

Instructions for JCAB ~ Evidence Based Program Funding Request

Applicant Agency:

The name of the agency applying for funding.

Program Name:

The name of the program/service that funding is being requested for.

Problem/Need Statement:

Show what current and relevant data the agency used to show this service is a current gap in the system. This should demonstrate the need for the service in the judicial district.

Description of Proposed Program or Service:

Describe the scope of services proposed in this request.

Participant Program Cost:

Describe any cost(s) incurred by the youth in order to participate in the program/service.

Completion Criteria:

Specify the requirements and obligations the participant must meet in order to complete the program. Please include how long a participant is expected to remain in the program to meet the completion criteria. Please include any criteria used to consider the program was successfully or unsuccessfully completed.

Target Population:

	<i>Demographics</i>	The basic demographics of the program's target population(s) (i.e. age, gender, risk level, etc.).
	<i>Eligibility Criteria</i>	How participants are identified for the program.
	<i>Referral Source(s)</i>	How are youth referred to access the program.
	<i>Geographic Area to be Served</i>	The geographic area(s) from which participants will be served. This might be an entire judicial district or one county in a multi-county district or one school in a school district, etc.

Evidence-Base for Proposed Program/Service:

Include citations or documentation supporting the proposed program or service as a promising or evidence-based practice.

Monitoring and Evaluation:

Describe who will be responsible for monitoring & evaluating the program and how that will be done.

Measurable Outcomes:

A specific statement that will allow the agency/organization to measure whether the program is effecting the desired changes in knowledge, attitude, skills or behavior that it is intended to impact. Typical measures may include participants improved performance on measurable tests or changed level of participant engagement in target behavior.

Funding Request:

Provide the total amount of funding requested by budget category for a two year award period. A detailed budget will have to be completed in Amplifund once the final JCAB award notification occurs.

JCAB ~ Evidence Based Program Funding Request

Applicant Agency:	Fourth Judicial District Community Corrections	
	Address 1:	1418 S. Main Street
	Address 2:	
	City/State/Zip:	Ottawa, KS 66067
	Name of Contact Person:	Ken Halliburton
	Contact Person Phone:	785-229-3401
	Contact Person Email:	khalliburton@franklincoks.org

Will this program be subcontracted to another agency/organization?

If Yes, please provide the following information:

	Agency/Organization Name:	
	Address 1:	
	Address 2:	
	City/State/Zip:	
	Name of Contact Person:	
	Contact Person Phone:	
	Contact Person Email:	

Why is the proposed program/service needed in the judicial district? Please identify the specific risk/needs the program/service is seeking to address (i.e. criminogenic needs, responsivity, employment, etc.) and include current and relevant data that demonstrates a need for this program/service.

Services like this have not been historically offered in our district through Community Corrections and therefore there is no data at this time. In FY2023, we began implementing conditions at release from JIAS based on what the Intake Officer assessed at the time. This has led to many follow-up contacts with youth and families. These follow-up contacts are also not something that was historically conducted by JIAS in the district. Through these follow-up contacts, we have recognized a need for a formal post-intake engagement program. We have also identified family engagement as a gap in our supervision of juvenile offenders. Data on youth and families referred to this service will be collected to establish the effectiveness of the program.

Description of Proposed Service/Program, including timeframe (i.e. school year, number of sessions, number of weeks, etc.)

The proposed Family Engagement Program will provide coordinated and individualized community-based services to youth and their families that interact with Fourth Judicial District Community Corrections. Such interaction may include: Juvenile Intake and Assessment Services (JIAS), Juvenile Intensive Supervision Probation (JISP), Juvenile Case Management (CM), Juvenile Conditional Release (CR), and those youth incarcerated in the Juvenile Correctional Facility (JCF). Engagement may consist of, but is not limited to: referrals for assessments/services from community providers, referrals to parent/child mediation, referrals to parenting courses (Parent Project, Strengthening Families, or others), assistance with navigating the court process, assistance with accessing available benefits, and/or financial assistance for clothing, housing, school-related equipment, and other necessities. While eliminating immediate problems is beneficial, it does not bring about long-term behavior change. Therefore, the Engagement Program seeks to build on the strengths already present within the family.

Program staff will work with the youth/family in three phases: Development, Implementation, and Transition. These phases may last approximately one month each but ultimately the duration and frequency will be determined on a case-by-case basis.

The Development phase may include: identifying strengths, identifying resources already connected, understand family's internal relationships, assess where family is functioning well or not well, begin identifying external resources, develop engagement of participants.

The Implementation phase may include: reinforcing positive supports, responding to family needs for services, supporting family problem-solving, setting behavior goals, creating family action plan, involving family members, connecting with community partners.

The Transition phase may include: determining continuing issues, acknowledging where family is succeeding, using goal setting/analysis to make decisions, contacting other families in community for support, reinforcing skills.

Participant Program Cost

Is there a cost associated with the program/service?	No
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If Yes, please explain:

Completion Criteria

Youth/families that successfully complete the program will have completed the Transition phase of Engagement.

Target Population

Demographics	The program will target youth of any age that have interaction with Fourth Judicial District Community Corrections. Family members and other supports of these youth may be targeted as well.
Eligibility Criteria	Youth receiving a juvenile intake/assessment for an alleged juvenile offense or for a CINC case are eligible, as are their families. Youth coming in contact with JIAS for Police Protective Custody (PPC) will only be eligible if they are returned/reintegrated into the home. Any youth on JISP/CM/JCF/CR supervision are also eligible, as are their families.
Referral Source	Referrals to the program may be made by any employee of Fourth Judicial District Community Corrections, from the Care Coordinator position, from the Truancy Court program, or from the district's Immediate Intervention Program.
Geographic Area to be Served	The geographic area to be served includes Anderson, Coffey, Franklin, and Osage Counties.

Please describe how the program will address racial, ethnic, geographic and other biases that may exist within the program.

There is a recognized geographic bias in the judicial district and transportation is generally a barrier for many in this community. The program will address this by utilizing various means to meet with referred participants. Program staff may use telephone, virtual conferencing platforms, and/or travel throughout the district to meet with clients based on their needs.

Evidence Base for Proposed Program/Service. Please include credentials or documentation supporting the proposal as promising or evidence-based program or practice.

Mullins, Tracy G., and Toner, Christine. Implementing The Family Support Approach For Community Supervision. Bureau of Justice Assistance, 2008. <https://www.appa-net.org/eweb/docs/APPA/pubs/IFSACS.pdf>

Shapiro, Carol, et al. Strength-Based, Family-Focused Practice: A Clinical Guide from Family Justice. Family Justice, 2011. <https://www.familiesoutside.org.uk/content/uploads/2011/02/family-justice-clinical-guide.pdf>

Monitoring and Evaluation

Who will be responsible for annual evaluations of the program/service at a the provider level?
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Ken Halliburton - Assistant Director of Fourth Judicial District Community Corrections
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Describe the process for monitoring and evaluating the program/service at the provider level, including who will conduct evaluations and how they will be done.

Data will be kept in a local electronic file that includes referrals, accepted participants, phase/goal completion, participant demographics, and assessment/survey scores. This data will be compiled by Ken Halliburton and reported quarterly to the local Juvenile Corrections Advisory Board (JCAB). Ken will work with the JCAB to interpret the data and evaluate program effectiveness. The appropriate data will be reported to the Kansas Department of Corrections (KDOC) quarterly using the established report forms.

If the program/service will be monitored and evaluated by the JCAB, please describe the process, including who will conduct evaluations and how it will be done.

The Director of Community Corrections shares the quarterly data with the JCAB for the board to evaluate the program at their scheduled meetings. When this data is presented, the JCAB will work with the Director to identify trends, determine effectiveness, and recommend modifications to the program if necessary.

Measurable Outcomes

Please describe the outcome measures that will be used to determine effectiveness of the program/service. Please include what data will be measured and how it will be measured.

75% of participants accepted into the program will complete the Transition phase.
100% of participants completing the Transition phase will have completed goals identified in their plans.
Participants completing the program will show an improvement in measures included on the pre-engagement and post-engagement surveys.

In addition to outcomes tracked by the program/service provider, the following are mandatory outcomes that must be tracked and reported to KDOC. KDOC will provide a workbook and instructions for tracking outcomes at the time of award notification.

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

Funding Request

Budget Category	FY24-25 Category Total
Agency Operations	
Client Services	\$74,000.00
Communications	
Contractual	
Equipment	
Salary & Benefits	
Supplies	\$4,000.00
Training	\$6,000.00
Travel	\$6,000.00
Total Funding Request	\$90,000.00