	<b>STATE OF KANSAS DEPARTEMT OF CORRECTIONS, JUVENILE SERVICEIS DIVISION</b>	
	<b>1. Juvenile Justice Comprehensive Plan Grant Application FY21</b>	<b>2. Issuance Date: January 14, 2020</b>
	<b>3. Originating Office: Kansas Department of Corrections, Juvenile Services Division</b>	
	<b>4. Award: Juvenile Justice Comprehensive Plan Grant Funding</b>	

**TO:** Kansas Administrative Counties who are responsible for implementing their judicial district’s comprehensive plan for the development, implementation, operation and improvement of juvenile community correctional services.

**SUBJECT:** Availability of Juvenile Justice Comprehensive Plan Grant funds distributed by the Kansas Department of Corrections, Juvenile Services Division (herein referred to as the “KDOC-JS”). Under the Grant Program, Administrative Counties are eligible for funds and community-based providers are eligible to apply for funds through the Administrative County Board of County Commissioners (BOCC).

**LEGAL:** Pursuant to [K.S.A. 75-7038 through 75-7053](#), the KDOC-JS may make grants available to

**REFERENCE:** counties or groups of counties who have submitted a comprehensive plan approved by the Secretary.

**PURPOSES:** The purpose of this grant application is to (1) set forth the requirements for recipients of funding, for aid to local units of government, representing fiscal year 2021, and (2) provide guidance and instructions for the preparation and submission of the application.

## TABLE OF CONTENTS

### **Part I. Juvenile Justice Comprehensive Plan Grant**

A. Overview	page 3
B. Available Funds and Eligible Applicants	page 3
C. Definitions	page 4
D. Awarding of Funding	page 5
E. Criteria for Approval	page 5
F. Use of Funds	page 5
G. Local Governance	page 6
H. Application Submission	page 7
I. Application Questions	page 7

### **Part II. Application Section (forms)**

A. Administrative County Officials Signature Page	page 9
B. Juvenile Corrections Advisory Board Membership	page 10
C. Cooperation Agreements Between Counties	page 12
D. Juvenile Intake and Assessment System (JIAS)	page 13
E. Immediate Intervention Program (IIP)	page 15
F. Juvenile Intensive Supervised Probation (JISP) and Case Management (CM)	page 18
G. Prevention Program Summary	page 22
H. Prevention Process Outcome Statement	page 24
I. Prevention Behavior Outcome Statement	page 25
J. Juvenile Corrections Advisory Board Funding	page 26
K. Organizational Chart	page 31
L. Program Contact Information	page 32

### **Part III. Application Attachments**

A. Check List	page 33
---------------	---------

### **Part IV. Approval Forms**

Grant Conditions and Signatures	page 34
---------------------------------	---------

# Part I. Juvenile Justice Comprehensive Plan Grant

## A. OVERVIEW

The purpose of this Grant is to act as a pathway to strengthen the collaborative efforts of local and state governments, and all branches of government, toward achieving the reform goals originally enacted by the Juvenile Justice Reform Act of 1997 and as amended by Senate Bill 367 by the 2016 Kansas Legislature. Those goals are established by [K.S.A. 38-2301](#) as:

“The primary goals of the juvenile justice code are to promote public safety, hold juvenile offenders accountable for their behavior and improve their ability to live more productively and responsibly in the community. To accomplish these goals, juvenile justice policies developed pursuant to the revised Kansas juvenile justice code shall be designed to: (a) Protect public safety; (b) recognize that the ultimate solutions to juvenile crime lie in the strengthening of families and educational institutions, the involvement of the community and the implementation of effective prevention and early intervention programs; (c) be community based to the greatest extent possible; (d) be family centered when appropriate; (e) facilitate efficient and effective cooperation, coordination and collaboration among agencies of the local, state and federal government; (f) be outcome based, allowing for the effective and accurate assessment of program performance; (g) be cost-effectively implemented and administered to utilize resources wisely; (h) encourage the recruitment and retention of well-qualified, highly trained professionals to staff all components of the system; (i) appropriately reflect community norms and public priorities; and (j) encourage public and private partnerships to address community risk factors.”

Operational across Kansas since 1999, reforms established that the Secretary of Corrections may make grants to counties for the development, implementation, operation and improvement of juvenile community correctional services. Further, the Act called for the designation of an entity responsible for juvenile justice field services not delivered by court services officers in the district and for the provision of juvenile intake and assessment services. Reforms are to be administered by the Department of Corrections and implemented and operated by local Boards of County Commissioners.

The Juvenile Justice Comprehensive Plan Grant (herein referred to as the “Grant Program”) application constitutes the Administrative County’s, for a single county or group of cooperating counties, local comprehensive plan and budget request.

## B. AVAILABLE FUNDS AND ELIGIBLE APPLICANTS

Juvenile Justice Comprehensive Plan Grant funding will be awarded to the Administrative County, to be allocated through the Board of County Commissioners to community-based programs. Funds through this application are to be used to develop, expand or enhance direct services provided through juvenile justice programs, to include but not limited to: Prevention, Immediate Intervention Programs, Juvenile Intake and Assessment Services, Court Services, Juvenile Intensive Supervision Probation and Case Management programs. Planning allocations

are being distributed today, along with this application, to Administrative Contacts, Boards of County Commissioners and Juvenile Corrections Advisory Board (JCAB) Chairpersons providing notice as to the amount of funds available from this funding source.

A new source of funding for FY21 is the **Juvenile Corrections Advisory Board Funding Allocation**. Agencies and organizations will have the opportunity to apply for funding through their local JCAB. These funds are provided through the Evidence-based Programs Fund, established in 2016 through Senate Bill 367. All services funded through this allocation must be the criteria established by the Kansas legislature. Additional information is provided in section J of this application.

## C. DEFINITIONS

**Case Management:** A program directed at the adjudicated juvenile offender population disposed to a period of supervision per [K.S.A. 38-2361\(a\)\(10\) or \(a\)\(12\)](#), through an entity other than court services which meets the requirements of applicable Community Supervision Standards published by the Secretary.

**Contracted Services or Services:** Resources, interventions, and other assistance provided to the participants in Juvenile Intake, Immediate Intervention, Court Services, Intensive Supervision, or Case Management programs. Examples include but are not limited to: cognitive behavior interventions, substance use and mental health evaluations, academic or vocational supports, transportation or housing assistance, client incentives, and other services intended to improve juvenile offender behavior and support them and their families in the home and community. If funding from the Grant Program are utilized for contracted services or services, a contract must exist between the parties, and the cost be budgeted as part of this application. No Sub Grantee Program Summary should be included as part of the County application.

**Court Services:** A program of the District Court for the supervision of juvenile offenders as defined at [K.S.A. 20-301 through 20-384](#).

**Immediate Intervention Program:** A program directed to youth alleged to have committed a juvenile offense established pursuant to [K.S.A. 38-2346](#) by which an eligible juvenile may avoid prosecution and which meets the requirements of applicable IIP standards published by the Secretary.

**Juvenile Intake and Assessment Services:** A program directed at the juvenile population in the custody of a law enforcement officer for an allegation of abuse and neglect or a juvenile offense, which meets the requirements of [K.S.A. 75-7023](#) and applicable JIAS standards published by the Secretary.

**Juvenile Intensive Supervision Probation:** A program directed at the adjudicated juvenile offender population disposed to a period of supervision per [K.S.A. 38-2361\(a\)\(1\)](#), through an entity other than court services which meets the requirements of applicable Community Supervision Standards published by the Secretary.

**Primary Prevention:** A program or service directed at the population at large that is designed to prevent juvenile crime.

Program: Evidence based programs and/or practices provided by an organization, including a unit or portion of an organization, receiving funds from this Grant who is **not** a: Juvenile Intake, Immediate Intervention, Court Services, Intensive Supervision or Case Management program. Examples include but are not limited to: programs operated by a school district, community mental health center, or other community-based agencies. The County must include a separate Subgrantee Program Summary for each proposed program funded from this Grant.

Secondary Prevention: A program or service directed to youth and families identified as at risk for juvenile crime involvement that is designed to prevent juvenile crime before it occurs.

Subgrantee: Unit of local government, non-profit entity, and other organization which has entered a contractual agreement with the grantee to provide graduated sanctions, prevention, and/or intervention services. All sub-grantees must adhere to applicable State laws and procedures and these Guidelines.

Tertiary Prevention: A program or service provided to youth and families after an incident of juvenile criminal behavior has occurred. The intervention is designed to prevent future incidents from occurring.

#### **D. AWARDING OF FUNDING**

State FY2021 Grant funding will be awarded to the Administrative County by the end of June 2020, for the funding period of July 1, 2020 and ending June 30, 2021. Local community-based programs may be awarded funding through the Administrative County based upon the recommendation by the Juvenile Corrections Advisory Board and approval by the Board of County Commissioners. KDOC-JS will authorize final approval of all programs.

#### **E. CRITERIA FOR APPROVAL**

All proposals submitted through the Administrative County and Juvenile Corrections Advisory Boards must be reviewed and approved by the Board of County Commissioners for the Administrative County, and by KDOC-JS. Proposals that fail to provide all information requested in the application will be denied or be delayed until they meet all requirements for approval.

#### **F. USE OF FUNDS**

Block Grant Funds shall not be commingled with funds from other state and federal agencies, or local funds. Monies from this grant shall not be used to cover costs for services or operational expenses attributed to adult criminal justice matters, operational expenses of Court Services, or other county or district-wide programs except those specifically delineated in this application. Grantees, and any sub-grantee, shall expend and account for grant funds in accordance with state laws, KDOC Financial Rules, Guidelines, and Reporting Instructions and this application.

Prevention and/or Graduated Sanctions funds applied for in this Grant may be used, for:

- The continued operation of primary, secondary, or tertiary prevention programs funded and operated from this source in state fiscal year 2020, which continues the same service content and target population
- The continued operation of juvenile intake and assessment services (JIAS) programs complying with KDOC standards
- The operation of immediate intervention programs (IIP) complying with KDOC standards that are either new to the county or group of cooperating counties, and an expansion or continuation of programs previously funded by another source
- The continued operation of juvenile intensive supervision probation (JISP) programs complying with KDOC standards
- The continued operation of case management (CM) programs complying with KDOC standards
- To fund new contractual services for adjudicated juvenile offenders disposed to probation supervised by Court Services (CS)
- To implement new tertiary prevention program(s) or service(s) for alleged and adjudicated juvenile offenders identified by the Juvenile Corrections Advisory Board (JCAB) and listed in their calendar year 2018 Annual Report submitted pursuant to [K.S.A. 75-7044a](#)

**Note: This FY21 application includes a new section, JCAB Funding, in section J. There are separate requirements for these funds, which is explained at the beginning of the section.**

Required minimum budget allocation of Prevention and/or Graduated Sanctions funds applied for in this Grant

- A minimum budget amount of \$500.00 is required of each Administrative County to assist Court Services in the implementation of client incentives, which is one element of Graduated Responses enacted by Senate Bill 367. This is current practice in some JISP and CM programs and is encouraged of all programs. This item will be included in line 212 of the FY21 Agency Application Budget Workbook, Agency Non-Personnel tab, column J.

## G. LOCAL GOVERNANCE

Consistent with a goal of the Kansas Juvenile Justice Code, that policies be designed to be community based to the greatest extent possible, KDOC-JS recognizes the Administrative County determined by the Counties of each Judicial District. The Administrative County Board of County Commissioners and the Juvenile Corrections Advisory Board are vehicles for collaboration who:

- Provides for efficient and effective delivery of services in all counties within the judicial district
- Facilitates communication at the local level and disseminates to the community information on the issues and activities relating to local juvenile justice needs
- Provides for coordination among all local juvenile justice stakeholders and organizations providing services for juvenile justice involved youth
- Administer the funds for the implementation of a network of community-based juvenile services

- Demonstrate the ability to efficiently and effectively leverage local, state, federal and private funds to support local efforts

To that purpose, KDOC-JS seeks to provide technical assistance and pursue policies, which help support the effort of Boards of County Commissioners and Juvenile Corrections Advisory Boards.

#### **H. APPLICATION SUBMISSION:**

To facilitate the review process, it is imperative that all funding requests submitted from the district are complete and accurate. The Administrative County, prior to submission to KDOC-JS, must review and approve the content of this application. If discrepancies are identified during the local review process, return the funding request for corrections prior to submission to KDOC-JS. Administrative Counties shall not include any locally required information or developed application or review tool with the district's application. These shall be maintained by the Administrative County as justification for funding and for local monitoring of sub-grantees.

The Administrative County or designee is responsible for ensuring that one complete electronic application packet is submitted to KDOC-JS. This packet shall include: The Grant application completed in its entirety including all required signatures, completed budget workbook and signed grant conditions. The application packet should be submitted to [KDOC JS Grants@ks.gov](mailto:KDOC_JS_Grants@ks.gov) on or before **May 1, 2020 at 5:00 p.m.**

#### **I. APPLICATION QUESTIONS:**

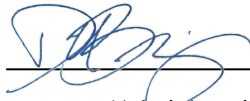
It is anticipated that as the Administrative County prepares the application packet each year that there will be the need to ask clarifying questions to ensure complete and accurate submission of the funding application packet. Questions from any sub-grantees or local officials must be directed to the Administrative Contact for the judicial district from whom funds are being requested. The Administrative Contact or designee is encouraged to contact Megan Milner, KDOC Director of Community Based Services, for assistance at [megan.milner@ks.gov](mailto:megan.milner@ks.gov).

**Part II. Application – Kansas Department of Corrections-  
Juvenile Services Juvenile Justice Comprehensive Plan  
Grant Application FY21**



## A. ADMINISTRATIVE COUNTY OFFICIALS SIGNATURE PAGE

*Instructions: One page per JD. Be sure to print the BOCC Chairperson name as well as obtain his/her signature and the date of signature. All four sections must be complete, using format shown. The Financial Officer must be different than the Administrative Contact, BOCC Chair and JCAB Chair.*

A. Board of County Commission	B. Administrative Contact
<p>Administrative County: <u>Franklin</u></p> <p>Mailing address: <u>1428 S. Main, Suite 2</u></p> <p>City, zip: <u>Ottawa, KS 66067</u></p> <p>Telephone: <u>785-229-3485</u></p> <p>Fax: <u>785-229-3449</u></p> <p>E-mail: <u>administration@franklincoks.org</u></p> <p>Judicial District #: <u>04</u></p> <p>County Employer ID #: <u>48-6038022</u></p> <p>Name of BOCC Chair: <u>Colton Waymire</u></p> <p>Signature/Date: _____</p> <p style="text-align: center;">(BOCC Chair)</p>	<p>Name/Title: <u>Dustin Browning</u></p> <p>Agency: <u>Fourth Judicial District Community Corrections</u></p> <p>Mailing address: <u>1418 S. Main, Suite 3</u></p> <p>City, zip: <u>Ottawa, KS 66067</u></p> <p>Telephone: <u>785-229-3510</u></p> <p>Fax: <u>785-229-3512</u></p> <p>E-mail: <u>dbrowning@franklincoks.org</u></p> <p>Signature/Date:  <u>4/22/2020</u></p> <p style="text-align: center;">(Administrative Contact)</p>
C. Juvenile Corrections Advisory Board	D. Financial Officer of Administrative County
<p>Name: <u>Kelly Johnson</u></p> <p>Title: <u>Chief Court Services Officer</u></p> <p>Mailing address: <u>301 S. Main</u></p> <p>City, zip: <u>Ottawa, KS 66047</u></p> <p>Telephone: <u>785-229-8925</u></p> <p>Fax: <u>785-242-8330</u></p> <p>E-mail: <u>kjohnson@franklincoks.org</u></p> <p>Signature/Date: _____</p> <p style="text-align: center;">(JCAB Chair)</p>	<p>Name: <u>Janet Paddock</u></p> <p>Title: <u>County Clerk</u></p> <p>Mailing address: <u>315 S. Main, Room 106</u></p> <p>City, zip: <u>Ottawa, KS 66047</u></p> <p>Telephone: <u>785-229-3410</u></p> <p>Fax: <u>785-229-3419</u></p> <p>E-mail: <u>jpaddock@franklincoks.org</u></p> <p>Signature/Date: _____</p> <p style="text-align: center;">(Fiscal Officer)</p>

Submission of the application packet and signature by county officials serves as certification to KDOC- JS that the application is complete; all submitted program requests were reviewed and those review documents remain on file for review; all applicable laws, standards, Financial Rules, Guidelines, and Reporting Instructions for Grantees requirements and grant conditions are being adhered to by the Administrative County and their sub-grantees; the Financial Rules, Guidelines, and Reporting Instructions for Grantees and any training necessary have been provided to each sub-grantee by the Administrative County.

## B. JUVENILE CORRECTIONS ADVISORY BOARD MEMBERSHIP

One form is required per judicial district. Boxes will expand to fit text entered. Chairperson is to be listed first as indicated on the membership list form. Please complete all information in the table for each board member. Additional spaces have been provided in the table in the event a board consists of more members than the statutory requirements. At the top of membership list – please identify judicial district and the date this membership list was completed/updated. Please ensure that all expiration dates are updated.

Judicial District #: 04

Date completed: 02/03/2020

Is the JCAB a joint board with the Corrections Advisory Board (CAB)? Yes

Chairperson Appointed by	Representing	Name and Job Title	Address	E-mail & Phone	M/F	Ethnicity	Race	Initial Appointed Date	Expiration Date
BOCC	Court Services	Kelly Johnson	301 S. Main	kjohnson@franklincoks.org	M	NH	W	04/2019	04/2021
		Chief CSO	Ottawa, KS 66047	785-229-8925					
Members Appointed by	Representing	Name and Job Title	Address	E-mail & Phone	M/F	Ethnicity	Race	Initial Appointed Date	Expiration Date
Sheriff	Law Enforcement	Randy Rogers	605 Neosho St.	rrogers@coffeycountyks.org	M	NH	W	07/2018	07/2020
		Coffey County Sheriff	Burlington, KS 66839	620-364-2123					
Chief of Police	Law Enforcement	Doug Jones	616 S. 3 <sup>rd</sup> St.	djones@burlingtonkansas.gov	M	NH	W	07/2018	07/2020
		Burlington Police Chief	Burlington, KS 66839	620-364-8757					
County Attorney	Prosecution	Vacant							
Administrative Judge	Judiciary	Kevin Kimball	301 S. Main	kkimball@franklincoks.org	M	NH	W	04/2017	04/2019
		Magistrate Judge	Ottawa, KS 66047	785-242-6000					
BOCC	Education Representative	Ryan Cobbs	1404 S. Ash	cobbsr@usd290.org	M	NH	W	11/2019	11/2021
		USD 290 Superintendent	Ottawa, KS 66067	785-229-8010					
Administrative Judge	Judiciary	Shannon Rush			F	NH	W		
		Magistrate Judge		785-828-4154					
BOCC	Mental Health Representative	Leslie Bjork	2537 Eisenhower	lbjork@laytoncenter.org	F	NH	W	04/2018	04/2020
		Executive Director, ELC	Ottawa, KS 66067	785-242-3780					
BOCC	General	Don Meats	110 S. Sixth	dcmeatswildlife@yahoo.com	M	NH	W	1/2017	04/2019
		BOCC – CFCO	Burlington, KS 66067	620-203-0396					
BOCC	General	Ken Halliburton	226 S. Beech St.	khalliburton@franklincoks.org	M	NH	W	12/2018	12/2020
		Director, FRCO Juvenile Services	Ottawa, KS 66067	785-229-3405					

Members Appointed by	Representing	Name and Job Title	Address	E-mail & Phone	M/F	Ethnicity	Race	Initial Appointed Date	Expiration Date
BOCC	General	Taylor Jones	1920 Moodie Rd.	tjones@willowdvcenter.org	F	NH	B	03/2019	03/2021
		Director of Community Services – Willow DV Center	Lawrence, KS 66046	785-331-2034 x104					
City	General	Andy Frye	209 S. Hayes	andy@sned.us	M	NH	W	04/2017	04/2019
		Citizen	Garnett, KS 66032	785-448-4010					
City	General	Crystal Anderson	1320 S. Ash Street	canderson@eckan.org	F	NH	W	04/2018	04/2020
		CEO, ECKAN	Ottawa, KS 66067	785-242-7450					
City	General	Vacant							
Judge of District Court	Juvenile Defense	Vacant							

## C. COOPERATION AGREEMENTS BETWEEN COUNTIES

[K.S.A 75-7039](#) provides that each county may qualify to receive grants from the Kansas Department of Corrections under the provisions of [K.S.A. 75-7038 through 75-7053](#). Further, it is provided that counties may cooperate together to make themselves eligible for grants and such counties shall cooperate and enter into such agreements pursuant to [K.S.A. 12-2901 through 12-2907](#).

**Please provide the response that applies to the County or Group of Counties applying for this grant.**

**Single county application, if selected please proceed to next section**

**Group of two or more counties application, if selected please indicate if**

**Copy of Cooperation Agreement included as attachment, or**

**Group of Counties operating without a Cooperating Agreement**

The Interlocal Agreement for the Counties in the Fourth Judicial District should be on file with KDOC. If not, please request and it will be submitted.

## D. JUVENILE INTAKE AND ASSESSMENT SYSTEM (JIAS)

The following questions are intended to provide KDOC-JS with a better understanding of the Juvenile Intake and Assessment System in each Judicial District for FY21. Some questions in this section will be answered using check boxes. In order to put a checkmark in a box, double click the box you would like to select and when the pop-up window opens, select "Checked" then "Ok" to close the box. If a box marked "Yes" is selected, please provide the additional requested information on the line. All of the questions have space available for narratives to note additional information from what has been requested.

- 1. What agency/entity in the district operates JIAS? Is this service sub-contracted to another organization? If so, please identify the sub-contractor and provide point-of-contact information.**  
Franklin County Juvenile Services operates the district's JIAS program covering Franklin, Anderson, Coffey, and Osage Counties. The Director of Juvenile Services, Ken Halliburton, is the point-of-contact for this operation.
- 2. Describe the staffing pattern utilized by the JIAS program, including regularly scheduled office hours for JIAS staff.**  
Staffing includes the Director of Juvenile Services, Assistant Director of Juvenile Services, Intake/Detention Officers for Franklin County and on-call Intake Officers for Anderson, Osage, and Coffey Counties. The Director and Assistant Director have a regular work schedule of Monday through Friday from 8:00am to 5:00pm. In Franklin County, the Intake/Detention Officers work 12 hour shifts and the facility is operated 24 hours a day, 7 days a week. For Anderson, Coffey, and Osage Counties, the Intake Officers are on-call staff. The Director and Assistant Director of the Franklin County Juvenile Detention Center provide support and help in all counties when necessary.
- 3. Describe how JIAS services are provided outside of the typically scheduled office hours for staff.**  
For Anderson, Coffey, and Osage Counties, the Intake Officers are on-call staff. The Director and Assistant Director of the Franklin County Juvenile Detention Center provide support and help in all counties when necessary.
- 4. Describe the process for law enforcement to notify JIAS of needed services outside of normal office hours.**  
When law enforcement needs JIAS services, they bring the youth to the Juvenile Intake and Assessment Center (JIAC) in that county. All law enforcement dispatch centers have the on-call schedule for that county and phone numbers to reach the Intake Officer. The Intake Officer will then report to JIAC as soon as possible to complete the services needed.
- 5. Where are intakes conducted?**  
Juvenile Intake and Assessment Centers are located as follows:  
Franklin County – Franklin County Juvenile Services  
Anderson County – Anderson County Sheriff's Office  
Coffey County – Coffey County Sheriff's Office  
Osage County – Osage County Jail
- 6. Are any intakes conducted over two-way or audio-visual communication as permitted by [K.S.A. 75-7023\(d\)](#)?**

- No  
 Yes

**6a. If yes, please describe both the technology used and how that technology provides for secure transmission of this electronic communication.**

**6b. Please describe how JIAS staff decide when it is appropriate to conduct the intake two-way or audio-visual communication.**

**6c. Please identify the percentage of intakes conducted over two-way or audio-visual communication in FY20. Do you anticipate an increase or decrease for FY21?**

**7. In the table below, please list the specific service(s) or program(s) that serve as alternatives to placement into a juvenile detention center, pursuant to [K.S.A. 38-2331\(b\)](#).**

<b>Community Based Detention Alternative</b>	<b>Organization</b>	<b>Target Population</b>	<b>Cost Per Youth</b>	<b>Cost Paid By Whom</b>
Release upon youth's promise to appear	Law enforcement	N/A	Not Applicable	Not Applicable
Release to a parent, guardian, or custodian upon their assurance to secure youth's appearance	JIAS	80%	Not Applicable	Not Applicable
Release with the imposition of reasonable restrictions on activities, associations, movements and residence specifically related to securing the youth's appearance at the next court hearing	Not applicable		Not Applicable	Not Applicable
Release to a voluntary community supervision program	Not applicable		Not applicable	Not applicable
Release to a mandatory, court-ordered community supervision program	Not applicable		Not applicable	Not applicable
Release with mandatory participation in an electronic monitoring program with minimal restrictions on the youth's movement	Not applicable		Not applicable	Not applicable
Release with mandatory participation in an electronic monitoring program allowing the youth to leave home only to attend school, work, court hearings or other court-approved activities	Not applicable		Not applicable	Not applicable
additional (specify): _____				
additional (specify): _____				
additional (specify): _____				
additional (specify): _____				
additional (specify): _____				
additional (specify): _____				

**8. Is law enforcement in the district utilizing the Notice to Appear (NTA) process, pursuant to [K.S.A. 38-2330](#)?**

- Yes  
 No

**8a. If Yes, please provide a brief description of how this NTA process is working in the district.**

All NTAs that are distributed to juveniles are sent to Franklin County Juvenile Services within the first 24 hours. The juvenile and/or parents are given 48 hours to contact Franklin County Juvenile Services to set up an appointment for an intake. If contact is not made within 48 hours, a courtesy call is made to the parent/juvenile in an attempt to schedule an appointment. If no contact can be made, the juvenile is considered non-compliant and the information is relayed to the County Attorney's Office.

The NTA process began in January 2017 in the 4<sup>th</sup> Judicial District, with Law Enforcement Agencies beginning use of NTAs in February 2017. During FY2017, there were a total of 40 NTA distributed, with 38 (95%) of them being processed successfully. From February 2017 to the end of FY2017, there were 98 intakes completed. NTAs accounted for 39% of the intakes completed. From July 1, 2017 to June 30, 2018 (FY2018), there were a total of 69 NTAs distributed, with 68 (99%) of them being processed successfully. In FY2018, there were 315 intakes completed. NTAs accounted for 22% of the intakes completed. From July 1, 2018 to June 30, 2019 (FY2019), there were a total of 78 NTAs distributed, with 77 (99%) of them being processed successfully. In FY2019, there were 299 intakes completed. NTAs accounted for 26% of the intakes completed. So far in FY2020, there have been a total of 44 NTAs distributed, with 44 (100%) of them being processed successfully. There has been a total of 132 intakes completed so far, with NTAs accounting for 33% of those intakes.

**8a. If a multi-county district, please identify which counties are utilizing NTAs.**

NTAs are utilized in Franklin, Osage, Coffey, and Anderson Counties.

**9. Please describe any efforts within JIAS to address racial, ethnic, geographic and other biases that may exist within this program.**

JIAS is not currently tracking this demographic information. In FY21 the district will aim to begin collecting this data in a locally-created spreadsheet or database.

## E. IMMEDIATE INTERVENTION PROGRAM (IIP)

The following questions are intended to provide KDOC-JS with a better understanding of the Immediate Intervention Program in each Judicial District for FY21. Some questions in this section may be answered using check boxes. In order to put a checkmark in a box, double click the box you would like to select and when the pop-up window opens, select "Checked" then "Ok" to close the box. If a box marked "Yes" is selected, please provide the additional requested information on the line. All of the questions have space available for narratives to note additional information from what has been requested.

1. In prior grant applications, districts were asked to provide documentation of the agreement between the JIAS Director and County or District Attorney(s) for implementation of an immediate intervention process. Please identify below if the district has made any revisions or changes to the agreement.

- No changes have been made to the existing agreement.  
 Yes, we have made changes to the IIP agreement.

If "yes" was checked above, please attach to this application a copy of the revised written agreement.

If the district has not yet submitted a signed IIP agreement to KDOC, please attach one to this application.

2. If the district is a multi-county district, are there any counties NOT participating in IIP?

No, all four counties in the district participate in IIP.

3. Does the IIP agreement allow youth to be served in IIP beyond those youth specifically listed or mandated by [K.S.A. 38-2346\(b\)\(1\)](#) (i.e. first time misdemeanors)?

- No  
 Yes – If yes, please list below the specific offense(s) and youth who are included beyond the minimum standard required in law.

4. Does the IIP program charge fees as permitted by [IIP-04-107](#)?

- No  
 Yes – If yes, please describe the amount charged and whether or not provisions are included to perform community service in lieu of cash payment.

There is a \$50 program fee and there is no provision to provide community service in lieu of cash payment at this time.

5. Please describe the successes and accomplishments of the district's IIP thus far.

The IIP program continues to receive referrals from all four counties in the district. The vast majority of referrals participate and the vast majority of participants are successful.

6. Please identify any challenges of the district's IIP to be addressed in the upcoming year.

The program would benefit from more guidance from statute clarifying how to proceed in various situations, i.e. when a new offense is alleged while the youth is on IIP.



**7. Does the district refer IIP youth for services/programs?**

- No  
 Yes

**If yes, and the district does refer IIP youth for services, please complete the below table for IIP services provided in FY20.**

Name of Service	Agency Providing Service	If multi-county district, which counties are referring to this service?	Criteria for Referral	Frequency and Length of Service	# of IIP Youth Referred in FY20 (to date)
<b>D/A assessments and treatment</b>	<b>Recovery Services Center</b>	<b>Franklin</b>	<b>Identified risk</b>	<b>During IIP term</b>	<b>Less than 5</b>

**8. Please describe any efforts within IIP to address racial, ethnic, geographic and other biases that may exist within this program.**

There are no efforts at this time.

**9. Successful Immediate Intervention Program Completions. (NOTE: this section only applies to those districts receiving funds from KDOC for IIP) For this section, please reference the IIP data for your judicial district on the following page, Successful/Unsuccessful Immediate Intervention Program Completion Data.**

**9a. Please reference your district’s FY20 application. What was the district’s target goal for successful IIP completions for FY20?**

**9b. Compared to the data on the following page, did the district meet the target goal for successful IIP completions for FY20?**

Yes. Please use the space below to provide more information regarding specific strategies used to reach this goal.

No. Please use the space below to provide more information regarding why the district did not meet this goal.

**9c. In the space below, please identify your new target goal for successful completions for FY21. At a minimum, the goal must be two percentage points greater than the FY20 data on the following page, but districts may also choose to set a higher goal. After identifying the FY21 goal, please identify specific strategies the agency will employ to reach this goal. If the current successful completion percentage is already 100%, please explain how the agency will maintain rate.**

*Successful/Unsuccessful Immediate Intervention Program Completion Data*

<b>FY19 Successful/Unsuccessful IIP Completion Data</b>					
<b>JD</b>	<b>Total # Discharged</b>	<b>Successful</b>		<b>Unsuccessful</b>	
		<b>#</b>	<b>%</b>	<b>#</b>	<b>%</b>
<b>2nd</b>	81	76	94%	5	6%
<b>5th</b>	62	51	82%	11	18%
<b>6th</b>	57	40	70%	17	30%
<b>7th</b>	210	159	76%	51	24%
<b>9th</b>	74	63	85%	11	15%
<b>11th- CR</b>	19	19	100%	0	0%
<b>11th - LB/CK</b>	26	20	77%	6	23%
<b>12th</b>	34	31	91%	3	9%
<b>13th</b>	99	91	92%	8	8%
<b>14th</b>	30	26	87%	4	13%
<b>15/17/23rd</b>	83	70	84%	13	16%
<b>19th</b>	107	93	87%	14	13%
<b>20th</b>	102	91	89%	11	11%
<b>22nd</b>	21	21	100%	0	0%
<b>24th</b>	21	19	90%	2	10%
<b>25th</b>	72	68	94%	4	6%
<b>26th</b>	146	130	89%	16	11%
<b>28th</b>	86	68	79%	18	21%
<b>29th</b>	207	163	79%	44	21%
<b>30<sup>th</sup></b>	71	56	79%	15	21%
<b>31<sup>st</sup></b>	35	35	100%	0	0
<b>TOTAL</b>	<b>1714</b>	<b>1446</b>	<b>84%</b>	<b>268</b>	<b>16%</b>

## F. JUVENILE INTENSIVE SUPERVISED PROBATION (JISP) and CASE MANAGEMENT (CM)

The following questions are intended to provide KDOC-JS with a better understanding of Juvenile Intensive Supervised Probation and Case Management program in each Judicial District for FY21. Some questions in this section will be answered using check boxes. To put a checkmark in a box, double click the box you would like to select and when the pop-up window opens, select "Checked" then "Ok" to close the box. If a box marked "Yes" is selected, please provide the additional requested information. All the questions have space available for narratives to note additional information from what has been requested.

**1. Please describe any efforts within supervision services (JISP and Case Management) to address racial, ethnic, geographic and other biases that may exist within these programs.**

There are no current efforts by the agency in this regard outside of inputting demographic information in the CASIMS database. In FY21, the agency will aim to utilize a locally-created database or spreadsheet to begin collecting demographic information as it pertains to graduated responses, earned discharge, and revocations.

**2. Does the agency administer any specific screening or assessment tools, in addition to the YLS/CMI?**

No  
 Yes

No

Yes – If yes, please answer the following questions:

- a. List all specific screening or assessment tools administered:
- b. How is the information from the tool(s) utilized?

**3. Please complete the following table regarding your agency fees, fines, and reimbursements assessed to the youth. Please refer to the following definitions when completing the "Type" section of the table:**

- Fees - money exchanged for a specific service
- Fines - money assessed as a penalty/punishment
- Reimbursement - money being assessed for services already rendered

No fees, fines, or reimbursements are assessed to the youth/family. If you check this box, you are stating that the judicial district does not charge any of these; therefore, please skip the rest of this question.

Service	Type	Amount Assessed to Youth	Actual Cost of Service to Agency
<i>Ex: Urine Analysis</i>	<i>Reimbursement</i>	<i>\$5 per UA</i>	<i>\$3.75 per UA</i>
Courtesy Supervision			
DNA			
Electronic Monitoring Device (EMD)/GPS			
Personal Identification (i.e. birth certificate, social security card, etc.)			
Supervision	Reimbursement	\$150	
Surveillance			
Transportation			
Urine Analysis (UA)			
UA Confirmation	Reimbursement	\$15 standard drug (\$35 K2)	\$13.50 standard drug (\$35 for K2)

**4. Juvenile Intensive Supervised Probation and Case Management program information.**

*The following information must be provided for each program, group, contracted service, or intervention available for participants in the Juvenile Intensive Supervised Probation and Case Management programs for FY21. Only include those programs, groups, contracted services, or interventions that are funded through state block grant dollars and each question must be completed for each. Include all provided, regardless of delivery being by agency staff, contractor staff, or as contracted services. Use additional sheets as necessary.*

**A. Name of program, group, contracted service, or intervention:** N/A

**B. Name of curriculum used, if different than name in “A”.** \_\_\_\_\_

**C. Describe the target population (e.g. YLS/CMI risk level, age, gender, offenses, etc.):**

**D. Please list any eligibility criteria to gain access to the program (e.g. completion of pre-requisites activities, attainment of supervision level, etc.):**

**E. Frequency of the program (ex. 3 times per week for 1 hour):**

**F. Duration of the program (e.g. 22 weeks long, self-paced):**

**G. Schedule for the program:**

Day of Week:	Start Time:	End Time:
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

**H. Who provides/delivers the program (i.e. supervision staff, contractor, etc.):**

**H1. Do you have staff whose primary or only job function is to deliver/facilitate programming?**

**I. List each Facilitator delivering the program:**

Name	Title/Position	Certifications/Qualifications

**J. Do you charge a fee for this program? If so, please list amount charged per youth.**

**K. Is this program considered “promising” or “evidence-based”? If so, please provide documentation or reference for citation showing such.**

**L. What is the behavior/need this program is targeting for change?**

**M. How does the district ensure fidelity of the program? What types of quality assurance and oversight are provided for the program and for staff who are facilitating the program?**

**N. Please define the criteria for “successful completion” from this program and explain how the district is tracking data/outcomes to determine successful or unsuccessful completion.**

- **How many youth have participated in this program to date for FY20?**
- **How many youth successful completed this program to date for FY20?**

**5. How are you adjusting services based on new case length limits in [K.S.A. 38-2391](#)?**

The agency has not adjusted services based on new case length limits.

**6. What percentage of probation completions met their program hours in accordance with their YLS risk level per [CSS-04-103](#)?**

The agency has not implemented a method to track completion of program hours. The agency has began tracking this and will be able to report data in the future.

**7. Successful Probation Completions.** *For this section, please reference the data for your judicial district on the following page, Successful/Unsuccessful Probation Completion Data.*

**7a. Please reference your district’s FY20 application. What was the district’s target goal for successful probations completions for FY20?**

The target for FY20 was set at 60% successful completion rate.

**7b. Compared to the data on the following page, did the district meet the target goal for successful probation completions for FY20?**

**Yes. Please use the space below to provide more information regarding specific strategies used to reach this goal.**

**No. Please use the space below to provide more information regarding why the district did not meet this goal.**

In reviewing FY20 closures through February 2020, the agency has seen a success rate so far of 55% (11 of 20). Two of the main causes for unsuccessful completions were pending offenses (four closures) and not being engaged in treatment/programming (three closures).

**7c. In the space below, please identify your new target goal for successful completions for FY21. At a minimum, the goal must be two percentage points greater than the FY20 data on the following page, but districts may also choose to set a higher goal. After identifying the FY21 goal, please identify specific strategies the agency will employ to reach this goal. If the current successful completion percentage is already 100%, please explain how the agency will maintain rate.**

The agency will again strive to meet at least a 60% successful completion rate during FY21. We intend to meet this goal using the following strategies:

1.) Case plans will:

- be unique to the individual
- target a dynamic “Big 4” domain if such domain is at least moderate risk

- utilize SMART (Specific, Measurable, Achievable, Realistic, and Timely) objectives
  - incorporate at least one EPICS component
  - be reviewed monthly with the youth
- 2.) Cognitive-behavioral programming will be implemented in FY21. Youth must be at least moderate risk overall and meet eligibility criteria for the programming to participate.
- 3.) Staff will ensure needs are accurately identified with each juvenile offender. Youth with identified needs will be referred to the appropriate services. These needs may include:
- Family Functional Therapy
  - Mental health
  - Substance abuse
  - Education services
  - Employment services
  - Transportation services

*Successful/Unsuccessful Probation Completion Data*

<b>FY19 Successful/Unsuccessful Probation Completion Data</b>				
<b>JD</b>	<b># Successful</b>	<b># Unsuccessful</b>	<b>Total</b>	<b>% Successful</b>
1 <sup>st</sup>	15	32	47	31.91%
2 <sup>nd</sup>	19	6	25	76.00%
3 <sup>rd</sup>	17	15	32	53.13%
4 <sup>th</sup>	11	12	23	47.83%
5 <sup>th</sup>	16	10	26	61.54%
6 <sup>th</sup>	8	2	10	80.00%
7 <sup>th</sup>	23	4	27	85.19%
8 <sup>th</sup>	33	14	47	70.21%
9 <sup>th</sup>	3	10	13	23.08%
10 <sup>th</sup>	90	52	142	63.38%
11 <sup>th</sup> CK/LB	9	1	10	90.00%
11 <sup>th</sup> CR	10	10	10	50.00%
12 <sup>th</sup>	6	2	8	75.00%
13 <sup>th</sup>	27	7	34	79.41%
14 <sup>th</sup>	13	5	18	72.22%
15/17/23 <sup>rd</sup>	27	14	41	65.85%
16 <sup>th</sup>	19	10	29	65.52%
18 <sup>th</sup>	126	85	211	59.72%
19 <sup>th</sup>	6	6	12	50.00%
20 <sup>th</sup>	30	13	43	69.77%
21 <sup>st</sup>	8	7	15	53.33%
22 <sup>nd</sup>	16	1	17	94.12%
24 <sup>th</sup>	1	3	4	25.00%
25 <sup>th</sup>	16	16	36	50.00%
26 <sup>th</sup>	18	11	29	62.07%
27 <sup>th</sup>	11	7	18	61.11%
28 <sup>th</sup>	26	12	38	68.42%
29 <sup>th</sup>	26	28	54	48.15%
30 <sup>th</sup>	16	12	28	57.14%
31 <sup>st</sup>	1	3	4	25.00%
<b>TOTAL</b>	<b>647</b>	<b>410</b>	<b>1057</b>	<b>61.21%</b>



## G. PREVENTION PROGRAM SUMMARY

**Program Name:** Truancy Court

**Program Number:** P2104-10

**Is this program subcontracted to another agency/organization?**  **Yes**  **No**

**If yes, please provide name of organization and contact information.**

*Program type must be indicated for each program and be assigned according to the definitions included in the funding application (Part I, Section C).*

*It is possible for a program to target more than one prevention type so check all that apply and ensure the program summary clearly describes the different target populations. For example, a Mentoring program may provide secondary prevention services to at risk youth by matching to a mentor and provide the same matching service as tertiary prevention targeting youth after arrest/intake.*

<b>Program Type:</b>	<b>Number of Youth Served in FY19:</b>	<b>Number of Youth to be served in FY21:</b>
<input type="checkbox"/> <b>Primary Prevention</b>		
<input checked="" type="checkbox"/> <b>Secondary Prevention</b>	22	40
<input type="checkbox"/> <b>Tertiary Prevention</b>		

**1. a. What is the programs intended purpose?**

The intended purpose of the program is to reduce the number of truant juveniles and the percentage of unexcused absences.

**b. Please check the one most appropriate selection of the 4 options below. While programs may target additional changes, please indicate the one which is the primary change in response to this question. These groups are used as general categories for programs for which each program must associate. The programming delivered and the outcomes established will vary from program to program within these same categories. Some possible examples that may fall into each are included below. (select only one)**

- Antisocial behavior** (*reduced criminal activity, reduced violence, improved behavior, etc.*)
- Family relationship** (*improved family functioning, reduced out of home placement, reduced incidents of family violence, etc.*)
- School Attendance** (*improved academic performance, improved attendance, reduced disciplinary/expulsion/disciplinary actions, etc.*)
- Substance Abuse** (*reduced use of substances, education on risks of substance use, programming/treatment of substances, etc.*)

**2. Geographic Area to be Served:**

The program provides services to all four counties in the Fourth Judicial District: Anderson, Coffey, Franklin, and Osage.

**3. Please describe any efforts within the prevention program to address racial, ethnic, geographic and other biases that may exist within these programs.**

The Truancy Court Case Manager continues to track data on the quarterly Prevention Demographics Report.

**4. Target Population:**

**a. Demographics:** The program will target the following populations of youth:

Pre-Truant and Truant Youth – these students have been identified by the school district as being truant, per statute, and the respective County Attorney’s office has filed a truancy petition or has deferred formal filing if the student participates in Truancy Court.

**b. Eligibility Criteria:** Statutorily truant students (5% youth as tertiary prevention participants) – Students are referred to the local County Attorney office by the school when they reach the statutory requirements to be considered truant. The participants are identified for the program by being reports to the truancy program and the state as truant. The Truancy Court Resource Officer then discusses the case with the school and then meets with the student and family members to determine whether or not the program will be a good fit for them.

**c. Referral Source(s):** Youth are referred by school officials to the Truancy Court Case Manager, who will perform a preliminary intake and meet with the student and parents. Recommendations will be made to the Truancy Court Collaboration Team, which consists of the Truancy Court judge, court staff, County Attorney, and Guardian Ad Litem regarding suitability for the program. If accepted, the youth and parents will receive notice to appear in District Court.

**5. Services Provided:**

Students referred to the program by schools receive an intake and assessment of risk/needs. They appear before the Magistrate Judge initially every two weeks in Franklin and Anderson Counties. They appear once a month in Coffey and Osage Counties. Court appearances are then adjusted depending on successful progression through the phases of the program. The youth and their families receive case management services, collateral contacts with the school, court appearances, referrals for interventions and video conferencing between the youth, schools, and Court.

Court appearances are scheduled to minimize the time the youth is absent from school and further supports the importance of school attendance. The Truancy Court Collaboration Team will meet immediately prior to the youth and parents appearing in court and will assess the student’s progress. The TCCM provides the team with a written status update of the student, which includes class attendance data, current class grades, information on phase requirement completion, and any other information the team may need to develop a continuing plan for the student. A system of rewards and sanctions is then utilized by the Truancy Court Judge.

**6. Is there a cost or fee associated with the program? If so, please explain.**

There is no cost to the youth and family for this program.

**7. Best Practices:**

The Truancy Court is considered a specialized Court, an intervention for youth classified as truant. The Court has established policies and procedures, goals, outcomes, attorney representation and a level system that signifies individual achievement. The Truancy Court Program is based on the successful Problem Solving Court model used throughout the country.

1. A coordinated strategy that involves the court, school officials, parents/student, prosecutor, Guardian Ad Litem, juvenile services professionals, and other community based resources.  
Performance Benchmarks:
  1. Initial and ongoing planning is carried out by a broad-based group, including court officials, school officials and juvenile services professionals.
  2. Documents defining the Truancy Court's mission, goals, eligibility criteria, and operating procedures are collaboratively developed and agreed upon.
  
2. A non-adversarial approach that identifies the causes of absences and addresses roadblocks to successful school attendance and achievement.  
Performance Benchmarks:
  1. Emphasis is on assessing the needs of the student and finding solutions to problems.
  2. The Truancy Court Judge will use a system of incentives and sanctions to motivate the student.
  
3. Students are identified early in the school year and promptly receive intervention by schools, who would make timely referrals to Truancy Court if their efforts are unsuccessful.  
Performance Benchmarks:
  1. Eligibility is based on established written criteria.
  2. Identification of eligible participants and referral to Truancy Court is prompt.
  
4. Constant and regular judicial interaction with the student and family throughout the Truancy Court process.  
Performance Benchmarks:
  1. The participants will have regular contact with the Truancy Court Judge through hearings in the court facility.
  2. The Truancy Court Judge will receive regular updates on the participants' school attendance, behavior and achievement.
  
5. A coordinated strategy of incentives, sanctions and phases that govern the Judge's response to the student's compliance or non-compliance with Truancy Court directives.  
Performance Benchmarks:
  1. Defined incentives and sanctions will be utilized by the Truancy Court Judge.
  2. The participants' progression through the program will be in defined and known phases.
  
6. Participation by prosecutors and Guardian Ad Litem to protect due process rights.  
Performance Benchmarks:
  1. The Respective County Attorney will be involved throughout the Truancy Court process, reviewing and filing formal cases when necessary.
  2. An attorney will be present during all hearings to advocate for the participant and insure that all due process rights are being protected.
  
7. Monitoring and evaluation to measure the achievement of program goals.  
Performance Benchmarks:
  1. Statistics will be kept on the number participants, successful/unsuccessful completion of TC, regular attendance, school achievement, and academic progress.
  2. Statistics will be reported for the number Truancy cases filed in the Counties, prior to and post creation of Truancy Court.

## **8. Completion Criteria:**

Successful Truancy Court termination is upon successful completion of the three phases of Truancy Court, recommendation of the Collaboration Team, and completion of the graduation ceremony. Early termination may occur for good cause. Application for graduation should be made 30 days prior to the anticipated graduation and based on:

### Truancy Court Termination Criteria:

- Successful completion of all 3 phases of Truancy Court
- Satisfactory attendance at school
- No unexcused absences from Truancy Court proceedings, meetings with the supervising officer or other mandatory programs
- Submission of a written graduation application

### Truant Youth Termination Criteria:

- Satisfactory attendance at school
- No unexcused absences from Court proceedings, meetings with the supervising officer or other mandatory programs
- A Court Order releasing the youth from the jurisdiction of the Court

### Phase I

The minimum requirements for successful completion of Phase I are:

- o Weekly truancy court appearances
- o Write a report and read to the court “What Obstacles Prevent Me From Attending School” and what resources will I need to help me attend school (submit within the first two weeks).
- o Parents are required to attend the first truancy case at the District Courthouse.
- o Student must complete 30 school days without any unexcused absences.
- o Student must successfully complete classes and homework assignments as determined by school officials and panel.
- o Comply with all school rules and regulations.
- o Participate in Life Skills classes if recommended by panel.
- o Panel to recommend move to Phase II

### Phase II

The minimum requirements for successful completion of Phase II are:

- o Truancy Court appearances once or twice a month depending on judge.
- o Student must complete an additional 30 school days without any unexcused absences.
- o Successful completion of Life Skills curriculum if recommended by panel.
- o Student to develop appropriate short-term and long-term individual goals in a written presentation to the court. “Reflections and Accomplishments” to improving student’s attendance, and how and if Truancy Court has helped you to succeed.
- o Maintain a number of passing grades as determined by the panel.
- o Comply with all school rules and regulations.

- o Student must successfully complete classes and homework assignments as determined by school officials and panel.
- o Comply with all requirements and recommendations of the panel
- o Attend after school tutoring if recommended by the panel.
- o Panel to recommend move to Phase III

### **Phase III**

The minimum requirements for successful completion of Phase III are:

- o Truancy Court one time per month depending on Judge.
- o 30 additional school days without any unexcused absences.
- o Maintain a number of passing grades as determined by the Panel.
- o Successfully follow all requirements of the Judge and Panel.
- o Must be involved in at least 1 extra-curricular activity.

### **9. Who is responsible for annually evaluating the program and program operations?**

The Truancy Court Collaboration Team is responsible for evaluating the program.

### **10. Describe the process that is utilized for monitoring and evaluating the program.**

Statistics will be kept regarding the number of participants, successful/unsuccessful completion rates, attendance, school achievement, academic progress and curriculum completion. Additionally, the program will maintain the number of Truancy cases filed in the respective counties.

At a minimum, the program will be evaluated on a quarterly basis by the TCCT. This will include a review of available data, progress towards meeting desired outcomes and continued review of the current practices, policies and procedures. Additionally, the program will use student evaluations, parent evaluations and school evaluations to assess the program and enhance services.

### **Immediate Measurable Outcomes**

1. Schools refer students to Truancy Court immediately upon the student reaching the statutory non-attendance limit and the school has exhausted internal efforts to address the non-attendance problems. Whenever a child is required by law to attend school and is enrolled in school, and the child is inexcusably absent therefrom on either three consecutive school days or five school days in any semester or seven school days in any school year, whichever of the foregoing occurs first, the child shall be considered to be not attending school as required by law. A child is inexcusably absent from school if the child is absent there from all or a significant part of a school day without a valid excuse acceptable to the school employee designated by the board of education to have responsibility for the school attendance of such child. Internal efforts could consist of any of the following: meetings with youth, meeting with parents, local school programs designed to address truancy, meeting with school counselors or administrative staff, detention, in-school and out-of-school suspension, referrals to outside services to meet identified needs
2. Family contact by Truancy Court Resource Officer within seven days of referral.

### **Intermediate Measurable Outcomes**

1. Identify causes of non-attendance as measured by reports from TCCM and student/family.

2. Increased attendance in school as measured by reports. (the number of unexcused absences upon entering the program compared to ongoing unexcused absences during their participation in the program and upon successful release)
3. Increased positive school attendance and achievement. (The goal is for the youth to meet with behavioral outcome baseline %. The truancy court panel that consists of the Judge, case manager, Guardian ad Litem, Clerk and Court Administrator visit this topic on an ongoing and individual basis based on reports from the school and outcomes of the truancy court hearings)
4. Decreased school behavior problems, if originally identified. (Negative behaviors such as acting out in school, not following the rules, suspensions, grades, completing homework assignments and disciplinary issues regarding rules, behavior and authority).

### **Long Term Measurable Outcomes**

1. Successful completion of Truancy Court, elimination of non-attendance problems.
2. Continued regular attendance, school achievement, and academic progress, as measured by follow-up surveys of school officials and family.

## H. PREVENTION PROCESS OUTCOME STATEMENT

**Program Name:** Truancy Court

**Program Number:** P2104-10

*In requiring Administrative Counties to address outcomes, the Block Grant requires outcome measures to be in place to measure process and behavior. This format permits the Administrative County to implement measures for programs that examine both the implementation (process) and the theory of change (behavior) which the program proposes to impact in the district.*

*Process Outcome – this is designed to be a way to measure the program itself to determine if the program is being implemented or delivered as planned. It deals specifically with the program and provides the ability to monitor success and to identify areas that can be improved within the program. Process outcomes may be referred to as “outputs” in some other systems and typically will measure the implementation of the program or program elements, utilization of the program and organizational issues.*

**Process Outcome Statement (What will the program change and by how much?)**

*The measurable (numeric value) process change the program is expected to exhibit based on data that has previously been measured.*

Youth assigned to Truancy Court shall attend 90% of their scheduled hearings before the Magistrate Judge in FY2021 (attendance is defined as the youth and one (1) parent/guardian being present for the hearing).

**1. How will the change be measured and what data will be used?**

*This question is in reference to the records (files, spreadsheets, databases, logs, etc.) that will be kept and/or reviewed to determine the progress toward the outcome measure and further, what will be used from said records to “count” for the outcome.*

The Truancy Court Case Manager will maintain statistics related to the number of Truancy Court hearings attended, divided by the total number of Truancy Hearings scheduled. Any Court-Excused absences shall not be considered.

**2. By when will it change?**

*This question needs to be answered with a timeframe, preferably a date, within the fiscal year grant period.*

June 30, 2020

**3. What is the baseline?**

*A baseline is a data reference from a previous achievement that the outcome is built upon. The baseline should be a concise measurement of the data, from the most recent complete fiscal year of data (ex. FY19), that measures the same thing the stated outcome proposes to measure in FY21.*

In FY19, 100% of the scheduled hearings were attended.

# I. PREVENTION BEHAVIORAL OUTCOME STATEMENT

**Program Name:** Truancy Court

**Program Number:** P2104-10

*In requiring Administrative Counties to address outcomes, the Block Grant requires outcome measures to be in place to measure process and behavior. This format permits the Administrative County to implement measures for programs that examine both the implementation (process) and the theory of change (behavior) which the program proposes to impact in the district.*

*Behavior Outcome – this is designed to allow the ability to monitor what change is being made in the targeted behavior of the youth. These specifically measure the change in participants in the program for which the program was designed and implemented. Typical measures may include participants improved performance on measurable tests or changed level of participant engagement in target behavior.*

**Behavioral Outcome Statement (What will the program change and by how much?)**

*The measurable (numeric value) behavior change participants are expected to exhibit based on data that has previously been measured.*

Reduce the percentage of unexcused absences by 10% in FY2021.

**1. How will the change be measured and what data will be used?**

*This question is in reference to the records (files, spreadsheets, databases, logs, etc.) that will be kept and/or reviewed to determine the progress toward the outcome measure and further, what will be used from said records to “count” for the outcome.*

The truancy case manager will maintain statistics related to the percentage of unexcused absences for each student at the time they enter the program and the subsequent percentage of unexcused absences for each youth during their participation in the program. The numbers and percentages of each participant, at each data point, will be reported out cumulatively.

**2. By when will it change?**

*This question needs to be answered with a timeframe, preferably a date, within the fiscal year grant period.*

June 30, 2021

**3. What is the baseline?**

*A baseline is a data reference from a previous achievement that the outcome is built upon. The baseline should be a concise measurement of the data, from the most recent complete fiscal year of data (ex. FY19), that measures the same thing the stated outcome proposes to measure in FY21.*

The rate of reduction from FY19 data was established at 7%.



## **J. JUVENILE CORRECTIONS ADVISORY BOARD FUNDING**

### **Overview**

In 2016, Kansas passed the Juvenile Justice Reform Bill, a Bill intended to improve the way in which the state works with and assists the youth served by the juvenile justice system. As part of this reform, the Evidence-Based Programs Fund was developed to provide for reinvestment in community programs and practices. Research that led to the creation of the Bill found that communities lacked evidence-based programs, that services were costly and that, often, lengthy waitlists existed.

In keeping with one of the goals of the initial workgroup, to “improve outcomes for youth, families, and communities in Kansas,” this document outlines how agencies or organizations may apply for funds from the Evidence-based Programs Fund through the Kansas Department of Corrections (KDOC) in order to provide support for juvenile offenders and their families.

### **Eligibility**

Funds are not solely restricted to governmental agencies or community corrections agencies. Any agency or organization may apply for funds, if the request meets the criteria in statute (see next section) and as long as the process outlined below is followed.

### **Statutorily-defined Criteria for Use of Funds**

Kansas legislators clearly defined the purpose of these funds.

[K.S.A. 75-52,161\(c\)\(7\)](#) states that funds from the Evidence-based Programs Fund may be used for Evidence-based practices and programs in the community pursuant to [K.S.A. 2016 Supp. 38-2302](#), and amendments thereto, for use by intake and assessment services, immediate intervention, probation and conditional release; and training on evidence-based practices for juvenile justice system staff, including, but not limited to, training in cognitive behavioral therapies, family-centered therapies, substance abuse, sex offender therapy and other services that address a juvenile's risks and needs.

[K.S.A. 75-52,164](#) states: “All expenditures from the evidence-based programs account of the state general fund shall be for the development and implementation of evidence-based community programs and practices for juvenile offenders, juveniles experiencing mental health crisis and their families by community supervision offices, including, but not limited to, juvenile intake and assessment, court services, community corrections and juvenile crisis intervention centers.”

### **Process**

Agencies or organizations wishing to apply for funds must follow the process outlined below.

1. Complete the application (see below).
2. Present proposal at the local Juvenile Corrections Advisory Board (JCAB).
  - Juvenile Corrections Advisory Boards are operated by each judicial district and are responsible for providing feedback and recommendations regarding local policies and programs, as well as recommendations regarding allocation of resources to serve justice-involved youth and families in the community.
  - JCABs will determine if the proposed program or service is in line with the districts goals and plans for serving youth, determining the need and scope of services, ensuring the proposal meets the statutory criteria, etc., and shall approve the application at the local level.
  - To be placed on the JCAB agenda, an agency/organization may contact the local community corrections director. Contact information for each judicial district may be found [here](#).
  - If the JCAB does not approve the proposal, no additional action is needed.

3. Once the JCAB has approved the proposal, the application and all supporting documentation may be included in the judicial district’s comprehensive plan and budget, which is submitted to KDOC every year for the following fiscal year.
4. KDOC will review the application to determine if the proposed services meet statutory criteria and a decision will be made regarding funding. KDOC will contact the JCAB regarding approval or disapproval of funding. Notification of approval will occur at the same time as notification of comp plan approval.
  - To allow for the successful integration of evidence-based services into juvenile justice operations, KDOC will allow programs a planning period of 90 days, starting on the date of award approval. This will allow time for staff to be hired, trained, and contracts with service providers to be established. The planning period is optional, and all new projects must be operational no later than 90 days from notification of approval. If program needs an extension of the planning period, a request may be submitted to KDOC, outlining reason for needed extension and new timeline for startup.

**Funding**

Applying for funds is optional. JCABs are not required to apply and may elect to decline these funds.

Approved funding will go through the local community corrections agency, who will then distribute the funds. Funds will be distributed at the beginning of each quarter. KDOC operates on the state fiscal year and the quarters are divided as follows:

- 1<sup>st</sup> Quarter – July 1 through September 30
- 2<sup>nd</sup> Quarter – October 1 through December 31
- 3<sup>rd</sup> Quarter – January 1 through March 31
- 4<sup>th</sup> Quarter – April 1 through June 30

Programs will be required to submit quarterly financial statements to the Community Corrections Director or designee using the workbook provided when funding is approved. All funding is subject to the [KDOC Grant Conditions and Financial Rules and Guidelines](#). KDOC will add an extra tab to the quarterly workbooks specific to the JCAB funds.

Community Corrections is not required to keep the JCAB funds in a separate account, although it is preferred. While reporting will be included in the comp plan workbook, reporting on these funds must be maintained separately, including cash on hand balances.

**Outcomes**

The application for funding must detail what behavior or criminogenic need the service seeks to target, as well as measurable outcomes that will be tracked by the service provider.

In addition to outcomes tracked by the service provider, the following outcomes must be tracked and reported:

<b>Outcome</b>	<b>Target</b>
<b>Percent of youth living at home at completion of program</b>	100%
<b>Percent of youth living at home 1 year after completion of program</b>	90%
<b>Percent of youth in school and/or working at completion of program</b>	90%
<b>Percent of youth in school and/or working 1 year after completion of program</b>	90%
<b>Percent of youth with no new arrests at completion of program</b>	80%
<b>Percent of youth with no new arrests 1 year after completion of program</b>	80%

<b>Percent of youth successfully completing program</b>	80%
---	-----

Service providers will be required to submit a quarterly progress report in conjunction with the financial reporting timelines. KDOC will create and distribute the progress report template.

**Questions**

Questions regarding this process may be directed to Megan Milner, Director of Community-based Services, Kansas Department of Corrections: [megan.milner@ks.gov](mailto:megan.milner@ks.gov).

# Application for Evidence-based Programs Fund

*Please designate here if the JCAB chooses to decline these funds.*

*Yes – the district’s JCAB is declining these funds.*

*No – the district’s JCAB is not declining these funds. See the application below.*

*All sections of this application must be complete, including the signature page, or the application will not be considered for approval.*

*Applicants may use this form and complete each section. Please note that additional information or clarification may be requested by KDOC during the review process.*

## Contact Information

Leslie Bjork, PsyD, LP  
Executive Director of Elizabeth Layton Center, Inc.  
2537 Eisenhower Road, PO Box 677  
Ottawa, KS 66067  
785-242-3780  
lbjork@laytoncenter.org

## Description of Proposed Program or Service

This position shall provide enhanced access to behavioral health services for juvenile offenders in the district. This position may provide the following in individual and/or group settings: care coordination services, mental health treatment, substance use treatment, cognitive-behavioral programming. This program would alleviate the need for referral to an external provider in many cases and provide the youth with more immediate behavioral health services. A full position description will be included with this application.

## Target Population

The proposed position will serve accused and adjudicated juvenile offenders in the Fourth Judicial District. Accused juvenile offenders may be detained in the Franklin County Juvenile Detention Center or under supervision of Court Services. Adjudicated youth shall be on community-based supervision with either Court Services or Community Corrections and residing within the district.

## Data

Unfortunately, data for this population is not currently available. While community supervision officers often make referrals to resources, including the community mental health center, utilization of such referrals is not tracked. Data collection will be initiated and maintained through this program to establish its usefulness with the juvenile offender population.

## Evidence-base for Proposed Program or Service

As many as 70% of youth who enter the juvenile justice system are diagnosed with mental disorders. Recidivism rates for these youth have been estimated to be over 50%. Additionally, treatment services for juveniles in the justice system is a need that has been voiced repeatedly by members of our local community.

Heretick, D. M. L., & Russell, J. A. (2013). The impact of juvenile mental health court on recidivism among youth. *Journal of Juvenile Justice*, 3(1), 1-14.

Fretty, Heather. (2017). Gaps in Mental Health Services in the Juvenile Justice System as Identified by Clinical Social Workers. Retrieved from Sophia, the St. Catherine University repository website:  
[https://sophia.stkate.edu/msw\\_papers/732](https://sophia.stkate.edu/msw_papers/732)

Zajac, K., Sheidow, A. J., Davis, M. (2015). Juvenile justice, mental health, and the transition to adulthood: A review of service system involvement and unmet needs in the U.S. *Children and Youth Services Review*, 56, 139–148.

### Amount of Funds Requested

To fund this position, \$80,000 is being requested. The breakdown of costs is as follows:

\$55,000.00 for salary

\$15,000.00 for benefits

\$2,000.00 for mileage reimbursement for travel around the district

\$2,000.00 for registration in training specific to substance abuse, juvenile justice, etc.

\$400.00 for communication to provide jetpack

\$1,100.00 for equipment to include laptop, mouse, and license for medical record software

\$1,000.00 for office supplies and various program materials

\$3,500.00 for voucher funding evaluations/treatment of mental health, substance abuse, sex offenders, etc.

### Outcomes

Offender participation and progress in services will be tracked to determine successful or unsuccessful completion of this program. Scores on risk/need assessments such as the YLS/CMI may be tracked via coordination with Court Services and Community Corrections to assess decrease in risk. Successful and unsuccessful supervision termination of youth served in this program will be tracked via coordination with Court Services and Community Corrections. Recidivism (being charged with a new misdemeanor or felony offense) within one year from completion of the program will be tracked to determine long-term criminogenic effectiveness of program. Additionally, functional life impact may be assessed through ongoing use of an evidence-based functional assessment tool such as the Daily Living Activities -20 (DLA-20.)

JCAB Fund Application Signature Page

Signatures on this page indicate agreement with the proposal and approval from each party.

Signature of Applicant

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Applicant

\_\_\_\_\_  
Name of Organization

JCAB Signature

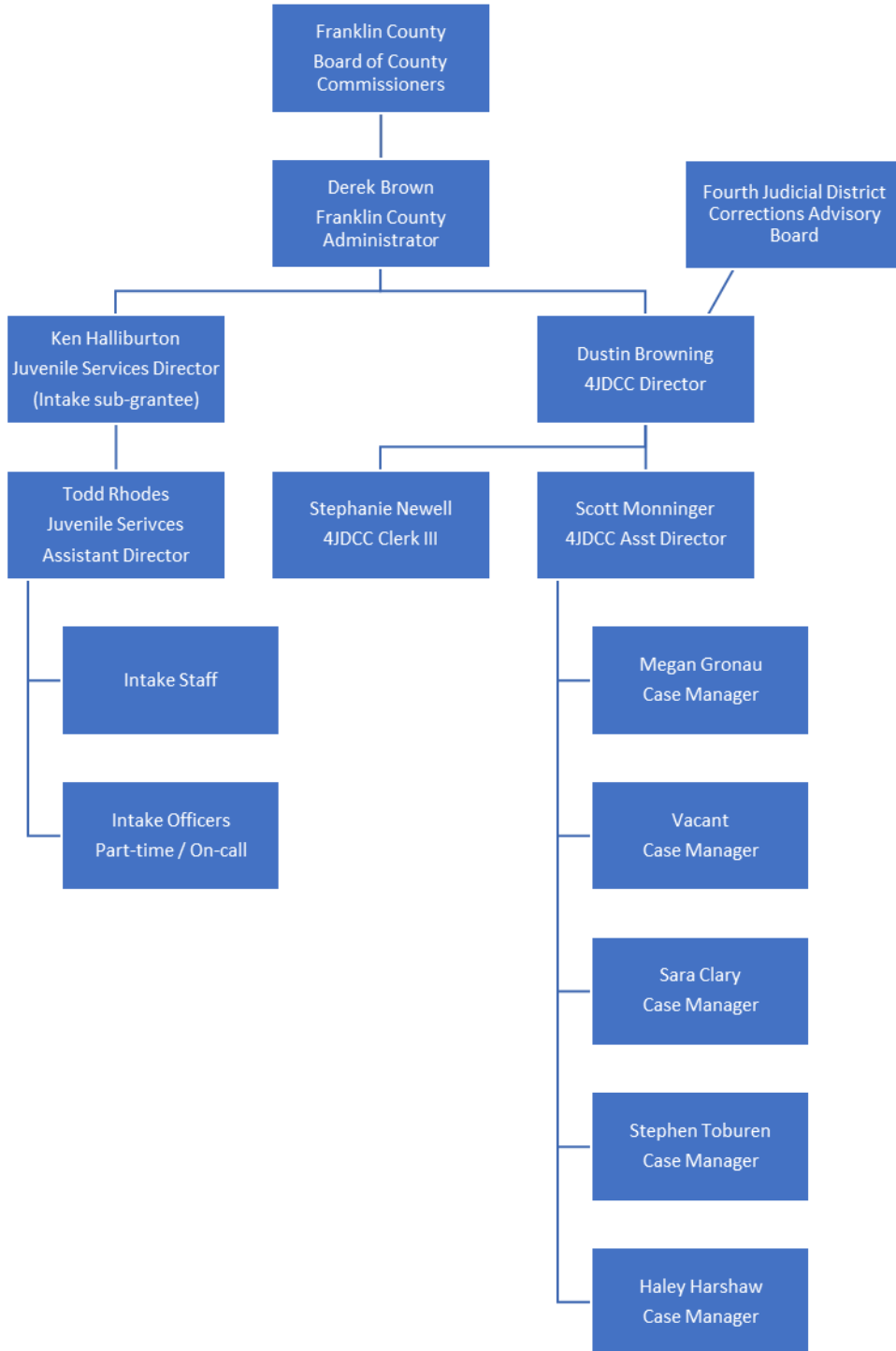
\_\_\_\_\_  
Signature of JCAB Chair

\_\_\_\_\_  
Date

Kelly Johnson  
\_\_\_\_\_  
Printed Name of JCAB Chair

## K. ORGANIZATIONAL CHART

Provide a graphic illustration of lines of authority and responsibility within the organization. Structure will vary by Administrative County; however, the application must reflect all entities from the BOCC to each position required to operate the organization. The organizational chart should clearly list each employee and their title for JIAS, IIP, JISP and CM. Please do not include organizational charts for prevention programs.



## L. PROGRAM CONTACT INFORMATION

*This table will include both Prevention and Graduated Sanctions program information. Please list both the Program Name and the Organization Name in the first column below. Also, the Physical Address and Phone are where the services are being delivered, list all if more than one address. In the last column, please list both the Program Number and the Award Amount to the program.*

Program Name & Organization Name	Director Name & Email	Financial Officer *	Physical Address	Phone	Program # and Award Amount
JIAS – Franklin County Juvenile Detention Center	Name: Ken Halliburton Email: <a href="mailto:khalliburton@franklincoks.org">khalliburton@franklincoks.org</a>	Janet Paddock	226 Beech Street Ottawa, KS 66067	785-229-3405	GS2104-1 \$75,777.92
JISP – Fourth Judicial District Community Corrections	Name: Dustin Browning Email: <a href="mailto:dbrowning@franklincoks.org">dbrowning@franklincoks.org</a>	Janet Paddock	1418 S. Main St., Ste 3 Ottawa, KS 66067	785-229-3519	GS2104-2 \$205,064.83
CCMA – Fourth Judicial District Community Corrections	Name: Dustin Browning Email: <a href="mailto:dbrowning@franklincoks.org">dbrowning@franklincoks.org</a>	Janet Paddock	1418 S. Main St., Ste 3 Ottawa, KS 66067	785-229-3519	GS2104-3 \$64,220.25
Truancy Court Fourth Judicial District Court	Name: John Steelman Email: <a href="mailto:jsteelman@franklincoks.org">jsteelman@franklincoks.org</a>	Kelly Johnson	P.O. Box 637 Ottawa, KS 66067	785-229-5433	P2104-10 \$39,507.40
	Name:				
	Email:				
	Name:				
	Email:				
	Name:				
	Email:				

Note: \*The Financial Officer for the individual program is the person with the day-to day operational authority to approve expenditures. The Program Director and the Financial Officer cannot be the same person.

**Program #:** Program #'s consist of the program type (P or GS), the last 2 digits of the fiscal year (18), the 2 digit judicial district number (0X or XX) and the program number (unique to each program, assigned by KDOC-JS Division from when the program is first funded); ex: P1805-2 or GS1805-1. For existing programs, the only change necessary is to reflect the fiscal year of the application. For new programs (including those that significantly change services or merge previous programs) KDOC-JS will assign a program number upon request of the Administrative Contact.



# Part III. Application Attachments – Kansas Department of Corrections- Juvenile Services Juvenile Justice Comprehensive Plan Grant Application FY21

## A. Check List

*Each completed application for this grant will include the following items:*

- Application (part II of this document), which also includes as attachments:
  - If applicant a group of counties, a copy of the Cooperating Agreement
  - Copy(ies) of Written Agreement(s) for Immediate Intervention Program
- Excel file of the FY21 Agency Application Budget Workbook
- JCAB Fund application or designation to decline funds
- FY21 Grant Conditions, signed by the Chairperson of the Board of County Commissioners

## Part IV: FY2021 KDOC-Juvenile Services Comprehensive Plan Signatory Approval Forms

Agency Name: Fourth Judicial District Community Corrections

Agency Director: Dustin Browning

My signature certifies that I did assist in the development, completion and review of the agency's Comprehensive Plan, Budget Summary and Budget Narrative attached hereto. I further certify that:

1. The plan, including budget documents and other attachments, complies with the written directions sent to me by the Kansas Department of Corrections – Juvenile Services (KDOC-JS).
2. The plan, including budget documents and other attachments, complies with applicable Kansas Statutes (KSA), Kansas Administrative Regulations (KAR), KDOC-JS Standards and KDOC Financial Rules and Guidelines.
3. The agency is willing to actively plan for implementing the consistent set of statewide policies to help guide the supervision and revocation process of probationers on juvenile community corrections supervision.
4. The agency will provide timely, complete and accurate data to the KDOC-JS regarding agency operations and outcomes to include any reports required per Kansas Statutes (KSA), Kansas Administrative Regulations (KAR), KDOC-JS Standards and KDOC Financial Rules and Guidelines or special requests from the KDOC-JS.

Furthermore, my signature certifies that acceptance of state grant funds awarded by the KDOC for the grant period July 1, 2020 through June 30, 2021 indicates that as the "Grantee" I acknowledge and agree to comply with all the conditions outlined below:

### **I. GRANTEE AGREES TO:**

- A. Utilize grants funds for the development, implementation, operation and improvement of juvenile community correctional services pursuant to [K.S.A. 75-7038 through 75-7053](#) and amendments thereto, as submitted in the GRANTEE'S comprehensive plan and grant application.
- B. Perform intake and assessment functions as required pursuant to [K.S.A. 75-7023](#) and amendments thereto, and in accordance with KDOC-JS's [Juvenile Intake and Assessment Services Standards](#).
- C. Perform immediate intervention program functions as required pursuant to [K.S.A. 38-2346](#) and amendments thereto, and in accordance with KDOC-JS's [IIP standards](#).
- D. Perform juvenile intensive supervised probation functions as required pursuant to [K.S.A. 75-7034](#) et seq. and in accordance with KDOC-JS's [Community Agency Supervision Standards](#).
- E. Perform case management services for juvenile offenders placed in KDOC-JS custody and in accordance with KDOC-JS's [Community Agency Supervision Standards](#).
- F. Assume the authority and responsibility for funds received through KDOC-JS in accordance with the provisions of the KDOC-JS [Financial Rules and Guidelines for Graduated Sanctions and Prevention Block Grants](#).
- G. Convene a juvenile corrections advisory board pursuant to [K.S.A. 75-7044](#) and amendments thereto and determine and establish an administrative structure for the effective administration and delivery of the comprehensive juvenile justice system.
- H. Provide administrative oversight to enhance the operational and evaluation procedures by assessing program efficiency and effectiveness of juvenile justice programs funded by state block grant funds.
- I. Notify KDOC-JS in writing, within ten (10) days of appointment, of administrative changes of the Chairperson for the Board of County Commissioners or Juvenile Corrections Advisory Board, the

Administrative Contact, or the Director(s) of Juvenile Intake and Assessment, Community Case Management and Juvenile Intensive Supervised Probation programs operated under this grant.

- J. Adhere to all applicable Federal and State laws and regulations, the Interstate Compact for Juveniles, [K.S.A. 38-1008](#) *et seq.*, as well as KDOC-JS standards, policies and procedures. GRANTEE shall be responsible for any and all costs associated with non-compliance under this section.
- K. Expend KDOC-JS funds, including, but not limited to, prevention and/or graduated sanctions in accordance with GRANTEE's Juvenile Justice Comprehensive Plan State Block Grant. Obtain advance approval in writing by the Deputy Secretary of KDOC-JS for all out of state travel and training. All requests for approval of out of state travel and training will be submitted at least two weeks prior to scheduling or obligation of grant funds.
- L. Acknowledge this grant may be terminated by either party upon a minimum of ninety (90) days written notice to the other party. Upon termination, the unexpended balance of funding distributed to GRANTEE shall be returned to KDOC-JS within thirty (30) days.
- M. Acknowledge that if, in the judgment of the Secretary of the Department of Corrections, sufficient funds are not appropriated to fully continue the terms of this agreement, KDOC-JS may reduce the amount of the grant award.
- N. Follow all applicable state and federal laws related to confidentiality of information in regard to juvenile offenders. This provision is not intended to hinder the sharing of information where necessary to effect delivery of services when undertaken in compliance with applicable laws.
- O. Neither assume nor accept any liability for the actions or failures to act, either professionally or otherwise, of KDOC-JS, its employees and/or its contractual agents.
- P. Not consider employees or agents of the GRANTEE as agents or employees of KDOC-JS. GRANTEE accepts full responsibility for payment of unemployment insurance, workers compensation and social security, as well as all income tax deductions and any other taxes or payroll deductions required by law for its employees engaged in work authorized by this Grant.
- Q. Not hold KDOC-JS and the State of Kansas, and their employees, officials or agents, liable for any damages or costs arising from the cancellation, voiding, denial or withholding of funds to GRANTEE.
- R. Submit problems or issues regarding the terms of this grant in writing to the Deputy Secretary of Juvenile Services for final review and resolution.
- S. If any provision of this grant violates any statute or rule of law of the State of Kansas, it is considered modified to conform to that statute or rule of law.
- T. Provide each child under its responsibility for placement and care with the protections found in Section 471 of Title IV-E of the Social Security Act and Kansas' Title IV-E Plan and perform candidate for foster care determinations in accordance with Section 471(a)(15) of the Social Security Act. In connection with the performance of services under this Agreement, GRANTEE also agrees to comply with the provisions of the Civil Rights Act of 1964, as amended (78 Stat. 252), Section 504 of the Rehabilitation Act of 1973, Public Law 93-112, as amended, the Regulations of the U. S. Department of Health and Human Services issued pursuant to these Acts, the provisions of Executive Order 11246, Equal Employment Opportunity, dated September 24, 1965, the provisions of the Americans with Disabilities Act of 1990, Public Law 101-336 and the Health Insurance Portability & Accountability Act of 1996; in that compliance shall include, but is not limited to, disclosing only that information that is authorized by law, authorized by the juvenile offender or his parent or legal guardian, setting a time limit on the authorization and disclosure, taking safeguards to prevent use or disclosure of the records, keeping an accounting of all requests for records and documenting its efforts to either protect or release relevant records; there shall be no discrimination against any employee who is employed in the performance of this Agreement, or against any applicant for such employment, because of age, color, national origin, ancestry, race, religion, creed, disability, sex or marital status. This provision shall include, but not be limited to the following: employment, promotion, demotion, or transfer; recruitment or advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship. GRANTEE agrees that no qualified handicapped person shall, on the basis of handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected

to discrimination under any program or activity of the GRANTEE. GRANTEE further agrees to insert similar provisions in all sub-contracts for services allowed and authorized under this Agreement under any program or activity.

- U. Provide services to applicable juveniles residing or adjudicated in GRANTEE's Judicial District.
- V. Maintain books, records, documents, and other evidence in a manner that accurately reflects receipts and expenditures of all programs funded by this grant.
- W. Not use state funds allocated through this grant to supplant GRANTEE'S present Federal, State or local funding of services or programs.
- X. Maintain records and submit reports containing such information and at such times as required by KDOC-JS.
- Y. Attend all applicable training sponsored by KDOC-JS.
- Z. Enter into agreements with member counties and/or private, public or not-for-profit entities for the delivery of graduated sanctions and prevention services in order to maximize the effective and efficient use of state resources. All agreements between GRANTEE and member counties or subcontractors shall be in writing and shall require compliance with these award conditions. GRANTEE shall be responsible for ensuring member county and/or subcontractor compliance with these grant conditions, KDOC-JS Juvenile Intake and Assessment Standards, KDOC-JS Community Agency Supervision Standards, the Financial Rules and Guidelines for Graduated Sanctions and Prevention Block Grants, and state and federal law. If requested by KDOC-JS, the GRANTEE shall forward a copy of all such agreements to KDOC-JS indicating compliance with this condition.

## **II. JUVENILE SERVICES AGREES TO:**

- A. Maintain standards, policies and procedures for Juvenile Intake and Assessment, Community Case Management and Juvenile Intensive Supervised Probation, and provide consultation and technical assistance to GRANTEE for the implementation of the comprehensive juvenile justice system.
- B. Provide oversight necessary to support the Juvenile Justice Reform Act.
- C. Maintain case management purchase of service funds for services in the [Juvenile Services Provider Handbook](#).
- D. Receive and process invoices for non-Medicaid provider services contained in the Handbook.
- E. Assume responsibility for payment of Medicaid services contained in the Case Management Payment System Handbook.
- F. Delegate authority to Grantee to sign consents necessary in the administration of programs for juvenile offenders in the custody of the Kansas Department of Corrections, Juvenile Services, to GRANTEE or its designees.
- G. Acknowledge this grant may be terminated by either party upon a minimum of ninety (90) days written notice to the other party. Upon termination, the unexpended balance of funding distributed to GRANTEE shall be returned to KDOC-JS within thirty (30) days.
- H. Conduct audits and reviews of GRANTEE to determine their level of compliance with Juvenile Intake and Assessment, Community Case Management, and Juvenile Intensive Supervised Probation standards and the Case Management Payment System Handbook, KDOC-JS Financial Rules and Guidelines for Graduated Sanctions and Prevention Block Grants, and all applicable laws, regulations, and policies. In the event of a finding of unsatisfactory compliance with its obligations under this Agreement, or a finding based upon other evidence of a serious violation and/or lack of compliance with Agreement, all applicable Federal and State laws and regulations, as well as KDOC-JS field standards, policies and procedures, KDOC-JS may withhold part or all of any grant due or to become due to GRANTEE as payment for services rendered hereunder.
- I. Neither assume nor accept any liability for the actions or failure to act, either professionally or otherwise, of GRANTEE, its employees and/or its contractual agents.



4/22/2020

Agency Director

Date

Advisory/Governing Board Chairperson

Date

Address: 301 S. Main Street, Ottawa, KS 66067

Phone: 785-229-8925 Fax: \_\_\_\_\_ Email: kjohnson@franklincoks.org

Board of County Commissioners Chairperson (Host County Only)

Date

Address: 1428 S. Main, Suite 2, Ottawa, KS 66067

Phone: 785-229-3485 Fax: \_\_\_\_\_ Email: cwaymire@franklincoks.org

County: Franklin

**Multi-county agencies** shall obtain the signature of the County Commission Chairperson of EACH county, unless either of the following is true:

- ✓ The counties have entered into an **Inter-Local Agreement** that specifically states that the host county commission chairperson can sign for all counties. If so, only the signature of the host county commission chairperson is necessary.
- ✓ The counties have entered into an Inter-Local Agreement that bestows the counties' governing authority onto the community corrections advisory board. If so, no county commission chairperson signature is required.

**Please use the following page if additional County Commission Chairperson signatures are required for your agency**

---

Board of County Commissioners Chairperson

---

Date

County: \_\_\_\_\_

---

Board of County Commissioners Chairperson

---

Date

County: \_\_\_\_\_

---

Board of County Commissioners Chairperson

---

Date

County: \_\_\_\_\_

---

Board of County Commissioners Chairperson

---

Date

County: \_\_\_\_\_

---

Board of County Commissioners Chairperson

---

Date

County: \_\_\_\_\_

---

Board of County Commissioners Chairperson

---

Date

County: \_\_\_\_\_

---

Board of County Commissioners Chairperson

---

Date

County: \_\_\_\_\_

---

Board of County Commissioners Chairperson

---

Date