



Fourth Judicial District Juvenile Services

Prepared by Fourth Judicial District Community Corrections
for Kansas Department of Corrections FY2024 - 2025 Juvenile Corrections Advisory Board Grant

Primary Contact: Dustin Browning

Opportunity Details

Opportunity Information

Title

FY2024 - 2025 Juvenile Corrections Advisory Board Grant

Description

In accordance with K.S.A. 75-52,161(c)(7), funding through this opportunity 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.

Awarding Agency Name

Kansas Department of Corrections

Agency Contact Name

Marie McNeal

Agency Contact Phone

785-230-6932

Agency Contact Email

marie.mcneal@ks.gov

Opportunity Manager

Marie McNeal

Opportunity Posted Date

1/27/2023

Announcement Type

Initial Announcement

Public Link

<https://www.gotomygrants.com/Public/Opportunities/Details/e7db7922-f0f6-408b-aa7e-8b7afcbff71f>

Funding Information

Funding Sources

State

Funding Source Description

This opportunity is funded through the Evidence-based programs fund established by K.S.A. 75,52-164. In accordance with K.S.A. 75,52-164, 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.

Award Information

Award Period

07/01/2023 - 06/30/2025

Submission Information

Submission Window

01/27/2023 8:00 AM - 05/01/2023 5:00 PM

Submission Timeline Type

One Time

Submission Timeline Additional Information

No applications will be accepted after the Submission Close Date.

Question Submission Information

Question Submission Email Address

andrea.juarez@ks.gov

Question Submission Additional Information

Please see attached Kansas Statute for definitions relevant to how funding for this opportunity may be utilized.

Attachments

- KSA 38-2302

Eligibility Information

Additional Eligibility Information

Boards of County Commissioners (BOCCs) are eligible to apply for one or both grants for juvenile offenders who are served by community supervision offices, including, but not limited to, Juvenile Intake and Assessment, Court Services, Immediate Intervention Programs, and Community Corrections. The funds provided by this grant must be used for development and implementation of evidence-based community programs and practices for juvenile offenders and their families. Priority for these funds will be given to communities with high levels of out-of-home juvenile offenders per capita and where community-based alternatives are lacking.

Award Administration Information

State Award Notices

Award notifications will be made to the Board of County Commissioners of the applicant/administrative county or the Governing Authority Chairperson on or before July 1, 2023.

Reporting

Award recipients will be required to complete and submit quarterly financial and outcome reports in accordance with the following timelines:

FY2024

Q1 (Jul-Aug-Sep) Due on/before: 10/30/2023

Q2 (Oct-Nov-Dec) Due on/before: 01/30/2024

Q3 (Jan-Feb-Mar) Due on/before: 04/30/2024

Q4 (Apr-May-Jun) Due on/before: 07/30/2024

FY2025

Q1 (Jul-Aug-Sep) Due on/before: 10/30/2024

Q2 (Oct-Nov-Dec) Due on/before: 01/30/2025

Q3 (Jan-Feb-Mar) Due on/before: 04/30/2025

Q4 (Apr-May-Jun) Due on/before: 07/30/2025



Project Information

Application Information

Application Name

Fourth Judicial District Juvenile Services

Award Requested

\$183,660.14

Total Award Budget

\$183,660.14

Primary Contact Information

Name

Dustin Browning

Email Address

dbrowning@franklincoks.org

Address

1418 S. Main Street, Suite 3
Ottawa, Kansas 66067

Phone Number

(785) 229-3519

Project Description

JCAB Funding Information

CRITERIA FOR USE OF 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."

Evidence-based means practices, policies, procedures, and programs demonstrated by research to produce reduction in the likelihood of reoffending (KSA 38-2302).

Disqualification Factors:

KDOC may not consider funding any application that fails to comply with all application requirements. Disqualification factors may include any of the following:

- Failure to include complete application narrative, budget summary and narrative, and application attachments;
- Funds will not be used for juvenile offenders and/or their family;
- Funds will not be used for evidence-based programs and/or evidence-based practices; or
- Application lacks original signatures where appropriate.

FUNDING

The awarded amount will be for two years (FY24 and FY25). The full award amount will be paid to recipients in July 2023. Recipients will be required to submit quarterly financial reports and any unexpended funds at the end of FY25 must be returned to KDOC.

Approved funding will go through the local community corrections agency, who will then distribute funds to sub-contractors as necessary.

Community Corrections is not required to keep the JCAB funds in a separate account, although it is preferred. Reporting on these funds must be maintained separately, including cash on hand balances.

Modification of Funds:

The KDOC reserves the right to require changes to the application budget at the time of the grant award and will communicate any changes to the applicant. KDOC may negotiate all or part of any proposed budget after execution of the grant award agreement due to funding or provisions to program requirements.

MANDATORY OUTCOMES/PROGRAM TRACKING REQUIREMENTS

In addition to the outcomes tracked by the service provider, the following outcomes **MUST** be tracked and reported to KDOC on a quarterly basis.

- Percent of youth successfully completing program (target: 80%)

- **Percent of youth living at home at completion of program (target: 100%)**
- **Percent of youth in school and/or working at completion of program (target: 90%)**
- **Percent of youth with no new arrests at completion of program (target: 80%)**

Sub-contracted programs will be required to submit quarterly financial and outcome reports to the Community Corrections Director or designee in order to complete quarterly reporting requirements through Amplifund.

Grantees will be required to utilize a workbook developed by KDOC to report quarterly outcomes. Information will be provided regarding this process at the time of award notification.

Grantees will be required to record expenses in Amplifund and submit quarterly financial reports to KDOC.

Information regarding quarterly reporting processes will be provided at the same time as award notifications are made.

Applicant Agency Profile

Agency Information

Administrative Contact Name

Dustin Browning

Administrative Contact Address Line 1

1418 S. Main Street, Suite 3

Administrative Contact Address Line 2

Administrative Contact City

Ottawa

Administrative Contact State

Kansas

Administrative Contact Zip Code

66067

Administrative Contact Phone Number

785-229-3519

Administrative Contact Email Address

dbrowning@franklincoks.org

Juvenile Corrections Advisory Board Information (JCAB)

JCAB Chairperson Name

Taylor Jones

JCAB Chairperson Address Line 1

1418 S. Main Street, Suite 3

JCAB Chairperson Address Line 2

JCAB Chairperson City

Ottawa

JCAB Chairperson State

Kansas

JCAB Chairperson Zip Code

66067

JCAB Chairperson Phone Number

785-246-9490

JCAB Chairperson Email Address

tajsatori@gmail.com

Admin/Host County Board of County Commission Information

BOCC Chairperson Name

Mrs. Ianne Dickinson

BOCC Chairperson Address Line 1

1428 South Main Street, Suite 2



BOCC Chairperson Address Line 2

BOCC Chairperson City

Ottawa

BOCC Chairperson State

Kansas

BOCC Chairperson Zip Code

66067

BOCC Chairperson Phone Number

785-229-9597

BOCC Chairperson Email Address

idickinson@franklincoks.org

Admin/Host County Financial Officer Information

Host/Administrative County Financial Officer Name

Janet Paddock

Host/Administrative County Financial Officer Address Line 1

315 South Main Street

Host/Administrative County Financial Officer Address Line 2

Host/Administrative County Financial Officer City

Ottawa

Host/Administrative County Financial Officer State

Kansas

Host/Administrative County Financial Officer Zip Code

66067

Host/Administrative County Financial Officer Phone Number

785-229-3410

Host/Administrative County Financial Officer Email Address

jpaddock@franklincoks.org

Program Proposals

Program Funding Request Form

Utilize FY24-Form-JCAB_Programs to provide details regarding the proposed program/service you are requesting funding for. A separate form must be completed and uploaded for each program that funding is being requested for.

FY24 Form-JCAB_PROGRAMS.xlsx

Attach funding request 1 here.

FY24 Form-JCAB_PROGRAMS(1).xlsx

Attach funding request 2 here.

FY24 Form-JCAB_PROGRAMS(2).xlsx

Attach funding request 3 here.

Attach funding request 4 here.

Attach funding request 5 here.

Attach funding request 6 here.

Attach funding request 7 here.

Attach funding request 8 here.

Attach funding request 9 here.

Attach funding request 10 here.

Combine any remaining funding request forms into a single PDF file and upload it here.

Attach any supplementary documentation here as a single PDF file. If documentation applies to multiple funding requests, please clearly label which request each page references.

Budget Instructions

FAILURE TO ADHERE TO ALL BUDGET INSTRUCTIONS WILL RESULT IN APPLICATIONS BEING RETURNED FOR CORRECTIVE ACTION. THIS MAY DELAY FINAL AWARD DECISIONS, NOTIFICATIONS AND PAYMENTS.

FY24-25 JCAB Allocations

FY24-25 JCAB Grant Allocations.pdf

GENERAL INFORMATION

Agencies may only budget for FY24 & FY25 expenditures that are state funded.

Budgeting for expenditures, including pre-paid costs, beyond FY24-25 is not allowed.

BUDGET CATEGORIES AND LINE ITEMS

Budget Categories

- Categories are pre-defined in Amplifund.
- No additional categories may be created by the applicant.

Budget Line Items

- Applicants will enter line items, including the line item descriptor into the budget template in Amplifund.
- Applicants are required to utilize the pre-defined line item descriptors provided in the document attached below (FY24 Form-JCAB_BUDGET_CAT_AND_LINE_ITEMS).
- If additional line item descriptors are needed, agencies may create those when entering their budget. These will be reviewed upon receipt of the application and if questions arise, the applicant will be contacted for clarification.
- Applicant must provide comments regarding how cost was determined in the "Narrative" box for each line item entered

The attached document provides the Budget Categories, Line Item Descriptors and a Glossary. Please review it prior to creating your budget.

FY24 Form-JCAB_BUDGET_CAT_AND_LINE_ITEMS.xlsx

Supplanting

The use of KDOC funds to replace non-KDOC funds appropriated for the same purpose is prohibited. The use of KDOC funds to offset a reduction in non-KDOC funding is acceptable; however, the grantee will be required to supply documentation demonstrating the reduction in non-KDOC funds occurred for reasons other than the receipt, or expected receipt, of KDOC funds. Potential supplanting will be the subject of application review, as well as pre-award review, post-award monitoring, and audit.

Sign Here

The individual responsible for creating the budget is the individual who should enter their name below.

By entering my name below, I declare that I have reviewed the budget instructions provided by KDOC and have adhered to these instructions as I developed my budget as part of the application process. *

Dustin Browning

Signatory Approval

Utilize Form-SIG_APPRVL_JCAB to obtain the required grant application signatory approvals.

FY24 Form-SIG_APPRVL_JCAB.pdf

Attach the signed copy of Form-SIG_APPRVL_JCAB here. Be sure to attach all pages of the form, including the additional signature BOCC signature pages if they are applicable for your agency. *



Budget

Proposed Budget Summary

Expense Budget

	Grant Funded	Total Budgeted
J-JCAB Client Services		
JCAB Academic Education Services	\$2,000.00	\$2,000.00
JCAB Cognitive Behavioral Skill Tools	\$2,000.00	\$2,000.00
JCAB Housing Assistance	\$20,000.00	\$20,000.00
JCAB MH Evaluations	\$8,000.00	\$8,000.00
JCAB MH Treatment/Groups	\$10,000.00	\$10,000.00
JCAB Subsistence Assistance	\$20,000.00	\$20,000.00
JCAB Transportation Assistance	\$10,000.00	\$10,000.00
JCAB Vocational Education Services	\$2,000.00	\$2,000.00
Subtotal	\$74,000.00	\$74,000.00
J-JCAB Contractual		
JCAB Outsourced (Subcontract) Expenses	\$10,000.00	\$10,000.00
JCAB Outsourced (Subcontract) Personnel	\$83,660.14	\$83,660.14
Subtotal	\$93,660.14	\$93,660.14
J-JCAB Supplies		
JCAB Group Supplies	\$3,000.00	\$3,000.00
JCAB Office Supplies	\$1,000.00	\$1,000.00
Subtotal	\$4,000.00	\$4,000.00
J-JCAB Training		
JCAB Hotel	\$2,000.00	\$2,000.00
JCAB Meals	\$1,000.00	\$1,000.00
JCAB Registration	\$3,000.00	\$3,000.00
Subtotal	\$6,000.00	\$6,000.00
J-JCAB Travel		
JCAB Fuel	\$5,000.00	\$5,000.00
JCAB K-TAG/Tolls	\$1,000.00	\$1,000.00
Subtotal	\$6,000.00	\$6,000.00
Total Proposed Cost	\$183,660.14	\$183,660.14

Revenue Budget

Grant Funding	Grant Funded	Total Budgeted
Award Requested	\$183,660.14	\$183,660.14
Subtotal	\$183,660.14	\$183,660.14
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Total Proposed Revenue	\$183,660.14	\$183,660.14

Proposed Budget Detail

See attached spreadsheet.

Proposed Budget Narrative

J-JCAB Client Services

JCAB Academic Education Services

These Client Services costs are unique to the Family Engagement Program. Estimated costs for FY24 are \$1000.00. Estimated costs for FY25 are \$1000.00.

JCAB Cognitive Behavioral Skill Tools

These Client Services costs are unique to the Family Engagement Program. Estimated costs for FY24 are \$1000.00. Estimated costs for FY25 are \$1000.00.

JCAB Housing Assistance

These Client Services costs are unique to the Family Engagement Program. Estimated costs for FY24 are \$10,000.00. Estimated costs for FY25 are \$10,000.00.

JCAB MH Evaluations

These Client Services costs are unique to the Family Engagement Program. Estimated costs for FY24 are \$4000.00. Estimated costs for FY25 are \$4000.00.

JCAB MH Treatment/Groups

These Client Services costs are unique to the Family Engagement Program. Estimated costs for FY24 are \$5000.00. Estimated costs for FY25 are \$5000.00.

JCAB Subsistence Assistance

These Client Services costs are unique to the Family Engagement Program. Estimated costs for FY24 are \$10,000.00. Estimated costs for FY25 are \$10,000.00.

JCAB Transportation Assistance

These Client Services costs are unique to the Family Engagement Program. Estimated costs for FY24 are \$5000.00. Estimated costs for FY25 are \$5000.00.

JCAB Vocational Education Services

These Client Services costs are unique to the Family Engagement Program. Estimated costs for FY24 are \$1000.00. Estimated costs for FY25 are \$1000.00.

J-JCAB Contractual

JCAB Outsourced (Subcontract) Expenses

The estimated costs in FY24 are as follows: \$1000 for office supplies and program materials unique to the Care Coordinator (CC); \$4000 for voucher funding evaluations/treatment of mental health, substance abuse, sex offenders, etc. The estimated costs in FY25 are as follows: \$1000 for office supplies and program materials for the CC; \$4000 for voucher funding evaluations/treatment of mental health, substance abuse, sex offenders, etc.

JCAB Outsourced (Subcontract) Personnel

The estimated costs in FY24 are as follows: \$36830.07 for Care Coordinator (CC) salary/benefits; \$2000.00 for CC mileage reimbursement; \$2000.00 for CC training registration; \$500.00 for CC communication to provide jetpack; \$500.00 for CC equipment necessary for the position. The estimated costs in FY25 are as follows: \$36830.07 for CC salary/benefits; \$2000.00 for CC mileage reimbursement; \$2000.00 for CC training registration; \$500.00 for CC communication to provide jetpack; \$500.00 for CC equipment necessary for the position.

J-JCAB Supplies

JCAB Group Supplies

Estimated costs for FY24 are \$1500.00. Estimated costs for FY25 are \$1500.00.

JCAB Office Supplies

These supply costs are unique to the Family Engagement Program. Estimated costs for FY24 are \$500.00. Estimated costs for FY25 are \$500.00.

J-JCAB Training

JCAB Hotel

These supply costs are unique to the Family Engagement Program. Estimated costs for FY24 are \$1000.00. Estimated costs for FY25 are \$1000.00.

JCAB Meals

These per diem costs are unique to the Family Engagement Program. Estimated costs for FY24 are \$500.00. Estimated costs for FY25 are \$500.00.

JCAB Registration

These training costs are unique to the Family Engagement Program. Estimated costs for FY24 are \$1500.00. Estimated costs for FY25 are \$1500.00.

J-JCAB Travel

JCAB Fuel

These fuel costs are unique to the Family Engagement Program. Estimated costs for FY24 are \$2500.00. Estimated costs for FY25 are \$2500.00.



JCAB K-TAG/Tolls

These travel costs are unique to the Family Engagement Program. Estimated costs for FY24 are \$500.00.
Estimated costs for FY25 are \$500.00.