

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

0130-02049-0000

Date: September 17, 2014

To: The Mayor
The CouncilAttn: Mandy Morales, Mayor's Office
John White, City Clerk's OfficeFrom: Miguel A. Santana, City Administrative Officer *MJS*Subject: **GRANTS PILOT PROGRAM – GRANT ACCEPTANCE PACKET FOR
THE U.S. DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE
ASSISTANCE (BJA), 2013 BYRNE CRIMINAL JUSTICE INNOVATION
(BCJI) SUB-RECIPIENT GRANT**

Attached is the Grant Acceptance Packet for the U.S. Department of Justice, Bureau of Justice Assistance (BJA) 2013 Byrne Criminal Justice Innovation (BCJI) Sub-Recipient Grant award in the amount of \$250,000 received by the City Attorney's Office. The prime recipient is the Youth Policy Institute. This funding will support a designated Deputy City Attorney II to address crime issues and advance neighborhood revitalization in the Hollywood/Central Los Angeles region through nuisance abatement actions and building, planning and code enforcement activities. The performance period is from October 1, 2014 through March 31, 2016. 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:

- Notification of Award
- Application Narrative
- Review of Grant Award and Acceptance Determination
- Department Request for Acceptance of Grant Award

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

MAS:ACA:CLF:04150013c

CITY CLERK
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CITY CLERK

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

Recipient City Department: Office of the City Attorney		Award Notification Date: August 10, 2013	
Grant Award Title: Byrne Criminal Justice Innovation Program		Grant Amount: \$250,000 Prior Grant Award(s): \$0	
Awarding Agency: Department of Justice			
Grant Agreement Number/Reference:	Performance Start Date: October 1, 2014	Performance End Date: March 31, 2016	
Purpose: The Office of the City Attorney is requesting authority to accept grant funding in the amount of \$250,000 for the Byrne Criminal Justice Innovation (BCJI) program for the period of October 1, 2014 to March 31, 2016. Funding will support the salary and related costs of one Deputy City Attorney II to support the BCJI program.			

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 authority to accept \$250,000 in grant funding for the Byrne Criminal Justice Innovation (BCJI) program. These funds originate from the Department of Justice and pass through the Bureau of Justice Assistance. The primary recipient is the Youth Policy Institute, which will coordinate a team to provide criminal justice prevention, enforcement, intervention and treatment strategies for the BCJI program. Partners includes the Los Angeles Police Department, the Mayor's Office of Gang Reduction and Youth Development, the Los Angeles Unified School District and local community leaders. The funds will support the salary of one Deputy City Attorney II who will address crime issues in the Hollywood/Central Los Angeles region to advance neighborhood revitalization through nuisance abatement actions and building, planning and code enforcement. The Deputy City Attorney will also facilitate the coordination of alternative sentencing/restorative justice programs and prevention/intervention programs.

The total cost of the program is \$250,000 and will be reimbursed as follows: \$165,996 in salaries for one Deputy City Attorney II; including \$82,417 in fringe benefits and other related costs; and \$1,587 for a new laptop. The City Attorney's Office is requesting to add one Deputy City Attorney II resolution authority to perform the work related to the grant. There is no match requirement for the grant.

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. Approve and authorize the City Attorney, or designee, to execute the grant award between the City of Los Angeles and the Youth Policy Institute for the period of October 1, 2014 to March 31, 2016;
2. Authorize the City Attorney or designee to accept the grant award in the amount of \$250,000 for funding one Deputy City Attorney for the period of October 1, 2014 to March 31, 2016;
3. Add one Deputy City Attorney II resolution authority for the period of October 1, 2014 to June 30, 2015;
4. Authorize the Controller to:
 - a. Establish a receivable in the amount of \$250,000 within Fund 368, Department 12;
 - b. Establish a new appropriation within Fund 368, Department 12, as follows:
Account 12L241 - FY 14-15 BCJI Grant - \$250,000
 - c. Transfer \$82,169 from Fund 368, Department 12, Account 12L241 - FY14-15 BCJI Grant to Fund 100, Department 12, Account 001020 Salaries Grant Reimbursed;
 - d. Upon receipt of grant funds, transfer up to \$82,417 from Fund 368, Department 12, Account 12L241 to Fund 100, Department 12, Revenue Source 5301, Reimbursement from Other Funds/Dept;
5. Authorize the City Clerk to place on the Council calendar for July 1, 2015, the following action relative to the Byrne Criminal Justice Innovation Program:
 - a. "That the Council, subject to the approval of the Mayor, authorize the Controller to transfer \$83,828 from Fund 368, Department 12, Account 12L241 FY14-15 BCJI Grant to Fund 100, Department 12, Account 001020 Salaries Grant Reimbursed."
6. Authorize the City Attorney 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.

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):

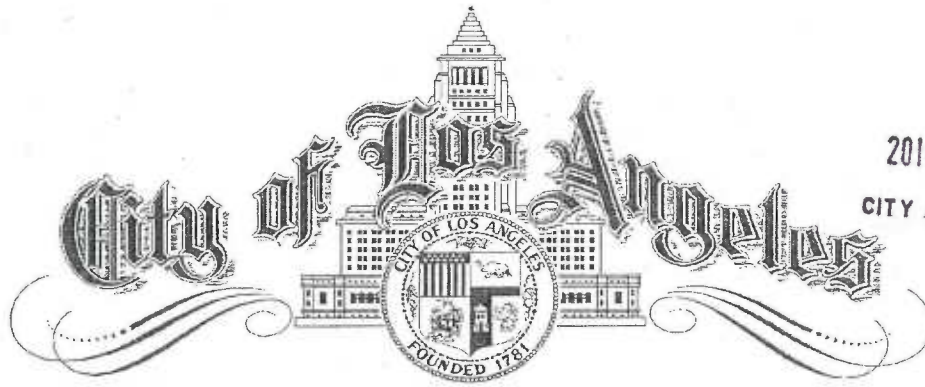
There is no General Fund impact. Approval of this request will allow for the disbursement of funds from the Bureau of Justice Assistance Byrne Criminal Justice Innovation Subrecipient Grant Award. There is no required match for this grant. The recommendations in this report are in compliance with the City's Financial Policies in that one-item revenue will be used to support this one-time expenditure.

Ma. Raitta C. Legaspi
CAO Analyst

Geoff Row
Chief

[Signature]
CAO/Assistant CAO

9/17/14
Date



2014 MAY 28 PM 12: 23
CITY ADMINISTRATIVE OFFICER

MICHAEL N. FEUER
CITY ATTORNEY

May 23, 2014

2014 MAY 33 PM 5: 29
CITY ADMINISTRATIVE OFFICER

The Honorable Eric Garcetti
Mayor of Los Angeles
City Hall
Los Angeles, CA 90012
Attention: Cary Gross

Honorable City Council
City of Los Angeles
City Hall
Los Angeles, CA 90012
Attention: Holly Wolcott

**Re: Acceptance of Bureau of Justice Assistance Byrne Criminal
Justice Innovation Subrecipient Grant Award**

Contact Persons: Michiko M. Reyes (213) 978-7020
Janette Flintoft (213) 215-5808

Dear Mayor Garcetti and Members of City Council:

The City Attorney's Office is transmitting for your review and approval acceptance of a subrecipient grant award in the amount of \$250,000 under the Bureau of Justice Assistance "Byrne Criminal Justice Innovation" (BCJI) program. The prime recipient is the Youth Policy Institute. Additional project partners include the Los Angeles Police Department, the Mayor's Office of Gang Youth Reduction and Development, the Los Angeles Unified School District, and local community leaders.

The BCJI grant period commenced on October 1, 2013 with the launch of a mandatory planning phase. Since this time the Youth Police Institute has undertaken a comprehensive needs assessment and LAPD has undertaken a crime analysis in conjunction with the BCJI research partner, Justice Securities and Strategies. Community focus groups are currently underway. Goals and objectives to be achieved during the planning period entail assessing and prioritizing issues impacting safety to improve the stability of the neighborhood for residents and businesses alike.

The "implementation" phase will commence on October 1, 2014 and continue through March 31, 2016. During this time, the Los Angeles City Attorney's Office, through the efforts of a designated Deputy City Attorney, will address crime issues within designated "hot spots" identified through the planning activities. It is anticipated that enforcement

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goals will relate to street gangs, narcotics, nuisance abatements, and building and zoning code violations.

The Deputy City Attorney will also engage in prevention/intervention efforts as part of the BCJI partnership. Strategies will most likely include providing individuals with tools to avoid victimization, changing toxic environments contributing to crime problems, and addressing the underlying drivers of criminal behavior such as substance abuse, homelessness, and mental health issues by leveraging existing City Attorney diversion programs.

Throughout the BCJI initiative, all cross-sectors partners will strive to: 1) engage the community's role in public safety; 2) initiate problem-solving activities; 3) establish and maintain collaborations; and 4) evaluate outcomes of activities.

IT IS THEREFORE REQUESTED that the City Council and the Mayor:

1. **AUTHORIZE** the City Attorney or his designee to accept the grant award in the amount of \$250,000 for funding a Deputy City Attorney for the period of October 1, 2014 – March 31, 2016.
2. **RESOLVE** that employment authority in the City Attorney's Office for the period October 1, 2014 to March 31, 2016, for one Deputy City Attorney II (0551) position is APPROVED and exempt this position from the Hiring Freeze;
3. **AUTHORIZE** the Controller to:
 - a. **ESTABLISH** a receivable in the amount of \$250,000 within Fund 368, Department 12.
 - b. **ESTABLISH** Appropriation Account 12L241 - FY 14-15 BCJI Grant within Fund 368, Department 12 in the amount of \$250,000.
 - c. **TRANSFER** \$ 82,169 from Fund 368, Department 12, Account 12L241 - FY 14-15 Intellectual Property Grant to Fund 100, Department 12, Account 1020 Salaries Grant Reimbursed.
 - d. **REIMBURSE** the General Fund 100, Department 12, Revenue Source 5301 Reimbursements from Other funds, for related costs associated with the grant reimbursed position for an amount up to \$82,417.
5. **AUTHORIZE** the City Council to Instruct the City Clerk to place on Council Calendar for July 1, 2015, the following action relative to the Byrne Criminal Justice Innovation Program:

Honorable Eric Garcetti
City Council
May 23, 2014
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“That the City Council, subject to the approval of the Mayor, **AUTHORIZE** the Controller to transfer \$ 83,828 from Fund 368, Department 12, Account 12L241 FY 14-15 BCJI Grant to Fund 100, Department 12, Account 1020 Salaries Grant Reimbursed.”

7. **AUTHORIZE** the Office of the City Attorney to prepare Controller’s instructions for any necessary technical adjustments, subject to the approval of the City Administrative Officer.

Thank you for your consideration to this matter.

Sincerely,


Leela Kapur
Chief of Staff

cc: Miguel Santana, CAO
Maria Raisa Corella, CAO

City of Los Angeles Grant Award Notification and Acceptance

Recipient Department				
This Grant Award is: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation/Renewal <input type="checkbox"/> Supplemental <input type="checkbox"/> Revision <input type="checkbox"/> Sub-Allocation				
Grants Coordinator: Janette Flintoft		E-Mail: janette.flintoft@lacity.org		Phone: 213-215-5808
Project Manager: Gita O'Neill		E-Mail: gita.oneill@lacity.org		Phone: 213-978-8100
Department/Bureau/Agency: City Attorney			Date: 05/23/14	
Grant Information				
Name of Grantor: Department of Justice			Pass Through Agency: Bureau of Justice Assistance	
Grant Program Title: Byrne Criminal Justice Innovation Program			Notification of Award Date: 08/10/13	
Funding Source (Public or Private): <input checked="" type="checkbox"/> Federal <input type="checkbox"/> State <input type="checkbox"/> Local <input type="checkbox"/> Foundation <input type="checkbox"/> Corporation <input type="checkbox"/> Other		Grant Type: <input type="checkbox"/> Formula/Block <input checked="" type="checkbox"/> Competitive/Discretionary <input type="checkbox"/> Other		Funds Disbursement: <input type="checkbox"/> Advance <input checked="" type="checkbox"/> Reimbursement
Agency's Grant ID: CFDA # 16.817 Other ID # _____ eCivis ID# _____				
Match Requirement: <input checked="" type="checkbox"/> None <input type="checkbox"/> Recommended <input type="checkbox"/> Mandatory _____ Amount = _____ % Match				
Match Type: <input type="checkbox"/> Cash <input type="checkbox"/> In-Kind Identify Source of Match: _____				
Fiscal Information:	Awarded Funds \$250,000	Match/In-Kind Funds \$	Additional/Leveraged Funds \$	Total Project Budget \$200,000
Approved Grant Budget Summary:				
Category	Awarded	Match	Additional	Explanation
Personnel				
Salaries	165,996			
Fringe Benefits	60,937			
Indirect	21,480			
Equipment				
Materials/Supplies	1,587			
Travel				
Contractual Services				
Other				
Total:	250,000			
Approved Project				
Descriptive Title of Funded Project: Byrne Criminal Justice Innovation (BCJI)				
Performance Period Start/End Dates (Month/Day/Year): Start: 10/01/2013 End: 09/30/2016		Citywide: <input checked="" type="checkbox"/> Affected Council District(s): Hollywood and Pacoima Affected Congressional District(s): Citywide		
Purpose: <input type="checkbox"/> Capital/Infrastructure <input type="checkbox"/> Equipment <input checked="" type="checkbox"/> Program <input checked="" type="checkbox"/> Planning/Training <input type="checkbox"/> Pilot/Demonstration				
Identify Internal Partners (City Department/Bureau/Agency): LAPD and GRYD Identify External Partners: Youth Policy Institute, Los Angeles Unified School District				
Summary				
Please provide a project summary including goals, objectives (metrics), specific outcomes, and briefly describe the activities that will be used to achieve these goals. You may attach an additional sheet of paper if necessary.				
The BCJI grant period commenced on October 1, 2013 with the launch of a mandatory planning phase spearheaded by the grant lead recipient, Youth Police Institute (YPI). YPI has undertaken a comprehensive needs assessment and LAPD has undertaken a crime analysis in conjunction with the BCJI research partner, Justice Securities and Strategies. Community focus groups are currently underwaGoals and objectives to be achieved during the planning period entail assessing and prioritizing issues impacting safety to improve the stability of the neighborhood for residents and businesses alike. The "implementation" phase will commence on October 1, 2014 and continue through March 31, 2016. During this time, the Los Angeles City Attorney's Office, through the efforts of a designated Deputy City Attorney, will address crime issues within designated "hot spots" identified through the planning activities. It is anticipated that enforcement goals will relate to street gangs, narcotics, nuisance abatements, and building and zoning code violations.				

City of Los Angeles Grant Award Notification and Acceptance

Fiscal Impact Statement

Please describe how the acceptance of this grant will impact the General Fund. Provide details on any additional funding that may be required to implement the project/program funded by this grant.

There is no negative fiscal impact on the General Fund.

Acceptance Packet

The above named Department has received an award for the Grant Program identified above, accepts full responsibility for the coordination and management of all Grant funds awarded to the City, and will adhere to any policies, procedures and compliance requirements set forth by the Grantor and its related agencies or agents, as well as those of the City, and its financial and administrative departments. The following items comprise the Acceptance Packet and are attached for review by the CAO Grants Oversight Unit:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Grant Award Notification and Acceptance | <input type="checkbox"/> Copy of Award Notice |
| <input checked="" type="checkbox"/> Grant Project Cost Breakdown (Excel Document) | <input type="checkbox"/> Copy of Grant Agreement (if applicable) |
| <input checked="" type="checkbox"/> Detail of Positions and Salary Costs (Excel Document) | <input type="checkbox"/> Additional Documents (if applicable) |

Department Head Name: MC Molidor	Department Head Signature: <i>[Signature]</i>	Date: 5/27/17
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FOR CAO USE ONLY

The Office of the City Administrative Officer, Grants Oversight Unit has reviewed the information as requested, and has determined that the Acceptance Packet is:

- Complete The Acceptance Packet has been forwarded to appropriate CAO analyst
 Returned to Department (Additional information/documentation has been requested.)
 Flagged (See comments below.)

Comments:

CAO Grants Oversight Unit Signature: <i>[Signature]</i>	Date: 9/17/14
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