

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

Meeting Date: November 19, 2024     Consent     Regular  
    Ordinance     Public Hearing

**Department: Criminal Justice Commission**  
**Submitted For: Criminal Justice Commission**

**I. EXECUTIVE BRIEF**

**Motion and Title: Staff recommends motion to:**

- A) receive and file** Grant Adjustment Modification (GAM) 1 of the Department of Justice (DOJ) Edward Byrne Memorial Direct Formula Federal FY21 Justice Assistance Grant (JAG) #15PBJA-21-GG-01359-JAGX to realign the budget;
  
- B) approve** a Budget Transfer of \$3,133 in the Criminal Justice Grant Fund to decrease the transfer to the Justice Services Grant Fund and increase operating expenses; and
  
- C) approve** a Budget Amendment of \$3,133 in the Justice Services Grant Fund to decrease the transfer from the Criminal Justice Grant Fund and decrease the appropriation budget.

**Summary:** In 2021, Palm Beach County (PBC) was awarded a \$140,735 (R2021-1732) grant from the DOJ JAG funds (CFDA#16.738) for expenditure for the period from October 1, 2020 through September 30, 2024 to fund The Lord’s Place in the amount of \$83,142, Gulfstream Goodwill Industries, Inc. in the amount of \$53,371, and the Palm Beach County Sheriff’s Office (PBSO) in the amount of \$4,222. This award provided \$136,513 in continuation funding to the Palm Beach County Reentry Program. The program provides transitional services to juveniles and adults reentering society from jail and prison. Pursuant to a special condition of this grant, \$4,222 was transferred to PBSO to become National Incident-Based Reporting System compliant. The remaining reentry grant funds of \$3,132.70 were approved by DOJ to be transferred to the Criminal Justice Commission (CJC) to purchase tablets and type folios to streamline notetaking efforts by staff attending meetings, including those with law enforcement, reentry, and the community. **No County matching funds are required. Countywide** (HH)

**Background and Justification:** The JAG Program is the primary provider of federal criminal justice funding to state and local jurisdictions. It provides states and units of local government with critical funding necessary to support a broad range of programs. JAG awards are based on a statutory formula with factors including population and violent crime. The JAG Direct is an allocation that comes directly to local jurisdictions from DOJ. In accordance with County PPM CW-O-051, this grant adjustment is being submitted as a receive and file agenda item.

**Attachments:**

- 1) GAN 1 for Grant Award 15PBJA-21-GG-01359-JAGX
- 2) Budget Transfer Fund 1507
- 3) Budget Amendment Fund 1436

Recommended by:       10/22/2024  
   Department Director    Date

Approved by:       10/31/24  
   Assistant County Administrator    Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>
Personal Services	_____	_____	_____	_____	_____
Operating Expenses	_____	_____	_____	_____	_____
Capital Outlay	_____	_____	_____	_____	_____
Grants and Aids	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>Net Fiscal Impact</b>	*	_____	_____	_____	_____
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	_____	_____	_____	_____	_____

Is Item Included In Current Budget? Yes  No   
 Is this item using Federal Funds? Yes  No   
 Is this item using State Funds? Yes  No

Budget Account Exp No: Fund 1507/1436 Department 762/820/662 Unit 7725 Object VAR  
 Rev No: Fund 1436 Department 660 Unit 7725 RevSc 8249

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

Fund: 1507-Criminal Justice Grant Fund      1436-Justice Services Grant Fund  
 Unit: 7725-JAG DOJ FY22 15PBJA21GG01359JAGX  
 Grant: JAG DOJ FY22 15PBJA21GG01359JAGX

\*The FY24 budget is being amended to include this GAM.

Departmental Fiscal Review: \_\_\_\_\_



Digitally signed by Mariana Diaz  
 DN: DC=org, DC=pbccgov, OU=Enterprise, OU=PSD, OU=Users, CN=Mariana Diaz, E=MDiaz@pbcc.gov  
 Date: 2024.10.24 14:35:01-04'00'

**III. REVIEW COMMENTS**

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

Marc C. [Signature] 10/25/24  
 OFMB      VS 10/24  
                  ATF 10/24

[Signature] 10/25/24  
 Contract Administration

**B. Legal Sufficiency:**

[Signature] 10-28-24  
 Assistant County Attorney

**C. Other Department Review:**

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

# ATTACHMENT 1

**Katherine Shover**

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**From:** Velazquez, Gerardo (OJP) <Gerardo.Velazquez@usdoj.gov>  
**Sent:** Thursday, August 29, 2024 3:32 PM  
**To:** Dawn Caveness-Davenport  
**Cc:** John Port; Katherine Shover  
**Subject:** RE: Purchasing Process Award15PBJA-21-GG-01359-JAGX

**This Message Is From an External Sender**

This message came from outside your organization.

Good afternoon,

Your request is approved. I will attach a PDF copy of this email to the JustGrants Grant file.

**Gerardo Velazquez**  
State Policy Advisor  
Programs Office  
Cell: 202-598-7412  
Email: [Gerardo.velazquez@usdoj.gov](mailto:Gerardo.velazquez@usdoj.gov)

Visit [bj.a.ojp.gov](http://bj.a.ojp.gov) [[bj.a.ojp.gov](http://bj.a.ojp.gov)]



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[\[youtube.com\]](https://www.youtube.com)



**BJA**

Bureau of Justice Assistance  
U.S. Department of Justice

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**From:** Dawn Caveness-Davenport <DCavenes@pbc.gov>  
**Sent:** Thursday, August 29, 2024 1:30 PM  
**To:** Velazquez, Gerardo (OJP) <Gerardo.Velazquez@usdoj.gov>  
**Subject:** [EXTERNAL] RE: Purchasing Process Award15PBJA-21-GG-01359-JAGX

The applications submitted to the Department of Justice were for two reentry programs and law enforcement. The ReMarkable 2 tablets and type folios will streamline notetaking efforts by staff attending meetings, including those with law enforcement, reentry, and the community. The tablets can be used for presentations with criminal justice stakeholders. They will also assist in collecting information needed for research evaluations and file reviews, such as determining program recidivism. Staff can use the tablets at trainings and conferences such as the upcoming Reentry Summit. The tablets allow notes to be

converted to text, which increases staff efficiency. Here are the estimates to utilize the remaining grant funds of \$3,132.70.

DOJ Grant Funds	Cost per Item	Total
4 - ReMarkable 2 Tablets	571.07	2284.28
3 - Type Folios	253.94	761.82
	<b>Grand Total</b>	<b>3046.10</b>

*DCD*

**From:** Velazquez, Gerardo (OJP) <[Gerardo.Velazquez@usdoj.gov](mailto:Gerardo.Velazquez@usdoj.gov)>  
**Sent:** Thursday, August 29, 2024 10:41 AM  
**To:** Dawn Caveness-Davenport <[DCavenes@pbc.gov](mailto:DCavenes@pbc.gov)>  
**Subject:** FW: Purchasing Process Award15PBJA-21-GG-01359-JAGX

Good morning Dawn,

As per our phone conversation, can you detail in the email the items you will be purchasing and how they are part of your grant project.

**Gerardo Velazquez**  
State Policy Advisor  
Programs Office  
Cell: 202-598-7412  
Email: [Gerardo.velazquez@usdoj.gov](mailto:Gerardo.velazquez@usdoj.gov)

Visit [bj.a.ojp.gov](http://bj.a.ojp.gov) [[bj.a.ojp.gov](http://bj.a.ojp.gov)]



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[[youtube.com](http://youtube.com)]



**BJA**

Bureau of Justice Assistance  
U.S. Department of Justice

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**From:** Dawn Caveness-Davenport <[DCavenes@pbc.gov](mailto:DCavenes@pbc.gov)>  
**Sent:** Thursday, August 29, 2024 10:36 AM  
**To:** Velazquez, Gerardo (OJP) <[Gerardo.Velazquez@usdoj.gov](mailto:Gerardo.Velazquez@usdoj.gov)>  
**Subject:** [EXTERNAL] FW: Purchasing Process

Good morning Gerardo,

We would like to purchase the attached items with the remaining balance \$3132.70 for grant # 2021-15PBJA-21-GG-01359-JAGX. Please see the invoices attached.

*Dawn Caviness-Davenport, MS*

Senior Criminal Justice Analyst  
301 North Olive Avenue, Suite 1001  
West Palm Beach, Florida 33401  
Cell: (772)342-2729  
Tel: (561) 355-3396  
FAX: (561) 355-4941



<http://discover.pbcgov.org/criminaljustice>

*"Every man must decide whether he will walk in the light of creative altruism or the darkness of destructive selfishness. This is the judgment. Life's most persistent and urgent question is, What are you doing for others?" Martin Luther King, Jr*

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Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

# ATTACHMENT 2

24-1037

**BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
EXPENDITURE BUDGET TRANSFER**

**BGEX** 091324\*1880

**FUND** 1507 Criminal Justice Grant Fund

ACCOUNT NUMBER	ACCOUNT NAME	UNIT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED as of 10/1/2024	REMAINING BALANCE
<b>EXPENDITURES</b>									
1507-762-7725-5121	Data Procssng Sftwre/Accessres	JAG DOJ FY22 15PBJA21GG01359.	0	0	3,133	0	3,133	0	3,133
1507-820-7725-9375	Tr To Justice Service Grant Fd	JAG DOJ FY22 15PBJA21GG01359.	0	3,133	0	3,133	0	0	0
	<b>Total Expenditures</b>				<b>3,133</b>	<b>3,133</b>			

**SIGNATURES**



Digitally signed by Mariana Diaz  
DN: DC=org, DC=pbcgov, OU=Enterprise, OU=PSD, OU=Users, **DATES**  
CN=Marianela Diaz, E=MDiaz@pbc.gov  
Date: 2024.10.02 08:57:35-04'00'

Initiating Department/Division

 10/25/24  
Administration/Budget Department Approval

OFMB Department - Posted

**BY BOARD OF COUNTY COMMISSIONERS**

At Meeting of: 19-Nov-24

Deputy Clerk to the  
Board of County Commissioners



# ATTACHMENT 3

24-1036

**BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET AMENDMENT**

**BGEX** 100124\*0010

**BGRV** 100124\*0005

**FUND** 1436 Justice Services Grant Fund

ACCOUNT NUMBER	ACCOUNT NAME	UNIT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED as of 10/01/25	REMAINING BALANCE
<b>REVENUES</b>									
1436-662-7725-8249	Tr From Criminal Justice Reserve	IJAG DOJ FY22 15PBJA21GG01359	0	3,133	0	3,133	0		0
	<b>Total Fund Revenues</b>		<b>0</b>	<b>3,133</b>	<b>0</b>	<b>3,133</b>	<b>0</b>		
<b>EXPENDITURES</b>									
1436-662-7725-8201	Contributions-Non-Govts Agency	JAG DOJ FY22 15PBJA21GG01359	0	3,133	0	3,133	0	0	0
	<b>Total Fund Expenditures</b>		<b>0</b>	<b>3,133</b>	<b>0</b>	<b>3,133</b>	<b>0</b>		

**SIGNATURES**



Digitally signed by Mariana Diaz  
DN: DC=org, DC=pbcbgov, OU=Enterprise, OU=PSD, OU=Users, CN=Mariana Diaz, E=MDiaz@pbc.gov  
Date: 2024.10.02 08:56:44-04'00'

**DATES**

Initiating Department/Division \_\_\_\_\_

*Maria Diaz* 10/25/24  
Administration/Budget Department Approval \_\_\_\_\_

OFMB Department - Posted \_\_\_\_\_

**BY BOARD OF COUNTY COMMISSIONERS**

At Meeting of: 19-Nov-24

Deputy Clerk to the  
Board of County Commissioners