

Application Information

Application No: 19-000699

Application Type: Probation	Agency (City or County): GEMS Police and Sheriff's Department	Department (Police Dept, DA Office, etc): GEMS Police and Sheriff's Department
Authorized Representative: Donna Black	DUNS Number: 111111114	DUNS Expiration Date:
DUNS Registered Address: 2208 Kausen Drive	DUNS City: Elk Grove	DUNS ZIP+4: 95857-8500

Application Summary

Grants Made Easy Application Titles and Descriptions are pre-populated. For General Grants, provide the Application Title and Application Description.

Application Title:

Intensive Probation Supervision for High-Risk Felony and Repeat DUI-Offenders

Application Description:

The County Probation Department will work to reduce DUI related fatalities, injuries, and DUI recidivism. The worst-of-the worst, high-risk, felony, and repeat DUI offenders will be held accountable through intensive supervision to ensure compliance with court ordered conditions of probation and to prevent re-arrest on new DUI charges. Supervision activities include: monitoring of treatment and DUI program participation, conducting office visits, unannounced fourth waiver searches, field visits, random alcohol/drug testing, distribution of HOT sheets, and participation with local law enforcement on anti-DUI efforts.

Problem Statement:

Geographic and Demographic Factors:

GEMS Police and Sheriff's Department is located southeast of the geographic center of California, approximately halfway between San Francisco and Los Angeles. It covers 4,824 square miles, and is the 7th largest county in the state in terms of land area. GEMS Police and Sheriff's Department has the 3rd highest number of roadway miles in California (3,047). Much of the area is rural, agricultural, and/or mountainous. The extensive rural roads are often poorly lit and surrounded by orchards and groves, which can obstruct drivers' views. Many of these roads are controlled by only stop signs. To make matters worse, thick fog regularly blankets the County during the fall and winter months, making driving hazardous on city, county, and state roadways.

All of these conditions are impacted by the rapid population growth that has occurred over the last eleven years. Census data for 2010 indicate that the County's population has increased to approximately 449,253, which results in an approximate 22% increase since 2000. The 2013 OTS Rankings show GEMS Police and Sheriff's Department's 457,742 population falls into the medium-size county range.

Visalia, the County seat, is the only city with a population greater than 100,000. As many businesses and retail chains have stores in Visalia, most County residents travel there to conduct business and shop. In many cases, they must travel 30-60 miles from their homes to the City. Additionally, a large number of people commute to and from work locations outside of the County. Kings Canyon National Park, Sequoia National Forest, and Sequoia National Park are all located on the East side of the County. More than 1.5 million visitors drive through GEMS Police and Sheriff's Department, including the cities of Visalia and Porterville, each year to reach these destinations, as well as surrounding foothills, rivers and lakes.

Alcohol Involved Collision Statistics:

Driving under the influence related collisions, injuries and fatalities are an unfortunate prevailing fact in GEMS Police and Sheriff's Department and its 8 incorporated cities, as evidenced by the following highlighted 2014 OTS Rankings:

- GEMS Police and Sheriff's Department ranked 39th out of 58 counties in the OTS rankings for alcohol related collisions in which there were victims killed or injured.
- GEMS Police and Sheriff's Department ranked 2nd out of 58 counties for collisions involving a driver who was under the age of 21, who had been drinking.
- GEMS Police and Sheriff's Department ranked 40th out of 58 counties for collisions involving a driver aged 21 – 34, who had been drinking.
- The Cities of Dinuba, Farmersville and Lindsay ranked 76th, 75th & 28th, respectively, out of 108 cities with populations between 10,001 and 25,000 for alcohol related collisions in which there were victims killed or injured.
- The Cities of Dinuba, Farmersville and Lindsay ranked 89th, 41st & 12th, respectively, out of 108 cities with populations between 10,001 and 25,000 for alcohol related collisions involving a driver who was under the age of 21.
- The Cities of Dinuba, Farmersville and Lindsay ranked 98th, 64th, 7th, respectively, out of 108 cities with populations between 10,001 and 25,000 for alcohol related collisions involving a driver who was 21-34 years of age.
- The Cities of Porterville and Tulare ranked 19th & 55th, respectively, out of 105 cities with populations between 50,001-100,000 for alcohol related collisions in which there were victims killed or injured.
- The Cities of Porterville and Tulare ranked 44th & 87th, respectively, out of 105 cities with populations between 50,001-100,000 for alcohol related collisions involving a driver who was under the age of 21.
- The Cities of Porterville and Tulare ranked 17th & 37th, respectively, out of 105 cities with populations between 50,001-100,000 for alcohol related collisions involving a driver who was 21-34 years of age.
- The City of Visalia ranked 40th out of 57 cities with populations between 100,001-250,000 for alcohol related collisions in which there were victims.
- The City of Visalia ranked 12th out of 57 cities with populations between 100,001-250,000 for alcohol related collisions involving a driver under the age of 21.
- The City of Visalia ranked 29th out of 57 cities with populations between 100,001-250,000 for alcohol related collisions in which there were victims.

Most Recent Statistics:

According to the SWITRS 2013 data (Report 5D – Persons Killed and Injured in Alcohol Involved Collisions by County) There were a total of 20 victims killed in alcohol involved accidents in federal fiscal year 2013. This is a 35% decrease from fiscal year 2012, during which there were 31 alcohol related deaths. Intensive and focused efforts of the Probation Department and local law enforcement agencies to address the DUI problem in GEMS Police and Sheriff's Department continue, in part, due to the grant award from OTS.

Traffic Data Summary:

Data: Use SWITRS data (www.chp.ca.gov) for fatal/injury and collision/victim numbers, and the “Annual Report of the California DUI Management Information System” (MIS) (www.dmv.ca.gov) Appendix B, Table B1 and B3, for countywide arrest and conviction numbers.

Collision Type	2013				2014				2015			
	Collisions		Victims		Collisions		Victims		Collisions		Victims	
Fatal	51		55		59		65		68		77	
Injury	1572		2823		1560		2363		1583		2389	
	Fatal	Injury	Killed	Injured	Fatal	Injury	Killed	Injured	Fatal	Injury	Killed	Injured
Alcohol- Involved	12	170	22	287	13	151	19	278	8	162	14	28
Countywide Total DUI Arrests	3164				Data Not Yet Available				Data Not Yet Available			
Countywide Misdemeanor DUI Convictions	Data Not Yet Available				Data Not Yet Available				Data Not Yet Available			
Countywide Felony DUI Convictions	Data Not Yet Available				Data Not Yet Available				Data Not Yet Available			

	FFY 2013	FFY 2014	FFY 2015
Average Number of DUI Probationers Under Intensive Supervision	97	88	95
Warrant Sweeps Conducted	4	4	4
Field Contacts (Without Search) Conducted	249	359	263
Office Contacts Conducted	676	619	591
Home Searches Conducted	244	194	231
Alcohol and Other Drug Tests Conducted	697	451	480
HOT Sheets Distributed	19	13	20
Multi-Agency Operations Participated In (Not including Warrant Sweeps Reported Above)	3	3	3
SCRAM Probationer-Days	0	260	50
Positive Reports from SCRAM	0	0	0
Violations Resulting from SCRAM	0	0	0
Known Violatable Acts	111	114	115
Responses to Known Violatable Acts	102	96	115
Court Actions Initiated for Violatable Acts	24	22	26
Grant-Funded Full-Time DUI Probation Officers	1	1	1
Non-Grant Full-Time DUI Probation Officers	0	0	0

Proposed Solution

Strategies:

The assigned two (2) full-time grant funded DUI Probation Officers will collaborate with local law enforcement agencies in activities such as warrant service operations and DUI checkpoints to address the DUI related issues in GEMS Police and Sheriff's Department. The DUI Probation Officers will provide intensive supervision of DUI probationers and employ activities including the conducting of unannounced field contacts with/without search, conducting office contacts, performing alcohol and other drug tests, disseminating "HOT" sheets and other activities necessary to meet or surpass the goals and objectives of the grant.

Agency Qualifications:

There will be two (2) assigned full-time grant funded DUI Probation Officers with several years of experience supervising DUI probationers. The officers assigned to the DUI program have consistently met or surpassed past grant goals and objectives, which has resulted in reduced DUI recidivism and has made a positive impact on DUI related offenses. Fiscal staff has numerous combined years of administrative and accounting experience and have consistently monitored the expenditures associated with the grant for DUI related issues and have a proven track record of ensuring that compliance with respect to areas involving invoicing, allowable expenses and record keeping are met. There is no direct involvement with youth.

Program Sustainability:

Intensive and focused efforts of the Probation Department and local law enforcement agencies to address the DUI problem in GEMS Police and Sheriff's Department continue, in part, due to the grant award from OTS. General Funds currently pay for non-claimable expenses (i.e. motor pool, other non-allowable costs) Over the last 3 years, the average amount of General Funds used for this program/activity has been approximately \$ 6 , 5 0 0 .

The proposed program/activity		has been previously funded by OTS:		
FY	2006-08	\$168,029	(2	year period)
FY	2009-11	\$152,918	(2	year period)
F Y		2 0 1 2		\$ 7 5 , 0 0 0
F Y		2 0 1 3		\$ 7 9 , 0 0 0
F Y		2 0 1 4		\$ 7 7 , 8 8 2
F Y		2 0 1 5		\$ 7 8 , 1 6 1
F Y		2 0 1 6		\$ 8 3 , 0 0 0
F Y		2 0 1 7		\$ 1 6 8 , 3 0 1

At least one (1) assigned DUI Deputy Probation Officer will continue to focus efforts on intensive supervision of repeat, high risk felony DUI offenders to reduce recidivism even if federal funding for such is eliminated.

Goals

Required Goals

Description
Reduce the number of persons killed in traffic collisions.
Reduce the number of persons injured in traffic collisions.
Reduce the number of DUI probationers arrested/cited for driving with suspended or revoked license.
Increase the percentage of DUI probationers in compliance with court-ordered probation.
Reduce the number of new DUI offenses by DUI probationers.

Applicant-Defined Goals

Custom Description	Target Number
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Objectives

Objectives Associated with Selected Application Type. Enter a Target Number or '0' if Target Number is not applicable.

Select?	Target Number	Description
Yes	1	Issue a press release announcing the kick-off of the grant by November 15. The kick-off press releases and media advisories, alerts, and materials must be emailed to the OTS Public Information Officer at pio@ots.ca.gov , and copied to your OTS Coordinator, for approval 14 days prior to the issuance date of the release.
Yes	1	Develop (by December 31) and/or maintain a "HOT Sheet" program to notify patrol and traffic officers to be on the lookout for identified repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. Updated HOT sheets should be distributed to patrol and traffic officers monthly.
No	0	Send law enforcement personnel to the NHTSA Standardized Field Sobriety Testing (SFST) (minimum 16 hours) POST-certified training.
Yes	4	Conduct warrant service operation(s) targeting informal and/or formal DUI probationers who fail to comply with the terms and conditions of probation and/or other DUI suspects who fail to appear in court.
Yes	2	Establish all grant-funded positions and train staff on defined roles and duties, including data collection and reporting requirements by October 31.
Yes	1	Develop a written (and submit by October 31) "Operational Plan" to establish the method of operation and the policies applicable to carry out the activities of the DUI Probationer Supervision grant program.
Yes	1	Obtain, or develop, and utilize a risk or needs assessment tool to identify high-risk DUI offenders for placement on formal probation by October 31.
Yes	1	Establish caseload(s) of high-risk DUI probationers each, for intensive supervision by October 31.
Yes	0	Work with court officials and the prosecutor's office throughout the grant period to ensure the court establishes probation orders necessary to conduct and sustain intensive supervision of DUI probationers.
Yes	0	Track the number of attempted field contacts (anywhere other than in the office, including all "door knocks") with or without search, of high-risk DUI probationers.
Yes	0	Track and report SCRAM usage, and resulting SCRAM violations of high-risk DUI probationers.
Yes	0	Track and report probation violations and probation revocation proceedings for program participants who fail to abide by the terms and conditions of probation throughout the grant period.
No	0	Make announced field contacts (anywhere other than in the office), without search with DUI probationers. Note: Announced contacts (field, home, worksite) are not recommended and should be used only in rare situations such as initial home contacts.
Yes	210	Make unannounced field contacts (anywhere other than in the office), without search, with DUI probationers. Note: Surprise contacts (field, home, work-site) with search are preferable to contacts without search. Field contacts without search should be reserved for situations when the individual does not have the search order as a condition of their probation or when other circumstances preclude conducting a search.
Yes	210	Make unannounced field contacts (anywhere other than in the office) with search of DUI probationers body/property. Note: Surprise home contacts with search are the preferred method for ensuring compliance with court-ordered terms of probation.
Yes	500	Make office contacts with DUI probationers.
Yes	350	Conduct alcohol tests of DUI probationers.

Applicant-Defined Objectives. Users have the option to delete after adding if necessary.

Select?	Target Number	Custom Description
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Method of Procedure

Phase 1 - Program Preparation:

- The Probation Department will hire grant-funded staff positions responsible for conducting supervision and other related duties.
- Grant-related purchases of equipment and/or minor equipment, if any, will be initiated and other necessary equipment and supplies will be acquired.
- Staff will be trained in the use and calibration of Portable Alcohol Screening (PAS) devices and on relevant statutes pertaining to DUI offenders.
- The Risk Assessment tool will be purchased or developed, and staff will be trained on the use of the tool and the policies and procedures for identifying risk-levels and making caseload assignments.
- Staff will receive training and orientation related to the Department's SCRAM program (if applicable) and will begin working closely with the SCRAM vendor to ensure a timely response to any violations by DUI offenders.
- A written operational plan will be developed and submitted. The plan will outline the Department's policies and procedures related to the DUI Probationer Intensive Supervision Program including participant criteria, how individuals are identified and selected for inclusion on the caseload, how risk assessment is conducted, how and why offenders are moved on and off the caseload, policies and procedures for office visits, drug/alcohol testing, field contacts, home searches, and court monitoring. The operational plan should include contact information for referrals to resources such as county mental health, treatment, Alcoholics Anonymous, vocational training, job search and placement. The operational plan should be written in a manner that allows it to serve as a manual for new or additional program staff working with the DUI supervision program.

Media Requirements

- Issue a press release announcing the kick-off of the grant by November 15. The kick-off press releases and media advisories, alerts, and materials must be emailed to the OTS Public Information Officer at pio@ots.ca.gov, and copied to your OTS Coordinator, for approval 14 days prior to the issuance date of the release.

Phase 2 - Program Operations:

- News releases highlighting program successes and high visibility programs, such as warrant service operations, will be developed, approved by OTS and issued to the media throughout the grant period.
- To ensure compliance with all court ordered conditions of probation, the Probation Department will conduct the intensive supervision activities specified in the grant objectives. Activities include: risk assessment and assignment; initial home evaluation; office visits; field contacts; warrant sweeps; surveillance; alcohol and drug tests; home searches; monitoring of treatment and other program participation; review and monitoring of SCRAM alerts (if applicable); and Ignition Interlock compliance.
- Staff should work with the court and District or City Attorney's office to ensure appropriate terms of probation are ordered.
- Probation should maintain and distribute a "Hot Sheet" to local law enforcement and will perform necessary record keeping and reporting.
- Probation should respond to all known probation violations and initiate appropriate interventions up to and including court action.

Media Requirements

- Send all grant-related activity press releases, media advisories, alerts and general public materials to the OTS Public Information Officer (PIO) at pio@ots.ca.gov, with a copy to your OTS Coordinator.
 - If an OTS template-based press release is used, the OTS PIO and Coordinator should be copied when the release is distributed to the press. If an OTS template is not used, or is substantially changed, a draft press release shall be sent to the OTS PIO for approval. Optimum lead time would be 10-20 days prior to the release date to ensure adequate turn-around time.
 - Press releases reporting the results of grant activities such as enforcement operations are exempt from the recommended advance approval process, but still should be copied to the OTS PIO and Coordinator when the release is distributed to the press.
 - Activities such as warrant or probation sweeps and court stings that could be compromised by advanced publicity are exempt from pre-publicity, but are encouraged to offer embargoed media coverage and to report the results.
- Use the following standard language in all press, media, and printed materials: Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration.
- Email the OTS PIO at pio@ots.ca.gov and copy your OTS Coordinator at least 30 days in advance, a short description of any significant grant-related traffic safety event or program so OTS has sufficient notice to arrange for attendance and/or participation in the event.
- Submit a draft or rough-cut of all printed or recorded material (brochures, posters, scripts, artwork, trailer graphics, etc.) to the OTS PIO at pio@ots.ca.gov and copy your OTS Coordinator for approval 14 days prior to the production or duplication.

Include the OTS logo, space permitting, on grant-funded print materials; consult your OTS Coordinator for specifics.

Phase 3 - Data Collection:

- Invoice Claims (due January 30, April 30, July 30, and October 30)
- Quarterly Performance Reports (due January 30, April 30, July 30, and October 30)
 - Collect and report quarterly, appropriate data that supports the progress of goals and objectives.
 - Provide a brief list of activity conducted, procurement of grant-funded items, and significant media activities. Include status of grant-funded personnel, status of contracts, challenges, or special accomplishments.
 - Provide a brief summary of quarterly accomplishments and explanations for objectives not completed or plans for upcoming activities.
 - Collect, analyze and report statistical data relating to the grant goals and objectives.

Budget

Personnel Costs

Positions - Enter full-time, part-time, hourly, or salaried positions in this section. For Benefits, start the Item Name with the word 'Benefits', enter the corresponding salary or overtime total amount in the Unit Cost or Rate column, and enter the Benefits Rate to have the system calculate Benefit Costs as Unit Cost * Benefits Rate. For related Benefits for the example position (100.0 and 100.1) for Benefits.

Display Order	Item Name	Benefit Rate	Unit Cost or Rate	Units	Percent Paid by Grant	Calculated Cost to Grant
100.0	Deputy Probation Officer II		\$4,565.19	24	100.00%	\$109,564.56
100.1	Benefits	45.72%	\$109,564.56	24	100.00%	\$50,092.92

Display Order	Cost Category	Enforcement Activity	Item Name	Unit Cost or Rate	Units	Calculated Cost to Grant
100.2	A. Personnel Costs	Probation Compliance Check	Probation Compliance Check	\$0.00	0	\$0.00

Personnel Costs: \$159,657.48

Travel Expenses

Display Order	Cost Category	Item Name	Unit Cost or Rate	Units	Calculated Cost to Grant
200.0	B. Travel Expenses	In State Travel	\$5,500.00	1	\$5,500.00

Travel Expenses: \$5,500.00

Contractual Services

Display Order	Cost Category	Item Name	Unit Cost or Rate	Units	Calculated Cost to Grant
300.0	C. Contractual Services	None	\$0.00	0	\$0.00

Contractual Services: \$0.00

Equipment (must have Unit Cost of at least \$5000)

Display Order	Cost Category	Item Name	Unit Cost or Rate	Units	Calculated Cost to Grant
400.0	D. Equipment	None	\$0.00	0	\$0.00

Equipment: \$0.00

Other Direct Costs

Display Order	Cost Category	Item Name	Unit Cost or Rate	Units	Calculated Cost to Grant
500.0	E. Other Direct Costs	Alcohol Testing	\$1,000.00	1	\$1,000.00
500.1	E. Other Direct Costs	Communications	\$1,200.00	1	\$1,200.00
500.2	E. Other Direct Costs	Office Supplies	\$500.00	1	\$500.00
500.3	E. Other Direct Costs	Printing/Duplication	\$800.00	1	\$800.00
500.4	E. Other Direct Costs	Safety Equipment	\$750.00	2	\$1,500.00

Other Direct Costs: \$5,000.00

Indirect Costs

Item Name should indicate the % and the Cost Category for Indirect Costs e.g. 15% of Salaries and Benefits. Use the Percent Paid by Grant for the Indirect Rate and the Unit Cost or Rate field to indicate the total amount for which Indirect Costs will be claimed. The system will calculate the Cost to Grant.

Display Order	Cost Category	Item Name	Indirect Rate	Amount Subject to Indirect	Calculated Cost to Grant
600.0	F. Indirect Costs	None			\$0.00

Indirect Costs: \$0.00

Total Requested Funding: \$170,157.48

Sample

Narrative Review

Review and update Narrative for Budget Items

Item	Narrative
Deputy Probation Officer II	The two (2) Deputy Probation Officer II's will facilitate reducing DUI related fatalities, injuries and DUI recidivism by carrying a combined caseload of 100 high-risk felony and repeat DUI offenders during the grant period, hold DUI offenders accountable through intensive supervision to ensure compliance with court ordered conditions of probation and to prevent re-arrest on new DUI charges and will monitor all program requirements to promote safer communities and clean sober lifestyles. The second DUI Deputy Probation Officer assists in the supervision of high risk offenders allowing for two person contacts to support officer safety practices and will assist in providing intensive supervision to the County's DUI Court.
Benefits	Health Benefits 13.67% Retirement 17.49% Social Security 7.89% Worker's 6.67%
Probation Compliance Check	Overtime for grant funded law enforcement operations conducted by appropriate department personnel.
In State Travel	Costs are included for appropriate staff to attend conferences and training events supporting the grant goals and objectives and/or traffic safety. Local mileage for grant activities and meetings is included. Anticipated travel may include (enter other known conferences or required events). All conferences, seminars or training not specifically identified in the Schedule B-1 (Budget Narrative) must be approved by OTS. All travel claimed must be at the agency approved rate. Per Diem may not be claimed for meals provided at conferences when registration fees are paid with OTS grant funds.
None	None
None	None
Alcohol Testing	Alcohol Testing - testing conducted to determine DUI probationers' compliance with terms and conditions of probation. Costs may include lab testing fees and testing supplies such as mouth pieces, cups and test kits.
Communications	Communications - costs of telephone service, mail/messenger service (excluding overnight priority mail) and communications services.
Office Supplies	Office Supplies - used for standard office supplies to support grant related activities, grant monitoring and reporting. Costs may include paper, toner, ink cartridges, CDs/DVDs and desk top supplies such as pens, pencils, binders, folders, flip charts, easels and clips. Excludes office furnishings and fixtures such as but not limited to the following: desk, chair, table, shelving, coat rack, credenza, book, filing cabinet, floor covering, office planter, storage cabinet, portable partition, picture, wall clock, draperies and hardware, and fixed lighting/lamp.
Printing/Duplication	Printing/Duplication - costs include the purchase of paper, production, printing and/or duplication of materials associated with daily grant operations.
Safety Equipment	Protective/safety gear will be used by the DUI Probation Officers to conduct activities consistent with meeting the goals and objectives of this Grant. Items are necessary for the Department to safely equip the DUI Deputy Probation Officers as of part of this grant.
None	None

Upload Documents (Optional)

Please try to include all information in the application itself, but if necessary, upload additional documents here

Document Name	Update Date/Time
Application Report 2017-01-31 00:39:55.pdf	6/1/2017 10:41 AM

Evaluation, Support, and Submittal

Evaluation, Support, and Submittal

Method of Evaluation:

Using the data compiled during the grant, the Grant Director will complete the "Final Evaluation" section in the fourth/final Quarterly Performance Report (QPR). The Final Evaluation should provide a brief summary of the grant's accomplishments, challenges and significant activities. This narrative should also include whether goals and objectives were met, exceeded, or an explanation of why objectives were not completed.

Administrative Support:

This program has full administrative support, and every effort will be made to continue the grant activities after grant conclusion.

Total Requested Funding:

\$170,157.48