

## **I. Background and Purpose**

The Judicial Council is partnering with the Board of State and Community Corrections (BSCC) to administer US Department of Justice (USDOJ) Byrne State Crisis Intervention Program (Byrne SCIP) funding. Approximately \$15 million is available for California courts responding to this Request For Proposals (RFP).

As authorized by the Bipartisan Safer Communities Act of 2022, Byrne SCIP provides funds to implement “state crisis intervention court proceedings” including mental health courts, drug courts and veteran treatment courts and related programs or initiatives that work to keep guns out of the hands of those who pose a threat to themselves or others.

Under this opportunity, the Judicial Council is seeking proposals to fund veteran treatment courts and collaborative justice court model mental health diversion courts. With SCIP funding, courts may implement a new court program or enhance an existing one. Courts may expand their collaborative justice program eligibility criteria to include participants with firearm violations and other previously excluded charges among their proposed target population for services. While the USDOJ Adult Drug Court program prohibits participation by “violent offenders” (see 34 U.S.C. § 10612), that prohibition does not apply to Byrne SCIP. Because state and federal law include many prohibiting categories for owning or possessing firearms, some program participants will be subject to documentation of required relinquishment processes including completing CR-210 Prohibited Persons Relinquishment Findings Form. Courts may also propose to work with a local law enforcement partner to plan and implement processes that do not currently utilize a corresponding court form including documenting firearms possession for those determined Incompetent to Stand Trial.

## **II. Eligibility**

All superior courts in California are eligible to apply. Each court may contract with local service providers to fund drug treatment, mental health, supervision, and other relevant services for program participants as proposed.

All program participants should be checked for firearms prohibiting charges or other status per their most recent arrest and in their criminal history. Courts must partner with local law enforcement agencies (LEAs) for any activities that cannot reasonably and safely be conducted by the court, including firearms database checks and relinquishment activities. Law enforcement agency is defined as probation departments, sheriff’s offices, police department, or multiagency teams including some or all of these agencies in a jurisdiction. Courts should also partner with their local District Attorney office to review and consider the types of charges eligible for treatment court referral including those that prohibit gun ownership. Both the proposal narrative and letters of support should make these kinds of partner roles and responsibilities clear.

Please note that a minimum of \$1 million of the funds available is reserved for smaller county jurisdictions. We encourage the courts listed in **Attachment A** to apply. They will receive a scoring bonus in the proposal review process.

### **III. Available Funding**

A total of approximately \$15 million in funding is available statewide to support proposed programs. The number of courts awarded will be subject to available funding and at the discretion of the Judicial Council. Superior courts that are awarded grants must spend or encumber the funds by August 31, 2026.

Funds may be used for:

- Court or local law enforcement partner staffing
- Supportive services including housing, drug treatment, counseling, mental health services
- Incentives
- Travel
- Attending relevant training and educational events
- Transportation to and from treatment or court hearings
- Secure storage and other costs related to safely storing relinquished firearms

This grant is reimbursement-based. Courts must submit monthly invoices for approved allowable expenses incurred. Grant funds will be disbursed on a quarterly basis once staff has determined that the claims comply with all grant reporting requirements. Prompt quarterly billing is critical to timely reimbursement as these grant funds must pass through BSCC, the administering agency, before being drawn down against California’s approved SCIP allocation at the federal level.

### **IV. Grant Period**

Courts should propose activities for a project period that runs from September 2, 2024 through August 31, 2026.

The following table shows a timeline of estimated key dates related to the Byrne SCIP Program.

<b>Activity</b>	<b>Estimated Date</b>
RFP released	May 15, 2024
“Office Hours” available to ask proposal questions	May 17 <sup>th</sup> 12:00-1:00 May 21 <sup>st</sup> 11:00-12:00
<b>Court proposals due</b>	<b>June 17, 2024</b>
Grantee selection announced	July 12, 2024

Contract review and signature	August 23, 2024
Project activities begin	September 2, 2024
First quarterly invoices and program reports due	January 3, 2025
Final day to charge program expenses	August 31, 2026
Final invoice due	September 15, 2026

## V. Selection Criteria

A panel of subject matter experts will review proposal submissions. The following rating factors will be applied to each section of the proposal:

Rating Factor	Percent Total Value	Application Sections
Project Need	10%	Project Narrative
Project Description	20%	
Organizational Capacity and Coordination	15%	
Project Evaluation and Monitoring	20%	
Project Budget and Narrative	20%	Attachments
Partner Letters of Support	10%	
Small County Designation	5%	

During the selection process, statewide diversity in geographic location and court size will also be considered.

## VI. Submission Deadline and Requirements

Applications must be emailed to [CrimJusticeOffice@jud.ca.gov](mailto:CrimJusticeOffice@jud.ca.gov) by 5:00 p.m. on June 10, 2024. CJS staff will be available for “Office Hours” on two occasions after the RFP is released, May 17 12:00-1:00 and 21<sup>st</sup> 11:00-12:00 as listed in the timeline above. Both office hours sessions will take place via teams and provide an opportunity for courts to ask any questions they need to help in their application process. All questions will be compiled into a FAQ. You can also email questions at any point to [Martha.Wright@jud.ca.gov](mailto:Martha.Wright@jud.ca.gov).

### Proposal Narrative Components:

The proposal narrative should be no longer than 10 pages double spaced and must include the following sections.

### **A. Project Need**

Describe the need(s) to be addressed by your program proposal.

- Identify the conditions or elements that contribute to the need including mental health and veterans service gaps, accessibility, geographic location and other specific community issues.
- Provide relevant local qualitative and/or quantitative data with citations in support of the need(s).
- Explain why your court is unable to address the defined need without grant funds.

### **B. Project Description**

This section should describe how your court will utilize the requested funding to address the needs described above and implement a new veterans treatment court or mental health diversion court. If your court proposes to enhance an existing program, please describe the existing program and how funding will be used to expand it. This section should also address the court and local law enforcement existing gun relinquishment processes, and how they will be expanded or adapted with the proposed program.

The description should:

- Describe the key components of the proposed veteran's treatment or mental health diversion court structure from referral through graduation.
- Identify the key partners involved in each component of the program.
- Provide an estimate of how many individuals will be served and the process for determining which services/activities an individual will receive.
- Address how the project will, if applicable, address any potential racial and ethnic disparities in program outcomes.
- Address how the proposed project will, if applicable, incorporate trauma informed care and be culturally informed, competent, and responsive.
- Explain, at a high level, steps the superior court takes to comply with state law mandating gun relinquishment. This includes relinquishment for those convicted of certain crimes, for those with a history of severely impairing mental illness or chronic alcoholism, and as of July 1, 2024, for those allowed pretrial diversion for a criminal offense, but pose a significant danger of causing personal injury to themselves or another by possessing a firearm. Then, please explain how the court will document relinquishment policies specific to participants in your proposed program population, depending on the type of collaborative court proposed.

### **C. Organizational Capacity and Coordination**

Describe your court's ability to administer the proposed project. In the description include:

- Staffing required and available to operate the project including staff qualifications and training.
  - Please specifically identify the staff person who will be responsible for working with Judicial Council staff to explain current local processes for handling gun relinquishment. This person could be court or law enforcement staff. Commitment will involve 2-3 one hour interviews and follow up with any requested details as necessary.
- Extent to which existing staff resources will be utilized.
- Project management and oversight to ensure the proposed project is implemented as intended.
- Roles and responsibilities of the court and each partner agency, including the responsibilities of each position that this funding would support, as listed in your budget attachment.
- Timeline for the execution of contracts or memoranda of understanding with any partner agencies and the implementation of their involvement/role such that they are in a reasonable timeframe to support the project. Include a description of the readiness to proceed, if funded.

#### **D. Project Evaluation and Monitoring**

Proposals should explain which staff will be responsible for program reporting. Program reporting will consist of:

- Quarterly invoicing for reimbursement of eligible expenses
- Quarterly program progress report
- Ongoing program participant data collection and submission

Templates for the quarterly reimbursement and progress reporting will be provided with selected grantee contract agreements.

Participating courts will be required to collect individual level data on their program participants. Data elements will include participant demographics, service referral and prohibited persons relinquishment form findings. Please see Attachment C for a draft list of required data elements currently under consideration. The Judicial Council may make amendments to the list provided in Attachment C in response to feedback received during the solicitation process. A finalized list of required data elements will be provided with selected grantee contract agreements.

### **Proposal Attachments**

#### **Project Budget with Budget Narrative**

Please use **Attachment B** as the template for your budget proposal. Include a narrative description, where provided, for each section. Line items proposed for funding should directly align with your narrative.

### **Partner Letters of Support**

Please provide letters of support for any key partners that will receive grant funding or play a role in program implementation. Letters should be written on agency letterhead and signed by appropriate agency leadership. Letters should describe the agency commitment to expanding your collaborative court program's participating population, providing treatment, mental health and other services and ensuring firearm relinquishment for any prohibited person enrolled in your program.

## **Attachment A**

### **Small County Jurisdictions to Receive Special Application Consideration**

Alpine  
Amador  
Butte  
Calaveras  
Colusa  
Del Norte  
El Dorado  
Glenn  
Humboldt  
Imperial  
Imperial  
Inyo  
Kings  
Lake  
Lassen  
Madera  
Marin  
Mariposa  
Mendocino  
Merced  
Modoc  
Mono  
Napa  
Nevada  
Placer  
Plumas  
San Benito  
San Luis Obispo  
Santa Cruz  
Shasta  
Sierra  
Siskiyou  
Sutter  
Tehama  
Trinity  
Tuolumne  
Yuba

Court \_\_\_\_\_

**State Crisis Intervention Grant Program  
Cost Proposal and Narrative/Justification  
Program Year 1: September 3, 2024 – August 29, 2025**

**COURT PERSONNEL SALARIES & FRINGE BENEFITS**

**A. Court Personnel Salaries**

Name/Position	Computation (Salary per month X number of months needed X percentage FTE)	Cost
		\$
		\$
		\$
		\$
		\$
		\$
		\$
<b>Personnel Total</b>		\$

**B. Fringe Benefits** (list the benefit percent below)

Name/Position	Medical %	Dental %	Retirement %	Life Insurance %	Social Sec/ Medicare %	Other (please describe) %	Total Benefit Rate %	Cost
								\$
								\$
								\$
								\$
								\$
								\$
								\$
<b>Benefits Total</b>								\$

<b>Personnel &amp; Fringe Benefits Total</b>								\$
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**OPERATING EXPENSES**

**C. Travel** (Include location, number of travelers, hotel, meals, transportation, etc.)

Purpose of Travel	Item	Computation	Cost
			\$
			\$
			\$
			\$
			\$
			\$
<b>Travel Total</b>			\$

**D. Equipment** (non-expendable)

Item	Computation	Cost
		\$
		\$
		\$
<b>Equipment Total</b>		\$

**E. Supplies** (items such as office supplies, training materials)

Item	Computation	Cost
		\$
		\$
		\$
		\$
<b>Supplies Total</b>		\$

**F. Other Costs** (items such as incentives, non-contracted costs)

Description	Computation	Cost
		\$
		\$

Description	Computation	Cost
		\$
		\$
<b>Other Costs Total</b>		\$
<b>Operating Expenses Total</b>		\$

**CONSULTANTS/CONTRACTORS**

**G. Consultants/Contractors** (includes local justice system partners staff costs)

Consultant/Contractors	Services Provided	Cost Breakdown of Service	Cost
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$

<b>Consultants Total</b>	\$
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<b>Program Start-Up Costs Year One Total</b>	\$
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**BUDGET JUSTIFICATION/NARRATIVE**

**Personnel & Fringe Benefits**

**Travel**

**Equipment**

**Supplies**

**Other Operating Costs**

**Consultants/Contracts**

**Summary**

**State Crisis Intervention Grant Program  
 Cost Proposal and Narrative/Justification  
 Program Year 2: September 1, 2025 – August 31, 2026**

**COURT PERSONNEL SALARIES & FRINGE BENEFITS**

**A. Court Personnel Salaries**

Name/Position	Computation (Salary per month X number of months needed X percentage FTE)	Cost
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
<b>Personnel Total</b>		\$

**B. Fringe Benefits** (list the benefit percent below)

Name/Position	Medical %	Dental %	Retirement %	Life Insurance %	Social Sec/ Medicare %	Other (please describe) %	Total Benefit Rate %	Cost
								\$
								\$
								\$
								\$
								\$
								\$
								\$
								\$
<b>Benefits Total</b>								\$

<b>Personnel &amp; Fringe Benefits Total</b>	\$
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**OPERATING EXPENSES**

**C. Travel** (Include location, number of travelers, hotel, meals, transportation, etc. Include costs for travel to Judicial Council as per RFP Section 3.2)

Purpose of Travel	Item	Computation	Cost
			\$
			\$
			\$
			\$
			\$
			\$
		<b>Travel Total</b>	\$

**D. Equipment** (non-expendable)

Item	Computation	Cost
		\$
		\$
		\$
		<b>Equipment Total</b>

**E. Supplies** (items such as office supplies, training materials)

Item	Computation	Cost
		\$
		\$
		\$
		\$
		<b>Supplies Total</b>

**F. Other Costs** (items such as incentives, non-contracted costs)

Description	Computation	Cost
		\$
		\$
		\$
		\$

<b>Description</b>	<b>Computation</b>	<b>Cost</b>
		<b>Other Costs Total</b> \$

<b>Operating Expense Total</b> \$
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**CONSULTANTS/CONTRACTORS**

**G. Consultants/Contractors** (includes local justice system partners staff costs)

<b>Consultant/Contractors</b>	<b>Services Provided</b>	<b>Cost Breakdown of Service</b>	<b>Cost</b>
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$

<b>Consultants Total</b> \$
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**BUDGET JUSTIFICATION/NARRATIVE**

**Personnel & Fringe Benefits**

**Travel**

**Equipment**

**Supplies**

**Other Operating Costs**

**Consultants/Contracts**

**Indirect Costs**

**Summary**

## Attachment C

Data Element	Possible Responses	Definition
<b>I. Arrests/Referrals</b>		
Citation/Arrest Date	mm/dd/yyyy	Date of arrest
Charge(s)	List of charges	Offense(s) participant was charged with prior to receiving the collaborative court referral.
Case Filing Date	mm/dd/yyyy	Date case was filed
Referral Date	mm/dd/yyyy	Date the participant was referred to the collaborative court
Court Type	Veterans Treatment Court, Mental Health Diversion (PC 1001.36)	Identifies the type of collaborative court
<b>II. Intake/Screening</b>		
Date of Collaborative Court Entry (Program Admission)	mm/dd/yyyy	Date collaborative court participant signs contract
Intake Result	Admitted, Refused, No Show, Not Suitable, Does not Meet Eligibility Criteria	Did the collaborative court program admit the participant? If not admitted, why?
<b>III. Participant Information</b>		
First Name	Text	The first name of the participant
Last Name	Text	The last name of the participant
Case Number	Text	The case number for the proceedings
CII Number	Text	CII number of participant
Date of Birth	mm/dd/yyyy	Date of birth of participant



<b>Data Element</b>	<b>Possible Responses</b>	<b>Definition</b>
Gender	Female, Male, Nonbinary, Questioning, Transgender Female to Male, Transgender Male to Female, Other gender identity	Gender of participant
Race	American Indian or Alaska Native, Asian, Black or African American, Hispanic or Latino, Middle Eastern or North African, Native Hawaiian or Pacific Islander, White	Race of participant

<b>Data Element</b>	<b>Possible Responses</b>	<b>Definition</b>
Education Level at Intake	Less than High School Diploma or GED, High School Graduate, GED, Some College, Technical College Graduate, Associate's degree, Bachelor's Degree, Post-Graduate Degree	Education level of participant at program intake
Housing Stability at Intake	Unhoused, Housed, Imminent Risk of Houselessness	Housing status of participant at program intake
Language Most Comfortable Speaking	English, Spanish, Vietnamese, ASL, Cantonese, Korean, Punjabi, Russian, Arabic, Farsi, Other/Not Listed	Primary language participant speaks at home
Mental Health Status	Existing Diagnosis, No Known Diagnosis	Known diagnosis of participant
Veteran Status	Current Service Member (Active Duty), Prior Service (Veteran), Not Applicable	Identifies whether the participant either serves or served in one of the branches listed under Service Branch.

<b>Data Element</b>	<b>Possible Responses</b>	<b>Definition</b>
Service Branch	Army (including Army National Guard or Reserve), Navy (including Reserve), Marine Corps (including Reserve), Air force (including Air National Guard or Reserve), Coast Guard (Including Reserve), Space Force, National Oceanic and Atmospheric Administration (NOAA), the commissioned corps of the Public Health Service (PHS)	Field captures the participant's branch of service. Should be left blank if response to Veteran Status is "Not Applicable."
Dishonorable Discharge	Yes, No	Field captures whether the participant received a dishonorable discharge separation of service. Should be left blank if response to Veteran Status is "Not Applicable."
<b>IV. Program Activity</b>		
Program Entry Date (Collaborative Court Entry Date)	mm/dd/yyyy	Enter the date that the participant officially entered the Collaborative Court program. This may or may not be the same as the Treatment Start Date.

<b>Data Element</b>	<b>Possible Responses</b>	<b>Definition</b>
Employment Assistance Provided	Yes, No, Not Applicable	Flag for if the participant has received employment services through the collaborative court
Housing Assistance Provided	Yes, No, Not Applicable	Flag for if the participant has received housing services through the collaborative court
Mental Health Treatment Provided	Yes, No, Not Applicable	Flag for if the participant has received mental health treatment services through the collaborative court
Substance Abuse Treatment Provided	Yes, No, Not Applicable	Flag for if the participant has received substance abuse treatment services through the collaborative court
Other Services Provided	Yes, No, Not Applicable	Flag for if the participant has received one or more service type not captured by the other flags.
Other Service List	Text	List of other service(s) provided
<b>V. Outcomes</b>		
Collaborative Court Outcome	Successful Completion, Neutral, Terminated	What was the outcome of the participant's collaborative court episode?
Collaborative Court Exit Date	mm/dd/yyyy	Enter the date of the outcome (for example, the date that the judge terminated the participant from the program)

<b>Data Element</b>	<b>Possible Responses</b>	<b>Definition</b>
Education Level at CC Exit	Less than High School Diploma or GED, High School Graduate, GED, Some College, Technical College Graduate, Associate's degree, Bachelor's Degree, Post-Graduate Degree	Participant's education status at the time of program exit.
Housing Stability at CC Exit	Unhoused, Housed, Imminent Risk of Houselessness	Participant's housing status at the time of program exit.
<b>VI. Relinquishment</b>		
CR210 Q1	Yes, No	Defendant has completed a Prohibited Persons Relinquishment Form
CR210 Q1a	Yes, No	Defendant relinquished all firearms per the probation officer's report and provided relinquishment receipts; or
CR210 Q1b	Yes, No	Defendant was allowed an alternative method of relinquishment under Penal Code section 29810(f) and relinquished all firearms under an alternative method
CR210 Q2	Yes, No	Defendant has no reportable firearms per probation officer's report
CR210 Q3	Yes, No	Defendant has not completed a Prohibited Persons Relinquishment Form

<b>Data Element</b>	<b>Possible Responses</b>	<b>Definition</b>
CR210 Q4	Yes, No	Defendant has not complied with the relinquishment requirements of Penal Code section 29810
CR210 Q5	Yes, No	Search warrant required; matter referred to prosecuting agency of the county for appropriate action
CR210 Date	mm/dd/yyyy	The date the CR210 form was signed and completed
Probation Firearms Check	Yes, No, Not Applicable	Was firearm background check conducted by probation in accordance with PC 29810(c)?
Prohibited Possessor	Yes, No	Is the participant barred from possessing firearms, ammunition and ammunition feeding devices?