

Agenda Item No. 3Q-4

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: September 13, 2011       Consent       Regular  
    Ordinance       Public Hearing

Department Submitted By: CRIMINAL JUSTICE COMMISSION

Submitted For: CRIMINAL JUSTICE COMMISSION

I. EXECUTIVE BRIEF

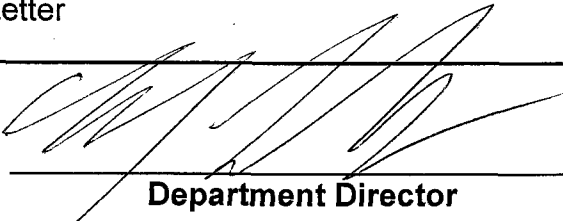
**MOTION AND TITLE:** Staff recommends motion to: (A) Ratify the signature of the Chair on the approval of the submittal of the Second Chance Act Grant Application to the Department of Justice (DOJ) for \$50,000 for a project period of one year beginning October 1, 2011 to facilitate the development of a plan for the reduction of recidivism in juveniles in Palm Beach County; and (B) Authorize the County Administrator or his designee to execute all related documents for Palm Beach County's FY 2011 Second Chance Act Grant as required by the U.S. Department of Justice, Bureau of Justice Assistance.

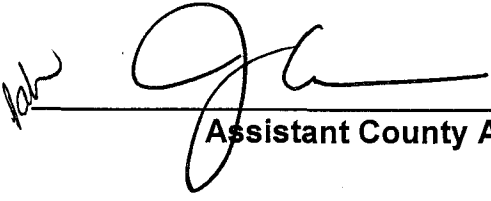
**SUMMARY:** Palm Beach County applied for a grant award of \$50,000 from the Department of Justice to facilitate the planning for successful reintegration of juvenile ex-offenders as they return to Palm Beach County. The emergency signature process was used due to the time constraints of the grant submission date. It was released on June 10, 2011 and the submission date was July 11, 2011. This application, if funded, will allow for the development of the plan for juvenile ex-offenders to be provided with pre and post release services to assist in their transition back into the community. The Grant requires a non-federal in-kind match of 100% during the year project period. Specifically, the in-kind match requirement for the project is \$50,000. This match has been identified through the Criminal Justice Commission for a total amount of \$59,409. Countywide (GB).

**Background and Justification:** The Palm Beach County Criminal Justice Commission Reentry Task Force 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 for adults. The goal is to reduce the recidivism rate by 50% over 5 years for the target population (325 state prisoners returning to Palm Beach County through the Department of Corrections). The program is intended to reduce recidivism among transitioning offenders as well as reduce future victimization, enhance public safety and improve the lives of communities, victims and offenders.

A sub-committee of the Reentry Task Force will be formed to address the issue of juvenile reentry and develop a plan for Palm Beach County. This will involve working with a consultant hired through the grant funds and with the Department of Juvenile Justice and other community partners.

- Attachments:**
- 1.) Grant application
  - 2.) Signature Authority Letter
  - 3.) Chair Approval Letter

Recommended by:  \_\_\_\_\_ Date: 8/17/11

Approved By:  \_\_\_\_\_ Date: 8/26/11

**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

Fiscal Years	2011	2012	2013	2014	2015
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	50,000	_____	_____	_____
External Revenues	_____	<50,000>	_____	_____	_____
Local Match (Cash)	_____	59,409	_____	_____	_____
Local Match (In-kind)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	<b>\$ _____</b>	<b>\$59,409</b>	<b>_____</b>	<b>_____</b>	<b>_____</b>
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	<b>0</b>	<b>_____</b>	<b>_____</b>	<b>_____</b>	<b>_____</b>

Is Item Included In Proposed Budget?      Yes       No \_\_\_\_\_

Budget Account No.:      Fund \_\_\_\_\_ Dept. \_\_\_\_\_ Unit \_\_\_\_\_ Object \_\_\_\_\_  
    Program Code \_\_\_\_\_ Program Period \_\_\_\_\_

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

**C. Departmental Fiscal Review:** *ms 8/17/11*  
 The net fiscal impact represents varying percentages of CJC staff salaries which are already included in the proposed budget for FY 2012 (F-D-U: 0001-767-7607).

**III. REVIEW COMMENTS**

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

\_\_\_\_\_  
 OFMB      *[Signature]* 8/18/11  
    *[Signature]* 8/19/11  
    Contract Dev. and Control  
    8-18-11 *[Signature]*

**B. Legal Sufficiency:**

\_\_\_\_\_  
*[Signature]* 8/24/11  
 Assistant County Attorney

**C. Other Department Review:**

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

<b>Opportunity Title:</b>	OJJDP FY 2011 Second Chance Act Juvenile Offender Reent
<b>Offering Agency:</b>	Office of Juvenile Justice Delinquency Prevention
<b>CFDA Number:</b>	16.812
<b>CFDA Description:</b>	Second Chance Act Prisoner Reentry Initiative
<b>Opportunity Number:</b>	OJJDP-2011-3072
<b>Competition ID:</b>	OJJDP-2011-3074
<b>Opportunity Open Date:</b>	06/10/2011
<b>Opportunity Close Date:</b>	07/11/2011
<b>Agency Contact:</b>	For assistance with any other requirements of this solicitation, contact the Justice Information Center at 1i24877i24927i245657, by e-mail at JIC@telesishq.com, or by live Web chat. The Center hours of operation are Monday through Friday 8:30 a.m. to 5:00 p.m., Eastern Time. On the solicitation close date, the Center will

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

\* Application Filing Name:

### Mandatory Documents

Move Form to Complete

Move Form to Delete

### Mandatory Documents for Submission

Application for Federal Assistance (SF-424)  
 Project Narrative Attachment Form  
~~Other Attachments Form~~  
 Budget Narrative Attachment Form  
 Disclosure of Lobbying Activities (SF-LLL)  
 Assurances for Non-Construction Programs (SF-42)

### Optional Documents

Faith Based EEO Survey

Move Form to Submission List

Move Form to Delete

### Optional Documents for Submission

## Instructions

- 1** Enter a name for the application in the Application Filing Name field.
  - This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
  - You can save your application at any time by clicking the "Save" button at the top of your screen.
  - The "Save & Submit" button will not be functional until all required data fields in the application are completed and you clicked on the "Check Package for Errors" button and confirmed all data required data fields are completed.
  
- 2** Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.
  - It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.
  - The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this application. "Optional Documents" can be used to provide additional support for this application or may be required for specific types of grant activity. Reference the application package instructions for more information regarding "Optional Documents".
  - To open and complete a form, simply click on the form's name to select the item and then click on the => button. This will move the document to the appropriate "Documents for Submission" box and the form will be automatically added to your application package. To view the form, scroll down the screen or select the form name and click on the "Open Form" button to begin completing the required data fields. To remove a form/document from the "Documents for Submission" box, click the document name to select it, and then click the <= button. This will return the form/document to the "Mandatory Documents" or "Optional Documents" box.
  - All documents listed in the "Mandatory Documents" box must be moved to the "Mandatory Documents for Submission" box. When you open a required form, the fields which must be completed are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message.
  
- 3** Click the "Save & Submit" button to submit your application to Grants.gov.
  - Once you have properly completed all required documents and attached any required or optional documentation, save the completed application by clicking on the "Save" button.
  - Click on the "Check Package for Errors" button to ensure that you have completed all required data fields. Correct any errors or if none are found, save the application package.
  - The "Save & Submit" button will become active; click on the "Save & Submit" button to begin the application submission process.
  - You will be taken to the applicant login page to enter your Grants.gov username and password. Follow all onscreen instructions for submission.

Application for Federal Assistance SF-424		
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>
<b>* 3. Date Received:</b> 07/11/2011	<b>4. Applicant Identifier:</b> <input type="text"/>	
<b>5a. Federal Entity Identifier:</b> <input type="text"/>	<b>5b. Federal Award Identifier:</b> <input type="text"/>	
<b>State Use Only:</b>		
<b>6. Date Received by State:</b> <input type="text"/>	<b>7. State Application Identifier:</b> <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b> Palm Beach County Board of County Commissioners		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 59-6000785	<b>* c. Organizational DUNS:</b> 0784704810000	
<b>d. Address:</b>		
<b>* Street1:</b> 301 North Olive Avenue Suite 1001	<input type="text"/>	
<b>Street2:</b>	<input type="text"/>	
<b>* City:</b> West Palm Beach	<input type="text"/>	
<b>County/Parish:</b>	<input type="text"/>	
<b>* State:</b>	FL: Florida	
<b>Province:</b>	<input type="text"/>	
<b>* Country:</b>	USA: UNITED STATES	
<b>* Zip / Postal Code:</b> 33401-4700	<input type="text"/>	
<b>e. Organizational Unit:</b>		
<b>Department Name:</b> Criminal Justice Commission	<b>Division Name:</b> <input type="text"/>	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
<b>Prefix:</b> <input type="text"/>	<b>* First Name:</b> Jenise	
<b>Middle Name:</b> <input type="text"/>	<input type="text"/>	
<b>* Last Name:</b> Link	<input type="text"/>	
<b>Suffix:</b> <input type="text"/>	<input type="text"/>	
<b>Title:</b> Senior Criminal Justice Analyst		
<b>Organizational Affiliation:</b> <input type="text"/>		
<b>* Telephone Number:</b> 5613551503	<b>Fax Number:</b> 5613554941	
<b>* Email:</b> jlink@pbcgov.org		

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Office of Juvenile Justice Delinquency Prevention

**11. Catalog of Federal Domestic Assistance Number:**

16.812

CFDA Title:

Second Chance Act Prisoner Reentry Initiative

**\* 12. Funding Opportunity Number:**

OJJDP-2011-3072

\* Title:

OJJDP FY 2011 Second Chance Act Juvenile Offender Reentry Program for Planning and Demonstration Projects

**13. Competition Identification Number:**

OJJDP-2011-3074

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Develop a comprehensive, collaborative Plan for Juvenile Reentry in Palm Beach County involving all the key partners in the Juvenile Justice System utilizing validated assessment instruments.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="50,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="50,000.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:

Fax Number:

\* Email:

\* Signature of Authorized Representative:

\* Date Signed:

## Other Attachment File(s)

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\* Mandatory Other Attachment Filename:

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To add more "Other Attachment" attachments, please use the attachment buttons below.

## Project Narrative File(s)

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\* Mandatory Project Narrative File Filename:

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To add more Project Narrative File attachments, please use the attachment buttons below.



# DISCLOSURE OF LOBBYING ACTIVITIES

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

Approved by OMB  
0348-0046

<b>1. * Type of Federal Action:</b> <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	<b>2. * Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. * Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name: <input type="text" value="Palm Beach County Criminal Justice Commission"/> * Street 1: <input type="text" value="301 North Olive Avenue Suite 1001"/> Street 2: <input type="text"/> * City: <input type="text" value="West Palm Beach"/> State: <input type="text" value="FL: Florida"/> Zip: <input type="text" value="33401"/> Congressional District, if known: <input type="text" value="FL-016"/>		
<b>5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:</b> <div style="border: 1px solid black; height: 100px;"></div>		
<b>6. * Federal Department/Agency:</b> <input type="text" value="Department of Justice"/>	<b>7. * Federal Program Name/Description:</b> <input type="text" value="Second Chance Act Prisoner Reentry Initiative"/> CFDA Number, if applicable: <input type="text" value="16.812"/>	
<b>8. Federal Action Number, if known:</b> <input type="text"/>	<b>9. Award Amount, if known:</b> \$ <input type="text"/>	
<b>10. a. Name and Address of Lobbying Registrant:</b> Prefix: <input type="text"/> * First Name: <input type="text" value="None"/> Middle Name: <input type="text"/> * Last Name: <input type="text" value="None"/> Suffix: <input type="text"/> * Street 1: <input type="text"/> Street 2: <input type="text"/> * City: <input type="text"/> State: <input type="text"/> Zip: <input type="text"/>		
<b>b. Individual Performing Services (including address if different from No. 10a)</b> Prefix: <input type="text"/> * First Name: <input type="text" value="None"/> Middle Name: <input type="text"/> * Last Name: <input type="text" value="None"/> Suffix: <input type="text"/> * Street 1: <input type="text"/> Street 2: <input type="text"/> * City: <input type="text"/> State: <input type="text"/> Zip: <input type="text"/>		
<b>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.</b>		
<b>* Signature:</b> <input type="text" value="Rebecca Walker"/> <b>* Name:</b> Prefix: <input type="text" value="Mr."/> * First Name: <input type="text" value="Michael"/> Middle Name: <input type="text" value="L"/> * Last Name: <input type="text" value="Rodriguez"/> Suffix: <input type="text"/>		
<b>Title:</b> <input type="text" value="Executive Director"/>	<b>Telephone No.:</b> <input type="text" value="5613554943"/>	<b>Date:</b> <input type="text" value="07/11/2011"/>
Federal Use Only		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

## Budget Narrative File(s)

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\* Mandatory Budget Narrative Filename: PBC 2nd Chance Budget and Budget Narrative \_2\_.pdf

[Add Mandatory Budget Narrative](#) [Delete Mandatory Budget Narrative](#) [View Mandatory Budget Narrative](#)

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To add more Budget Narrative attachments, please use the attachment buttons below.

[Add Optional Budget Narrative](#) [Delete Optional Budget Narrative](#) [View Optional Budget Narrative](#)

## ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

<p><b>* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</b></p> <p>Rebecca Walker</p>	<p><b>* TITLE</b></p> <p>Executive Director, Criminal Justice Comm</p>
<p><b>* APPLICANT ORGANIZATION</b></p> <p>Palm Beach County Board of County Commissioners</p>	<p><b>* DATE SUBMITTED</b></p> <p>07/11/2011</p>

## **Program Abstract**

Palm Beach County (PBC) is requesting \$50,000 to develop a juvenile reentry strategic plan that will work towards long-term systemic change so that youth transitioning from detention and residential placement receive support and access to programs and services aimed at reducing recidivism rates and easing the re-entry process for the youth leaving detention and commitment each year.

Through our strategic planning process, the Criminal Justice Commission (CJC), the Juvenile Reentry Subcommittee and its partners will be able to assess and identify systemic gaps and determine the optimal uses of resources so that services can be delivered efficiently and seamlessly through our collaborative network of treatment and community providers. The success of the Reentry Task Force culminated in the receipt of a Second Chance Act Demonstration Grant in 2010 from the US Department of Justice.

The strategic planning process will occur in two phases, an information gathering phase (Phase 1) and a planning phase (Phase 2). Phase 1 will consist of a variety of information gathering techniques, which will result in a comprehensive description of current reentry services available locally for juveniles under the age of 18 at intake.

During Phase 2 a mini summit will be held including participants from across the state, partners from state and local agencies, as well as non-governmental organizations and the faith-based community. Summit participants will utilize the six fundamental principles of evidence-based correctional practice to guide their discussion sessions. Following the summit, the project team will conduct an analysis of current reentry practices compared to the “best practices” and identify a model that will target high-risk offenders through the use of a validated risk/needs assessment

instrument such as the YLS/CMI which is derived from the Level of Service Inventory- Revised (LSI-R), to include sex offenders, mentally ill offenders, or offenders who have been dually diagnosed with major mental health disorders and alcohol or substance abuse addictions. With help from the technical assistance provider, a planning and implementation guide will be created addressing the ten requirements of a comprehensive reentry program during Phase 2. The LSI-R is currently being successfully incorporated into the reentry efforts for all agencies that receive grant funds from the Criminal Justice Commission furthering the collaborative nature of our labors.

Since this is a planning process, the target population is unknown; however consideration will be given to the priorities listed. Zip code data compiled by the PBCCJC determined that the adult population of returning offenders reside in specific zip codes that are home to a large number of black residents, single family households, and a higher than average poverty rate.

The focus of our planning will be on special populations such as Disproportionate Minority Contact (DMC), and violent offenders. DMC continues to be a glaring inequity in PBC's juvenile justice system. The Reentry Task Force, Juvenile Reentry Consultant and key CJC staff will adhere to the 10 Requirements of a Comprehensive Reentry Program in the development of this new initiative. The Strategic Plan will include a plan for determining a baseline recidivism rate for juveniles. A plan for collecting and reporting data will also be included in the Strategic Plan for Juvenile Reentry.

#### **1. Statement of the Problem**

The statistics regarding juvenile offenders present a unique picture. Juveniles were involved in 16 percent of all violent crime arrests and 32 percent of all property crime arrests in 1999. Based

on the Office of Juvenile Justice and Delinquency Prevention's (OJJDP's) Census of Juveniles in Residential Placement (Sickmund, 2000), an estimated 100,000 youth are released from secure and residential facilities every year and because the length of incarceration for juveniles is shorter than for adults, a relatively greater percentage of juveniles return to the community each year. In addition, research indicates that a small percentage of juvenile offenders commit the overwhelming majority of juvenile crime.<sup>1</sup>

Youth who are released from institutional confinement are more likely to succeed if they have access to services that can help them thrive in a noninstitutional environment. Discharge planning, educational and vocational programs, housing assistance, substance abuse and mental health treatment, and life skills training can reduce recidivism and help youth build healthy, productive futures.<sup>2</sup>

Echoing many of the problems found nationally with juvenile reentry, Palm Beach County (PBC) released juveniles face numerous challenges that ultimately create barriers to successful reintegration and lead to subsequent recidivism.

PBC, a population of 1.28 million residents, situated along the southeast coastline of the State of Florida, continues to experience a higher rate of youth violence than that of peer counties such as Broward, Dade and Pinellas counties. Research has shown that much of the violence is concentrated to geographic "hot-spot" communities. Of additional importance is the research finding that violent criminal offenders in Palm Beach County were most often adolescents or young adults between the ages of 15 and 24, with gang members being responsible for a disproportionate share of juvenile violent offenses. Most often these juvenile offenders are returning to the same communities with little or no support.

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<sup>1</sup> US Department of Justice, Office of Justice Programs, added to archive: May, 2004

<sup>2</sup> The National Reentry Resource Center <http://www.nationalreentryresourcecenter.org/topics/juveniles>

To affect recidivism of this population, the PBC Criminal Justice Commission (CJC), Reentry Task Force and its partners propose to develop and submit a *Planning and Implementation Guide* addressing juvenile reentry. The Task Force has long-planned to address juvenile reentry as it is rooted in the strategic plan. The Florida Department of Juvenile Justice (DJJ) will be the targeted corrections officials responsible for facilities and offenders to be served through this planning process. Two entry points have been identified, one the PBC Regional Detention Center (PBCRDC) and four local residential facilities.

### **DJJ Residential Facilities**

Four surrounding correctional facilities will be considered in the proposed planning process for points of entry for reentry services for PBC youth. Each is unique in the population served and the services offered. The DJJ has submitted a letter of support committing a partnership with juvenile reentry. The four facilities are:

- Martin Girls Academy is a female, high-risk, mental health program serving 13-18 year-olds located in the 19th Judicial Circuit. Program provides a licensed mental health professional 7 days a week, and psychiatrist and psychologist professionals on-site weekly.
- The Okeechobee Youth Development Center is a high-risk Mental Health Overlay System residential training school program which includes a transitional component. The program serves committed male youths who are 13 to 20-years of age.
- The Palm Beach Juvenile Correctional Facility, located in West Palm Beach, Florida, is a 118-bed residential treatment facility for male offenders between the ages of 13-18.

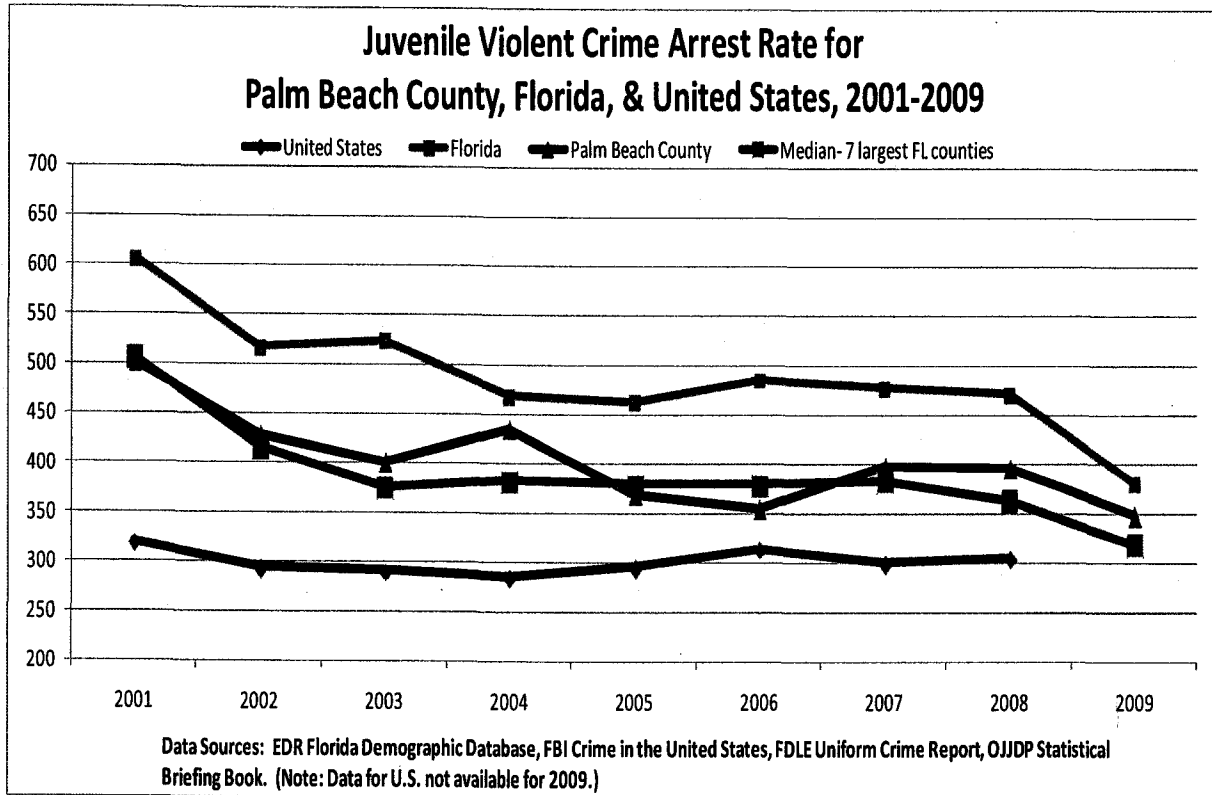


Youth Services International operates the program for the DJJ. This facility is considered a Level 8 (high risk) residential facility. The average length of stay for youth is 9-12 months.

- Thompson Academy is a Moderate Risk residential program for youth who are committed to the DJJ after being assessed and classified as a moderate-risk to public safety. Thompson Academy has a maximum capacity of 154 male youth ages 13-18.

While the numbers of youth being committed to residential facilities is decreasing statewide and locally, PBC continues to struggle with high and maximum risk placements and youth committing violent felony offenses as represented in the table and chart below.

<b>Palm Beach County Circuit 15</b>	<b>FY 06-07 Percent Change from Previous Years</b>	<b>FY 07-08 Percent Change from Previous Years</b>	<b>FY 08-09 Percent Change from Previous Years</b>	<b>FY 09-10 Percent Change from Previous Years</b>
Youth Committed to Maximum Risk	14%	-38%	80%	0%
Youth Committed to High Risk	-13%	-43%	-28%	-5%
Youth Committed - All Levels of Risk	-15%	-15%	-3%	-24%



**PBC Regional Detention Center (PBCRDC)** is one of twenty-five (25) detention facilities in the State of Florida. PBCRDC has the sixth (6<sup>th</sup>) largest bed capacity in the State at 93. It also is one of the few facilities that serves only one county or circuit. In FY 2009-10 it admitted 1,990 youth with an average stay of ten (10) days ranging in age from 8-18+ with the majority of youth in the age 15-17 year old bracket. PBC has a Juvenile Assessment Center (JAC) that processes the majority of juvenile offenders through law enforcement request or mail in. In FY 2010-11 the JAC processed 3,415 PBC juveniles with the following dispositions:

Secure Detention	1562	46%
Home Detention	848	25%
Electronic Monitoring	0	-

Home Detention -Intensive	0	-
Released	1005	29%

Accurate data was not readily available on the number and felony charges on youth as the State of Florida and PBC notably have a very high rate of direct files to adult court and subsequent sanctions. Referrals have declined significantly from FY2007-08 to 2009-10 nearly 50% to 257.

Disproportionate Minority Contact (DMC) continues to be a glaring inequity in PBC's juvenile justice system. Black males age 5-17 account for only 23% of PBC's population. It is anticipated that DMC will be addressed in the planning process. FY 2009-10 data below is presented for comparison purposes.

	<b>Secure Detention Admissions</b>	<b>Residential Commitments (All Levels)</b>	<b>Adult Transfers</b>
Black Males	37%	40%	52%
White Males	26%	19%	18%

The data and trend analysis above validates PBC's need for a comprehensive juvenile reentry effort. Preliminary steps have been made toward addressing the intent of the Second Chance Act. A Reentry Task Force exists and is planning to develop a subcommittee to address the unique needs of juveniles and preliminary community meetings have been held to discuss first

steps in crafting an evidence-based, comprehensive reentry program for youth released at age 17 or younger.

### **1. Project Design and Implementation**

Communities across the country are now facing the challenge of successfully re-integrating large numbers of youth, many of whom have significant mental health, substance abuse, educational, and other needs that may have gone undetected and untreated while in juvenile justice custody. The development of effective reentry services for transitioning youth is viewed as critical to stemming the high rates of juvenile recidivism, ensuring community safety, and providing youth with the services and supports they need to facilitate a smooth and successful transition home (Mears & Travis, 2004). In an effort to effectuate meaningful changes, PBC is requesting \$50,000 to develop a juvenile reentry strategic plan that will work towards long-term systemic change so that youth transitioning from detention and residential placement receive support and access to programs and services aimed at reducing recidivism rates and easing the re-entry process for the youth leaving detention and commitment each year.

Through our strategic planning process, the CJC, the Juvenile Reentry Subcommittee and its partners will be able to assess and identify systemic gaps and determine the optimal uses of resources so that services can be delivered efficiently and seamlessly through our collaborative network of treatment and community providers. Recognizing the efforts that are in place in PBC, we realize there is a substantial infrastructure for us to work with; however, at the same time we recognize that there has been a failure to link and integrate our systems. One of the goals of our planning efforts will be to bridge traditional service delivery gaps by arranging a

mechanism to link the juvenile offender from the justice system to the community, without compromising public safety.

***Palm Beach County's Comprehensive Juvenile Reentry Strategic Planning Process***

The strategic planning process will occur in two phases, an information gathering phase (Phase 1) and a planning phase (Phase 2). Phase 1 will consist of a variety of information gathering techniques, that will result in a comprehensive description of current reentry services available locally for juveniles. In addition to Juvenile Reentry subcommittee meetings, focus groups will be conducted and moderated by the juvenile reentry consultant. Interviews of juvenile justice system workers and clients will be conducted during phase 1 to broaden our understanding of juvenile reentry services and processes, identify gaps in service in the current system and identify strengths and weaknesses of current and potential programs and services.

During Phase 2 a mini summit will be held including participants from across the state, partners from state and local agencies, as well as non-governmental organizations and the faith-based community. Summit participants will utilize the six fundamental principles of evidence-based correctional practice to guide their discussion sessions. Following the summit, the project team will conduct an analysis of current reentry practices compared to the "best practices" and identify a model that will target moderate and high-risk offenders through the use of a validated risk/needs assessment instrument such as the Level of Service Inventory- Revised (LSI-R), to include sex offenders, mentally ill offenders, or offenders who have been dually diagnosed with major mental health disorders and alcohol or substance abuse addictions. With help from the technical assistance provider, a planning and implementation guide will be created addressing the ten requirements of a comprehensive reentry program during Phase 2.

Additionally, the priority considerations will be addressed during phase 2 of the planning project. The CJC and its partners are already collecting data on geographic areas with disproportionate populations of offenders released from prisons jails for its adult Second Chance Act grant program. Through this program our jurisdiction has implemented the use of the LSI-R evidence-based assessment instrument for reentry planning. The CJC has researched using this instrument and the Youth Level of Service Inventory (YLSI), which is the juvenile version of the LSI-R, for the juvenile population during our anticipated future implementation date. Agreements and memorandums of understanding will ultimately be established and executed between the CJC , the DJJ, the Courts, and other pertinent partners identified during the planning phases at the conclusion of Phase 2.

### ***Proposed Planning Activities***

Planning activities will include, at a minimum:

1. The creation of a Juvenile Reentry subcommittee of the Reentry Task Force encompassing courts, corrections, law enforcement, social services, treatment, housing and other relevant partners. Subcommittee members will be responsible for gathering relevant information and data on their specific issue areas; conduct a thorough needs and gap assessment, and review their respective agency's established goals/objectives/strategies that can be used as a foundation for the strategic plan. Participants from the following agencies will be invited to serve on the Juvenile Reentry subcommittee:

- Florida Department of Juvenile Justice (Detention and Probation)

- Local youth ex-offender
- Consumer of services
- Family member(s)
- Youth advocate
- Palm Beach County Sheriff's Office
- Local Police Departments
- Palm Beach County School District
- Court Administration
- Juvenile Division Judge
- Office of the Public Defender
- Office of the State Attorney
- County Health Department
- Florida Department of Children and Families
- Gulfstream Goodwill Industries
- Salvation Army
- Eckerd
- Agency representative from Homeless Center
- Faith based organization
- Local substance abuse and mental health provider
- Mental Health Association
- Children's Services Council
- Boys Town Palm Beach County

- Juvenile Justice Board Representative
  - Parent-Child Center
  - County Division of Youth Services
  - County Department of Community Services
  - County Division of Human Services
2. Creation of a resource development plan which will identify all relevant resources that can be maximized, leveraged and redirected in the community for long-term sustainability.
  3. Contact with at least five (5) jurisdictions that have juvenile reentry programs to develop a resource of implementation recommendations and lessons learned.
  4. A mini-summit of the Juvenile Reentry subcommittee and other stakeholders will be convened to conduct a SWOT analysis to determine the strengths, weaknesses, opportunities and threats that surround juveniles transitioning back into the community from commitment and detention.
  5. Extensive research on models and best practices will be conducted. The juvenile reentry consultant and the CJC Criminal Justice Analyst will seek the assistance of the project Technical Assistance Center for research collections.
  6. Analysis of the data derived from the SWOT analysis to develop trends, common goals, objectives, corresponding strategies and specific action steps with timelines and projected costs.
  7. The development of a work plan that identifies an agreed upon list of services and resources in Palm Beach County.



8. A definition of the target population, targeting youth under the age of 18 for intake and priority considerations.
9. Establish a measurable goal of reducing recidivism.
10. Team members from the CJC and Juvenile Reentry subcommittee will partake in training and educational seminars when available.
11. The development of a data-driven comprehensive strategic plan by the Juvenile Reentry Task Force members in consultation with the juvenile reentry consultant and CJC, which will outline the operational guidelines and assessment and referral tools, for identifying and enrolling eligible program participants.
12. A performance evaluation will be conducted to measure the effectiveness of the planning process.
13. The development of an implementation plan with established agreements from imperative agencies that address the organization and composition of the plan for implementation.

Members of the Juvenile Reentry subcommittee will be responsible for: 1) engaging and garnering support from key stakeholders and subject matter experts; 2) providing advocacy and support, and 3) approving the strategic plan for recommendation to the Reentry Task Force for its approval and adoption. The plan, once adopted by the Reentry Task Force, will be the foundation of the community's efforts for advocacy and resource development, including, but not limited to, expansion of state and local funding, developing a legislative agenda, and formalizing specific action steps for development of sound policy and practices. Most importantly, it will provide the venue for a single voice of representation as it relates to this issue and what is needed by the community to better address the needs of some of our most vulnerable

youth with the goal to prevent youth from re-offending by helping them find effective services and assume personal responsibility.

## **2. Capability and Competencies**

To demonstrate readiness, the PBC CJC established a Reentry Task Force Council comprised of over 25 representatives responsible for providing overall leadership for planning, policy-setting, and advocacy for the community related to reentry service. Representatives of the Reentry Task Force consist of governmental local leaders, practitioners, advocates, consumers, social service providers and law enforcement. The Reentry Task Force began meeting in February 2008. Initially the committee was temporary in nature, charged to examine remaining unresolved issues or action items from former Governor Bush's Statewide Initiative. As the assessment and several implementation actions were completed, the CJC formally adopted the Reentry Task Force as an ongoing committee in November 2008. PBC Public Defender Carey Haughwout and former Congressman Harry Johnston co-chaired this initial effort. Public Defender Carey Haughwout has continued to chair the Task Force and has been an exceptional leader and advocate for the reentry initiative in PBC. A letter of support is enclosed outlining a commitment from the Public Defender's office for assistance in the strategic planning process, membership on the juvenile reentry subcommittee as well as access to data from their agency.

Between 2007 and 2009, the Reentry Task Force, which sometimes numbered more than 60 individuals, contributed to a detailed assessment of all reentry services in PBC, including those programs funded through public dollars and those funded by private or faith-based organizations. The result was a clearer picture of what services were being offered, but more importantly, what services were lacking due to geographical, financial or other barriers. The next step for the Task

Force was then to develop a Five Year Strategic Plan that would create a strategy for filling the gaps identified in the Assessment. Not all gaps were included in this plan; the Task Force decided to narrow its scope and improve what it felt was realistic, with hopes of expanding its scope once existing programs were proven effective.

The current 2011 Reentry Task Force is now responsible for the overall implementation and sustainability of the Strategic Plan, and includes three subcommittees that are responsible for various tasks that will lead to the achievement of specific goals described in the plan. The assessment is continually updated to reflect changes in countywide programs. The consequence of such changes is that the strategic plan is a dynamic rather than static document, subject to modifications and periodic updates. PBC has also been successful in being granted an award under the Adult Second Chance Act Program recently. Under this program, PBC and the state Department of Corrections are working to transform the Sago Palm work camp in Pahokee into a specialized re-entry prison — only the second in the state — for ex-cons returning home to PBC. Inmates are transferred from other state prisons to Sago Palm within three years of their release, getting social service, housing, financial, medical and other services designed to smooth their transition home. While the Reentry Task Force has made considerable progress addressing the adult offender population, there is a great deal of interest to examine the juvenile offender populations as well.

Through the PBC Board of County Commissioners, the Task Force is strategically housed under the PBC CJC who will act as the lead and fiscal agent for this grant. The CJC was created by county ordinance in 1988 and is comprised of 21 public sector members representing local, state

and federal criminal justice and governmental agencies, and 12 private sector business leaders nominated by the Economic Council of PBC. The vision of the CJC is to cultivate and enrich local criminal justice practice, policy, and program development, with a mission to serve as a catalyst to bring together criminal justice and related agencies in partnerships.

The CJC has a remarkable track record for initiating and sustaining new criminal justice initiatives such as the first community court in the State of Florida, a drug court for first-time adult drug felony offenders, five Weed and Seed sites in high-crime areas, and community justice service centers, which provide an array of social services and treatment referrals to our target population. Most recently, the CJC was able to secure funding from the County and local cities to implement an evidence-based youth prevention strategic plan which encompasses courts, corrections, law enforcement, and prevention. The plan calls for the creation of five youth empowerment centers to serve at risk youth who are not caught up in crime and the criminal justice system. It also calls for creating adult Justice Service Centers to provide resources to those individuals who have already been in contact with the criminal justice system. The CJC has shown dedication to improving the criminal justice system by identifying areas of crime prevention and reentry and has made those area priorities this year.

***Key Staff/Roles***

- The Florida DJJ (the Corrections officials responsible for facilities) will serve as a lead partner and provide integral information during the strategic planning process and development of an implementation plan and has submitted a letter of support committing to serve as a partner on this project. Specifically, the DJJ has committed to serve on the

juvenile reentry subcommittee and to continue to serve on the reentry task force; refer and collaborate on youth returning from moderate and high-risk residential facilities; and refer and collaborate on youth returning from the detention center.

- The Chief Judge of the 15<sup>th</sup> Judicial Circuit of Florida has submitted a letter of support enclosed that acknowledges the benefit to the citizens of PBC this planning effort will produce by reducing recidivism and improving outcomes of those juveniles reentering private life while also increasing public safety.
- As the lead agency the CJC has certified that other agencies including the DJJ, have been consulted and will be an integral part of the planning process. When we reach the implementation phase the CJC agrees to provide individual criminal history data for all participants to all evaluators to the extent allowed by Florida Statute. These data will be provided in response to periodic requests from the grantees and evaluator throughout the period of performance of this project to capture both criminal history prior to the program enrollment and subsequent recidivism.
- The CJC Executive Director will be the project's overall administrator. The Director has been employed at the CJC for over ten years and has over twenty-two years experience in the criminal justice field.
- A CJC Senior Criminal Justice Analyst will be responsible for managing the contract for the juvenile reentry consultant. The CJC Senior Analyst has been employed with the CJC for five years and has extensive experience in criminal justice research, planning and coordinating activities for the CJC's Public Safety Coordinating Council and Criminal Justice, Mental Health and Substance Abuse Planning Council.

- The CJC Research and Planning Manager will supervise and provide direction for the overall activities associated with evaluating the planning process. The Research and Planning Manager has sixteen years of experience in research, program evaluation, strategic planning and developing the CJC's annual report.
- The CJC Criminal Justice Analyst will assist in the data collection sections of the project. The Analyst has been employed by the CJC for over seven years and has education and extensive research and data analysis capabilities.
- A juvenile reentry consultant will be hired through grant funds to lead the planning process. The juvenile reentry consultant will be responsible for coordinating activities of the subcommittee; mapping the service provider system; conducting a thorough assessment of services and programs countywide including a gap analysis; facilitating the mini-summit for the SWOT analysis; preparing status reports to the Task Force, and developing the final strategic plan. This individual will be an experienced assessor with knowledge of the community and local resources. The juvenile reentry consultant will work collaboratively with the Juvenile Reentry Task Force and the CJC Staff. The juvenile reentry consultant will serve as the lead person for data collection during the scope of the project period.

#### ***Available Resources***

Physical office space will be provided for the juvenile reentry consultant at the CJC Office if needed. Furniture and equipment will also be provided by the CJC, including computers/website, office supplies, copiers, printers, phones and fax machines.

***Potential Barriers to implementing the project and strategies to overcome them***

The potential barriers to implementing this project may be the difficulty in collecting data across a large county jurisdiction. There will be many agencies that have data in disparate systems. We will overcome this potential barrier by ensuring that the work of the juvenile reentry consultant is supported by the juvenile reentry subcommittee members. The consultant will travel to agency offices for conducting interviews and data collection. The consultant and subcommittee members will work collaboratively in obtaining all the appropriate resources from the agencies across jurisdictions.

**4. Impact/Outcomes, Evaluation, Sustainment, and Plan for Collecting Data for this Solicitation's Performance Measures**

Past experience has taught us that the key to sustained, long term support is empirical evidence to support program outcomes and impacts. To this end, the CJC employs a research and development department who are primarily responsible for creating data collection systems correlating to desired performance measures. Additionally, CJC staff serve in the role of data collectors and analyzers for third-party evaluators of local criminal justice programs, including random assignments and control groups. In addition, CJC has established a relationship with the Florida Department of Law Enforcement (FDLE), Division of Criminal Justice Information Services and annually receives recidivism rates for the purposes of evaluating the effectiveness of other CJC sponsored programs. Individual level data is presently collected for a variety of purposes including recidivism and strict confidentiality policies and procedures protect the storing and use of the data including delivering data files via a secure server FTP process. Staff sign and fully comply with FDLE's Privacy and Security Agreement which is in compliance with

the statutory requirement. It is anticipated that juvenile individual level data will be stored with a heightened level of security.

The CJC Research Manager and Criminal Justice Analyst will take the lead in identifying the plan to collect required process and outcome data as well as local data needed to make data-driven decisions in the planning phase of PBC's juvenile offender reentry strategic planning process. Data such as number of youth (and their socio-demographics) released from moderate to high risk juvenile facilities and the number of youth (and their socio-demographics) released from the PBC Regional Detention Center will allow us to focus on a priority geographic area, population and target the highest-risk offenders. The DJJ is presently querying for this data through its statewide database, Juvenile Justice Information System (JJIS). Trend data will be presented to the Juvenile Reentry subcommittee of the PBC Reentry Task Force who will identify the target population for program implementation.

The performance measures identified for the planning component of this solicitation (Category 1) will be built into the scope of work for the juvenile reentry consultant with oversight by the CJC Sr. Criminal Justice Analyst. The Analyst presently serves as staff to the Reentry Task Force and will absorb oversight duties of the Juvenile Reentry subcommittee. The Program Goal of developing a reentry program that is in compliance with the mandatory requirements as outlined below will be the final product of nine months of planning. The performance measures as listed below will be tracked monthly in a database with the ultimate outcome of a strategic plan for juvenile reentry approved and presented by the Juvenile Reentry subcommittee and approved by PBC's Reentry Task Force.



Program Goal	Performance Measures	Data Grantee Provides
<p><b>Category 1:</b></p> <p>To develop a reentry program that is in compliance with the ten mandatory requirements of a comprehensive reentry program.</p>	<p>Number of stakeholders participating in task force activities.</p> <p>Number of strategic planning meetings.</p> <p>Provide strategic plan.</p> <p>Provide copies of coordinating stakeholder's agreements to implement plans.</p> <p>Provide comprehensive program evaluation plan.</p>	<p>Number of relevant state, tribal, territorial, or local leaders and representatives of relevant agencies, service providers, nonprofit organizations, and other key stakeholder entities participating in the Reentry Task Force.</p> <p>Number of Reentry Task Force strategic planning meetings.</p> <p>Provide a reentry strategic plan that describes a long-term strategy for implementation,</p>

		<p>sustainability, and evaluation.</p> <p>Provide documentation of collaborative arrangements between state and local government and law enforcement agencies.</p> <p>Provide an evaluation plan that includes a clear and comprehensive description of methodology, outcome measures, and how data will be collected, maintained, and reported</p>
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Stakeholder support will be defined in three levels. Level 1, stakeholders who attend and participate in the Reentry Task Force and /or Juvenile Reentry subcommittee. Level 2 is defined by stakeholders who sign a MOU and agree to participate in service coordination as defined in the plan. And Level 3 is defined as collaborative stakeholders who is leveraged to provide a service in the service continuum and agrees to submit program data for evaluation purposes, including recidivism.

Long-term sustainability will be contingent upon maximizing resources and leveraging resources through collaboration with criminal justice agencies, nonprofit organizations, state and community agencies who are key players in juvenile reentry. Collaboration is built into the organizational and operational structure of the CJC as evidenced by the existing agreements, partnerships and working relationships with 7 federal agencies, 30 non-profit providers, 37 Florida cities, and a large number of community-based organizations in support of PBC's adult reentry efforts.

**Palm Beach County Criminal Justice Commission**

***FY 2011 2<sup>nd</sup> Chance Act Juvenile Offender Reentry Program***

**Budget Detail 2011**

BUDGET WORKSHEET

**A. PERSONNEL**

Name/Position	Salary Computation	Cost
<u>Palm Beach County In-Kind Match</u>		
CJC Sr. Criminal Justice Analyst	30% of \$83,820 Annual Salary	\$ 25,146
CJC Research Manager	10% of \$90,888 Annual Salary	\$ 9,089
CJC Executive Director	10% of \$127,140 Annual Salary	\$ 12,714
CJC Criminal Justice Analyst	20% of \$62,304 Annual Salary	\$ 12,460
<b>TOTAL MATCH</b>		<b>\$59,409</b>
<b>TOTAL REQUEST</b>		<b>\$ 0</b>

**B. FRINGE BENEFITS**

Name/Position	Benefits Computation	Cost
<b>TOTAL REQUEST</b>		<b>\$ 0</b>

**C. TRAVEL**

Purpose of Travel	Computation	Cost
<u>Request</u>		
DOJ Sponsored Grant Meetings		
1) \$900/trip x 2 trips x 3 staff		\$ 5,400
Airfare	\$400/trip	
Hotel	\$100/night x 3 nights = \$300	
Per Diem	\$40/day x 4 days = \$160	
Incidentals (taxi cabs, etc)	\$40/trip	
Total	\$900	
<b>TOTAL REQUEST</b>		<b>\$ 5,400</b>

**D. EQUIPMENT**

Palm Beach County Criminal Justice Commission  
 FY 2011 2<sup>nd</sup> Chance Act Juvenile Offender Reentry Program

Item	Computation	Cost
<u>TOTAL REQUEST</u>		<u>\$ 0</u>
<b>E. SUPPLIES</b>		
Supply Items	Computation	Cost
<u>TOTAL REQUEST</u>		<u>\$ 0</u>
<b>F. CONSTRUCTION</b>		
Purpose	Description of Work	Cost
<u>TOTAL REQUEST</u>		<u>\$ 0</u>
<b>G. CONSULTANTS/CONTRACTS</b>		
Description	Service to be Procured	Cost
Juvenile Reentry Consultant	Coordination of Planning Efforts; submittal of the Planning and Implementation Guide	\$ 40,000
<u>TOTAL REQUEST</u>		<u>\$40,000</u>
<b>H. OTHER COSTS</b>		
Description	Computation	Cost
1. Countywide Juvenile Reentry Summit	1 Summit – space, food, supplies = 3,115	
2. Supplies for Task Force and subcommittee meetings	9 months x 1.5 meetings x \$110 ea.= 1,485	
<u>TOTAL REQUEST</u>		<u>\$ 4,600</u>
<b>I. INDIRECT COSTS</b>		
Description	Computation	Cost
<u>TOTAL REQUEST</u>		<u>\$ 0</u>
<u>TOTAL OJJDP REQUEST</u>		<u>\$ 50,000</u>
<u>TOTAL MATCH</u>		<u>\$59,409</u>
<b><u>Total Planning and Demonstration Project Cost \$109,409</u></b>		

<b>Budget Narrative:</b>	
Personnel (0)	<p><b>In-Kind Match-</b> All staff members listed are funded by local ad valorem dollars and are current employees in PBC. A local match of <b>\$59,409</b> will be provided in the form staff dedicated to the OJJDP FY 2011 Second Chance Act Juvenile Reentry Program for Planning Project for Palm Beach County:</p> <p><b>CJC Sr. Criminal Justice Analyst -\$25,146</b> - The CJC Sr. Criminal Justice Analyst serves as staff to the Reentry Task Force and the Juvenile Reentry Subcommittee. She will be the point person for coordination between the consultant, Task Force, and community at-large. Thirty percent (30%) of her time will be spent dealing with coordination and staffing Juvenile Reentry efforts.</p> <p><b>CJC Research Manager- \$9,089-</b> The CJC Research Manager will assist in collecting and reporting baseline data related to Juvenile Reentry and set up the data collection process to meet program goals, performance measures and data sources for Category 1. Ten percent (10%) of his time during the grant period will be spent on this project.</p> <p><b>CJC Executive Director- \$12,714</b> - The CJC Executive Director will act as the liaison between CJC, the Reentry Task Force and the Florida Dept. of Juvenile Justice as well as supervise the other CJC prorate positions assigned to the Juvenile Reentry project. Ten percent (10%) of the Executive Director's time will be spent coordinating Juvenile Reentry efforts related to this project.</p> <p><b>CJC Criminal Justice Analyst - \$12,460</b> - The CJC Criminal Justice Analyst will assist in collecting and reporting baseline data related to Juvenile Reentry. She will serve as the primary contact to the Dept. of Juvenile Justice for data collection and analysis. Twenty percent (20%) of her time during the grant period will be spent on this project.</p>
<b>Total match \$59,409</b>	
Fringe (\$0)	
Travel (\$5,400)	A request of <b>\$5,400</b> will cover costs for DOJ-sponsored grant meetings as required by the solicitation. Travel costs are estimated to Washington, DC.
Equipment (\$0)	
Supplies (\$0)	
Construction (\$0)	
Consultants/Contracts (\$40,000)	A request of <b>\$40,000</b> will allow CJC to contract with a Juvenile Reentry Consultant for the purposes of (1) Facilitate the planning and development of a reentry program that is in compliance with the 10 mandatory requirements of a comprehensive reentry program and meets the needs of PBC's re-entering youth; and (2) Prepare the Planning and Implementation Guide for submittal.

Palm Beach County Criminal Justice Commission  
 FY 2011 2<sup>nd</sup> Chance Act Juvenile Offender Reentry Program

Other (\$4,600)	A request of \$3,115 to facilitate a countywide Juvenile Reentry Summit to jumpstart local community interest and forge partnerships. A request of \$1,485 to host coordination meetings over a nine month period with the community and practitioners to develop a strategic plan unique to PBC and juveniles.
Indirect (\$0)	
<b>TOTAL OJJDP REQUEST      \$ 50,000</b>	
<b>TOTAL MATCH      \$59,409</b>	
<b>Total Planning and Demonstration Project Cost \$109,409</b>	

Budget Summary:

<u>Budget Category</u>	<u>OJJDP Request</u>	<u>Non-Federal Match</u>	<u>Total Budget</u>
A. Personnel	\$ 0	\$ 59,409	\$ 59,409
B. Fringe	\$ 0	\$ 0	\$ 0
C. Travel	\$ 5,400	\$ 0	\$ 5,400
D. Equipment	\$ 0	\$ 0	\$ 0
E. Supplies	\$ 0	\$ 0	\$ 0
F. Construction	\$ 0	\$ 0	\$ 0
G. Consultants/Contracts	\$ 40,000	\$ 0	\$ 40,000
H. Other	\$ 4,600	\$ 0	\$ 4,600
Indirect Costs	\$ 0	\$ 0	\$ 0
<b>TOTAL PROJECT COSTS:</b>	<b>\$ 50,000</b>	<b>\$ 59,409</b>	<b>\$ 109,409</b>
OJJDP Request	\$ 50,000		
Non-Federal (Match)	\$ 59,409		





**Position Descriptions**

**TITLE: CONSULTANT –JUVENILE RE-ENTRY**

**SCOPE:**

To plan, develop and implement a program that provides comprehensive case management, training and work services to Juvenile ex-offenders returning to Palm Beach County after a period of incarceration by facilitating successful re-integration into the community and reducing recidivism.

**ESSENTIAL FUNCTIONS:**

1. Works with staff in planning and implementing this new program to include; outreach & recruitment of participating stakeholders. Develops Strategic Plan, budget and timelines for Juvenile Reentry Demonstration Project.
2. Determine current and future staffing levels as related to the Strategic Plan for Juvenile Reentry. Develop and implement staffing plans and related budgets.
3. Interact and build relationships with vendors and community agencies. Attend events and participate as a public speaker to further the awareness of the program, and its mission. Interact with community leaders and local Offender Reentry Task Force committees to determine need and develop new program ideas to expand the department and services.
4. To build community partnerships with service providers, local businesses, residents and other stakeholders.
5. Serves as a liaison between the many stakeholders involved in this project.
6. Collects data, charts progress and reports required by the agency and referral source.

**OTHER DUTIES MAY INCLUDE BUT ARE NOT LIMITED TO:**

1. Participate in any variety of meetings and task force groups to integrate activities, communicate issues, obtain approvals, resolve problems and maintain specified level of knowledge pertaining to new developments, requirements, and policies.

**TOOLS AND EQUIPMENT USED:**

Computer and peripherals, word processing, spreadsheets and software programs, and standard office equipment.

**CRIMINAL JUSTICE ANALYST**

**NATURE OF WORK**

This is professional staff position for the Criminal Justice Division.

An employee in a position allocated to this class conducts research and prepares position papers and resolutions regarding various aspects of the criminal justice system. Work is performed with relative independence on routine matters and supervision is received from the Executive Director of the Criminal Justice Commission who provides assistance on unusually difficult problems. Work is reviewed on the basis of results attained and by analysis of work procedures.

**EXAMPLES OF WORK**

Provides research on topics of interest to the Criminal Justice Commission.  
Prepares memoranda and position papers resulting from such research.

Monitors and tracks state and federal legislation with respect to criminal justice matters.

Reviews and prepares a summary of recent state and federal court decisions with respect to criminal justice matters.

Determines, through research, recent trends with respect to criminal justice matters.

Advise law enforcement officials regarding trends which may affect their work.

Performs related work as required.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES**

Knowledge of the recent developments, current literature and sources of information regarding the criminal justice system.

Knowledge of the various aspects of the criminal justice system and how they interrelate.

Knowledge of the political, social and economic implications of the criminal justice system.

Ability to do research.

Ability to analyze statutes and court cases.

Ability to communicate effectively, both orally and in writing.

Ability to organize and analyze information and formulate substantive recommendations.

Knowledge of personal computer operation.

Ability to establish and maintain effective working relationships with private and public agencies, organizations and individuals.

Ability to use, or learn to use with training, a computer.

**MINIMUM ENTRANCE REQUIREMENTS**

Graduation from an accredited college or university with major course work in Criminal Justice or related field with two years experience in research or grant writing; or, any equivalent combination of related training and experience.

Palm Beach County Criminal Justice Commission  
FY 2011 2nd Chance Act Juvenile Offender Reentry Program

03985  
AT WILL

**EXECUTIVE DIRECTOR, CRIMINAL JUSTICE COMMISSION**

**NATURE OF WORK**

This is highly responsible professional and administrative work developing and coordinating criminal justice policies and programs of the Palm Beach county Criminal Justice Commission in order to prevent crime and/or reduce the impact of crime in the County.

An employee in a position allocated to this class is the spokesperson for the Criminal Justice Commission and is responsible for the conceptualization, planning, organizing, developing, promoting and monitoring programs and policies approved and/or recommended by the Palm Beach County Criminal Justice Commission to prevent and/or to effect the reduction of crime in Palm Beach County. Work is performed with considerable independence, judgment, discretion and initiative in unison with the Criminal Justice Commission, agencies operating within our criminal justice system and other local, state and federal agencies.

The position will report to the Chair and the Executive Committee of the Criminal Justice Commission.

**EXAMPLES OF WORK**

Spokesperson for the Criminal Justice Commission with agencies within Palm Beach County.

Initiates, organizes and directs research and fact-finding projects to review and evaluate existing systems and programs within the criminal justice system; assists in the coordination of systems and programs within the scope of the Criminal Justice Commission for approval by the Board of County Commissioners.

Coordinates and interacts with the task forces and subcommittees within the Criminal Justice Commission who analyze and evaluate programs and systems within the scope of the Criminal Justice Commission.

Maintains interaction regularly with the Criminal Justice Commission and its Executive Committee to advise on all matters relative to political, social and economic impact of crime.

Reviews and comments on all grant requests for programs and systems within the scope of the Criminal Justice Commission.

Makes recommendations regarding legislation and comprehensive plans dealing with systems and programs within the scope of the Criminal Justice Commission.

Acts as liaison between the Criminal Justice Commission and agencies under the auspices of the Board of County Commissioners.

Recommends the hiring, termination and promotion of staff and prepares their performance evaluations.

Directs, monitors and controls Criminal Justice Commission staff efforts to meet on all goals and objectives.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES**

Thorough knowledge of all aspects of the criminal justice system including, but not limited to, prosecution, defense, judiciary, law enforcement and corrections, community concerns and crime prevention.

EXECUTIVE DIRECTOR, CRIMINAL JUSTICE COMMISSION - CONT'D

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES - CONT'D

Thorough knowledge of recent criminal justice legislation, developments, literature and sources of information.

Thorough knowledge of grant procedures and administration.

Ability to be the spokesperson for the Criminal Justice Commission.

Ability to conceptualize, promote and implement policies and programs established by the Criminal Justice Commission and to make recommendations for improving the criminal justice system in Palm Beach County.

Ability to review, research and evaluate existing programs of the criminal justice system and to coordinate law enforcement and crime prevention efforts.

Ability to present findings clearly and concisely in written and oral form.

Ability to effectively interact with federal, state and local officials and members of civic and business organizations.

Ability to evaluate grant requests emanating from the County's criminal justice community.

Ability to interpret and analyze legislation, rules and regulations as they pertain to criminal justice.

Ability to plan, direct and supervise the work of others engaged in a variety of specialized criminal justice functions.

MINIMUM ENTRANCE REQUIREMENTS

Graduation from an accredited college or university with a post baccalaureate degree in Criminology, Public Administration, Law or related field; thorough high level experience in all phases of criminal justice systems including, but not limited to, defense, prosecution, judiciary, law enforcement and corrections; experience in public or media relations; demonstrated ability to be the spokesperson for the Criminal Justice Commission; or any equivalent combination of related training and experience.

**RESEARCH AND PLANNING MANAGER**

**NATURE OF WORK**

This is highly responsible professional, managerial and research oriented work assisting the Executive Director in organizing, planning and managing the Criminal Justice Commission's task forces, committees and workgroups.

An employee in this position coordinates and reviews areas of responsibility as determined by the Director. Supervision is exercised over positions responsible for the Criminal Justice Commission planning and research committee structures. This position has the responsibility for overseeing the operation and research functions of all task forces, committees and workgroups emanating from the Criminal Justice Commission.

Work requires the employee to exercise an extremely high degree of independent judgment and initiative to resolve problems and develop and implement work plans for subordinate employees. Work is performed under general direction of the Executive Director and is reviewed through conferences, reports and observations.

**EXAMPLES OF WORK**

Conducts performance evaluations and disciplinary actions and handles employee complaints and grievances for specific staff.

Recommends the hiring, termination and promotion of all criminal justice analyst staff.

Provides input to the Executive Director on performance evaluations for all criminal justice analyst staff.

Participates in developing and monitoring the planning of research projects and operations of the Criminal Justice Commission's task forces, committees and workgroups.

Assists the Executive Director in recruiting, training and supervising criminal justice analysts.

Works with the Director to review all research and planning functions and policies of the department on a regular basis.

Develops supervisory procedures and controls as needed.

Makes oral presentations to the Criminal Justice Commission (CJC), various CJC committees, criminal justice agency groups, governmental groups and civic groups as needed.

Assists the Director in planning and developing the agenda for the annual planning meeting.

Monitors and updates the CJC's strategic plan on an ongoing basis.

Supervises the preparation and presentation of all research and planning forecasts and statistical reports of criminal justice data.

Performs related work as required.

RESEARCH AND PLANNING MANAGER - CONT'D

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of the principles, practices and functions of management.

Extensive knowledge of the theories and practices of the criminal justice system.

Considerable knowledge of federal, state and local policies, rules and regulations governing criminal justice programs.

Knowledge of the principles and practices of evidence based and data driven research.

Ability to present ideas and findings clearly and concisely in both oral and written form.

Ability to establish and maintain an effective working relationship with subordinates, superiors, citizens and federal, state, county and municipal officials.

Ability to interpret laws, rules and regulations as they related to federal, state and local criminal justice matters.

Ability to plan and supervise the work of subordinates.

MINIMUM ENTRANCE REQUIREMENTS

Graduation from an accredited college or university with a Masters in Criminal Justice, public administration, business administration or closely related field; four (4) years of progressively responsible professional work in a criminal justice agency, or any equivalent combination of related training and experience. Experience managing staff.

10/2006

**SENIOR CRIMINAL JUSTICE ANALYST**

**NATURE OF WORK**

This is advanced professional work in the preparation and development of comprehensive plans for the improvement of criminal justice system operations. An employee in a position allocated to this class is responsible for organizing and conducting research projects designed to evaluate criminal justice program operations in an effort to improve law enforcement, courts and correctional components of the system. Work involves developing and evaluating grant applications and consulting with state and local officials. Work is performed under the general supervision of the Executive Director, Criminal Justice Commission, and is reviewed through periodic conferences and reports of achievement of desired results.

**EXAMPLES OF WORK**

Organizes and conducts research projects designed to evaluate criminal justice programs in an effort to improve law enforcement, courts and the correctional system in Palm Beach County.

Analyzes, develops and evaluates grant applications requested to fund the prevention, reduction and control of crime and the improvement of the criminal justice system.

Consults with State and local officials in designing and implementing criminal justice programs; interprets policies and guidelines utilized in the formation of project proposals.

Develops and implements standards for determining the effectiveness and efficiency of existing programs.

Performs related work as required.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES**

Considerable knowledge of recent developments, current literature and sources of information regarding the criminal justice system.

Considerable knowledge of the principles, methods and practices of grant development.

Considerable knowledge of statistics and of technical writing standards.

Knowledge of the political, social and economic implications of planning.

Knowledge of personal computer operations; software and hardware.

Ability to interpret applicable laws, rules and regulations to other government officials and the public.

Ability to analyze facts and exercise sound judgment in decision making.

Ability to communicate effectively, both orally and in writing.

**MINIMUM ENTRANCE REQUIREMENTS**

Graduation from an accredited college or university with a Master's degree in Public or Business Administration, Statistics, Research Methodology or Criminology; four (4) year's experience in the criminal justice system at federal, state or local levels; or any equivalent combination of related training and experience.



## FLORIDA DEPARTMENT OF JUVENILE JUSTICE

Rick Scott, Governor

Wansley Walters, Secretary

July 5, 2011

Mr. Jeff Slowikowski, Acting Administrator  
US Department of Justice  
Office of Justice Programs  
Office of Juvenile Justice and Delinquency Prevention

Mr. Jeff S Slowikowski:

Please accept this letter of support for the Palm Beach County's Criminal Justice Commission's application to the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP) for the 2011 Second Chance Act Juvenile Offender Reentry Program for Planning and Demonstration Projects.

The Criminal Justice Commission has long been the convener of cutting edge philosophies and support of criminal justice programs in Palm Beach County. For the past ten years adult reentry has been a priority of the Criminal Justice Commission with the plan of addressing juvenile reentry in the future. Unanticipated changes in funding and the reduction of State and local government have slowed our ability to address juvenile reentry through a countywide effort.

The Department of Juvenile Justice (DJJ) will serve as a partner in the planning and implementation process of juvenile reentry. DJJ will:

- Serve on the Juvenile Reentry Subcommittee and continue to serve on the Countywide Reentry Task Force;
- Refer and collaborate on youth returning from moderate and high-risk residential facilities; and
- Refer and collaborate on youth returning from the Detention Center.

OJJDP's support of a grant will allow Palm Beach County to continue with the planning of an evidence based, juvenile reentry program based on the strategic work that began in adult reentry. There is every reason to confidently believe that juvenile reentry and the creation of a strategic plan, budget and timeline for implementation will be successful. This will benefit the citizens of Palm Beach County by reducing recidivism, impeding graduation to the adult prison system, and strengthening public safety.

Sincerely,

  
Feirmon E. Johnson  
Chief Juvenile Probation Officer

3400 Belvedere Road • West Palm Beach, Florida 33406 • (561) 682-0000 x149  
<http://www.djj.state.fl.us>

*The mission of the Department of Juvenile Justice is to increase public safety by reducing juvenile delinquency through effective prevention, intervention, and treatment services that strengthen families and turn around the lives of troubled youth.*





THE CIRCUIT COURT OF THE  
**FIFTEENTH JUDICIAL CIRCUIT**  
OF FLORIDA

CHAMBERS OF  
**PETER D. BLANC**  
CHIEF JUDGE

PALM BEACH COUNTY COURTHOUSE  
205 NORTH DIXIE HIGHWAY  
WEST PALM BEACH, FLORIDA 33401  
561/355-1721

June 30, 2011

To Whom it May Concern:

I write in support of the Palm Beach County Criminal Justice Commission's application to the U.S. Department of Justice for the Office of Justice Programs, (OJP) Office of Juvenile Justice and Delinquency Prevention (OJJDP), 2011 Second Chance Act Juvenile Offender Reentry Program for Planning Projects.

The Criminal Justice Commission has a long history of providing guidance and direction to the criminal courts of Palm Beach County. For the past ten years, Adult Reentry has been a priority of the Criminal Justice Commission.

The Commission, a thirty-three person committee with membership from both the private sector and the public sector, also recognizes the importance of programs supporting Juvenile Reentry. Recent reductions in funding made support of reentry programs seem nearly impossible.

A grant to continue the important, strategic work that began in Adult Reentry will allow us to continue with the planning of evidence based juvenile reentry programs. There is every reason to believe that Juvenile Reentry and the creation of a strategic plan, budget, and timeline for implementation will occur. This will benefit the citizens of Palm Beach County by reducing recidivism and improving outcomes of those juveniles reentering private life, while also increasing public safety.

Sincerely,

Peter D. Blanc, Chief Judge

PDB:sal



Palm Beach County Criminal Justice Commission  
*FY 2011 2nd Chance Act Juvenile Offender Reentry Program*  
**State of Florida**  
**Office of the Public Defender**  
Fifteenth Judicial Circuit of Florida

**Carey Haughwout**  
Public Defender  
July 5, 2011

421 3rd Street  
West Palm Beach, Florida  
33401-4297

(561) 355-7500  
Direct (561) 355-7651  
Fax (561) 355-7737

U.S. Department of Justice  
Office of Justice Programs  
Office of Juvenile Justice and Delinquency Prevention

**Competition ID: OJJDP-2011-3074**

This is a letter of support for the Palm Beach County's Criminal Justice Commission's application to the U.S. Department of Justice. The Palm Beach County Criminal Justice Commission is applying to the Office of Justice Programs, (OJP) Office of Juvenile Justice and Delinquency Prevention (OJJDP), 2011 Second Chance Act Juvenile Offender Reentry Program for Planning Projects.

The Criminal Justice Commission has long been the convener of important changes, cutting edge philosophies, and program support in Palm Beach County. For the past ten years Adult Reentry has been a priority of the Criminal Justice Commission.

The Commission, a thirty-three person committee with membership from the private sector as well as the important leadership from the Public Sector, has long wanted to learn more about Juvenile Reentry. The changes in funding, reducing the amounts to State and local government made it seem impossible to tackle this growing phenomenon.

The support for a grant to continue the important, strategic work that began in Adult Reentry will continue with the planning of evidence based juvenile reentry programs. There is every reason to confidently believe that Juvenile Reentry and the creation of a strategic plan, budget and timeline for implementation will occur. This will benefit the citizens of Palm Beach County by reducing recidivism, impeding graduation to the adult prison system, and strengthening public safety.

We are pleased to commit the following:

- A member to the Juvenile Reentry subcommittee of the Reentry Task Force
- Access to any data that our office collects that might assist the planning efforts
- Assistance in the strategic planning and long-term implementation process

We look forward to being a part of this effort and anticipate positive change for our clients and other juveniles in the community.

Sincerely,

Handwritten signature of Carey Haughwout in black ink.

Carey Haughwout

Palm Beach County Criminal Justice Commission  
FY 2011 2nd Chance Act Juvenile Offender Reentry Program

**Goodwill**  
Gulfstream Goodwill Industries, Inc.

1472 Southeast Huffman Road  
Port St. Lucie, FL 34952  
TEL: 772.337.0077  
FAX: 772.337.3867  
TDD: 722.337.4686  
www.gulfstreamgoodwill.com

July 1, 2011

Office of Juvenile Justice and Delinquency Prevention  
810 Seventh Street NW  
Washington, DC 20531

This is a letter of support for the Palm Beach County's Criminal Justice Commission's (CJC) application to the Office of Juvenile Justice and Delinquency Prevention (OJJDP), 2011 Second Chance Act Juvenile Offender Reentry Program for Planning Projects.

The Criminal Justice Commission has long been the convener of important changes, cutting edge philosophies, and program support for Criminal Justice projects in Palm Beach County. For the past ten years Adult Reentry has been a priority of the Criminal Justice Commission.

The Commission, a thirty-three person committee with membership from the private sector as well as the important leadership from the Public Sector, has long wanted to include juveniles in its reentry efforts. The changes in funding, reducing the amounts to State and local government has been a barrier to our efforts.

The support of a grant is needed to continue strategic work that began in Adult Reentry and will continue with the planning of evidence based juvenile reentry programs. There is every reason to confidently believe that the CJC with support of local stakeholders will create a strategic plan, budget and timeline for implementation. Juvenile Reentry will benefit the citizens of Palm Beach County by reducing recidivism, impeding graduation to the adult prison system, and strengthening public safety.

Sincerely,

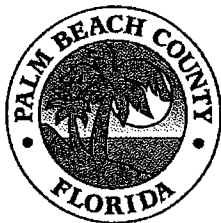


Marvin A. Tanck  
President & CEO

MAT/es



Palm Beach County Criminal Justice Commission  
FY 2011 2nd Chance Act Juvenile Offender Reentry Program



**Criminal Justice Commission**

301 North Olive Avenue, Suite 1001

West Palm Beach, FL 33401-4705

(561) 355-4943

FAX: (561) 355-4941

www.pbcgov.com/cjc



**Palm Beach County  
Board of County  
Commissioners**

Karen T. Marcus, Chair

Shelley Vana, Vice Chair

Paulette Burdick

Steven L. Abrams

Burt Aaronson

Jess R. Santamaria

Priscilla A. Taylor

**County Administrator**

Robert Weisman

July 5, 2011

Jeff Slowikowski, Acting Administrator  
Office of Juvenile Justice and Delinquency Prevention  
Office of Justice Programs  
810 Seventh Street NW  
Washington, DC 20531

Re: OJJDP FY2011 Second Chance Act Juvenile Offender Reentry  
Demonstration Program for Planning and Demonstration Projects Grant

Dear Mr. Slowikowski:

This is a letter of support for the Palm Beach County's Criminal Justice Commission's (CJC) application to the Office of Juvenile Justice and Delinquency Prevention (OJJDP), 2011 Second Chance Act Juvenile Offender Reentry Program for Planning Projects.

The Criminal Justice Commission has long been the convener of important changes, cutting edge philosophies, and program support for Criminal Justice projects in Palm Beach County. For the past ten years Adult Reentry has been a priority of the Criminal Justice Commission.

The CJC, a thirty-three person committee with membership from the private sector as well as the important leadership from the Public Sector, has long wanted to include juveniles in its reentry efforts. The changes in funding, reducing the amounts to State and local government has been a barrier to our efforts.

The support of a grant is needed to continue strategic work that began in Adult Reentry and will continue with the planning of evidence based juvenile reentry programs. There is every reason to confidently believe that the CJC with support of local stakeholders will create a strategic plan, budget and timeline for implementation. Juvenile Reentry will benefit the citizens of Palm Beach County by reducing recidivism, impeding graduation to the adult prison system, and strengthening public safety.

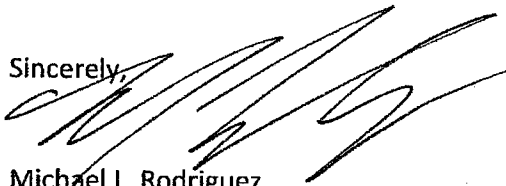
*"An Equal Opportunity  
Affirmative Action Employer"*

printed on recycled paper

Palm Beach County Criminal Justice Commission  
*FY 2011 2nd Chance Act Juvenile Offender Reentry Program*

As the lead agency the CJC certifies that other agencies including the Department of Juvenile Justice, have been consulted and will be an integral part of the planning process. When we reach the implementation phase the CJC agrees to provide individual criminal history data for all participants to all evaluators to the extent allowed by Florida Statute. These data will be provided in response to periodic requests from the grantees and evaluator throughout the period of performance of this project to capture both criminal history prior to the program enrollment and subsequent recidivism.

Sincerely,



Michael L. Rodriguez  
Executive Director, Criminal Justice Commission



**County Administration**

P.O. Box 1989  
West Palm Beach, FL 33402-1989  
(561) 355-2030  
FAX: (561) 355-3982  
www.pbcgov.com



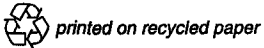
**Palm Beach County  
Board of County  
Commissioners**

- Karen T. Marcus, Chair
- Shelley Vana, Vice Chair
- Paulette Burdick
- Steven L. Abrams
- Burt Aaronson
- Jess R. Santamaria
- Priscilla A. Taylor

**County Administrator**

Robert Weisman

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July 7, 2011

Jeff Slowikowski, Acting Administrator  
Office of Juvenile Justice and Delinquency Prevention  
Office of Justice Programs  
810 Seventh Street NW  
Washington, DC 20531

Re: OJJDP FY2011 Second Chance Act Juvenile Offender  
Reentry Demonstration Program for Planning and  
Demonstration Projects Grant Application - Signature  
Authority Designation

Dear Mr. Slowikowski:

I am writing to extend signature authority to Mr. Michael L. Rodriguez, Executive Director of the Palm Beach County Criminal Justice Commission, to execute all related documents for the OJJDP FY2011 Second Chance Act Juvenile Offender Reentry Demonstration Project Grant Application. This authorization includes submitting the application electronically and the execution of all necessary forms and documents as required by the U.S. Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention.

If you have any questions, please feel free to call Mr. Rodriguez at (561) 355-2314.

Thank you for your cooperation and attention to this matter.

Sincerely,

Robert Weisman  
County Administrator

Attachment # 2



P.O. Box 1989  
West Palm Beach, FL 33402-1989  
(561) 355-2001  
FAX: (561) 355-3990  
www.pbcgov.com

**Palm Beach County  
Board of County  
Commissioners**

Karen T. Marcus, Chair  
Shelley Vana, Vice Chair  
Paulette Burdick  
Steven L. Abrams  
Burt Aaronson  
Jess R. Santamaria  
Priscilla A. Taylor

**County Administrator**

Robert Weisman

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July 18, 2011

Jeff Slowikowski, Acting Administrator  
Office of Juvenile Justice and Delinquency Prevention  
Office of Justice Programs  
810 Seventh Street NW  
Washington, DC 20531

Re: OJJDP FY2011 Second Chance Act Juvenile Offender  
Reentry Demonstration Program for Planning and  
Demonstration Projects Grant Application

Dear Mr. Slowikowski:

As Chair of the Palm Beach County Board of County Commissioners I conditionally approve the OJJDP FY2011 Second Chance Act Juvenile Offender Reentry Demonstration Program for Planning and Demonstration Projects Grant Application of \$50,000.

The application will be presented to the Board of County Commissioners for ratification at the August 16, 2011 Board meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "KTM", is written over the typed name.

Karen T. Marcus  
Chair, Board of County Commissioners

Attachment #

3