

## FAQs for Law Enforcement Assisted Diversion(LEAD<sup>1</sup>) Program

### **1. Can the December 13, 2016 Bidders' Conference video be accessed?**

Yes, the video can be accessed at:

<https://www.youtube.com/watch?v=ldPXzlp9I4>

### **2. Who is eligible to submit a grant proposal for funding for the LEAD Program?**

Eligible applicants are cities and counties. Applicants representing cities should be submitted by the City Council or the Administrative Office of the City (e.g. City Manager). Applicants representing counties should be submitted by the Board of Supervisors or the Chief County Administrative officers.

### **3. What is the deadline to apply for the grant?**

Both the original hard copy and the electronic version must be received no later than 12:00 p.m. on Wednesday, February 1, 2017. Proposals received after the deadline will be deemed ineligible. For details on proposal submission please see pages 3, 19 and 20 of the Request for Proposals (RFP).

### **4. Can the BSCC staff provide assistance on the preparation of the proposal?**

No, BSCC staff is not allowed to provide direct assistance on the preparation of the proposals. However, any technical questions regarding the RFP, the proposal process or programmatic issues may be sent to [LEAD@bscc.ca.gov](mailto:LEAD@bscc.ca.gov).

### **5. How will proposed projects be evaluated?**

Once a proposal is received it will first be subject to a technical compliance review. It will then advance to the Executive Steering Committee (ESC) for the proposal rating process. The ESC will read and rate each proposal in accordance with the prescribed rating factors listed on page 34 of the RFP.

### **6. When will the BSCC award grants?**

Award recommendations will be made to the BSCC Board at its April 20, 2017 meeting.

### **7. Where can I learn more about the LEAD model?**

The LEAD project was developed in Seattle, Washington. Please see attachment B of the RFP for resources related to LEAD model.

### **8. Who is the intended target population for the LEAD Project?**

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<sup>1</sup> LEAD is a registered trademark of the Seattle/King County LEAD Policy Coordinating Group.

The target populations are adults at risk for low-level controlled substance-related offenses and prostitution, and are frequently contacted by law enforcement. Please see pages 10 and 11 in the RFP for details about eligible criteria for referral into the program.

**9. What is the project period?**

The project period is from April 21, 2017 to June 30, 2019.

**10. How much funding can an agency apply for?**

Applicants are encouraged to request only the amount of funds need to support proposals. Each applicant may request up to a maximum of \$5,900,000.

**11. Is there a match requirement in funding?**

Yes, funding for the LEAD Program requires a minimum 10% cash match. Cash match is income from a source other than grant funds that is budgeted for the project.

**12. Can LEAD Program funds be used as match for another grant?**

No, the LEAD Program may not be used as a match for another grant.

**13. What is the duration of time the budget proposal must encompass?**

Budget proposals must encompass the project period: April 21, 2017 through June 30, 2019.

**14. How will the program data be evaluated?**

Like the Seattle model, the California LEAD program evaluation will use a control group in which the outcomes for participants in the program are compared to outcomes in a control group, which does not receive services. The BSCC has contracted with California State University, Long Beach (CSULB) to evaluate the grant programs and prepare a report that will go to the Legislature and Governor by January 1, 2020. Grantees will be required to provide all data, meet established timelines and cooperate fully with the CSULB evaluators.

**15. Will technical assistance be provided?**

Yes, Grantees will be provided with technical assistance and training from the LEAD National Support Bureau. Technical assistance will be provided throughout the project period through a contact between the BSCC and the LEAD National Bureau. Contact information will be provided at the time of award.

**16. Should I budget additional funding to support technical assistance beyond the scope provided through the contract between BSCC and the LEAD National Bureau?**

The technical assistance provided through the contract between the BSCC and the LEAD National Bureau is intended to adequately support up to three grantees throughout the duration of

the project. The RFP is silent on the issue of budgeting for additional technical assistance. If an applicant believes additional assistance is required, the applicant may make a case for this in their proposal.

**17. What is a Governing Board Resolution?**

A Governing Board Resolution is a signed document that contains four minimum assurances. A signed resolution is not required at the time of proposal submission. However, funds will not be disbursed until BSCC receives a signed resolution. A template is provided in Attachment H of the RFP.

**18. Can applicants make non-substantive technical changes after the submission date?**

If the BSCC identifies technical deficiencies, the BSCC will provide an opportunity for applicants to correct the deficiencies. Applicants will be notified no later than February 8, 2017 of any non-substantive changes that are required. Applicants must resubmit proposals with these modifications no later than 5:00 p.m. on Wednesday, February 15, 2017. For more information on technical compliance, please see page 17 of the RFP and Attachment J.

**19. Must an applicant submit a letter of intent?**

The LEAD proposal does not require a letter of intent. There are however, “Statements of Intent” associated with a Memorandum of Understanding (MOU) which is part of the application process. Page 8 of the RFP states, “More extensive than the traditional Memorandum of Understanding, the MOU between partnering agencies for the LEAD Program must include a description of how the partners collectively identifies the need for the project as well as an individualized Statement of Intent from each partner that outlines their level of participation in the project, responsibilities to the project (policy and/or operational), resources they will contribute, and their agreement to work with the independent evaluator, including in collecting and sharing data”.

**20. Is the basis for a participant remaining in the LEAD Program dependent upon continued progress with their individual intervention plan or operational meeting discussions or both?**

No, once admitted into the program, it is at the discretion of the individual participant to continue participating in services through LEAD.

**21. While in LEAD, does a new charge disqualify participants from participating in the LEAD Program?**

New charges do not disqualify participation from the LEAD Program. LEAD is not an abstinence-based program, continued use or additional charges do not disqualify participants. However, law enforcement is not prevented from using their discretion in arresting a LEAD participant if the participant becomes engaged in unlawful activity after admittance into the program. Prosecutors retain their ability to file charges on new offenses against the participant.

**22. Are participants allowed to refer themselves or others to the LEAD Program?**

Yes, potential participants can approach LEAD law enforcement officers to request a referral into the LEAD program. Law enforcement officers would then assess whether the individual had been engaged in activity which would make them made them eligible for LEAD in the catchment area.

**23. Can case managers make social contact referrals to LEAD?**

Yes, case managers may identify potential referrals from their engagement with participants out in the field. Case managers may make the case for referral an individual during the course of operational work group meetings. If a local LEAD Program has the capacity to accept social referrals they are free to do so. However, pre-booking referrals should take precedence over social contact referrals.

**24. Is there a role for courts in the initial referral process?**

The LEAD Program is designed to make initial referral determinations at the point of an individual's contact with law enforcement. However, if participants acquire new charges while in LEAD, there will be some level of engagement with prosecutors and the courts.

**25. What is the role of the project manager?**

The project manager coordinates and mediates between all the parties involved (i.e. Stakeholder Policy Group, Operational workgroup, law enforcement, prosecutors, and case managers). Project Managers will also engage in community based outreach.

**26. How do grantees determine capacity as well as case load sizes for their LEAD projects?**

Based on the experiences of the Seattle model capacity is determined in part by the resources and services available and the case manager's optimum case load is approximately 25 cases per case manager.

**27. Can a local LEAD Program site add additional elements to the evaluation? What would be the protocol for this?**

Yes, a program site may have its local evaluation team work with the LEAD Program evaluators to facilitate additional evaluation elements.

**28. Are mental health issues or mental health variables included in the evaluation?**

Yes, mental health aspects will be incorporated into a broader category of health variables. LEAD evaluators will work with each local program site to define mental health variables.

**29. What is an evidence-based project?**

A project for which the practices have been substantiated by research, data, or empirical studies. When designing their projects, applicants should implement a program that can be substantiated by scientific research as effective. Please consult the RFP for resources on evidence-based programs, practices and principles.

**30. Is there a specific definition of harm reduction used for the purposes of the LEAD Program?**

No, there is not. This was purposefully done to give applicants latitude when using the broad body of research available on the subject of harm reduction. Applicants may provide in their project proposals their own definition of harm reduction.

**31. If a catchment area is more heavily defined as a drug offense area versus a prostitution offense area (or vice versa) will this impact the quality of the proposal?**

No, it is not a requirement for projects to incorporate both drug and prostitution elements into their project. Applicants should work to make a case for need in their proposal.

**32. How will the independent evaluators acquire data on the control groups for local LEAD Programs?**

The independent evaluators will pull data on a control group from various law enforcement and public health data. The cost of providing control group data should be built into to the budget of the applications to the LEAD Program.