LOS ANGELES DIVERSION OUTREACH AND OPPORTUNITIES FOR RECOVERY (LA DOOR) FOR FISCAL YEAR 2017-19**

Attached is the Grant Acceptance Packet from the California Board of Supervision and Community Correction, Proposition 47 Safe Neighborhoods and Schools Grant Program in the amount of \$6,000,000 received by the City Attorney's Office. This grant will support the Los Angeles Diversion Outreach and Opportunities for Recovery (LA DOOR) Program for a three year performance period effective June 16, 2017 through August 20, 2020. LA DOOR will provide, in partnership with Project 180, intensive health-focused, comprehensive drug intervention services to approximately 200 individuals (especially South Los Angeles residents) severely impacted by substance use and mental health issues. Although there is no required match for this program, BSCC does impose a 10% cap on indirect costs. As a participant in the Grants Pilot Program, this department submitted the packet for review and analysis by the CAO Grants Oversight Unit and the appropriate CAO Analyst.

In accordance with the approved procedures for the Pilot, this Office reviewed the Packet for completeness, conducted a concise analysis and prepared a Fiscal Impact Statement. The Grant Acceptance Packet consists of the following:

- Review of Grant Award and Acceptance Determination
- Department Request for Acceptance of Grant Award
- Grant Award Agreement (Pending)

If you have any questions about the Grants Pilot Program or the procedures for the Grant Acceptance Packet, please contact Camilla Fong at 213-978-7681.

Attachments

RHL:ACA:CLF:04180001c

OFFICE OF THE CITY ADMINISTRATIVE OFFICER
Review of Grant Award and Acceptance Determination

Recipient City Department: Office of the City Attorney		Award Notification Date: June 8, 2017	
Grant Award Title: Proposition 47 Grant Program		Grant Amount: \$6,000,000 Prior Grant Award(s): \$0,00	
Awarding Agency: California Board of Supervision and Community Correction			
Grant Agreement Number/Reference:	Performance Start Date: June 16, 2017	Performance End Date: August 20, 2020	
Purpose: The Office of the City Attorney requests authority to accept grant funding from the Proposition 47 Grant Program from the California Board of Supervision and Community Correction to establish the Los Angeles Diversion Outreach and Opportunities for Recovery (LA DOOR), a health-focused, comprehensive drug intervention program that emphasizes field-based services, pre-booking diversion, and community engagement to address substance dependence within the south Los Angeles community and to limit the number of misdemeanor drug cases processed through the traditional criminal justice system. Funding in the amount of \$6,000,000 is provided for services and grant administration costs from June 16, 2017 to August 20, 2020.			

Checklist for Grant Acceptance:	Yes	No	N/A	Comments
1. Authority for Grant Acceptance				
• Department requests acceptance of the Grant	X			() Terms/Conditions outlined in Award Notice/Grantor Agreement
2. Match Requirement Review				
• Match Sources Identification completed			X	() Obtain match requirements from Award Notice/Grantor Agreement
• Additional Funds requested			X	() Submit to CAO for review
3. Charter Section 1022 Determination				
• Charter Section 1022 findings completed			X	() Submit to CAO for review and determination
4. Provisions for Grant-Funded Contracts				
• Standard and Grantor Provisions or equivalent language is included			X	() Incorporate Provisions or Language into proposed agreement
• Pro Forma Agreement RFP <input type="checkbox"/> MOU <input type="checkbox"/> PSA <input type="checkbox"/>			X	() Submit to City Attorney for review and approval; copy to CAO
5. Personnel Authorities				
• Department has submitted a request for position(s)	X			() Review documents and make determination
6. Grant Implementation Recommendations				
• Department has submitted grant implementation instructions	X			() Submit to CAO for review
7. Controller Instructions for Fund/Accounts Set-Up				
• Department has requested Funds/Accounts Set-up	X			
8. Governing Body Resolution/Certification				
• Department has submitted Resolution/Certification			X	() Submit to CAO and City Attorney for review
9. Fiscal Impact Analysis				
• Department has submitted Fiscal Impact Statement	X			() Submit to CAO for review and Determination

OFFICE OF THE CITY ADMINISTRATIVE OFFICER
Review of Grant Award and Acceptance Determination

10. Grant Award Summary

The Office of the City Attorney requests approval to accept \$6,000,000 in grant funding for a new, three-year grant award from the California Board of State and Community Corrections (BSCC) Proposition 47 Grant Program (Prop. 47) to establish the Los Angeles Diversion Outreach and Opportunities for Recovery (LA DOOR). The goal of LA DOOR is to provide services to those most impacted by substance use and mental health issues, especially those residing in South Los Angeles, by providing intensive services for up to 200 individuals per year to keep them out of the criminal justice system and on the path towards recovery.

The total cost of the program is \$6,149,883, of which the award provides \$6,000,000 and will cover a period of June 16, 2017 to August 20, 2020. The grant award will cover \$900,335 for salary costs, fringe benefits, and related costs; \$6,000 for travel; and \$5,093,665 for contractual services. The BSCC grant limits indirect cost provisions outside of fringe benefits to 10 percent of the direct salary provision. This limitation will result in a \$149,883 General Fund contribution requirement over the course of the grant period for related costs. However, no General Fund appropriation is required at this time.

(Grant Award Summary continued on page 3)

11. Recommendations

Pursuant to a review of departmental recommendations for this grant, please provide a complete list of necessary actions for implementation including acceptance of the award by the City, Controller instructions for fund and accounts set-up, coordination of project activities, etc.

That the Council, subject to the approval of the Mayor:

1. Authorize the City Attorney, or designee, to:
 - a. Execute the grant agreement between the California Board of State and Community Corrections (BSCC) and the City Attorney's Office;
 - b. Accept the grant award in the amount of \$6,000,000 from BSCC;
 - c. Execute the grant agreement between City Attorney's Office and Project 180;
 - d. Issue two Request for Proposals (RFP): one for a research partner and one to expand local service provider capacity, and to execute grant agreements between the City Attorney's Office and the selected providers; and,
 - e. Execute vendor agreements between the City Attorney's Office and Project 180;
2. Authorize employment authority in the City Attorney's Office for the period of July 1, 2017 to August 20, 2020, for one City Attorney Administrative Coordinator I (Class Code 0567) resolution authority position;
3. Authorize employment authority in the City Attorney's Office for the period of July 1, 2017 to August 20, 2020, for one Deputy City Attorney II (Class Code 0595) resolution authority position;
4. Authorize the Controller to:
 - a. Establish a receivable for this program totaling \$6,000,000 from BSCC;
 - b. Establish an appropriation account within Fund 368 City Attorney Grants, as follows:

<u>Account</u>	<u>Title</u>	<u>Amount</u>
12P960	Prop. 47 Grant Program	\$6,000,000

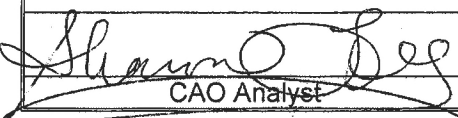
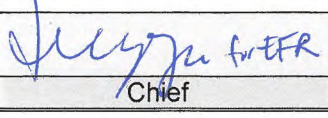
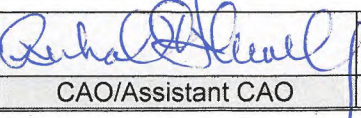
(Recommendations continued on page 4)

12. Fiscal Impact Statement

Yes This Office finds that the Grant complies with City financial policies as follows (see below):
 No This Office finds that the Grant does not comply with City financial policies as follows (see below):

The total project cost of the Los Angeles Diversion Outreach and Opportunities for Recovery is \$6,149,883 of which \$6,000,000 will be reimbursed by the California Board of State and Community Corrections Proposition 47 Grant Program. The grant will provide full direct cost funding of \$5,676,360 and partial related cost funding of \$323,640. The remaining related costs of \$149,883 for one Deputy City Attorney II and one City Attorney Administrative Coordinator I will not be recovered. However, no additional General Fund appropriation is required at this time. The acceptance of the use of the grant funds meets the City's Financial Policies in that the City's costs for the program are recovered as much as possible.

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 CAO Analyst	 Chief	 CAO/Assistant CAO	8/2/17 Date
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10. Grant Award Summary (continued from page 2)

The award grant award includes \$2,994,432 in funding to Project 180, a joint partner in the City's Prop. 47 grant application and project collaborator throughout the development of LA DOOR. Project 180 is a forensic treatment program providing in-jail and community-based services for offenders, and has delivered evidenced-based programming to decrease recidivism and improve the quality of life for previously incarcerated individuals. Project 180 will hire 18 new staff to provide multi-disciplinary mobile services during the three year grant life cycle with a strategy to link with the Prop. 47 drug use population through outreach and engagement.

Grant funds of \$2,099,233 will be distributed to local service providers and a research partner. The service providers and research partner sub-recipients will be selected through two separate Request for Proposal (RFP) processes to: 1) provide additional housing services and other supports to expand local social service capacity; and 2) provide research support and final program evaluation, respectively.

Grant funds provide salaries, fringe benefits, and related costs for two new positions for the City Attorney's Office, one Deputy City Attorney II (DCA II) and one City Attorney Administrative Coordinator I (AC I). The DCA II will provide legal advice associated with developing, implementing, and managing all aspects of LA DOOR related to drug involved, justice involved individuals, including those who will enter into the criminal justice system notwithstanding LA DOOR's efforts. The AC I will provide administration, coordination and development of LA DOOR's pre-booking diversion projects and overall grant administration.

11. Recommendations (continued from page 2)

5. Authorize the City Attorney, or designee, to:
 - a. Transfer \$203,835 from Fund No. 368/12, Account 12P960 to Fund No. 100, Department 12, Account 001010 – Salaries General, for FY 17-18 salary expenses;
 - b. Upon receipt of grant reimbursements and approval of expenses, transfer up to \$323,640 from Fund No. 368/12, Account No. 12P960 to Fund No. 100/12, Revenue Source 5361, Related Cost Reimbursement – Other Funds, to reimburse for the fringe benefits and related costs during the three year grant period;

6. Instruct the City Clerk to place on the Council Agenda for the first regular Council meeting on July 1, 2018, or shortly thereafter, the following actions relative to the Prop. 47 Grant Program:

“That the City Council, subject to the approval of the Mayor, authorize the Controller to transfer \$182,409 from Fund No. 368/12, Account 12P960 to Fund No. 100/12, Account 001010 – Salaries General, for FY 2018-19 salary expenses;”

7. Instruct the City Clerk to place on the Council Agenda for the first regular Council meeting on July 1, 2019, or shortly thereafter, the following actions relative to the Prop. 47 Grant Program:

“That the City Council, subject to the approval of the Mayor, authorize the Controller to transfer \$190,451 from Fund No. 368/12, Account 12P960 to Fund No. 100/12, Account 001010 – Salaries General, for FY 2019-20 salary expenses;”

8. Authorize the City Attorney or designee to prepare Controller instructions for any necessary technical adjustments, subject to the approval of the City Administrative Officer, and authorize the Controller to implement the instructions.