

## OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: August 6, 2025

CAO File No. 0220-04434-0036

Council File No. 25-0664

Council District: --

To: The Mayor & Council

From: Matthew W. Szabo, City Administrative Officer

Reference: Transmittal from the Mayor dated June 16, 2025

Subject: **FISCAL YEAR 2024 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE  
GRANT (FY24 JAG) ACCEPTANCE**

### RECOMMENDATIONS

That the Council:

1. Authorize the Mayor, or designee, to:

- a. Retroactively accept the Fiscal Year 2024 Edward Byrne Memorial Justice Assistance Grant (FY24 JAG) in the amount of \$2,404,507 for the period effective October 1, 2023 through September 30, 2027;
- b. Negotiate and execute the Grant Award Agreement on behalf of the City of Los Angeles and submit any other necessary agreements and documents relative to the grant award, subject to the approval of the City Attorney as to form;
- c. Execute a Subrecipient Agreement between the City of Los Angeles and the County of Los Angeles for the FY24 JAG for up to 45 months, for a total not to exceed \$882,029, subject to the approval of the City Attorney as to form;
- d. Negotiate and execute a contract between the City of Los Angeles and County of Los Angeles for the CLEAR Program for up to 12 months, for a total not to exceed \$200,000, subject to the approval of the City Attorney as to form, and upon submission of invoices and approval by the Mayor, or designee, of such invoices for JAG-related expenditures:

| <u>Account No.</u> | <u>Account Name</u>  |                 | <u>Amount</u>  |
|--------------------|----------------------|-----------------|----------------|
| 46A319             | District Attorney    | \$              | 100,000        |
| 46A319             | Probation Department |                 | 100,000        |
|                    |                      | <b>Total \$</b> | <b>200,000</b> |

- e. Execute on behalf of the City, a Professional Services Agreement, subject to the approval of the City Attorney as to form, for the distribution of the FY24 JAG grant funds for a term within the applicable grant performance period and for a cumulative total not to exceed \$389,246 for Family Justice Center (FJC) services as follows:

| Agency                             | Program              | Amount            |
|------------------------------------|----------------------|-------------------|
| East Los Angeles Women's Center    | Central FJC          | \$ 104,000        |
| Strength United: Valley            | Valley FJC RO Clinic | 25,000            |
| Los Angeles County Bar Association | Valley FJC RO Clinic | 260,246           |
|                                    | <b>Total</b>         | <b>\$ 389,246</b> |

- f. Negotiate and execute a Professional Services Agreement with a selected contractor, for the distribution of FY24 JAG grant funds, for a term within the applicable grant performance period for a cumulative total not to exceed \$210,000 to centralize data collection of all victim services provided throughout the City in a comprehensive case management system to enhance tracking from intake to recovery, assess service provision and delivery, help identify gaps, and increase service quality assurance for victims that receive services through the City's Domestic Abuse Response Team (DART), Sexual Assault Response Team (SART), FJC, and vulnerable population programs, subject to the approval of the City Attorney as to form, and in compliance with City contracting requirements;
2. Approve the FY24 JAG budget and authorize the Mayor's Office of Public Safety (Mayor's Office) to expend the grant in accordance with the approved budget;
3. Approve a Memorandum of Understanding between the City of Los Angeles and the County of Los Angeles for the FY24 JAG for the period of October 1, 2023 through September 30, 2027, for a total not to exceed \$2,404,507, and authorize the Mayor, or designee, to execute the Memorandum of Understanding, subject to the approval of the City Attorney as to form;
4. Authorize the Controller to:
  - a. Create a new interest-bearing Fund titled FY24 Justice Assistance Grant Fund; establish a receivable in this new Fund in the amount of \$2,404,507; expend funds upon presentation of proper documentation from the Mayor's Office; and, create new Appropriation Accounts within the new Fund No. XXX, Department No. 46, as follows:

| <u>Account No.</u> | <u>Account Name</u>               | <u>Amount</u>       |
|--------------------|-----------------------------------|---------------------|
| 46A319             | CLEAR Contractual Services        | \$ 200,000          |
| 46A912             | City Attorney Grant Allocation    | 200,000             |
| 46A146             | Mayor Salaries                    | 363,238             |
| 46A299             | Reimb. of GF Cost - Related Costs | 147,657             |
| 46A309             | Mayor's Office and Administrative | 5,948               |
| 46A213             | Travel                            | 4,448               |
| 46A965             | Disability                        | 1,941               |
| 46A318             | Domestic Violence Program         | 599,246             |
| 46A668             | Partner Jurisdiction              | 882,029             |
| <b>Total</b>       |                                   | <b>\$ 2,404,507</b> |

- b. Expend funds upon presentation of proper demands from the Mayor's Office; and,

- c. Transfer up to \$363,238 from FY24 Justice Assistance Grant Fund No. XXX, Department No. 46, Account No. 46A146 to the Mayor's General Fund No. 100, Department No. 46, Account No. 001020, Grant Reimbursed, for reimbursement of grant-funded personnel salaries;
  - d. Transfer up to \$147,657 from FY24 Justice Assistance Grant Fund No. XXX, Department No. 46, Account No. 46A299 to the Mayor's General Fund No. 100, Department No. 46, Revenue Source Code 5346, Related Cost Reimbursements for Grants, for reimbursement of grant-funded fringe benefits; and,
5. Authorize the Mayor, or designee, to prepare Controller instructions for any technical adjustments, subject to the approval of the City Administrative Officer, and authorize the Controller to implement the instructions.

## SUMMARY

The Mayor's Office of Public Safety (Mayor's Office) requests authority to retroactively accept the Fiscal Year 2024 Edward Byrne Justice Assistance Grant (FY24 JAG) in the amount of \$2,404,507 from the Department of Justice, Bureau of Justice Assistance (Grantor) for a grant performance period of October 1, 2023 through September 30, 2027. There is no match requirement associated with this grant.

The FY24 JAG is a formula grant provided by the Federal government to provide state and local governments with funding necessary to support various criminal justice programs, including law enforcement; prosecution and court programs; prevention and education programs; corrections and community corrections; drug treatment and enforcement; crime victim and witness initiatives; and planning, evaluation, and technology improvement programs. Grant allocations are determined by population and Part 1 violent crime statistics, as provided in the Uniform Crime Reporting Program published by the Federal Bureau of Investigation.

On September 4, 2024, the Grantor issued a Request for Proposals for the FY24 JAG Program. The City of Los Angeles submitted an application on October 22, 2024 and was awarded \$2,404,507 by the DOJ on December 5, 2024. As the grant guidelines require a joint spending plan between the City of Los Angeles and County of Los Angeles, of the \$2,404,507, an amount of \$1,522,478 will be allocated to the City, with \$882,029 being provided to the County. The City will distribute grant funds according to the programmatic categories outlined below.

### Community Law Enforcement and Recovery (CLEAR) Program

The Community Law Enforcement and Recovery (CLEAR) Program, part of the Mayor's Gang Reduction Strategy, was established by the City and County to combat gang violence in Los Angeles. The primary goal of CLEAR is to facilitate the recovery of communities impacted by gang violence by decreasing the criminal activity of targeted gangs in designated neighborhoods through an effective collaboration with the Mayor's Office of Gang Reduction and Youth Development, as well as City and County criminal justice agencies.

Stakeholders include the Mayor's Office, the City Attorney's Office, the Los Angeles Police Department (LAPD), the County of Los Angeles Probation Department, and the County of Los Angeles District Attorney.

The FY 24 JAG will support the CLEAR program during FY 2025-26 in a total of nine CLEAR program sites: Northeast, Newton, Southeast, Foothill, Southwest, Hollenbeck/Boyle Heights, Hollenbeck/Ramona Gardens, Rampart, and 77th. It will provide a total of \$400,000 towards personnel support for nine Deputy City Attorneys in the City Attorney's Office, nine Deputy District Attorneys, and nine Deputy Probation Officers. One Deputy City Attorney, one Deputy District Attorney, and one Deputy Probation Officer will staff each program site. As the Deputy District Attorney III and Deputy Probation Officer positions are County employees, the Mayor's Office requests authority to execute an agreement with the County to disburse \$200,000 in grant funds for County personnel. The grant award will provide \$200,000 to partially fund nine Deputy City Attorney III positions in the City Attorney's Office. The remaining salary costs will be a General Fund obligation that will be absorbed within the City Attorney's 2025-26 budget.

*Expanding Support for Domestic Violence Victims and Vulnerable Populations:  
Enhancing Victim Services*

The City's existing Domestic Violence Programs include the Domestic Abuse Response Teams (DART), the Sexual Assault Response Teams (SART), and the Family Justice Center (FJC). Every DART team pairs trained civilian advocates with LAPD police officers to provide immediate crisis response to reported incidents of domestic violence, and currently serves throughout LAPD's 21 geographic divisions. SART is a collaborative effort among the Mayor's Office, law enforcement, and participating hospitals to help victims access specialized sexual assault (SA) response services. Lastly, FJC operates as a one-stop resource center to ease burdens on families and help victims of the most aggravated cases involving traumatic injuries to rebuild their lives by marshaling together law enforcement, mental health, social, legal, and medical services. The Central FJC is located in the following CLEAR sites: Central, Hollenbeck, and Rampart.

The City will allocate \$161,748 to support the FJC Domestic Violence (DV) program costs for the Mayor's Office. Funding will go towards one FJC Director (\$115,000 for salary; \$46,748 for fringe benefits) and \$2,000 for FJC office supplies. The FJC Director will assist in formulating DV, SA, and human trafficking-related policies for the City and will work closely with City departments and community members to ensure the effectiveness of services.

The grant award will fund a total amount of \$114,593 to be allocated for one Regional Program Coordinator position, consisting of \$81,474 in salary and \$33,119 for fringe benefit costs. This position will provide support for all program management functions including implementation and oversight, community relations, and technical assistance of the DART comprehensive strategy.

Also included in the grant award is funding in the amount of \$210,000 for a centralized all-data collection system. This system will provide for a data management of victim services through a comprehensive case management platform, which will enhance case tracking from intake to recovery, assess service delivery, and help identify service gaps and provide for programmatic quality assurance.

An allocation of \$104,000 in grant funding is provided for the East Los Angeles Women's Center to fund a Direct Services Client Intake Coordinator, which will serve as the initial point of contact for community members seeking services at the Central FJC.

Grant funding in the amount of \$25,000 is allocated to Strength United to partially fund two positions for the Valley FJC Restraining Order (RO) Clinic program. The Program Manager oversees the day-to-day operations and legal services of the project while the Program Coordinator is responsible for connecting to community-wide service providers to identify resources and assist clients in accessing RO services.

A total of \$260,246 has been allocated to the Los Angeles County Bar Association (LACBA) to support its Counsel for Justice Restraining Order Clinic program, which offers domestic violence restraining order preparation services, including assistance from a dedicated attorney and paralegal.

Other programmatic elements funded by the grant award include \$1,941 for the City's Department on Disability for American Sign Language interpreters for hearing impaired victims at the FJC, and \$2,500 provided for program training-related travel expenses.

### Grant Management and Administration

Pursuant to grant guidelines, up to 10-percent of the total award can be used to support management and administration (M&A) costs. A total amount of \$240,450 will be allocated towards M&A, of which \$166,764 will be for salaries, \$67,790 for fringe benefits, \$3,948 for office expenses, and \$1,948 for training. Management and administration costs include applying for the grant, monitoring expenditures, generating quarterly reports, conducting audits of City and County projects and expenditures, and managing disbursement and reimbursement of grant funds. The table below presents a breakdown of the City's FY24 JAG allocation.

| Cost Category   | Amount              |
|---|---------------------|
| <b>Community Law Enforcement and Recovery Program (CLEAR)</b>             |                     |
| <i>CLEAR City Personnel</i>   | \$ 200,000          |
| <i>CLEAR Contracted County Personnel</i>                                  | 200,000             |
| <b><i>CLEAR Subtotal</i></b>  | <b>\$ 400,000</b>   |
| <b>Mayor's Office</b>   |                     |
| <i>Grant Management and Administration – Program Staff (Salaries)</i>     | \$ 166,764          |
| <i>Family Justice Center Domestic Violence - Program Staff (Salaries)</i> | 196,474             |
| <i>Fringe Benefits</i>  | 147,657             |
| <i>Training</i>   | 1,948               |
| <i>Administration Expenses</i>  | 3,948               |
| <b><i>Mayor's Office Subtotal</i></b>                                     | <b>\$ 516,791</b>   |
| <b>DV Victims and Vulnerable Populations Program</b>                      |                     |
| <i>East Los Angeles Women's Center</i>                                    | \$ 104,000          |
| <i>Strength United: Valley FJC RO Clinic</i>                              | 25,000              |
| <i>FJC Supplies</i>   | 2,000               |
| <i>Data Collection Systems Software</i>                                   | 210,000             |
| <i>LACBA</i>  | 260,246             |
| <i>Training and Travel</i>  | 2,500               |
| <i>Department on Disability Sign Language Interpreter Services</i>        | 1,941               |
| <b><i>Domestic Violence Program Subtotal</i></b>                          | <b>\$ 605,687</b>   |
| <b>Total</b>  | <b>\$ 1,522,478</b> |

### County of Los Angeles Allocation

The County will utilize its share of the grant in the amount of \$882,029 for the following agencies and programs: the Los Angeles County Sheriff's Department; District Attorney Strategies Against Gang Environments (SAGE); Public Defender Alternative Sentencing Program and Legal Services; Public Defender Alternative Sentencing Program/Psychiatric Social Worker Services; Department of Public Health Trauma Prevention Initiative; Programs for At-Risk Youth; Probation Department; and the AB109 Re-Entry Housing Project. As the administrative agent, the Mayor's Office will monitor these programs and expenditures and report back to the Grantor.

### **FISCAL IMPACT STATEMENT**

Approval of the recommendations in this report will provide \$2,404,507 to the City and the County of Los Angeles for the implementation of the Fiscal Year 2024 Edward Byrne Memorial Justice Assistance Grant program. As established through a joint spending plan, the City's allocation is approximately \$1,522,478, whereas \$882,029 will be provided to the County. Of the City's share of \$1,522,478, costs will be distributed as follows: \$400,000 to the Community Law Enforcement and Recovery (CLEAR) program personnel; \$516,791 to the Mayor's Office for grant management and administration staff salaries; Family Justice Center Domestic Violence program staff salaries; fringe benefits; training; and related administrative expenses. Of the \$400,000 for the CLEAR program, approximately \$200,000 will be appropriated for County personnel, and \$200,000 will partially fund nine Deputy City Attorney positions in the City Attorney's Office. The City Attorney's Office will be required to absorb any unfunded salary obligations with available funds within its 2025-26 budget. The remaining \$605,687 in City-allocated grant funding will be dedicated to the Domestic Violence and Vulnerable Populations Program. There is no match requirement associated with this grant.

### **FINANCIAL POLICIES STATEMENT**

The recommendations in this report are in compliance with the City's Financial Policies in that all grant funds will be utilized for grant-eligible activities.

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