

**Youth Programs and Facilities Grant Program  
(YPFG)**

**Part B All County Distribution Application  
Package Coversheet**

**Submitted by:**

LOS ANGELES COUNTY PROBATION DEPARTMENT

**Date Submitted:**

MAY 10, 2021

## Part B All County Distribution Application Checklist

A complete application package for funding under the Youth Programs and Facilities Grant (YPFG) Program must contain the following items:

	<b>Required Items:</b>	✓
1	Cover Sheet (previous page) <ul style="list-style-type: none"> <li>• Insert Applicant Name and Date of Submission</li> </ul>	<input checked="" type="checkbox"/>
2	YPFG Proposal Checklist <ul style="list-style-type: none"> <li>• Signed by the authorized signatory with a digital signature <b>OR</b> a wet signature in blue ink.</li> </ul>	<input checked="" type="checkbox"/>
3	Applicant Information Form <ul style="list-style-type: none"> <li>• Signed by the authorized signatory with a digital signature <b>OR</b> a wet signature in blue ink.</li> </ul>	<input checked="" type="checkbox"/>
4	Application Narrative <ul style="list-style-type: none"> <li>• 2 pages or fewer</li> </ul>	<input checked="" type="checkbox"/>
5	Budget Attachment	<input checked="" type="checkbox"/>
6	Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft and Embezzlement (Appendix D) <ul style="list-style-type: none"> <li>• Signed by the authorized signatory with a digital signature <b>OR</b> a wet signature in blue ink.</li> </ul>	<input checked="" type="checkbox"/>
	<b>Optional:</b>	
7	Governing Board Resolution (Appendix E) <i>Note: The Governing Board Resolution is due prior to contract execution but is not required at the time of proposal submission.</i>	<input type="checkbox"/>

**I have reviewed this checklist and verified that all required items are included in this proposal packet.**

X



*Applicant Authorized Signature (see Applicant Information Form, Part L, next page)*

## Part B All County Distribution Applicant Information Form

A. APPLICANT < Name> County				B. TAX IDENTIFICATION NUMBER				
NAME OF APPLICANT Los Angeles County Probation Department			TAX IDENTIFICATION #: 956000927					
STREET ADDRESS 9150 East Imperial Highway		CITY Downey		STATE CA		ZIP CODE 90242		
MAILING ADDRESS (if different)			CITY		STATE		ZIP CODE	
<b>C. PROJECT TITLE:</b>		<b>D. PREPARING TO HOUSE OLDER YOUTH-INFRASTRUCTURE IMPROVEMENTS AT LOS ANGELES COUNTY PROBATION</b>						
<b>E. PROJECT SUMMARY (100-150 words):</b>								
<p>Los Angeles County Probation Department (Probation) is preparing to house older youth (19-25) beginning on July 1, 2021. These youth would have previously been committed to State of California Department of Juvenile Justice (DJJ) but will now remain in the County. In preparation, Probation will require resources to ensure that these youth are afforded proper mental health, health, substance abuse prevention services, and educational and work-related services. In the short-term, Probation will utilize and rehabilitate existing units at Barry J. Nidorf Juvenile Hall (BJNJH). If awarded, grant funding will be used to update and enhance the existing living space to create a more “home like” environment. This will allow the youth to work and live in a small group milieu, and the needed improvements will create a calming and age-appropriate living space for the youth.</p>								
<b>E. GRANT FUNDS REQUESTED: (See Appendix F: County Juvenile Population Index)</b>								
<b>\$154,500</b>								
<b>F. DEFERRED SPENDING: Is the application for a deferred spending award?</b>				<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				
<b>G. LEAD PUBLIC AGENCY:</b>			Los Angeles County Probation Department					
<b>H. PROJECT DIRECTOR:</b>								
NAME Mark Garcia		TITLE Bureau Chief, Detention Services Bureau			TELEPHONE NUMBER 562-940-2058			
STREET ADDRESS 9150 East Imperial Highway					FAX NUMBER			
CITY Downey		STATE CA		ZIP CODE 90242		EMAIL ADDRESS mark.garcia@probation.lacounty.gov		

I. FINANCIAL OFFICER:				
NAME	TITLE	TELEPHONE NUMBER		
Gina M. Byrnes	Chief Financial Officer	562-940-2614		
STREET ADDRESS		FAX NUMBER		
9150 East Imperial Highway, Room, P-73		562-940-2459		
CITY	STATE	ZIP CODE	EMAIL ADDRESS	
Downey	CA	90242	gina.byrnes@probation.lacounty.gov	
PAYMENT MAILING ADDRESS (if different)		CITY	STATE	ZIP CODE
9150 East Imperial Highway Room P-73		Downey	CA	90242

J. DAY-TO-DAY PROGRAM CONTACT:				
NAME	TITLE	TELEPHONE NUMBER		
Scott Sanders	Superintendent	818-364-2001		
STREET ADDRESS		FAX NUMBER		
9150 East Imperial Highway				
CITY	STATE	ZIP CODE	EMAIL ADDRESS	
Downey	CA	90242	scott.sanders@probation.lacounty.gov	

K. DAY-TO-DAY FISCAL CONTACT:				
NAME	TITLE	TELEPHONE NUMBER		
Norma Cruz-Lawler	Fiscal Officer II	562-940-2680		
STREET ADDRESS		FAX NUMBER		
9150 East Imperial Highway, Room, P-73		562-940-2459		
CITY	STATE	ZIP CODE	EMAIL ADDRESS	
Downey	CA	90242	norma.cruz@probation.lacounty.gov	

L. AUTHORIZED SIGNATURE				
By signing this application, I hereby certify that I am vested by the Applicant with the authority to enter into contract with the BSCC, and that the grantees and any subcontractors will abide by the laws, policies and procedures governing this funding.				
NAME OF AUTHORIZED OFFICER	TITLE	TELEPHONE NUMBER	EMAIL ADDRESS	
Adolfo Gonzales	Chief Probation Officer	(562) 940-2501	adolfo.gonzales@probation.lacounty.gov	
STREET ADDRESS	CITY	STATE	ZIP CODE	
9150 East Imperial Highway	Downey	CA	90242	
EMAIL ADDRESS adolfo.gonzales@probation.lacounty.gov				
APPLICANT'S SIGNATURE (Signed by the authorized signatory with a digital signature OR a wet signature in blue ink.)			DATE	
X 			05/06/2021	

\*Authorized Signature: Must be a representative with the authority to sign documents and obligate the applicant\*

## **APPLICATION NARRATIVE**

### **Section 1: Project Need**

- 1.1 Los Angeles County Probation Department (Probation) is preparing to house State of California Department of Juvenile Justice (DJJ) youth beginning July 1, 2021. The number and type of services and programs will need to be adjusted to account for the increase number of youth, length of stay, and advanced age of the youth that will be in the care and custody of Probation moving forward.

The County of Los Angeles, average age of youth currently awaiting transfer to DJJ, or have recently been transferred is approximately 20 years of age; the prevalent gender is male (93%); and the highest number of cases involved serious or violent felonies (74% PC187 or PC664/187). Through collaboration between Probation, other County departments and public agencies, it is our goal to provide and expand the following services and programs to DJJ youth: Mental Health Services provided by the Department of Mental Health, including a comprehensive KIOSK telehealth system; Medical Services provided by the Department of Health Services, Juvenile Court Health Services, which will include the ability to engage in telemedicine throughout the County of Los Angeles public health system; substance abuse disorder assessments, client engagement and navigation service, education and linkages provided by Substance Abuse Prevention and Control; educational and work opportunities through Los Angeles County Office of Education, as well as local colleges/universities such as Mission College and University of California.

- 1.2 Probation is prepared to house up to 120 youth. It is anticipated that the number of youth may be reduced based on efforts throughout the County of Los Angeles justice partners, restorative justice stakeholders, and community stakeholders. The average length of stay at DJJ has been approximately 2 years; however, Probation is prepared to house the youth until age of 25.

### **Section 2: Project Description**

- 2.1 The timetable to prepare housing for this population is short, Probation will utilize existing juvenile hall units at Barry J. Nidorf Juvenile Hall (BJNJH), in Sylmar, CA. The intention is to evolve and develop additional space for transition and possible step-down opportunities in the future. This would be done using existing space at one or more Probation camps. The infrastructure improvements needed at BJNJH, include the need to create a more “home like” environment for the youth that will be housed there.
- 2.2 The units in need of refurbishment were built in the 1990’s, and the Probation Management Services Bureau has submitted architectural renderings to update and improve the living space to be more like a college environment rather than a carceral environment. This will not only enhance the aesthetics, but more importantly will help to improve the living environments by adding small group spaces and enhancing the youths’ rooms. This will ultimately include such considerations as brighter and up-to-date paint, but new flooring and furniture that is age appropriate. In addition, sound baffling will be installed in the units to help with bothersome volume and echo. Also, the improvements will serve to help when conducting small group educational or counseling sessions to help bring an increased sense of calm to the living units and will allow the youth to be able to focus on the lessons. In addition, when youth are engaging in indoor recreation or relaxation activities, the ability to be in small pods and work or relax without distraction will be critical in assisting the youth with their rehabilitation efforts.

As stated, Probation will initially house the youth at BJNJH, but ultimately may evolve to utilize an alternative facility (or facilities) in the future as a step-down opportunity for the youth once they have become stable and have progressed through a series of steps to allow them to relocate to the step-down facility. Since it will require additional time and resources to create a proper step-down treatment environment, the location and specific criteria associated with this process will come later. Therefore, this infrastructure project will be dedicated to the BJNJH enhancements.

**Section 3  
Budget**

**Grand Period**  
June 10, 2021 to June 1, 2024

Applicant:	<b>County of Los Angeles Probation Department</b>		
LINE ITEMS	SB 823 BUDGET		
	STATE REIMBURSED	CASH CONTRIBUTION	TOTAL
1. Construction	\$ 34,856.92	\$ 8,652.88	\$ 43,509.80
2. Architectural	\$ -	\$ -	\$ -
3. Fixed Furnishings/Equipment	\$ 119,643.08		\$ 119,643.08
4. Moveable Furnishings/Equipment	\$ -	\$ -	\$ -
5. Construction Management	\$ -	\$ -	\$ -
6. Transportation/Equipment	\$ -	\$ -	\$ -
7. Training Materials/Supplies	\$ -	\$ -	\$ -
8. Programing Materials/Supplies	\$ -	\$ -	\$ -
9. Other One-Time Personnel Costs (planning, development, and project management) (Not to Exceed 25% of total budget)	\$ -	\$ -	\$ -
10. Other		\$ -	\$ -
<b>Total Project Costs</b>	\$ 154,500.00	\$ 8,652.88	\$ 163,152.88
<b>Percentage of Total</b>	95%	5%	100%

**Section 3  
Budget Narrative**

Provide an explanation below of how the dollar figures were determined for each of the budget categories above that contain dollar amounts. Every cash contribution line item shall be included with a reporting of the full amount budgeted unless a line item is not an actual cash contribution project cost for the county. (In that case, indicate so below.) For each budget category explanation below, include how state funding and the county contribution dollar amounts have been determined and calculated (be specific).

LINE ITEMS	COMMENTS
1. Construction	Existing flooring for first half of Compound Unit W will be replaced with new. The common area will receive new Luxury Vinyl Plank along with carpet accents for the designated lounge areas while the youth rooms will receive epoxy flooring finish. The cost includes demolition of existing flooring, delivery and installation of new flooring. The amount is based on the quote received from the vendor.
2. Architectural	N/A
3. Fixed Furnishings/Equipment	Combined, both Compound Unit W and X contain 80 Youth Rooms and 4 large common spaces. Each Youth Room will receive a new desk, bookshelf, and stool. Each common area will receive (4) 6-seat dining tables, (8) lounge seats, (3) cube corners, (5) gaming tables, (2) bench seats, and (10) stackable chairs. The amount is based on the quote received from the vendor.
4. Moveable Furnishings/Equipment	N/A

**Section 3**  
**Budget Narrative (Cont'd)**

5. Construction Management	N/A
6. Transportation Equipment	N/A
7. Training Materials/Supplies	N/A
8. Programing Materials/Supplies	N/A
9. Other One-Time Personnel Costs (planning, development, and project management) (Not to Exceed 25% of total budget)	NA
10. Other	N/A

## Appendix D: Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft and Embezzlement

It is the policy of the BSCC to protect grant funds from unreasonable risks of fraudulent, criminal, or other improper use. As such, the Board will not enter into contracts or provide reimbursement to applicants that have been:

1. debarred by any federal, state, or local government entities during the period of debarment; or
2. convicted of fraud, theft, or embezzlement of federal, state, or local government grant funds for a period of three years following conviction.

Furthermore, the BSCC requires grant recipients to provide an assurance that there has been no applicable debarment, disqualification, suspension, or removal from a federal, state or local grant program on the part of the grantee at the time of application and that the grantee will immediately notify the BSCC should such debarment or conviction occur during the term of the Grant contract.

BSCC also requires that all grant recipients include, as a condition of award to a subgrantee or subcontractor, a requirement that the subgrantee or subcontractor will provide the same assurances to the grant recipient. If a grant recipient wishes to consider a subgrantee or subcontractor that has been debarred or convicted, the grant recipient must submit a written request for exception to the BSCC along with supporting documentation.

By checking the following boxes and signing below, applicant affirms that:

I/We are not currently debarred by any federal, state, or local entity from applying for or receiving federal, state, or local grant funds.

I/We have not been convicted of any crime involving theft, fraud, or embezzlement of federal, state, or local grant funds within the last three years. We will notify the BSCC should such debarment or conviction occur during the term of the Grant contract.

I/We will hold subgrantees and subcontractors to these same requirements.

A grantee may make a request in writing to the Executive Director of the BSCC for an exception to the debarment policy. Any determination made by the Executive Director shall be made in writing.

AUTHORIZED SIGNATURE			
(This document must be signed by the person who is authorized to sign the Grant Agreement.)			
NAME OF AUTHORIZED OFFICER Adolfo Gonzales	TITLE Chief Probation Officer	TELEPHONE NUMBER (562) 940-2501	
STREET ADDRESS 9150 East Imperial Highway	CITY Downey	STATE CA	ZIP CODE 90242
EMAIL ADDRESS Adolfo.gonzales@probation.lacounty.gov			
AUTHORIZED OFFICER SIGNATURE ((Blue Ink Only or E-signature)) X 			DATE 05/04/2021