

1. ACTION REQUESTED/PURPOSE:

Accept a grant award and sign the forthcoming agreement from the Department of Juvenile Justice to implement the Restitution Accountability Board program for Lee County. Approve a budget amendment resolution in the amount of \$64,137. Establish a full-time grant funded Human Services Coordinator in the Department of Human Services to assist with the administration of the Restitution Accountability Board.

2. WHAT ACTION ACCOMPLISHES:

Enables the Department of Human Services to establish the Restitution Accountability Board Program in Lee County to address juvenile offenders charged with more serious crimes such as grand theft auto and burglary, as well as the victims and the victimization of the neighborhoods. Allows Human Services to hire a full-time grant funded position.

3. MANAGEMENT RECOMMENDATION: Accept grant award and approve establishment of the budget and a grant funded position.

4. Departmental Category: 05

5. Meeting Date: 06-07-2005

6. Agenda:

- Consent
- Administrative
- Appeals
- Public
- Walk-On

7. Requirement/Purpose: (specify)

- Statute
- Ordinance
- Admin. Code A 3-17
- Other

8. Request Initiated:

Commissioner \_\_\_\_\_  
 Department Human Services  
 Division \_\_\_\_\_  
 By: Karen B. Hawes, Director

9. Background:

Human Services has received five previous grants from the Department of Juvenile Justice to establish Neighborhood Accountability Boards. The Restitution Accountability Board differs from the Neighborhood Accountability Board as the Restitution Board will allow Human Services to address restitution issues with victims and youth under the age of 18 charged with a higher level of crime such as grand theft auto, burglary, felony criminal mischief, or other charges deemed appropriate by the court system.

Restitution Accountability Boards represent a community decision-making process aimed at repairing harm committed against victims and communities. The Board considers input from victims, community members, and offenders who take an active part in the decision-making process to decide what actions the offender must take to make amends. Offenders and victims voluntarily participate in the Restitution Accountability Board program and if the plan is completed the case is diverted from formal action in a traditional court setting process and allows the offender to not have a criminal record if he/she successfully completes the established case plan.

This grant will allow the Human Services Neighborhood Building Program to hire a full-time, grant funded position in order to deliver an enhanced service to the six neighborhood district areas, Cape Coral, Lehigh Acres and a Merchant Board located at the Edison Mall. It will not impact the General Fund in that all funding for this program comes from the Federal grant. The required twenty percent match is met with County general funds currently budgeted in the Neighborhood Building Program.

Attachments:  
Award Letter  
Budget Amendment Resolution  
Grants at a Glance

10. Review for Scheduling:

Department Director	Purchasing or Contracts	Human Resources	Other	County Attorney	Budget Services	County Manager/P.W. Director
<i>Central for K...</i>	N/A		N/A	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>

11. Commission Action:

- Approved
- Deferred
- Denied
- Other

Rec. by COATY  
 Date: \_\_\_\_\_  
 Time: \_\_\_\_\_  
 Forwarded To: Admin

RECEIVED BY COUNTY ADMIN: 11  
 6-2-05  
 1:30  
 COUNTY ADMIN FORWARDED TO: 1  
 6/2/05  
 4:30 pm



**MEMORANDUM FROM  
THE DEPARTMENT OF  
HUMAN SERVICES  
ADMINISTRATION**

Date: June 2, 2005

To: All Concerned Departments

From: Roger Mercado, Jr  
Program Manager  
Neighborhood Building

Re: Date Critical Blue Sheet (20050783), (20050784) and (20050785)

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It is date critical that blue sheet numbers 20050783, 20050784, and 20050785 (attached) be walked through all departments and forwarded to Public Resources before Monday, June 6, 10:00 a.m. deadline for the June 7, 2005 Board meeting.

Our office recently received approval from the Department of Juvenile Justice (DJJ) for two different grant allocations. The grants provide funding for two (2) full-time Human Service Coordinators, equipment and operating expenses. The Coordinator salaries are paid entirely from this grant. Both grants end June 30, 2006.

The Department of Children and Families recently notified our office that funds were available from the State general revenue to provide for partial funding of the Homeless Coalition program. Funds will be used to augment the salary of the Homeless Coalition Coordinator as well as pay for part of the operating expenses. Funds must be spent by June 30, 2005 and availability of funds is contingent on signing an agreement with the State.

If you have any questions, please contact Roger Mercado, 533-7911.

Thank you.

S:\NB\NAB\DJJ - Grant Related\2005-06\Date Critical Bluesheet Memo.doc

**FORWARD WITH AGREEMENT AND BLUE SHEET**

ALL INFORMATION IS REQUIRED - DO NOT LEAVE ANY BLANKS - USE N/A WHEN NOT APPLICABLE

**GRANT AT A GLANCE**

GRANT AWARD INFORMATION

- 1. County Grant ID (project #): 0798
- 2. Title of Grant: DJJ Title II - Restitution Accountability Board Grant
- 3. Amount of Award: \$64,137
- 4. Amount of Match Required: \$12,828 (20%)
- 5. Type of Match: In-kind  
(cash, in-kind etc)
- 6. SOURCE OF GRANT FUNDS & CATALOG NUMBER:

FEDERAL <input checked="" type="checkbox"/> CFDA #16.540	STATE <input type="checkbox"/> CSFA #
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7. Agency Contract Number: Q6010

8. Contract Period:	Begin Date: 07/01/05	End Date: 06/30/05
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9. Name of Subrecipient(s) N/A

10. Business Unit(s): 11079800100

11. **Scope of Grant: (describe project).**  
 The Restitution Accountability Board Program will actively work to reduce juvenile delinquency in Lee County. Further the program will:

1. Serve youth between 7 and 17 years of age;
2. Direct services to youth with significant family and/or school problems, pre-delinquent behaviors, and/or patterns; and of substance abuse; and
3. Target you in high-risk zip codes.

12. Has this Grant been Funded Before?  YES  NO If YES When?

13. Is Grant Funding Anticipated in Subsequent Years?  YES  NO

14. If Grant Funding Ends Will This Program Be Continued at County Expense?  YES  NO  
 If YES What is the Lee County Budget Impact:

1st Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year
4 <sup>th</sup> Year	5 <sup>th</sup> Year	

Check Box if Additional Information on Program and Budget Impact is provided in *Comment Section* on page 2

**ADMINISTERING DEPARTMENT INFORMATION**

- 1. Department: Human Services
- 2. Contacts:

Program Mgr. Roger Mercado	Phone #: (239) 533-7911
Fiscal Mgr. Barbara Hollis	Phone # (239) 533-7923

**GRANTOR AGENCY INFORMATION**

(The agency you signed this agreement with)

- 1. Grantor Agency: Florida Department of Juvenile Justice
- 2. Program Title/Division: Title II – Restitution Accountability Board Grant
- 3. Agency Contact: Stephanie Bontrager, Federal Grant Administrator
- 4. Phone Number: (850) 414-2238
- 5. Mailing Address: 2737 Centerview Drive  
Tallahassee, FL 32399-3100

**SOURCE OF FUNDS**

- 1. Original Funding Source: US Department of Justice  
(name of agency where funding originated from)
- 2. Pass Through Agency: Florida Department of Juvenile Justice  
(middleman if any? Example: federal \$\$ from US DOT given to STATE of FL DOT-- -then from STATE DOT to Lee County DOT --- STATE of FL DOT is the pass-through agency).

**3. Additional Information for Other Agencies Involved:**

N/A

3a. Is the County a Grantee or Subrecipient in #3 above: N/A

**REPORTING REQUIREMENTS**

1. Does this grant require a separate subfund? YES  NO

(Example: you need to return interest earnings)

Please Explain: Payment will be a fixed price for delivery of service units

2. Is funding received in advance? YES  NO

(If YES, please indicate conditions for returning residual proceeds, or interest and the address to return it to, if different from the Grantor Agency Information)

**COMMENTS--INSTRUCTIONS:**



**FLORIDA DEPARTMENT OF JUVENILE JUSTICE**  
Governor Jeb Bush Secretary Anthony J. Schembri

15 MAY 25 4:11:10

May 18, 2005

Mr. Roger Mercado  
2440 Thompson Street  
Fort Myers, FL 33901

Dear Mr. Mercado,

On behalf of the Department of Juvenile Justice and the Florida Juvenile Justice Advisory Group, I am pleased to approve your application for delinquency prevention grant funding. I extend to you my sincerest congratulations on your selection to implement the Restitution Accountability Board.

Agency Name: Lee County Human Services  
Grant Number: Q6010  
Recommended Amount: \$64,137  
Grant Period: July 1, 2005 to June 30, 2006

The method of payment will be fixed price and the department will pay the grantee for delivery of service units.

Funding for the second year will be contingent upon: (1) availability of funds, and (2) a satisfactory program evaluation each year. Your program must help fulfill the goals of the Department's *Delinquency Prevention Plan, Florida's Three Year Comprehensive Plan*, and our mission of reducing juvenile crime.

Your program should actively work to reduce juvenile delinquency for Florida youth. In addition, Restitution Accountability Board must:

- 1) Serve youth between 7 and 17 years of age;
- 2) Direct services to youth with significant family and/or school problems, pre-delinquent behaviors, and/or patterns of substance abuse; and
- 3) Target youth in high risk zip codes.

Accountability is very important to the Department, the Legislature and the public. You will be required to submit monthly budget and activity reports. In addition, your organization will have to submit monthly data on all program youth to the Juvenile Justice Information System. Finally, youth should not commit delinquent offenses while participating in your program nor for at least twelve (12) months after they have completed your program.

2737 Centerview Drive • Tallahassee, Florida 32399-3100 • (850) 488-1850  
<http://www.djj.state.fl.us>

Your agency program staff will be required to attend a technical assistance workshop. Topics to be discussed will be:

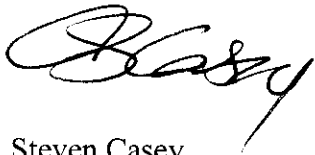
- Payment process;
- Employee criminal background screening requirements;
- Reporting requirements;
- JJIS data entry procedures;
- Incident reporting to the DJJ Inspector General; and
- Monitoring.

Department staff will be in contact with you to address concerns regarding your proposal to make any necessary modifications (program and budget), delivery of service units, and technical assistance training dates.

If you have any questions, please call contact Stephanie Bontrager, Federal Grant Administrator, at (850) 414-2238. I wish you much success with your program.

Again, thank you for your commitment to reducing juvenile crime.

Sincerely,



C. Steven Casey  
Deputy Secretary, Florida Department of Juvenile Justice

From the Department of Human Services

**To:** All Concerned Departments  
**From:** Roger Mercado, Program Manager, Human Services *RM*  
**Date:** June 2, 2005  
**Re:** Department of Children and Families Contract

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At the request of the Contract Manager with the Department of Children and Families, please do not write or stamp on the actual copies of the contract. If you need to date stamp the document, please use the cover letter provided. If your department needs to make any notation of "approval" as the packet is processed through your department for review, please add an additional memo page or make your notation on the cover letter.

Thank you for your ongoing assistance.



State of Florida  
Department of Children and Families

Jeb Bush  
Governor

Lucy D. Hadi  
Secretary

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HAND DELIVERED

Mike Murphy  
District Administrator

RECEIVED BY PROVIDER: Robert Murphy  
DATE RECEIVED: 5/27/05

May 27, 2005

Douglas R. St. Cerny, Chairman  
Lee County Board of County Commissioners  
P.O. Box 398  
Fort Myers, FL 33902

Dear Mr. St. Cerny:

Enclosed are three (3) original copies of Contract # HFN08. This contract provides the citizens in Lee County with opportunities to prevent homelessness. Please review, **print your name, sign and date page 7**, and return all three (3) of the original signed originals to me. Once our District Administrator signs, I will send you an original executed copy for your records.

We respectfully ask that **no changes** to this contract document be made without the prior expressed written consent of the department.

Thank you for the services your agency continues to provide to our community. If you have any questions, please call me at 239/338-1674.

Sincerely,

  
Robert Farr  
Contract Manager

Enclosures

Copy to: Contract File

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Fort Myers Service Center, P.O. Box 60177, Fort Myers, Florida 33906-6177

The mission of the department is to protect the vulnerable, strengthen families and promote individual and family economic self-sufficiency.



# RESOLUTION # 05-06-05

Amending the General Fund #00100 budget to incorporate the unanticipated receipts into Estimated Revenues and Appropriations for the fiscal year 2004-2005.

**WHEREAS**, in compliance with the Florida Statutes 129.06(2), it is the desire of the Board of County Commissioners of Lee County, Florida, to amend the General Fund #00100 budget for \$64,137 of unanticipated receipts from DJJ Neighborhood Restitution Accountability Board grant proceeds and an appropriation of a like amount for salaries and various operating expenditures;

**WHEREAS**, the General Fund #00100 budget shall be amended to include the following amounts which were previously not included.

## ESTIMATED REVENUES

Prior Total:		\$388,600,287
Additions		
11079800100.331200.9009	DJJ Neigh. Accountability - Restitution	\$64,137
Amended Total Estimated Revenues		\$388,664,424

## APPROPRIATIONS

Prior Total:		\$388,600,287
Additions		
11079800100.501210	Salaries Full-Time Regular	\$53,805
11079800100.503190	Other Professional Services	32
11079800100.504010	Local Travel	1,000
11079800100.504022	Out-of-County Travel	2,000
11079800100.504110	Telecommunications	3,000
11079800100.504111	Freight, Postage & Courier Services	300
11079800100.505120	General Office Supplies	2,000
11079800100.506410	Furniture & Equipment	2,000
Amended Total Appropriations		\$388,664,424

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Lee County, Florida, that the General Fund #00100 budget is hereby amended to show the above additions to its Estimated Revenue and Appropriation accounts.

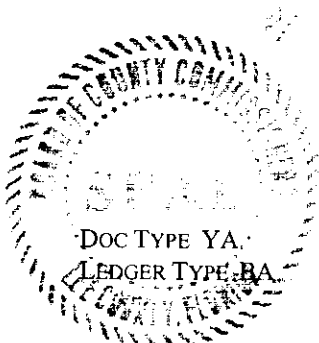
Duly voted upon and adopted in Chambers at a regular Public Hearing by the Board of County Commissioners on this 7th day of June, 2005.

ATTEST:  
CHARLIE GREEN, EX-OFFICIO CLERK

BY: Maia S. Peirce  
DEPUTY CLERK

BOARD OF COUNTY COMMISSIONERS  
LEE COUNTY, FLORIDA

W. H. Hickey  
CHAIRMAN



**COPY**

APPROVED AS TO FORM

Kudrea B. Reese  
OFFICE OF COUNTY ATTORNEY

WO# 3  
6-7-05

[Originator/Typist]