

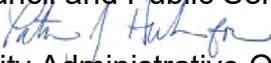
**CITY OF LOS ANGELES**  
INTER-DEPARTMENTAL CORRESPONDENCE

0130-02132-0001

Date: September 21, 2023

To: The Mayor  
The Council

Attn: Heleen Ramirez, Legislative Coordinator, Mayor's Office  
Patrice Lattimore, Council and Public Services Division, City Clerk's Office

From:   
Matthew W. Szabo, City Administrative Officer

Subject: **PHASE II ECIVIS GRANTS MANAGEMENT PROGRAM – GRANT ACCEPTANCE PACKET FOR THE SUBSTANCE ABUSE & MENTAL HEALTH SERVICES ADMINISTRATION - GRANT AWARD FOR THE FISCAL YEAR 2022-27 RESILIENCY IN COMMUNITIES AFTER STRESS & TRAUMA GRANT PROGRAM – SECOND YEAR FUNDING**

Attached is the Grant Acceptance Packet (Packet) for a grant award in the amount of \$1 million from the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration (SAMHSA), for the Resiliency in Communities After Stress and Trauma (ReCAST) Program, for the performance period from September 30, 2022 through September 29, 2027. This represents the second year of a five-year funding cycle from September 30, 2023 through September 29, 2024. There is no match requirement for this grant.

The ReCAST Program, through its REACH (Racial and Ethnic Approaches to Community Health) Team, will provide a multitude of enhanced services in both program scope and geography throughout the South Los Angeles community. The Program, over the course of five years, will serve high-risk youth and their families most affected by violence to improve behavioral health outcomes, reduce trauma, empower the community overall, and sustain change. It is anticipated that 500 individuals will be served in the second year, with 500 individuals per year thereafter.

The total grant funding of \$1 million will provide \$222,027 for salary costs for partial funding for regular position authority of one Deputy City Attorney IV and full funding for a new resolution position authority for one Administrative Coordinator I. Although the Administrative Coordinator position was initially requested at a II level, it should be noted that all new positions are subject to allocation by the Civil Service Commission and pay grade determination by the City Administrative Officer's (CAO) Employee Relations Division. These positions will serve as the ReCAST Program Director and Manager, respectively. The balance of the grant funding will provide \$110,656 for Los Angeles Police Department Sworn Overtime, \$134,371 for related costs, \$523,882 for contractual services, \$3,725 for supplies, \$3,840 for travel, and \$1,500 for training costs.

The total program cost for the second year of the five-year performance period is \$1,012,660 and consists of \$1,000,000 in grant funds and \$12,660 in related costs not covered by the grant. The Department plans to offset this cost through salary savings.

As a participant in the Phase II eCivis Grants Management Program, the City Attorney's Office submitted the Packet for review and analysis by the Office of the City Administrative Officer (CAO) Grants Oversight Unit and the assigned CAO Analyst. This Office reviewed the Packet for completeness, conducted a concise analysis, and prepared a Fiscal Impact Statement, and checked for compliance with the City's Financial Policies. The Packet consists of the following:

- Review of Grant Award and Acceptance Determination
- Department Request for Acceptance of Grant Award
- Grant Agreement

If you have any questions regarding the Grant Acceptance Packet, please contact Ed Roes at (213) 978-7623.

*MWS:EFR:04240022*

Attachments

**OFFICE OF THE CITY ADMINISTRATIVE OFFICER**  
Review of Grant Award and Acceptance Determination

<b>Recipient City Department:</b> Office of the City Attorney		<b>Award Notification Date:</b> June 7, 2023	
<b>Grant Award Title:</b> Resiliency in Communities After Stress and Trauma (ReCAST Program) – FY2022-27		<b>Grant Amount:</b> \$1,000,000 (Year Two) <b>Prior Grant Award(s):</b> \$1,000,000	
<b>Awarding Agency:</b> U.S. Department of Health and Human Services			
<b>Grant Agreement Number/Reference:</b> 1H79SM084913-01 C.F. 22-1316	<b>Performance Start Date:</b> September 30, 2023	<b>Performance End Date:</b> September 29, 2024	
<b>Purpose:</b> The Office of the City Attorney requests authority to accept a grant award of \$1,000,000 from the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration (SAMHSA), for the performance period from September 30, 2023 through September 29, 2024 for the Resiliency in Communities After Stress and Trauma (ReCAST) Program. This represents the second year of a five-year funding cycle from September 30, 2022 through September 29, 2027. The grant award will implement key evidence-based violence prevention strategies, community youth engagement programs, and behavioral health services to high-risk youth and families. There is no match requirement for this grant.			

<b>Checklist for Grant Acceptance:</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
<b>1. Authority for Grant Acceptance</b>				
<ul style="list-style-type: none"> <li>Department requests acceptance of the Grant</li> </ul>	<b>X</b>			( ) Terms/Conditions outlined in Award Notice/Grantor Agreement
<b>2. Match Requirement Review</b>				
<ul style="list-style-type: none"> <li>Match Sources Identification completed</li> </ul>			<b>X</b>	( ) Obtain match requirements from Award Notice/Grantor Agreement
<ul style="list-style-type: none"> <li>Additional Funds requested</li> </ul>			<b>X</b>	( ) Submit to CAO for review
<b>3. Charter Section 1022 Determination</b>				
<ul style="list-style-type: none"> <li>Charter Section 1022 findings completed</li> </ul>			<b>X</b>	( ) Submit to CAO for review and determination
<b>4. Provisions for Grant-Funded Contracts</b>				
<ul style="list-style-type: none"> <li>Standard and Grantor Provisions or equivalent language is included</li> </ul>			<b>X</b>	( ) Incorporate Provisions or Language into proposed agreement
<ul style="list-style-type: none"> <li>Pro Forma Agreement RFP <input type="checkbox"/> MOU <input type="checkbox"/> PSA <input type="checkbox"/></li> </ul>			<b>X</b>	( ) Submit to City Attorney for review and approval; copy to CAO
<b>5. Personnel Authorities</b>				
<ul style="list-style-type: none"> <li>Department has submitted a request for position(s)</li> </ul>		<b>X</b>		( ) Review documents and make determination
<b>6. Grant Implementation Recommendations</b>				
<ul style="list-style-type: none"> <li>Department has submitted grant implementation instructions</li> </ul>	<b>X</b>			( ) Submit to CAO for review
<b>7. Controller Instructions for Fund/Accounts Set-Up</b>				
<ul style="list-style-type: none"> <li>Department has requested Funds/Accounts Set-up</li> </ul>	<b>X</b>			
<b>8. Governing Body Resolution/Certification</b>				
<ul style="list-style-type: none"> <li>Department has submitted Resolution/Certification</li> </ul>	<b>X</b>			( ) Submit to CAO and City Attorney for review
<b>9. Fiscal Impact Analysis</b>				
<ul style="list-style-type: none"> <li>Department has submitted Fiscal Impact Statement</li> </ul>	<b>X</b>			( ) Submit to CAO for review and Determination

**OFFICE OF THE CITY ADMINISTRATIVE OFFICER**  
Review of Grant Award and Acceptance Determination

**10. Grant Award Summary**

The Office of the City Attorney requests approval to accept the U.S. Department of Health and Human Services, SAMHSA, grant award of \$1,000,000 for the City's ReCAST Program to expand key evidence-based violence prevention strategies, community youth engagement programs, and behavioral health services in South Los Angeles for a grant performance period of September 30, 2023 through September 29, 2024. This represents the second Year of a five-year funding cycle from September 30, 2022 through September 29, 2027, in which \$1,000,000 will be provided annually up through Year Five to sustain the program.

The ReCAST Initiative will enable the City's "REACH Team" to provide a multitude of enhanced and expanded program services throughout South LA. Working in conjunction with Children's Institute, Inc. and LAPD, the REACH Team will focus on community-based participatory approaches, equitable access to trauma-informed community behavioral health resources, and strengthened behavioral health services through culturally responsive approaches. It is anticipated that 500 individuals will be served in the second year, and every year thereafter.

The total program cost for the second year (FY23-24) is \$1,012,660, of which the grant award of \$1,000,000 will provide \$222,027 for partial funding for regular position authority of one Deputy City Attorney IV (program director) and full funding for a new resolution position authority for one Administrative Coordinator I (program manager). Although the Administrative Coordinator position was initially requested at a II level, it should be noted that all new positions are authorized at the entry level and subject to allocation by the Civil Service Commission and pay grade determination by the City Administrative Officer's (CAO) Employee Relations Division.

(Recommendations continued on Page 5)

**11. Recommendations**

Pursuant to a review of departmental recommendations for this grant, please provide a complete list of necessary actions for implementation including acceptance of the award by the City, Controller instructions for fund and accounts set-up, coordination of project activities, etc.

That the Council, subject to the approval of the Mayor:

1. Authorize the City Attorney, or designee, to:
  - a. Approve the accompanying grant award between the City and the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration (SAMHSA) and execute the grant award on behalf of the City, subject to the approval of the City Attorney as to form;
  - b. Accept the grant award in the amount of \$1,000,000 to fund the Resiliency in Communities After Stress and Trauma (ReCAST) Program for the period of September 30, 2023 through September 29, 2024;

(Recommendations continued on Page 5)

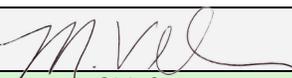
**Doc. No. 04240022**

**12. Fiscal Impact Statement**

**Yes** This Office finds that the Grant complies with City financial policies as follows (see below):  
 **No** This Office finds that the Grant does not comply with City financial policies as follows (see below):

The total program cost of the Resiliency in Communities After Stress and Trauma (ReCAST) Program is \$1,012,0660, and consists of \$1,000,000 in grant funds and \$12,660 in related costs not covered by the grant. The Department will absorb \$12,660 through salary savings. There is no additional impact to the General Fund. The recommendations in this report are in compliance with the City's Financial Policies in that total program costs are funded through grant funds to the extent possible and budgeted appropriations will be balanced against grant receipts expected from this grant.

The City's Financial Polices require that the City pursue federal and state grants, but strictly limit financial support of these programs to avoid commitments that continue beyond available funding. The recommendations in this report comply with City Financial Policies in that the proposed funding is balanced against established revenue approved by Council actions and from Federal and State grant receipts. All funding is subject to the availability of grant funds and determinations by Mayor and Council.

Edward F. Roes			9/21/2023
CAO Analyst	Chief	CAO/Assistant CAO	Date

**10. Grant Award Summary** (continued from page 4)

The balance of the grant funding will provide \$110,656 for Los Angeles Police Department Sworn Overtime, \$134,371 for related costs, \$523,882 for contractual services, \$3,725 for supplies, \$3,840 for travel and \$1,500 for training costs. The Department will absorb \$12,660 in related costs, and the City Attorney's Office plans to cover this cost through salary savings. There is no match required for this grant.

It should be noted that the recommendation to request a new resolution position authority was not included in the City Attorney transmittal. This change was discussed with the Office of the City Attorney, and they are in agreement with this.

**11. Recommendations** (continued from page 4)

- c. Authorize resolution authority for the following position for the period of September 30, 2023 through June 30, 2024 to support the ReCAST Program, subject to allocation by the Civil Service Commission and pay grade determination by the City Administrative Officer's (CAO) Employee Relations Division:

<u>Number</u>	<u>Class Code</u>	<u>Classification</u>
1	Code 0567	Administrative Coordinator I

## 2. Authorize the Controller to:

- a. Establish a receivable within the City Attorney Grants Fund No. 368, City Attorney Department No. 12 in the amount of \$1,000,000 from the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration (SAMHSA);
- b. Establish a new appropriation account within the City Attorney Grants Fund No. 368, City Attorney Department No. 12, Account No. 12Y351 Resiliency in Communities After Stress and Trauma (ReCAST) Program Year 2, in the amount of \$1,000,000;
- c. Transfer up to \$166,520 from the City Attorney Grants Fund No. 368, City Attorney Department No. 12, Account No. 12Y351, ReCAST Year 2, to the General Fund No. 100, City Attorney Department No. 12, Account No. 001010 Salaries General;

- d. Upon approval of expenses and receipt of grant funds, transfer up to \$134,371 from the City Attorney Grants Fund No. 368, City Attorney Department No. 12, Account No. 12Y351, ReCAST Year 2, to the General Fund No. 100, City Attorney Department No. 12, Revenue Source 5346, Related Costs Reimbursement from Grants as reimbursement for related costs associated with the ReCAST Program, for the performance period from September 30, 2023 through September 29, 2024;
  - e. Transfer up to \$82,992 from the City Attorney Grants Fund No. 368, City Attorney Department No. 12, Account No. 12Y351, ReCAST Year 2, to the General Fund No. 100, Police Department No. 70, Account No. 001092, Sworn Overtime;
3. Instruct the City Clerk to place on the Council Agenda for the first regular Council meeting on July 1, 2024, or shortly thereafter, the following actions relative to the ReCAST Program Year 2:

That the City Council, subject to the approval of the Mayor, authorize the Controller to:

- a. Transfer \$55,506 from the City Attorney Grants Fund No. 368, City Attorney Department No. 12, Account No. 12Y351, ReCAST Year 2, to the General Fund No. 100, City Attorney Department No. 12, Account No. 001010, Salaries General;
  - b. Transfer \$27,664 from the City Attorney Grants Fund No. 368, City Attorney Department No. 12, Account No. 12Y351, ReCAST Year 2, to the General Fund No. 100, Police Department No. 70, Account No. 001092, Sworn Overtime; and,
4. Authorize the City Attorney or designee, to prepare Controller instructions for any necessary technical adjustments, subject to the approval of the CAO and authorize the Controller to implement the instructions.