
Grants and Revenue Contract Management

213.1 PURPOSE AND SCOPE

This section sets forth policy and procedures for fees, grants and revenue contracts management.

213.2 APPLICABILITY

This policy applies to all Department employees.

213.3 POLICY

It is the policy of this department to engage in the application for and implementation of funding from Federal, State or private foundations that will permit pilot projects, innovate approaches, evidence-based practices or system improvements. It is further the policy of the department to seek active participation from all staff in improvement of any and all practices of the department and to seek constructive criticism of departmental operations, which will lead to improvement.

213.4 DEFINITION

Fees, grants and revenue contracts are external funding sources that enable the Department to better fulfill its mission to provide county residents with superior services.

213.5 PRACTICAL APPLICATION

Management of Fees, Grants and Revenue Contracts must be done pursuant to Board Policy B-29 Fees, Grants and Revenue Contracts-Department Responsibility for Cost Recovery which states: Departments will seek to recover the full cost of all services they provide to agencies or individuals outside the County of San Diego organization on a contractual fee basis or when obtaining grant funding.

213.6 PROCEDURE WITHIN THE DEPARTMENT

Suggestions from any level of staff directed toward the improvement of departmental practices, procedures, organization or administration may be submitted in memo form to the office of the Chief Probation Officer at any time. Such memos will be forwarded to the Deputy Chief whose service would be impacted by the proposed suggestion. The Deputy Chief will review the suggestion and will make a recommendation to the Chief Probation Officer to either proceed or not proceed with a grant application.