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**Report on the Fiscal 2025 Preliminary Plan
and the Fiscal 2024 Preliminary Mayor's
Management Report for the**

Department of Probation

March 8, 2024

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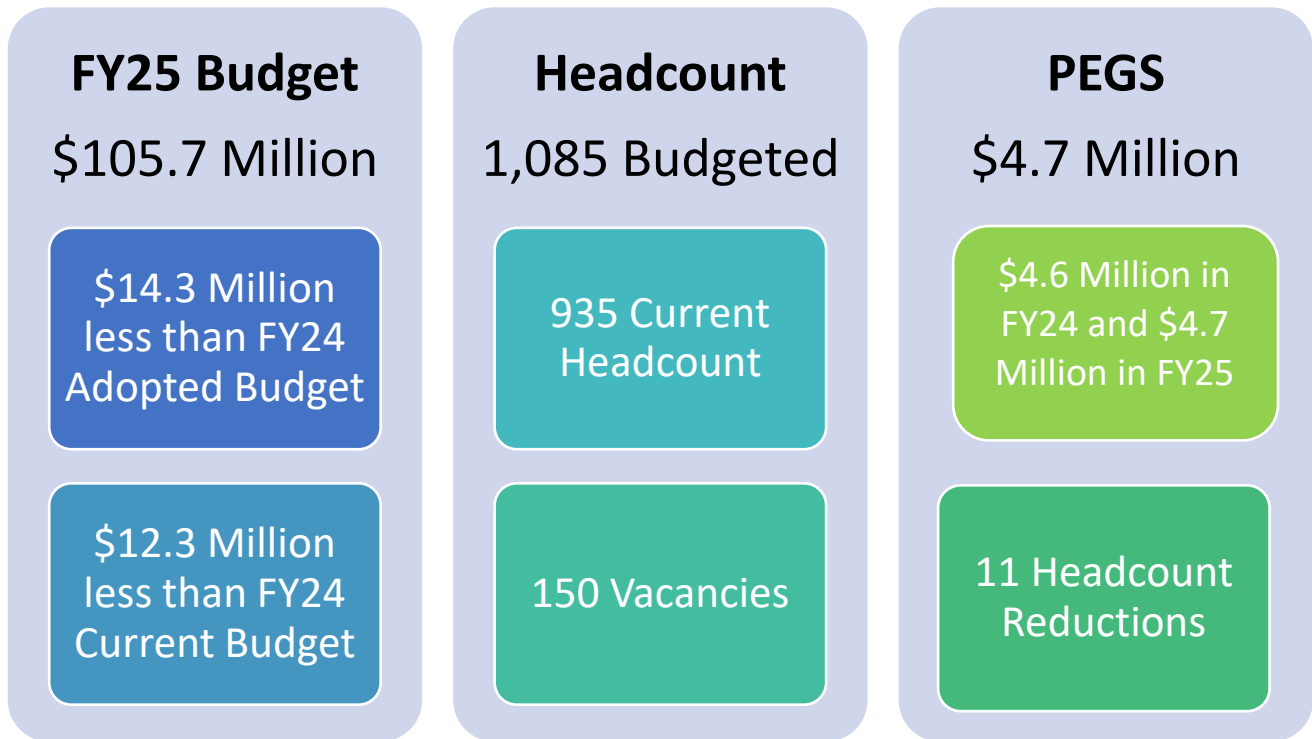
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Department of Probation Overview

The Department of Probation (DOP or the Department) attempts to build stronger and safer communities by working with and supervising people on probation, fostering positive change in their decision-making and behavior through research-based practices and by expanding opportunities for them to move out of the criminal and juvenile justice systems. DOP also supplies information and recommendations to the courts to help inform sentencing and disposition decisions.

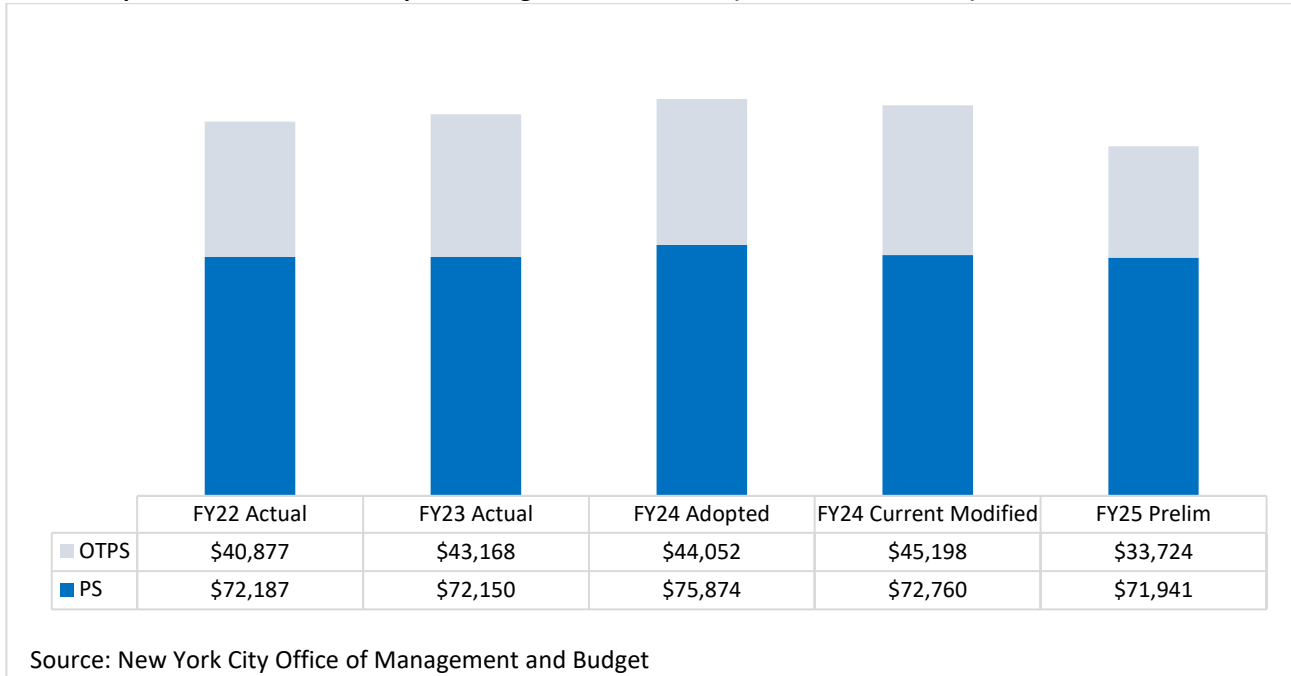
Department of Probation Fiscal 2025 Budget Snapshot



Department of Probation Financial Plan Overview

The Department of Probation’s Fiscal 2024 – 2028 Preliminary Financial Plan (Preliminary Plan) includes a budget of \$105.7 million in Fiscal 2025, which represents less than one percent of the City’s \$109.4 billion Fiscal 2025 budget. The Department of Probation’s Fiscal 2025 Budget includes \$71.9 million for Personal Services (PS) to support 1,085 full-time positions. These positions are in two areas: Executive Management with a budgeted headcount of 136, and Probation Services with a budgeted headcount of 949. The Department’s Other Than Personal Services (OTPS) budget totals \$33.7 million and includes \$24 million for contractual services, the majority of which is allocated for operations contracts, NeON Programs, NYCHA Employment Services, and other community and rehabilitation services. Chart 1 presents the breakdown of the DOP’s PS and OTPS budgets.

Chart 1: Department of Probation Expense Budget – PS and OTPS, (Dollars in Thousands)



Department of Probation Financial Summary

The Preliminary Plan includes a \$118.0 million budget for the Department of Probation in Fiscal 2024 decreasing to \$105.5 million by the end of the Plan period, an annual average decrease of 2.9 percent.

Table 1 provides actual expenditures for Fiscal 2022 and Fiscal 2023, the Adopted Budget for Fiscal 2024, and planned spending for Fiscal 2024 and Fiscal 2025 in the Preliminary Plan. This information is broken down by program area, funding sources, and headcount.

Table 1: Department of Probation Financial Summary

<i>Dollars in Thousands</i>	FY22	FY23	FY24	Preliminary Plan		*Difference
	Actual	Actual	Adopted	FY24	FY25	FY24-FY25
Budget by Program Area						
Executive Management	\$9,735	\$10,109	\$11,339	\$11,806	\$11,752	\$412
Personal Services	9,694	10,059	11,214	11,680	11,626	412
Other Than Personal Services	41	50	126	126	126	0
Probation Services	\$103,329	\$105,209	\$108,587	\$106,152	\$93,913	(\$14,674)
Personal Services	62,493	62,091	64,660	61,080	60,315	(4,346)
Other Than Personal Services	40,836	43,118	43,927	45,072	33,599	(10,328)
TOTAL	\$113,064	\$115,318	\$119,926	\$117,958	\$105,665	(\$14,261)
Funding						
City Funds			\$94,501	\$84,003	\$84,722	(\$9,779)
Federal - Other			1,041	0	0	(1,041)
Intra City			6,338	15,909	6,338	0
Other Categorical			3,155	3,155	0	(3,155)
State			14,890	14,890	14,605	(285)
TOTAL	\$113,064	\$115,318	\$119,926	\$117,958	\$105,665	(\$14,261)
Budgeted Headcount						
Full-Time Positions - Civilian	971	1006	1096	1115	1085	(11)
TOTAL	971	1,006	1,096	1,115	1,085	(11)

*The difference of Fiscal 2024 Adopted Budget compared to Fiscal 2025 Preliminary Budget.

Source: New York City Office of Management and Budget

Although DOP does not have a program area structure, its budget is arranged programmatically by two unit of appropriation (U/A) pairs: PS and OTPS for Probation Services and Executive Management. The Fiscal 2025 budget in the Preliminary Plan is \$14.3 million less than the Department’s Fiscal 2024 Adopted Budget. This difference is primarily the result of \$14.7 million less planned expenditure for Probation Services, including decreases of \$10.3 million for OTPS and \$4.3 million in PS funding. This change is partially offset by a \$412,412 increase in Executive Management for PS funds.

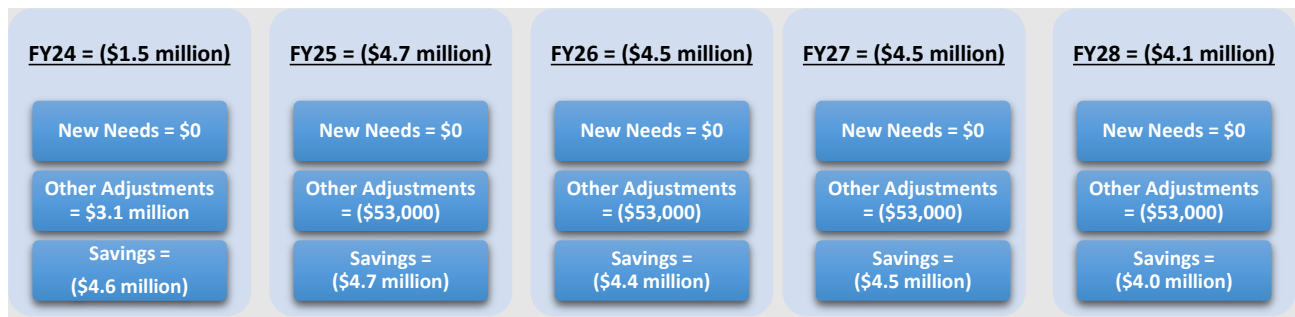
DOP is primarily funded by City tax-levy which makes up \$84.7 million, or 80 percent of the total funding in Fiscal 2025. The remaining \$21.0 million is provided by various federal and State grants and funds.

Fiscal 2025 Preliminary Budget Changes

Budget actions in the Preliminary Plan decreased DOP’s budget by \$1.5 million in Fiscal 2024 and \$4.7 million in Fiscal 2025 when compared to the November Plan.

Chart 2 provides a summary of the Department of Probation’s spending changes from the November Plan to the Preliminary Plan.

Chart 2: Fiscal 2025 Preliminary Plan Net Changes, by Fiscal Year*



*Savings in this chart are the sum of all expense savings, from all revenue sources, including but not limited to, City, State, and federal savings. As some agency PEGs may be revenue actions or savings from non-City sources, this number will not necessarily equal the agency’s PEG value.

Table 2 presents the sum of the PEGs for each year of the Financial Plan as presented in the November and Preliminary Plans.

Table 2: Agency Total Program to Eliminate the Gap (PEG)

Dollars in Thousands	FY24	FY25	FY26	FY27	FY28
November 2023 Plan	(\$4,736)	(\$4,659)	(\$4,671)	(\$4,671)	N/A
Preliminary Plan	(4,631)	(4,696)	(4,449)	(4,452)	(4,031)
TOTAL PEGs	(\$9,367)	(\$9,355)	(\$9,120)	(\$9,123)	(\$4,031)

Source: New York City Office of Management and Budget

The Preliminary Plan contained no new needs and several other adjustments, the most significant of which are listed below:

Other Adjustments

- **City Service Corps.** The Preliminary Plan reflects one-time funding of \$101,734 in Fiscal 2024 for City Service Corps services. The City Service Corps recruit individuals to serve full-time at City agencies.
- **Works Plus DOP Transfer.** The Plan includes one-time state funding in Fiscal 2024 to cover costs associated with paying vendors that provide services in 17 Cure Violence catchment areas. The Works Plus Program serves young adults aged 16 to 30 who have been touched by gun violence and referred to the program by the NYC Crisis Management System.
- **Young Men's Initiative (YMI) Funding Adjustment.** The Preliminary Plan includes baseline savings of \$100,000, starting in Fiscal 2025, with a reduction of \$53,000 in Fiscal 2024 for the Young Men's Initiative. YMI was originally created to serve Black and Latino men between the ages of 16 and 24 in education, employment, health, and justice. However, the program has been opened to all genders in recent years. This reduction will not impact services as the funding was added to DOP's budget at Adoption.

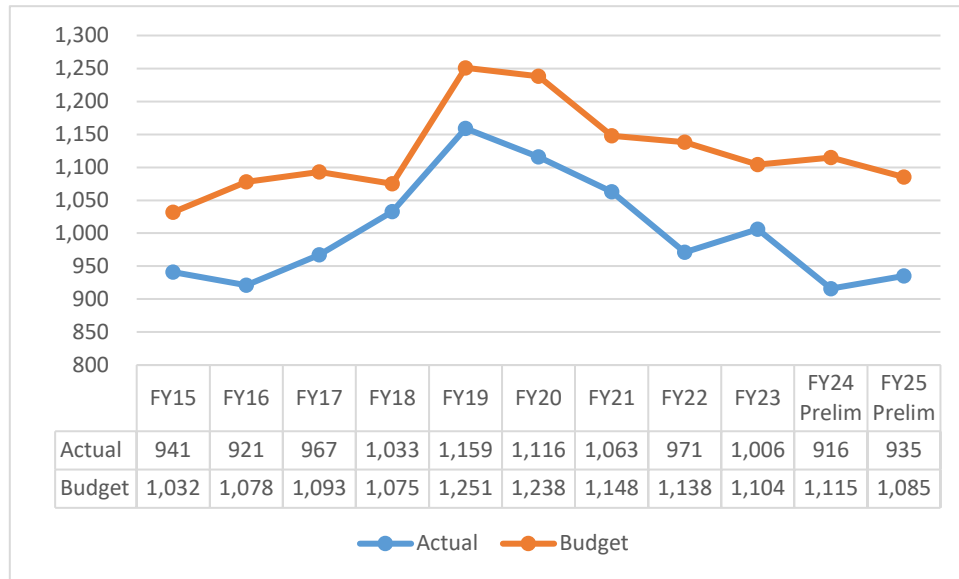
Program to Eliminate the Gap (PEG)

- **Arches Program Re-estimate.** The Plan includes saving of \$600,000 in Fiscal 2024 and Fiscal 2025 only. The Arches Program serves high-risk young adults, ages 16-24, who struggle to overcome the certain patterns and behaviors and connects them to mentors with similar life experience. DOP achieved these savings due to under-utilization of some ancillary services.
- **Eliminate Behavioral Health Unit.** The Preliminary Plan includes baseline savings of \$1.3 million and 11 positions, beginning in Fiscal 2024, due to the elimination of the Behavioral Health Unit. The Fiscal 2017 Preliminary Plan includes \$194,003 in Fiscal 2016 and \$391,455 in Fiscal 2017 for seven positions (five probation officers and two clinical advisors) to fill a service gap. The Unit has yet to begin providing services, however, it is anticipated that the additional staff will assist in providing a stabilization period for those with behavioral issues who enter probation from an Alternatives to Incarceration (ATI) program. These savings will also allow DOP to conduct periodic follow-up on those with identified behavioral health histories.
- **IMPACT Program Cancellation.** The Preliminary Plan includes baseline savings of \$700,000 beginning in Fiscal 2024. IMPACT serves the specialized needs of adolescents who are sentenced to probation through Adult Criminal Court. However, it was designed to help youth who are sentenced as Juvenile Offenders, or Youth Offenders, address issues through in-home family services and mentoring. This work is redundant, as these programs were tailored to service only juveniles and are currently managed by other juvenile operations programs.
- **Less Than Anticipated OTPS Spending.** A reduction of \$2.0 million is baselined through the outyears of the Plan beginning in Fiscal 2026 due to less than anticipated OTPS spending.
- **Less Than Anticipated PS Spending.** A \$2.0 million reduction for PS spending is included in the Plan for Fiscal 2024 and Fiscal 2025, followed by a \$400,000 reduction in Fiscal 2026 and Fiscal 2027 for less than anticipated Personal Services spending.

Headcount

The Preliminary Plan includes funding for a full-time headcount of 1,085. Chart 3 presents the Department's actual headcount since Fiscal 2015, its budgeted headcount for the corresponding year, and the projections as of the Preliminary Plan.

Chart 3: Department of Probation Headcount FY15-FY25



A significant portion of the Department’s staff are Probation Officers (479 budgeted for Fiscal 2025) and Supervising Probation Officers (178 budgeted for Fiscal 2025). Probation Officers are responsible for the agency’s core functions including supervision and investigations.

Department of Probation Miscellaneous Revenue

The Preliminary Plan includes approximately \$14.9 million of miscellaneous revenue in Fiscal 2025 for the DOP, \$3.4 million less than the Fiscal 2024 Adopted Budget. The decrease is attributable to a \$3.1 million difference in revenue from NYCHA Employment Services, which are typically not included in the budget until later in the fiscal year Table 3 explains the Department’s miscellaneous revenue sources and the differences since the Fiscal 2024 Adopted Plan.

Table 3: DOP Revenue Budget Overview

<i>Dollars in Thousands</i>				
Revenue Sources	FY24 Adopted	Preliminary Plan		*Difference FY25-FY24
		FY24	FY25	
Tier 3 Services for High Risk Young Adult Probationers	\$285	\$285	\$0	(\$285)
NYCHA Employment Services	3,155	3,155	0	(3,155)
Officers Shields and Records	2	2	2	0
DWI/DUI Fees	300	300	300	0
State Aid to Dept. of Probation	14,605	14,605	14,605	0
TOTAL	\$18,348	\$18,348	\$14,907	(\$3,441)

**The difference of Fiscal 2024 Adopted compared to Fiscal 2025 Preliminary Budget.*

Source: New York City Office of Management and Budget

Fiscal 2024 Preliminary Mayor’s Management Report (PMMR)

The Mayor’s Office publishes the PMMR to highlight agency performance through the first four months of the fiscal year, monitoring specific items for each agency. The Department of Probation has three service goals for reporting: contribute to improved outcomes in adult and family court proceedings, monitor and enforce the conditions of probation, provide client support and enrichment services to improve probation outcomes. There are no significant changes to the reporting in the PMMR, including the addition or exclusion of indicators. Below are the highlights from the Fiscal 2024 PMMR.

- **Contribute to improved outcomes in adult and family court proceedings.** These indicators present statistics regarding the timely production of pre-sentence investigations (PSI) and determinations of which youth would be appropriate for diversion programming when sentenced by formal juvenile court proceedings.
 - In the first four months of Fiscal 2024, the Department completed 2,440 PSIs for adults, which is a decrease from 2,674 PSIs for the same period in Fiscal 2023. The Department completed 338 juvenile Investigations and Reports, an increase over the 226 completed in the same period in Fiscal 2023. In the first four months of Fiscal 2024, 99.5 percent of adult investigations were completed on time, which is up half of a percent from the same period in Fiscal 2023, while 93 percent of juvenile investigations were completed on time, which is a three percent decrease from the previous fiscal year. This decrease is likely due to the overall increase in Investigations and Reports for juveniles, as a citywide increase in family court activity has affected the workloads of probation personnel.
- **Monitor and enforce the conditions of probation.** DOP uses these indicators to evaluate client risk and misconduct data to optimize supervision, monitoring, and program services while increasing client accountability. This is primarily completed during field visits and enforcement actions.
 - During the first four months of Fiscal 2024, probation officers conducted 2,753 initial risks and needs assessments for adults beginning probation supervision, this is an increase of five percent from the same period the previous year. Initial assessments for juveniles totaled 819 in Fiscal 2024, with no substantial change from the previous year during the same time. The average monthly re-arrest rate for adults on probation supervision increased from 2.3 percent in Fiscal 2023 to 3.3 percent in the first four months of Fiscal

2024, while the juvenile rate decreased from 3.1 percent to 2.7 percent. The number of adults on probation that were rearrested as a percentage of total NYPD arrests increased from 2 to 2.5 percent, while the juvenile rate also rose from 0.1 percent to 0.2 percent.

- **Provide client support and enrichment services to improve probation outcomes.** The Department utilizes Individual Action Plans (IAPs) to create goals for adults and juveniles who are under supervision. The DOP also uses these plans to provide community-based services.
 - During the first four months of Fiscal 2024, the rate of IAPs created for eligible clients remained at 100 percent for both adults and juveniles. There were 39 new enrollments of juveniles in alternative-to-placement (ATP) programs during this reporting period, versus 19 youths during the first four months of Fiscal 2023. There were 621 new enrollments in DOP-managed programs, a 23 percent decrease. This decline in enrollments is related to the Fiscal 2023 loss of a contracted program provider that offered services in both operations divisions. 16 percent of adult probation supervision case closings were completed early, a decrease of one percent between the first four months of Fiscal 2023. The approval rate for early completion applications has decreased five percentage points to 92 percent.

Appendices

A. Budget Actions in the November and Preliminary Plans

<i>Dollars in Thousands</i>	FY24			FY25		
	City	Non-City	Total	City	Non-City	Total
DOP Budget as of the Adopted FY24 Budget	94,501	\$25,424	\$119,925	92,980	\$21,777	\$114,757
Changes Introduced in the November Plan						
Programs to Eliminate the Gap (PEGs)						
Arches Program Re-estimate	(\$1,000)	\$0	(\$1,000)	(\$1,000)	\$0	(\$1,000)
Less Than Anticipated OTPS Spending	(1,289)	0	(1,289)	(986)	0	(986)
Less Than Anticipated PS Spending	(200)	0	(200)	0	0	0
Next Steps Program Efficiency	(2,236)	0	(2,236)	(2,663)	0	(2,663)
Telecommunications Savings	(11)	0	(11)	(10)	0	(10)
Subtotal, PEGs	(\$4,736)	\$0	(\$4,736)	(\$4,659)	\$0	(\$4,659)
Other Adjustments						
accrual mod	\$0	\$0	\$0	\$0	\$0	\$0
acrl mod	0	0	0	0	0	0
acrl modst	0	0	0	0	0	0
Aid to Asylum Seekers	15	0	15	0	0	0
ARP-SLFRF Adjustment	1,041	(1,041)	(0)	834	(834)	0
Buyers L300 Collective Bargaining Adjustment	15	0	15	13	0	13
City Service Corps	(102)	0	(102)	0	0	0
CSBA Collective Bargaining Adjustment	68	0	68	69	0	69
CWA Collective Bargaining Adjustment	313	0	313	303	0	303
Fund Codes	0	0	0	0	0	0
Fund Echoes	0	0	0	0	0	0
Fund Vehicles	0	0	0	0	0	0
Fund Works Plus	0	0	0	0	0	0
IBT L237 Collective Bargaining Adjustment	5	0	5	3	0	3
Move p code funds	0	0	0	0	0	0
OTPS Realignment	0	0	0	0	0	0
PS Realignment	0	0	0	0	0	0
STSIJ Transfer	(2,456)	6,465	4,009	0	0	0
Workforce Enhancement	(32)	0	(32)	(73)	0	(73)
Subtotal, Other Adjustments	(\$1,133)	\$5,424	\$4,291	\$1,149	(\$834)	\$315
TOTAL, All Changes in November Plan	(\$5,869)	\$5,424	(\$445)	(\$3,510)	(\$834)	(\$4,344)
DOP Budget as of the November Plan	\$88,632	\$30,848	\$119,480	\$89,470	\$20,943	\$110,413
Changes Introduced in the Preliminary Plan						
New Needs						
	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal, New Needs	\$0	\$0	\$0	\$0	\$0	\$0
Programs to Eliminate the Gap (PEGs)						
Arches Program Re-estimate	(\$600)	\$0	(\$600)	(\$600)	\$0	(\$600)
Eliminate Behavioral Health Unit	(1,331)	0	(1,331)	(1,331)	0	(1,331)
Impact Program Cancellation	(700)	0	(700)	(700)	0	(700)
Less Than Anticipated OTPS Spending	0	0	0	0	0	0
Less Than Anticipated PS Spending	(2,000)	0	(2,000)	(2,065)	0	(2,065)
Subtotal, PEGs	(\$4,631)	\$0	(\$4,631)	(\$4,696)	\$0	(\$4,696)
Other Adjustments						
City Service Corps	\$102	\$0	\$102	\$0	\$0	\$0
FUND DCJS CEO FY24	0	0	0	0	0	0
Fund ICM Plus	0	0	0	0	0	0

<i>Dollars in Thousands</i>	FY24			FY25		
	City	Non-City	Total	City	Non-City	Total
Fund Next Steps FY24	0	0	0	0	0	0
FUND WORKS PLUS	0	0	0	0	0	0
Move Back to WorksPlus	0	0	0	0	0	0
Works Plus DOP Transfer	0	3,106	3,106	0	0	0
YMI Funding Adjustment	(100)	0	(100)	(53)	0	(53)
Subtotal, Other Adjustments	\$2	\$3,106	\$3,107	(\$53)	\$0	(\$53)
TOTAL, All Changes in the Preliminary Plan	(\$4,629)	\$3,106	(\$1,524)	(\$4,749)	\$0	(\$4,749)
DOP Budget as of the Preliminary Plan	\$84,003	\$33,953	\$117,956	\$84,721	\$20,943	\$105,664

Source: New York City Office of Management and Budget

B. Contract Budget

<i>Dollars in Thousands</i>				
Category	FY24 Adopted	Number of Contracts	FY25 Preliminary	Number of Contracts
Cleaning Services	\$43	1	\$43	1
Contractual Services - General	30,258	5	22,302	5
Data Processing Equipment Maintenance	150	2	150	2
Hospitals Contracts	111	3	111	3
Maintenance and Repairs - General	72	1	72	1
Office Equipment Maintenance	76	2	90	2
Printing Services	20	1	20	1
Prof. Services - Other	102	4	102	4
Security Services	1,017	1	1,017	1
Telecommunications Maintenance	3	1	3	1
Temporary Services	16	1	16	1
Training Program for City Employees	25	2	25	2
TOTAL	\$31,891	24	\$23,950	24

Source: New York City Office of Management and Budget

C. Program Area

Probation Services						
	FY22	FY23	FY24	Preliminary Plan		*Difference
<i>Dollars in Thousands</i>	Actual	Actual	Adopted	FY24	FY25	FY25-FY24
Spending						
Personal Services						
Full-Time Salaried - Civilian	\$57,393	\$55,193	\$58,254	\$54,674	\$54,487	(\$3,767)
Overtime - Civilian	792	2,858	2,550	2,550	2,550	0
Additional Gross Pay	3,961	3,337	3,847	3,847	3,268	(579)
Additional Gross Pay - Labor Reserve	0	264	0	0	0	0
Fringe Benefits	178	177	0	0	0	0
Other Salaried	0	51	0	0	0	0
Unsalaries	168	211	10	10	10	0
Subtotal	\$62,493	\$62,091	\$64,660	\$61,080	\$60,315	(\$4,346)
Other Than Personal Services						
Property & Equipment	\$513	\$2,074	\$1,158	\$940	\$1,336	\$178
Supplies & Materials	821	1,284	1,594	1,392	1,594	0
Contractual Services	27,750	26,300	31,776	33,664	23,820	(7,956)
Contractual Services - Professional Services	254	321	102	245	102	0
Fixed & Misc. Charges	776	746	11	371	11	0
Other Services & Charges	10,721	12,394	9,286	8,461	6,737	(2,550)
Subtotal	\$40,836	\$43,118	\$43,927	\$45,072	\$33,599	(\$10,328)
TOTAL	\$103,329	\$105,209	\$108,587	\$106,152	\$93,913	(\$14,674)
Funding						
City Funds			\$83,222	\$72,257	\$73,030	(\$10,191)
Federal - Other			1,041	0	0	(1,041)
Intra City			6,338	15,909	6,338	0
Other Categorical			3,155	3,155	0	(3,155)
State			14,830	14,830	14,545	(285)
TOTAL			\$108,587	\$106,152	\$93,913	(\$14,674)
Budgeted Headcount						
Full-Time Positions - Civilian	874	902	960	979	949	(11)
TOTAL	874	902	960	979	949	(11)

*The difference of Fiscal 2025 Preliminary Budget compared to Fiscal 2024 Adopted Budget

Source: New York City Office of Management and Budget

Executive Management						
	FY22	FY23	FY24	Preliminary Plan		*Difference
<i>Dollars in Thousands</i>	Actual	Actual	Adopted	FY24	FY25	FY25-FY24
Spending						
Personal Services						
Full-Time Salaried - Civilian	\$9,152	\$9,189	\$10,786	\$11,237	\$11,198	\$412
Overtime - Civilian	91	212	226	241	226	0
Additional Gross Pay	393	402	198	198	198	0
Additional Gross Pay - Labor Reserve	0	144	0	0	0	0
Fringe Benefits	2	2	0	0	0	0
Other Salaried	0	0	2	2	2	0
P.S. Other	(2)	(2)	0	0	0	0
Unsalaries	58	112	2	2	2	0
Subtotal	\$9,694	\$10,059	\$11,214	\$11,680	\$11,626	\$412
Other Than Personal Services						
Supplies & Materials	\$4	\$15	\$30	\$5	\$42	\$12
Property & Equipment	0	0	48	77	21	(27)
Contractual Services	0	0	13	0	28	15
Contractual Services - Professional Services	0	10	0	0	0	0
Fixed & Misc. Charges	0	4	2	1	2	0
Other Services & Charges	36	21	32	43	32	0
Subtotal	\$41	\$50	\$126	\$126	\$126	\$0
TOTAL	\$9,735	\$10,109	\$11,339	\$11,806	\$11,752	(\$54)
Funding						
City Funds			\$11,279	\$11,746	\$11,692	\$412
State			60	60	60	0
TOTAL			\$11,339	\$11,806	\$11,752	\$412
Budgeted Headcount						
Full-Time Positions - Civilian	97	104	136	136	136	0
TOTAL	97	104	136	136	136	0

**The difference of Fiscal 2025 Preliminary Budget compared to Fiscal 2024 Adopted Budget*

Source: New York City Office of Management and Budget