

**Kentucky Department of Juvenile Justice and
BRIDGES, Hardin County's Juvenile Delinquency Prevention Council**

**FY 2005 – FY 2006
Community Juvenile Justice Partnership Grant Program**

Grant Solicitation and Review Process

Filing Deadline: Wednesday April 14, 2004
Original proposal and six (6) copies must be delivered to the
Hardin County Juvenile Delinquency Prevention Council,
BRIDGES at the following filing location by 4:30 p.m. EDT:

Filing Location: Office of the Hardin County Judge Executive
Attention: Hardin County Adolescent Services
100 Public Square
Elizabethtown, KY 42701

NO APPLICATIONS CAN BE ACCEPTED BY FAX OR E-MAIL

Technical Assistance: Monday, April 5, 2004
Session 1 – 10:00 a.m. – Noon EDT
Session 2 – 5:00 – 7:00 p.m. EDT (repeat of day session)
Location: R.R. Thomas Community Room
14 Public Square
Elizabethtown, KY 42701

All potential grantees are encouraged to attend. Group technical assistance will be offered by Hardin County Adolescent Services Coordinator, BRIDGES Council members and/or other resource persons. Follow-up individual assistance may be provided by appointment.

Local Grant Review Period: April 15 – 28, 2004
IT IS ESSENTIAL THAT APPLICANTS INCLUDE CONTACT INFORMATION FOR A RESPONSIBLE PARTY WHO CAN BE REACHED DURING THIS TIME, IF NEEDED BY THE GRANTSMANSHIP COMMITTEE!!

All applications will be initially reviewed by the local council. Applications will be competitively reviewed and ranked based upon the point scale included in this application. An applicant may be requested to meet with the review team to answer questions. Incomplete applications or late submissions will be returned to the applicant with no action taken.

Pursuant to 505 KAR 1:070, “Council members who are affiliated with an agency applying for Community Juvenile Justice Partnership Grant Program funds, **shall not participate in the review, ranking, or funding recommendations for a group of proposals** that includes a proposal submitted by the affiliated agency. A council member is affiliated if he or she or an immediate family member is an employee or board member of the agency submitting the proposal.”

DJJ Grant Review: Recommendations will be made to state DJJ Office not later than April 30, 2004 for statewide review and final funding recommendations pursuant to 505 KAR 1:070. Recommendations by the local board do not guarantee acceptance by the Department. Successful applicants will be notified of their award by the Department of Juvenile Justice on or before June 30, 2004. Program funding begins July 1, 2004.

Application Process

Submittal Requirements:

The following items must be submitted in the following order by the deadline set forth above for the application to be considered for funding:

Grant Application cover sheet	Basic Requirement
I. Proposal Summary	Basic Requirement
II. Statement of Delinquency Problem	15 Points
III. Goals and Objectives	20 Points
IV. Data Collection and Evaluation	10 Points
V. Program Description	20 Points (5 points allocated to Partnerships/Collaboration)
VI. Implementation Strategies	10 Points (5 BONUS points possible for America’s Promise participation)
VII. Program Continuation	5 Points
VIII. Budget Summary	5 Points
IX. Budget Detail and Narrative	10 Points

Please note that specific instructions are provided with the application.

Applications may be returned, with no action taken, for the following:

- Late Submission
- Basic Requirements sections omitted
- Incomplete Information or missing sections.

Use the checklist provided to ensure that all required information is provided.

Applications should not exceed a total maximum of 15 pages, with font no smaller than 12 point. The partnership letters and objective worksheet pages will not be

included in the total maximum number of pages. *Do not submit information that is not requested. Additional information that you include will not be reviewed.*

DO NOT bind copies. Compile your application so it is easy for reviewers to make extra copies if needed.

Introduction

Community Juvenile Justice Partnership Grant Program: Pursuant to 505 KAR 1:070, **to the extent funds are available**, the Kentucky Department of Juvenile Justice shall operate the Community Juvenile Justice Partnership Grant Program for the purpose of offering grant funding to local communities to support the development of prevention programs, projects and systems identified by a council through the local juvenile justice planning process.

Overview of the Local Juvenile Justice Plan:

EXECUTIVE SUMMARY:

Mission Statement:

To remove the "RISK" from Hardin County "AT RISK" families by:

- (1) Allowing families to live violence-free,
- (2) Keeping youth productive,
- (3) Keeping juveniles in school, and
- (4) Helping teens get jobs.

Going a step beyond the original council goal of “removing risk”, as the council has evolved and matured, there has been growing understanding that we have many kids who have risk factors in their life that can never be “removed.” There are familial and experiential factors that have embedded risk in their young lives. They may have parents or other close family members who are or have been incarcerated.. Children are witnessing family violence, and in too many cases, being victims. While removing risk factors, when possible, remains essential for the success of Hardin County Youth, the council’s vision has been broadened to also help young people build resiliency to overcome risk factors when necessary. Subjective and objective data gathered by the long-range planning committee have guided them to focus on the following in 2004-06:

COMMUNITY PROGRAM GOAL

To increase the resiliency and personal competencies of children in Hardin County who are in either or both of the following targeted groups:

- (1) Students in Gr. 5-8 who have exhibited conduct problems as reported by school records, by teachers, Family Resource and Youth Service Center staff, or by parents or agencies contacted by parents, including law enforcement, court designated workers, and social services. The conduct problems to be addressed include aggressive behaviors, inappropriate expression of anger, manipulation or intimidation of peers and/or adults, disruptive impulsive behaviors, running away and/or similar recurring actions.
- (2) School-aged children (K-12) who have risk factors in their lives which result from familial or environmental circumstances, and a professional assessment determines that they may benefit from additional services. These situational risk factors may include being a witness to domestic violence, having a parent or sibling who has been arrested, instability in living arrangements or other situations which have been shown to be highly correlated with the history of juveniles exhibiting delinquent behaviors.

COMMUNITY PROGRAM GOAL – Objective 1

NEEDS:

The need for programs to target students in Gr. 5-8 who have exhibited conduct problems is evidenced by sharp rises in the occurrence of juvenile arrests within this age group.

- In data collected by the Hardin County Sheriff's Office from 2000-2002, they reported 207 contacts (arrest or other) with juveniles age 13. That number more than doubled to 460 for 14-year-olds. This represented the largest percentage gain from any one age group to the next.
- This data collection project had hoped to be comprehensive of all contacts by all law enforcement agencies throughout the county. However, with multiple agencies, and logistical challenges in implementation, we know contacts during this period were, and continue to be in far greater numbers than those included. In calendar year 2001, the Radcliff Police Department reported 464 arrests, with only 29 between the ages of 10-12; jumping to ninety (90) 13-14 year-olds.
- In survey data, of the local eighth graders who responded that they have attacked someone with the idea of seriously hurting them, one-third said the first time was at age 10 or younger. Of tenth graders responding to the same question, another 5% of the population answered that they had done so; with the largest number indicating they had first attacked someone with intent to harm when they were thirteen years old.
- In complaints filed with the Administrative Office of the Courts, as reported by the Court Designated Workers Program (2000-01 and 2001-02), Hardin County saw a 37.5% increase in Offenses Against Persons from 189 in 2000-01 to 260 in 2001-02. The rise for offenses against property rose by only 13.5% from 272 to 309.
- Through September 2003, the year-to-date totals for juvenile arrests by the Radcliff Police Department stood at 349. Over eighty (80) of those were in categories of

assault, criminal mischief, beyond control, disorderly conduct, threatening or intimidating, and resisting arrest. Another fifty-nine (59) were runaways. Most of the remaining arrests were substance-related (use, abuse, possession or sales) or property crimes.

- In the same survey cited above, 31% of the eighth graders responded that they had been verbally threatened during the school year. This exceeds national data that indicates that 3 out of 10 kids are either bullies, victims of bullies, or both. In this study, only 17% were either a victim or both a victim and a bully (National Institute of Child Health and Human Development, 1998).
- Of 198 habitually truant students surveyed by the Truancy Mediation Program, sixty-five indicated they had trouble getting along with someone at school or were afraid of someone at school. These combined issues exceeded those related to being bored or unable to schoolwork and those related to family problems.

These are some of the data considered in targeting 5th through 8th grades exhibiting conduct problems which, if unchecked and allowed to escalate, will become delinquent behaviors, as indicated by the Blueprints for Violence Prevention data that tells us that 60% of boys who bully will have at least one conviction by age 24.

STRATEGIES:

Programs will be sought which follow research-based principles. Best practices indicate that children benefit from programs which -

- are structured
- include family participation
- have a case management component
- allow youth a role in decision-making (determining activities, rewards, boundaries, etc.)
- create competencies

These programs may be in-school or after-school, weekend, and summer programs. Activities may include anger-management programs, role playing, community service projects, interpersonal skill building, job readiness preparation, mentoring, parent education, family events, establishing bonds with positive free-time activities, and other program designs and strategies which have been shown to be theoretically-sound or promising practices.

OUTCOMES:

Success will be measured by individual increases in resiliency, personal competencies, or similar measures and decreases in the targeted behaviors. Programs will be expected to establish the child's baseline on both upon entering the program. In the first year, improvements on both should be shown by at least 60% of the participants; in the second year, by at least 65% of the participants; third year, by at least 70% of the participants; and in the fourth year by at least 75% of the participants.

COMMUNITY PROGRAM GOAL: Objective 2

NEEDS:

The need for programs for children who have risk factors in their lives which result from familial or environmental circumstances is evidenced by a number of factors.

- Families in Hardin County are currently under the heightened stresses of plant closures and layoffs and military deployments of active and reserve units.
- In 2002, there were 1,382 reports of child abuse and neglect (Kids Count data.)
- Of more than \$9.5 million of obligated child support payments, only 58% was collected.
- Hardin County has the fifth largest population of Kentucky children on the free or reduced lunch program with 6,690.
- In an informal study, a local judge maintained a log of attributes brought before her court over a years' time in order to seek out a pattern in these children's lives. Many factors were considered, but approximately 80% were being raised by a single parent. And, in many cases, a member of the family had already been before the court.
- Depending upon source cited, Hardin County now has the first or second highest divorce rate in the state.
- The Children's Trust Fund cites evidence that children living with two parents are more likely to be read aloud to every day, at 61% vs. 46% living with one or no parent. They further indicate that children from father-absent homes -
 - are more likely to experience emotional disorder and depression and are at a dramatically greater risk for suicide
 - are twice as likely to drop out of school, have lower GPA's, have lower aspirations for college and poorer attendance records
 - are at a greater risk of drug and alcohol abuse
 - have a higher incidence of teen sexual activity; and, teen fathers are 7.5 times more likely than non-dads to commit serious delinquent acts within the first year of their child's birth
 - AND, are more likely to land in jail – even after controlling for other factors such as poverty and race. Relative to the general population, female inmates were nearly twice as likely to have grown up in a single-parent household.
- Judges, social services personnel, law enforcement personnel, and other child advocates have indicated that uncounted children are witnessing unreported domestic violence, in addition to this being one of the most frequently responded-to calls for police.

STRATEGIES:

Strategies must be research-based and tailored to the needs of the population being served. Strategies may include parenting classes, therapeutic groups, case management, mentoring, role playing, self-esteem building, interpersonal communication, and/or other program designs and strategies which have been shown to be theoretically-sound or promising practices. They should be performed only by professionally qualified individuals.

OUTCOMES

Success will be measured by individual increases in resiliency and personal competencies or similar measures for the children, and increases in parent and increases in parenting and life skills for their caregiver. Programs will be expected to establish a baseline for both the child and parent or caregiver upon entering the program. In the first year, improvements on both dimensions should be shown by at least 60% of the participants; in the second year, by at least 65% of the participants; third year, by at least 70% of the participants; and in the fourth year, by at least 75% of the participants.

Funding Information

Funding Period: July 1, 2004 - June 30, 2006

Type of Grant: REIMBURSABLE – expenses incurred in program operation will be reimbursed by grant funds upon presentation of documentation showing that those expense have been paid by the grant operator. NO up-front monies are awarded. Program must be able to meet initial operating expenses.

Source of Funds: To the extent funds are available, the Kentucky Department of Juvenile Justice will allocate funds to Hardin County to fund delinquency prevention programs and services that will address the priorities identified in the community's approved local prevention plan. Grants awarded under this solicitation will be for twenty-four (24) months, for the period from July 1, 2004 - June 30, 2006. The Kentucky Department of Juvenile Justice and the BRIDGES Council (Hardin County's Juvenile Delinquency Prevention Council) invite public and private non-profit agencies and organizations, as well as units of local government to apply for funding.

Funding for subsequent years will be contingent upon the program or service meeting the goals and objectives identified in the application and upon the availability of funds.

The maximum length of time for which funds may be awarded for a program is forty-eight (48) months. Each separate funding cycle is twenty-four (24) months and all programs must re-apply bi-annually for funding consideration.

The funding eligibility period is in transition from three one-year application periods to two two-year periods. Programs which have completed ONE year under the current eligibility may apply for ONE two-year cycle for a total of three years. A program which has completed TWO years under the current formula may apply for ONE two-year cycle for a total of four years. Existing CJJPG programs which apply must address the goals and objectives of the current RFP.

Eligibility Requirements: Eligible applicants are units of local governments, public and private non-profit agencies, and other community-serving organizations.

Match Requirement: As CJJPG funds are considered seed monies, programs should demonstrate increased match and corresponding decreased funding requests for each continuation application. Match includes cash and/or the value of documented in-kind contributions. All Community Juvenile Justice Partnership Grant applications must include a minimum match of 10% with minimum increases of 10% for years 2,3, and 4:

- Year 1 - 10% match minimum required
- Year 2 - 20% match minimum required
- Year 3 - 30% match minimum required
- Year 4 - 40% match minimum required

It is the intent that programs funded through CJJPG will reach self-sufficiency and continue to serve the community beyond the initial grant cycle.

Supervisory Authority:

The Kentucky Department of Juvenile Justice is the supervisory authority to oversee the development and implementation of the Community Juvenile Justice Partnership Grant Program. Pursuant to 505 KAR 1:070, the Department shall also monitor and audit grants and sub-grants awarded under the grant program.

Restrictions on the Use of Funds:

Community Juvenile Justice Partnership Grant Program funds may not be used for construction or land acquisition. CJJPG funds may not be used to supplant funds for programs or personnel which fall under the authorization of other duly appointed agencies (such as, but not limited to Dept. of Education or Community-Based Services.) CJJPG funds may not be used for out-of-state travel.

No funds may be used for non-program activities or purchases, such as late or reconnection fees for delinquent accounts, including utilities. Any equipment purchased or contracted must be for the primary use of the CJJPG program.

All equipment purchases must be justified and approved by the Department of Juvenile Justice and BRIDGES Council. Any equipment over \$500 immediately becomes the property of the Department of Juvenile Justice should the contract be terminated for unsatisfactory performance. Equipment purchased with CJJPG funds shall be tracked by an inventory system, in compliance with requirements of the Hardin County Fiscal Agent. Applicants are strongly encouraged to pursue donations of office space, furniture and computers to meet match requirements.

Truancy Programs: The Department of Juvenile Justice recognizes the link between truancy and juvenile delinquency. However, Community Juvenile Justice Partnership Grant applications addressing truancy must include significant partnership, in-kind and/or cost-sharing by the targeted school district. The Community Juvenile Justice Partnership

Grant funds may not be used to supplant existing truancy programming, personnel, or duties including the mandated responsibilities of the Director of Pupil Personnel.

Contracting with Faith Based Organizations: The Department of Juvenile Justice and the BRIDGES Juvenile Delinquency Prevention Council encourage faith based organizations to apply for state monies for the provision of community based activities and services. However, faith based organizations must be aware that these monies may not be used for the provision of religious counseling or religious teaching. The submission of a proposal, by any organization, does not create an inherent or implied understanding concerning the use of requested funds. It is for this reason that faith based organizations applying for funding under the Community Juvenile Justice Partnership Grant Program must provide secular programming alternatives for children and families receiving services or participating in activities to be funded by these state general funds.

Licenses: All programs funded by the Community Juvenile Justice Partnership Grant shall adhere to all applicable state and local licensing requirements (i.e., licensed childcare for after-school programs, etc.). It is the responsibility of the applicant to apply for and obtain such licenses.

Accountability and Reporting Requirements

Grant recipients will be expected to provide the Department of Juvenile Justice semi-annual reports on program activities and youth served. Data will likely include age, gender, and race/ethnicity of youth and/or families served, specific services provided and the number of youth/parents receiving each service, referral sources, and number of program terminations (both positive and negative). The Department of Juvenile Justice will provide the standard reporting format to grant recipients. Sample forms being used in the current program year are included as an example of information typically requested by the Department. Background checks must be maintained on file as required by law and best practices.

The Department of Juvenile Justice will monitor fiscal and programmatic activities and oversee the reporting requirements related to these work plans. Grantees will be expected to attend mandatory periodic training on reporting from the Department of Juvenile Justice and to attend local council reviews.

Partnership and Collaboration

The term “collaboration” is often used interchangeably with terms such as “networking”, “coordination”, and “cooperation”. Chris Huxham, in *Creating Collaborative Advantage*, provides a clear definition of these terms and makes clear how collaboration is different:

Networking is the exchange of information for mutual benefit;

Coordination is the exchange of information and the altering of activities for mutual benefit and to achieve a common purpose;

Cooperation is the exchange of information, the altering of activities, and the sharing of resources for mutual benefit and to achieve a common purpose; and

Collaboration is the exchange of information, the altering of activities, the sharing of resources, and the enhancement of the capacity of another for the mutual benefit of all and to achieve a common purpose.

The Department of Juvenile Justice and the BRIDGES Council will give special consideration to applications where several agencies and organizations collaborate to develop a comprehensive continuum of activities and services to address the stated problem or need. **Applicants are strongly encouraged to coordinate with others and submit a single application to meet locally identified needs.**