

CITY OF LOS ANGELES

CALIFORNIA

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GENERAL MANAGER



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COMMUNITY DEVELOPMENT
DEPARTMENT

215 W. 6TH STREET
LOS ANGELES, CA 90014

Date: October 26, 2004
To: L.A. Bridges I Contractors
From: John Chavez, Director
L.A. Bridges Division

**SUBJECT: L.A. BRIDGES DIRECTIVE NO: 04-07
COUNTING ACTIVE CORE YOUTH FOR JANUARY 2004 THROUGH JUNE 2004**

The LA Bridges Division will soon report to the Mayor and City Council the results from the most recent performance evaluation. Given the potential for under reporting of active core youth in the Active Core Clients ISIS report, it is critical that you verify the report's accuracy for each month of the performance evaluation period: January 2004 through June 2004. This Directive provides you an opportunity to make this verification.

Note, if you have already received a performance evaluation report, consider it draft until final verification of active core counts are complete. Reports already issued may be revised if higher or lower counts of active core youth are found as a result of this directive.

If you discover core youth that were active and do not appear on the Active Core Clients report for a given month, you must submit the attached Active Core Reconciliation Form (ACRF). **The deadline for submitting the ACRF is Friday, October 29, 2004 at 5pm.**

Ensuring that you receive credit for all of your active core youth for each month is important because the results of this measure weigh heavily in your final performance evaluation outcome. If you find that the Active Core Clients reports are accurate, you need not submit the ACRF. **For contractors that do not submit an ACRF, the CDD will use the count from the Active Core Clients ISIS reports for establishing whether the minimum of 50 active core youth was met for each month in the evaluation performance period.**

Directions for filling out the ACRF are on the form. **Please fax your completed ACRF to Nieka Allen at: 213-473-4688**