



Guide to the Substance Abuse Focus Grant (SAFG) and Dependency Drug Court (DDC) Augmentation Grant

What is the SAFG?

The **Collaborative Justice Courts Substance Abuse Focus Grant (SAFG) Program** is a non-competitive grant available to all county courts. The grant is designed to promote innovation through helping grantees maintain, expand, their collaborative courts. It has been funded annually through the *California Budget Act* since 1998. \$1,160,000 has been allocated by the Legislature for the upcoming fiscal year.

Examples of eligible collaborative justice courts include adult and juvenile drug courts, adult and juvenile mental health courts, dependency and family law drug courts, DUI courts, elder courts, homeless courts, juvenile delinquency drug courts, peer/youth courts, reentry courts, truancy courts, veterans' courts, community courts, girls courts and other collaborative justice courts that have a substance abuse focus.

What is the DDC Augmentation Grant?

Courts requesting funding for the SAFG that have a *family treatment court* or a *dependency drug court* are invited to submit a request for funding for supplemental funds through the **Dependency Drug Court (DDC) Augmentation Grant**. A total of up to **\$75,000** of federal Court Improvement Project (CIP) funds is available and divided among all eligible dependency drug courts that wish to receive this additional funding.

How are awards for the Substance Abuse Focus Grant determined?

For Fiscal Year 2023-24, the Collaborative Justice Courts Advisory Committee recommended to the Judicial Council a revised allocation methodology for Substance Abuse Focus Grants to align the distribution of the funding to the population in greatest need of services.

The new methodology will provide a base of \$20,000 to all eligible courts. This base may be adjusted upward or downward depending on the total amount of funding available and the total number of courts eligible for grant funding for the year. Any remaining funding will be allocated based on the 18 to 24 year-old population by county.

Since the new methodology results in a reduction to some court awards made in Fiscal Year 2022-23, the methodology also caps the reduction those courts receive to a maximum of 5 percent of the 2022-23 award.

Courts must submit a SAFG program budget as part of the funding request process. Courts will then receive a base funding of \$20,000¹ and an additional augmentation amount based on their county's share of the statewide population of 18 to 24 year-olds² (demographic the CJAC considers in greatest need of

¹ Initial allocations may be less than \$20,000 as courts are given time to adjust to the new allocation methodology by capping decreases in awards at a maximum of 5% from the prior fiscal year's funding. The adjustment will continue until the affected court arrives at the new methodology baseline and is consistent with similar annual decrease maximums approved by the Trial Court Budget Advisory Committee when revising the AB 1058 Child Support allocation methodology and the Court-Appointed Dependency Counsel allocation methodology.

² Population size is calculated by summing up the 18 to 24 year-old population for courts who requested funding for SAFG funding. Then each court's 18 to 24 year-old population is divided by the total number of 18 to 24 year-olds across all SAFG funded courts to calculate the percent of total SAFG population of 18 to 24 year-olds.



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collaborative justice courts) and the number of counties requesting funding. Courts that do not wish to receive their full amount of eligible funding may elect to receive less than this amount.

How are awards for the DDC Augmentation Grant funding determined? _____

A total of up to **\$75,000** is available and divided among all eligible dependency drug courts and/or family treatment courts that submit a request for additional funding. These funds augment the SAFG awards and are awarded pro-rata based on the allocation awarded by the proposed population-based methodology.

How do courts request funding for the SAFG? _____

Courts that wish to request funding for the SAFG must submit a request for funding form. A link to the grant form along with a pdf containing the grant form questions to use for reference will be emailed to each county court's Court Executive Officer as well as the SAFG contact listed for each county court. **At the end of the form, courts can view an estimate of their estimated funding and print the form for their records.**

How do courts request funding for the DDC Augmentation Grant? _____

County courts who submit funding requests for SAFG funding for their dependency drug court or family treatment court that also wish to request funding for the DDC Augmentation Grant can indicate this request by checking the appropriate box in the grant form. Only treatment programs are eligible to receive DDC funding. **There is no separate funding request form for this additional funding.**

When are courts notified if they received a SAFG/DDC Augmentation Grant award? _____

After county courts submit their grant funding request forms, allocations for the SAFG and DDC Augmentation Grant are calculated and presented to the Judicial Council for approval. Courts will then receive an email requesting a revised budget outlining how the SAFG/DDC award will be spent. After budget forms are completed, the SAFG and DDC Augmentation Grant contracts are emailed to the Court Executive Officers of grantees with information about terms and conditions. These are to be signed and returned as per the instructions in the email.

What are the requirements of the SAFG/DDC deliverable-based grant? _____

The SAFG and DDC Augmentation Grant are deliverables-based grants where recipients are required to:

- (1) complete **2 deliverables** over the grant period and
- (2) expend SAFG funding on approved SAFG program budget items

Each deliverable consists of a survey that collects data on all collaborative courts outlined in the SAFG budget form for each county. Grantees receive half of their grant award for completion of each deliverable. The first deliverable requires grantees to verify and update the data submitted by the courts on the grant request for funding form (data from the grant form is automatically populated into the first deliverable) and enter enrollment data. The second deliverable requires grantees to provide information about the number of participants served as well as other program outcomes. This deliverable also provides an opportunity for grantees to describe best practices that may be helpful to other courts and any resource constraints.



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Judicial council staff will monitor expenditures to ensure that all SAFG funding is expended on the court collaborative justice program operations included in the SAFG program budgets. In the past, common uses of SAFG funds included treatment and drug-testing, staff training expenses, program incentives such as gift cards and bus passes, PPE (including masks, gloves and hand sanitizing stations), and technological equipment to help clients participate in remote hearings.

When and how do courts submit the required deliverables? _____

After contracts are released, an email with a *personal link* to complete and submit the first deliverable along with the deadline will be sent out to the SAFG contact listed for each grantee. Grantees will have a minimum of two weeks to submit the deliverable. Grantees will receive a personal link to complete the second deliverable towards the end of the fiscal year. Important dates and deadlines can be found in the contract. Grantees completing their online deliverables can print their responses at the end for their records.

How is data collected from the deliverables used? _____

Data collected from the deliverables is captured in infographics and dashboards uploaded to the JCC website, showcasing the work being done by SAFG-funded and DDC Augmentation Grant-funded collaborative justice courts. See [here](#) for an example.

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