

**SANTA BARBARA COUNTY  
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**  
**Prepared on:** 6/12/02  
**Department Name:** Public Health  
**Department No.:** 041  
**Agenda Date:** 7/16/02  
**Placement:** Administrative  
**Estimate Time:** N/A  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors

**FROM:** Roger E. Heroux, MPA, Director  
Public Health Department

**STAFF CONTACT:** Nancy Madsen, x4078  
Human Services

**SUBJECT:** Child Abuse and Neglect Prevention and Intervention Grants  
For Fiscal Years 2002-2003, 2003-2004 and 2004-2005

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**Recommendation(s):**

That the Board of Supervisors:

1. Approve the recommendations of the Human Services Commission for Child Abuse and Neglect Prevention and Intervention Grants (Attachment A) for the period July 1, 2002 through June 30, 2005.
2. Authorize the Child Abuse Prevention Council approve an annual expenditure by the Santa Barbara County Child Abuse Prevention Council of up to \$20,000 from the Children's Trust Fund for child abuse prevention projects for the period beginning July 1, 2002, until authorization cancelled or modified.

**Alignment with Board Strategic Plan:**

The recommendations are primarily aligned with Goal II: A Safe and Healthy Community in Which to Live, Work, and Visit, and Goal VII: A Community that Fosters the Safety and Well Being of Families and Children.

**Executive Summary and Discussion:**

Recommendation 1: Approve the recommendations of the Human Services Commission for Child Abuse and Neglect Prevention and Intervention Grants.

Special funds are available to the County for grants to community-based organizations for child abuse and neglect prevention and intervention. These are:

1. The Children's Trust Fund (CTF), funded through a portion of birth certificate fees for children born in Santa Barbara County;

2. The Child Abuse Prevention, Intervention and Treatment (CAPIT) Fund, funded by the State of California and passed through to counties through the State Department of Social Services Office of Child Abuse Prevention (OCAP); and
3. The Community Based Family Resource and Support (CBFRS) Fund, funded by the U.S. government; funds are passed through OCAP to counties.

In order to access these funds, certain requirements must be met, as outlined below.

On August 14, 2001, your Board executed a Notice of Intent to contract with the OCAP for the receipt of Child Abuse Prevention, Intervention and Treatment (CAPIT) and Community Based Family Resource and Support (CBFRS) funds for the period July 1, 2002 through June 30, 2005. On February 19, 2002 your Board approved the "Three-Year Plan for Child Abuse Prevention for Santa Barbara County" and, by Resolution, your Board created a Child Abuse Prevention Council for Santa Barbara County. All of these acts were required of your Board by the State of California in order for Santa Barbara County to be eligible to receive CAPIT and CBFRS funds from the State.

The Human Services Commission is charged by your Board with the responsibility to recommend nonprofit organizations for grants from the Human Services Fund and also from the CAPIT, CBFRS and the Children's Trust Funds. OCAP creates priorities for, approves, and oversees county grants to CAPIT and CBFRS recipients. OCAP does not direct the allocation of CTF grants; instead, these funds are allocated by your Board based upon recommendation from the Human Services Commission, which makes funding recommendations according to the requirements set forth in the Welfare and Institutions Code Sections 18965-18971.

In the past, the Human Services Commission made recommendations for Human Services Fund grants and child abuse grants at the same time. However, OCAP changed its funding cycle for CAPIT and CBFRS from a two-year cycle to a three-year cycle. This change caused the child abuse grant cycle to be different from the Human Services Fund grant cycle. On April 10, 2001 your Board approved the allocation of grants from the Children's Trust Fund at the same time and for the same three-year period as the CAPIT and CBFRS grants, upon the request of the Human Services Commission. As a result, the Human Services Commission is now able to focus its attention solely on child abuse and neglect issues for the three funds that are designated for those purposes. The next grant cycle runs from July 1, 2002 through June 30, 2005.

#### The Grant Application Process

Using the funding priorities established in the Three-Year Plan for Child Abuse and Neglect Prevention, a Child Abuse Grant Application was created to cover child abuse prevention and intervention issues and to include the specific requirements of the State Office of Child Abuse Prevention. The Human Services Commission reviewed and approved the grant application form and the documents announcing the available child abuse and neglect funding at its February 7, 2002 regular meeting. On February 15, 2002 Human Services Staff mailed the Notice of Available Funding to all agencies previously funded. In addition, approximately 360 agencies were selected from a list of 1200 agencies and organizations in the Community Resources Information Service (C.R.I.S.) Directory. A press release containing information regarding the available funding was distributed on February 25, 2002.

Staff received 40 requests for applications in response to the Notice of Available Funding. Applicants were asked to attempt to complete the application on their own and contact Human Services Staff with specific questions. Technical assistance appointments were offered from the February 15, 2002 to March 22, 2002.

Applicants were offered as many technical assistance appointments as they needed to complete the application. The deadline to apply was March 22, 2002 by 3:00 p.m. Human Services Staff were available all day to provide final technical assistance. Staff reviewed each application when it was delivered for formatting requirements and noted necessary revisions to the representative delivering the application. All applicants whose applications needed correction completed those corrections on site and before 3:00 p.m. that day. An appeal process was available for those agencies that did not meet all the application requirements. No appeals were filed.

The Grant Evaluation Process

During the final week in March, Human Services Staff thoroughly reviewed each application for formatting and content requirements and completed a requirement checklist for each application. Staff compiled a list of the agencies applying for review by the Commissioners. The Commission received a total of 31 applications and recommends grants to sixteen agencies for the three available funds, as summarized below:

<b>Source of Funds</b>	<b>Number of Applications</b>	<b>Amount Requested, 2002-2005</b>	<b>Grant Amount Available, 2002-2005</b>	<b>Administrative Fees to be Retained by County, 2002-2005</b>	<b>Total Revenue to County, 2002-2005</b>
Children’s Trust Fund (CTF)	11	\$722,835	\$375,000	\$18,750	\$393,750*
Child Abuse Prevention, Intervention and Treatment Fund (CAPIT)	15	\$1,327,399	\$331,201	\$36,798	\$367,999
Community Based Family Resource & Support (CBFRS)	5	\$114,000	\$39,000	\$0	\$39,000
<b>TOTALS</b>	<b>31</b>	<b>\$2,164,234</b>	<b>\$745,201</b>	<b>\$55,548</b>	<b>\$800,749</b>

\* Please note that this total does not include the proposed allocation (up to \$20,000 per year) for child abuse prevention campaigns as set forth in Recommendation Two.

The Commission elected a five-member Allocations Committee. Members of the Allocations Committee read and evaluated every application and completed a standardized form for each application. Other members of the Human Services Commission also read and evaluated some of the applications, and the Allocations Committee used this input in forming its recommendations to the Commission. Combined site visits and interviews of the applicants were conducted during April and May. Executive directors and program managers were asked to attend the interviews and applicants were encouraged to bring any other representatives who might provide helpful information regarding the agency or the application. Evaluators completed the form after the agency interview and site visit, so that information obtained through those processes was considered along with the information contained in the written application. Each application was scored numerically; the Commission considered this numerical score along with other non-numerical considerations, including the comments of each evaluator. Of particular importance in the final decision of the Commission was the type of program offered and how it matched the priorities for funding. In addition, members of the Child Abuse Prevention Council reviewed the applications and provided input to the Allocations Committee regarding the applicants and their programs.

### The Grant Allocation Process

After all evaluation forms were submitted, the Allocations Committee held two noticed meetings in Santa Ynez during May 2002. At those meetings, public comment was received and the Committee deliberated at length. The Committee reached a decision regarding proposed allocations for each of the available funds on May 6, 2002. On May 7, 2002, staff mailed out the grant recommendations of the Committee to the entire Human Services mailing list and to each applicant. The Committee presented these proposed grant recommendations to the entire Human Services Commission on May 16, 2002 at its regularly scheduled meeting; after a Public Hearing on the same day the Commission adopted the recommendations.

Your Board's approval of the recommendations of the Human Services Commission regarding Child Abuse and Neglect Prevention and Intervention Grants to nonprofit organizations for the CAPIT, CBFRS and CTF funds, as set forth in Attachment A is requested.

### Recommendation 2: Authorize the Child Abuse Prevention Council to approve an annual expenditure of up to \$20,000 from the Children's Trust Fund for child abuse prevention projects.

As noted above, your Board created the Santa Barbara County Child Abuse Prevention Council (CAPC) on February 19, 2002. According to the "Child Abuse Prevention Coordinating Council Act" [Welfare & Institutions Code Sections 18980-18983.8] the Children's Trust Fund is to be used for the financial support of the CAPC [Section 18983]. Historically, the Children's Trust Fund in Santa Barbara County has been reserved for grants to nonprofit organizations that provide direct service to children and families (see recommendation one above). It is recommended that \$20,000 of the County's Children's Trust Fund be set aside each year to fund special projects of the CAPC; this set aside will not diminish the amount (approximately \$125,000 annually) of the CTF that will be awarded to nonprofit agencies that provide direct services for the prevention of child abuse and neglect. Expenditures from this set aside will be used for printing, newspaper advertising, and air time for television and radio. Currently available funds and future accumulation of revenue and interest in the Children's Trust Fund will be sufficient for an annual expenditure by the CAPC of up to \$20,000.

Your Board's authorization is sought for the CAPC to approve up to \$20,000 in annual expenditures from the Children's Trust Fund for special child abuse prevention projects. In general, the projects will be designed to increase public awareness regarding the effects of child abuse and the importance of prevention. The precise use of the funds will be determined by the CAPC and will be subject to the further approval of the Human Services Commission since it has the responsibility to make recommendations to your Board regarding the use of the Children's Trust Fund.

### **MANDATES & SERVICE LEVELS:**

CAPIT and CBFRS programs are not mandated. State and federal funds are passed through the County to nonprofit organizations that provide child abuse and neglect prevention and intervention services. A County Children's Trust Fund is not mandated, but Santa Barbara County has elected to have a Children's Trust Fund and is in compliance with the requirements for a county CTF that are set forth in the Welfare and Institutions Code [Sections 18965-18971].

There is no change in service level for Public Health Department staff associated with these recommendations; the grant funds will provide an expansion of service levels in the County by nonprofit grantees.

**FISCAL & FACILITIES IMPACT:**

Approval of these recommendations and the entering of a contract with the California Department of Social Services to receive CAPIT and CBFRS funds will not result in any increased General Fund contribution or County A87 Plan overhead. The Fiscal Years 2002-2005 budgets will include the contract amounts in revenue and offsetting appropriation in: Department 041, fund 0001, revenue account 3639 and 4789, expenditure account 7659, and programs 7140 and 7180.

The CTF, CAPIT and CBFRS funds will cover the cost of direct services to children and their families by nonprofit agencies that have been awarded contracts. Over the next three years, Santa Barbara County will receive a total of \$367,999 in CAPIT funds; ninety percent (90%) of these funds will go to nonprofit organizations upon their successful provision of services, and ten percent (10%) will be retained by the Public Health Department, Human Services Division for administrative costs. The County will receive approximately \$39,000 in CBFRS funds over the next three years; one hundred percent (100%) of these funds will go to a nonprofit organization upon its successful provision of services. The County will use approximately \$453,750 of its CTF funds for Fiscal Years 2002-2003, 2003-2004 and 2004-2005. Ninety-six percent (96%) of these funds will provide services: \$375,000 will go to nonprofit organizations upon successful provision of direct services (recommendation one), up to \$60,000 will be used for child abuse prevention projects of the CAPC (recommendation two), and four percent (4%) of the Children's Trust Fund revenues (\$18,750) will be retained by the Public Health Department, Human Services Division for administrative costs.

These recommendations do not result in a need for any additional facilities.

**Special Instructions:**

Please send one (1) certified copy of the Minute Order to Nancy Madsen, Human Services, Public Health Department, 300 N. San Antonio Road, Santa Barbara, CA 93111.

**Concurrences:**

N/A

**Attachment:**

A: Recommendations to the Board Of Supervisors for Grants for Child Abuse and Neglect Funds, 2002-2005