

Approved by Commissioner's Court on 1/13/20, Item # 20
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Agency Name: El Paso County

Grant/App: 2576509 **Start Date:** 9/1/2020 **End Date:** 8/31/2021

Project Title: Project Hope - Juvenile Court

Status: Application Pending Submission

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:

17460007622005

Application Eligibility Certify:

Created on: 12/16/2019 3:57:44 PM By: Rosie Medina

Profile Information

Applicant Agency Name: El Paso County

Project Title: Project Hope - Juvenile Court

Division or Unit to Administer the Project: El Paso County Juvenile Probation Department

Address Line 1: 6400 Delta Drive

Address Line 2:

City/State/Zip: El Paso Texas 79905-5408

Start Date: 9/1/2020

End Date: 8/31/2021

Regional Council of Governments(COG) within the Project's Impact Area: Rio Grande Council of Governments

Headquarter County: El Paso

Counties within Project's Impact Area: El Paso

Grant Officials:

Authorized Official

Name: Ricardo Samaniego

Email: cjdjudge@epcounty.com

Address 1: 500 E San Antonio, st. 301

Address 1:

City: El Paso, Texas 79901

Phone: 915-546-2098 Other Phone: 915-546-2175

Fax:

Title: The Honorable

Salutation: Judge

Position: County Judge

Financial Official

Name: Edward Dion

Email: edion@epcounty.com

Address 1: 800 E. Overland Ave, Rm 406

Address 1:

City: El Paso, Texas 79901

Phone: 915-546-2040 Other Phone: 915-546-8174

Fax: 915-546-8172

Title: Mr.

Salutation: Mr.

Position: County Auditor

Project Director

Name: Rosie Medina

Email: rmedina@epcounty.com

Address 1: 6400 Delta Drive

Address 1:

City: El Paso, Texas 79905

Phone: 915-849-2539 Other Phone: 915-849-2500

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Title: Ms.
Salutation: Ms.
Position: Special Programs Coordinator

Grant Writer

Name: Rosie Medina
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Title: Ms.
Salutation: Ms.
Position: Special Programs Coordinator

Grant Vendor Information

Organization Type: County
Organization Option: applying to provide services to all others
Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID): 17460007622005
Data Universal Numbering System (DUNS): 098970403

Narrative Information**Introduction**

The purpose of this funding is to support specialty court programs as defined in Chapter 121 and Chapter 129 of the Texas Government Code.

Please read the funding announcement for program rules and application guides, available on the [eGrants Calendar](#) page. Additionally, you should review the *Guide to Grants* available at [Public Safety Office \(PSO\) Resource for Applicants and Grantees webpage](#) for information and guidance related to the management and use of grant funds.

Use the space provided below to describe your project. For help with your narrative, see PSO's Developing a Good Project Narrative [Guide](#).

Note: Do not upload attachments with further information unless specifically instructed to do so.

Program-Specific Questions**Specialty Courts - Participant Fees**

Does this specialty court collect participant fees pursuant to Sec. 123.004 of the Texas Government Code?

☐ Yes
☒ No

If yes, what is the current dollar amount charged to participants?

0

In the last fiscal year, how many participants were charged a fee?

0

Of those participants charged, how many paid the fee?

0

Certifications

In addition to the requirements found in existing statute, regulation, and the funding announcement, this program requires applicant organizations to certify compliance with the following:

Constitutional Compliance

Applicant assures that it will not engage in any activity that violates Constitutional law including profiling based upon race.

Information Systems

Applicant assures that any new criminal justice information systems will comply with data sharing standards for the Global Justice XML Data Model and the National Information Exchange Model.

Generated Program Income

Unless specifically and explicitly authorized to do otherwise by OOG, at OOG's sole discretion, the applicant will report Generated Program Income (GPI), which includes any portion of fees collected from program participants and retained by the grantee. GPI will be applied to the grant through a grant adjustment. GPI must be used to offset project costs and must be expended prior to seeking payment from OOG.

Twelve-Step Programs

Grant funds may not be used to support or directly fund programs such as the Twelve Step Program which courts have ruled are inherently religious. OOG grant funds cannot be used to support these programs, conduct meetings, or purchase related materials.

Criminal History Reporting

Entities receiving funds from PSO must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the *Texas Code of Criminal Procedure, Chapter 66*. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Beginning January 1, 2020, counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90 percent of convictions within seven business days to the Criminal Justice Information System at the Department of Public Safety. By January 1, 2021, such reporting must take place within five business days.

Uniform Crime Reporting (UCR)

Eligible applicants operating a law enforcement agency must be current on reporting Part I violent crime data to the Texas Department of Public Safety (DPS) for inclusion in the annual Uniform Crime Report (UCR). To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year.

Conversion to National Incident-Based Reporting System (NIBRS)

The Texas Department of Public Safety (DPS) has established a goal set by the Texas Legislature for all local law enforcement agencies to implement and report crime statistics data by using the requirements of the National Incident-Based Reporting System (NIBRS). Additionally, the Federal Bureau of Investigations (FBI) will collect required crime statistics solely through the NIBRS starting January 1, 2021. Due to this federal deadline, grantees are advised that eligibility for future grant funding may be tied to compliance with NIBRS. Financial grant assistance for transitioning to NIBRS may be available for your jurisdiction from the Public Safety Office.

Specialty Court Certifications

If the applicant is a specialty court operated under Ch. 121 of the Texas Government Code, the following certifications apply:

1. The specialty court will develop and maintain written policies and procedures for the operation of the program.
2. The applicant will submit a copy of any project evaluations, evaluation plans, recidivism studies, or related reports that are completed during the grant period to CJD.

Adoption of Adult Drug Court Best Practice Standards

Applicants operating an adult drug court certify that they are working towards full compliance with and adoption of Vol. I & II of the Adult Drug Court Best Practice Standards by the deadline of August 31, 2019 set by the Texas Judicial Council.

Compliance with State and Federal Laws, Programs and Procedures

Local units of government, including cities, counties and other general purpose political subdivisions, as appropriate, and institutions of higher education that operate a law enforcement agency, must comply with all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security ("DHS") to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency's custody; and (2) detain such illegal aliens in accordance with requests by DHS. Additionally, counties and municipalities may NOT have in effect, purport to have in effect, or make themselves subject to or bound by, any law, rule, policy, or practice (written or unwritten) that would: (1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States; or (2) impede federal officers from exercising authority under 8 U.S.C. § 1226 (a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3). Lastly, eligible applicants must comply with all provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code.

Each local unit of government, and institution of higher education that operates a law enforcement agency, must download, complete and then upload into eGrants the CEO/Law Enforcement Certifications and Assurances Form certifying compliance with federal and state immigration enforcement requirements. This Form is required for each application submitted to OOG and is active until August 31, 2021 or the end of the grant period, whichever is later.

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Melissa Carrillo

Enter the Address for the Civil Rights Liaison:

800 East Overland Suite 223, El Paso, TX 79901

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

915-546-2218

Overall Certification

Each applicant agency must certify to the specific requirements detailed above as well as to comply with all requirements within the CJD Funding Announcement, the *Guide to Grants*, the *Grantee Conditions and Responsibilities*, and any authorizing or applicable state and federal statutes and regulations to be eligible for this program.

☒ **I certify to all of the application content & requirements.**

Project Abstract :

By providing intensive in-home services, Project HOPE diverts juveniles with serious mental health disorders from costly residential treatment facilities located hundreds of miles away from our community. This will be accomplished by providing quality, consistent, and individualized services to the participants and their families in their home environment by a team of professionals comprised of a therapist, case manager, probation officer and a consulting psychiatrist. This multi-disciplinary team is not limited to providing services within the confines of Medicaid service packages. Our providers focus on therapeutic interventions and skills building for not only the youth but the entire family. The wraparound approach, coupled with bi-weekly judicial supervision, assists in not only monitoring the service delivery by the contractors but will provide the court with an opportunity to acknowledge the progress of the participants on a regular basis and hold them accountable when needed. The program focuses on stabilizing the participants, educating the participants and their families regarding the juvenile's diagnosis, provides symptom management skills, medication management and assures participants are appropriately linked to providers in the community for the long-term treatment and care of the individual. A multi-disciplinary team approach is taken and members represent the judiciary, prosecution, defense, probation, treatment, education, law enforcement, and administrative staff of the court, which are all essential to the success of this program. A juvenile court judge is responsible for closely monitoring the cases referred to this program on a bi-weekly basis. The cases will be staffed with the Judge by a team comprised of the clinician, case manager, and probation officer, prosecutor and defense attorney. The parent/guardian and participant will be required to report to the court and update the judge on their progress, difficulties, and accomplishments during the two-week period prior to the hearing. The judicial contact component of the program is extremely important in that the Judge is able to acknowledge the participants for their accomplishments, while holding them accountable when they are not being cooperative or engaged in services.

Problem Statement :

The prevalence of mental health disorders among the adolescent population in the juvenile justice system continues to increase and access to quality community-based adolescent treatment services in our region is limited.

Coordinating quality community mental health therapeutic and psychiatric services in collaboration with the juvenile justice system has proven to be challenging. Communication between treatment providers and the judiciary is essential to the success of complicated cases along with ensuring effective transition planning to community-based providers for the long-term treatment of youth with serious mental health disorders. This program targets youth with extensive mental health needs that are involved in the juvenile justice system and will coordinate effective collaborative communication between the judge, attorneys, treatment providers, probation personnel, school administrators, family and youth to ensure a reduction in psychiatric hospitalizations and/or placements in costly residential facilities.

Supporting Data :

In FY 19 a total of 40 juveniles and their families were serviced of which 24 juveniles completed the program with a 75% completion rate. Of the 40 juveniles served in the program in FY 19, 5% were re-adjudicated for new offenses (recidivism) during the fiscal year. Outcomes have dramatically improved when compared to outcomes prior to 2007 for the same population served under the TCOOMMI model, where only approximately 55% of the youth served completed the program successfully in addition to nearly doubling the amount of youth served since the fiscal year 2007. The program re-design which infused specialty court program methodologies has directly contributed to the extraordinary outcomes seen over the last 10 years. A coordinated and collaborative approach focusing on the clinical needs of adjudicated youth with severe mental health needs and effective and consistent communication between the judiciary, treatment providers, prosecuting attorneys, juvenile probation personnel and defense counsel. Other outcomes include, a higher program retention rate, reduced recidivism rates, a decrease in the number of youth removed from the community and placed in costly out-of-home treatment facilities. The average amount expended by our department in FY 19 per youth sent to an out-of-home treatment facility was approximately \$25,459 when compared to the average cost of \$6,893 per youth in Project Hope. All of the youth served under this program were at risk of being removed from their homes and placed in treatment facilities. Project Hope has proven to be a cost-effective alternative that allows youth to remain in the community and receive intensive mental health services, psychiatric services, and judicial/probation supervision. In the FY 2019, the number of referrals made by law enforcement to our department was 1,470 referrals (does not include C.I.N.S referrals or probation violations). The FY 2019 data indicates the following referral data: 493 felony referrals (increase of 17% when compared to FY 18), 977 Misdemeanor A and B referrals (decrease of approximately 12% when compared to FY 18), and 611 other referrals (Probation Violations, and CINS which is an decrease of approximately 13%). FY 2019, 62% of the juveniles referred were disposed of by the courts for delinquent conduct in the county. In FY 2019, the disposition rate for misdemeanor offenses was approximately 62% and 43% for felony offenses. Drug-related referrals for fiscal year 2019 totaled 32% (increase of approximately 23% when compared to FY 18) of all referrals to the department of which 18% were disposed of for felony-level drug offenses and 17% for misdemeanor-level drug-related offenses (this figure does not include the juveniles whose probation was modified/revoked due to substance abuse issues while on probation). Number of therapeutic and case management hours = 2,284; Average length of stay in program = 5.5 months; Successful Completion Rate: 75%; Primary Enrollment Diagnosis – Major Depressive Disorder 40%; Avg. number of weekly contacts per juvenile – 4; and TJJD Commitment rate – 0%. Documented assessments completed and received by the El Paso Juvenile Probation Department in the fiscal year 2019 are as follows: Psychological/Psychiatric/Mental Status Evaluations completed by contracted vendor – 160 Bio-psychosocial/Behavioral Health/Mental Status Evaluations (MSE) completed by clinical unit – 292 The fiscal year 2019 data was generated from Juvenile Management Information System (JMIS), CJD benchmark report, clinical unit and program data collection records.

Project Approach & Activities:

Project Hope provides court centered supervision, bi-weekly judicial supervision; community intensive home-based counseling, in-home case management, outpatient substance abuse education, family counseling, skills development, and psychiatric services to its participants who are between the ages of 10-17 and diagnosed with a serious emotional disorder (SED). One of the primary goals is to divert youth from further penetration into the criminal justice system and from costly residential psychiatrist placements. Participants are assessed for risk and needs prior to program referral and all referrals are also accompanied with a recent clinical assessment completed within the previous 120 days of referral to the program which is completed by a licensed mental health practitioner. Probation officers carefully review the risk and need assessment along with mental health records prior to referring to the program to ensure they meet the target population criteria. Collaborative individualized case and treatment planning utilizing validated assessment tools (PACT), clinical interviews and psychometric testing completed by a licensed psychologist or clinician are fundamental to service delivery interventions and are completed prior to the opening of a case. Brief descriptions of key program components are as follows: 1. Judicial Involvement and Supervision: Bi-weekly hearings with Judge and team, Tuesday's at 4:30 pm to review progress towards outlined treatment goals. The program adopts a non-adversarial approach to ensure the best interest of the participant is the focal point of all conversations. Public Defenders and a representative from the County Attorney's office participate and promote public safety and the due process rights of participants are adhered too. Cultural competency and effective communication is ensured by providing court certified interpreters and bilingual personnel. 2. All cases are staffed with the team on a bi-weekly basis and email communication of important matters occurs regularly in-

between the staffing dates. 3. Participants are identified upon adjudication based on the results of the PACT assessment, social history interview and documentation of mental health service history with a current diagnosis (dated no more than 120 days from date of referral). 3. Providing developmentally appropriate and EBP services tailored to the individual needs of each participant is completed on all cases. On average all participants receive a weekly minimum of one hour of therapeutic services, one hour of skills development provided by a case manager, 2 hours of CBT group/ month and psychiatric services as deemed necessary. Clinicians and case managers integrate the entire family unit into the services. Evidenced-based practices (EBP) utilized by the contracted provider are: Cognitive Behavioral Therapy, Project MAGIC, Strengthening Families Programs, Seeking Safety, EMDR, Neuro-Bio Feedback Therapy and Living in Balance. Clinicians determine which EBP modalities/approaches to utilize in each case based on the clinical assessment and needs identified. In the event a participant's treatment needs exceed the level provided within the community, the program has access to a continuum of services to include residential treatment facilities. 4. Participants are linked to mental health services in the community as outlined in their treatment, transition and discharge plans. Coordinating services with the local mental health authority is paramount for continuity of care for some cases 5. Each participant and their family are assigned a JPO, therapist and case mgr (core team). The core team is required to staff cases weekly, complete an initial case plan within 48 hrs of opening a case and conduct monthly treatment plan reviews every 30 days. Goals are updated as needed. 6. Professional development opportunities related to mental health courts, adolescent development, mental health issues, and co-occurring disorders is essential and are made available based on funding. 7. Monitoring and evaluation of program performance is an ongoing function of the program director and semiannual reports are prepared and outcomes shared with the team. 8. Collaboration with key community stakeholders is essential to the success of all Project Hope participants. Transition planning is an integral part of our program design and begins as promptly as a case is opened for services. Referrals and monitoring of engagement with community-based providers to include the Mental Health Authority is an integral part of our program design. The program does not assess fees to support program operations. Services are made available to residents residing within El Paso County only.

Capacity & Capabilities:

The El Paso County Juvenile Probation Department (JPD) receives over 1,500 delinquent referrals on an annual basis and provides the following services: intake, diversion programming, pre-adjudication facility with a capacity to house 60 youth, probation supervision, intensive supervised probation (ISP), aftercare services, gang supervision, clinical services and operates a post-adjudicated behavior modification facility. JPD employs approximately 255 employees and on average has over 450 youth on post-adjudicated probation supervision. The Special Programs Unit manages Project Hope as well as all level 4 ISP programs. Project HOPE has 2 full-time mental health probation officers assigned to the specialized caseload along with a senior probation officer, the program director who oversees the staff, contract provider, and program operations. Both probation officers have over 18 years of experience in the juvenile justice field and combined have well over 21 years of experience working with the mental health population under the former TCOOMMI program and currently with Project HOPE. The current contracted treatment provider, Pinnacle Social Services has provided mental health therapeutic treatment and case management services to this population for the last eleven years successfully. As a community-based provider, Pinnacle offers a myriad of therapeutic services to the meet the complex needs of the juveniles and their families. Youth and their families are transitioned to Emergence Health Network (local MHMR provider) and other community providers as needed prior to discharge from the program. The juvenile probation department and the County of El Paso have been administering CJD grants for well over 20 years successfully and have the financial capability to manage and monitor grants. Additionally, all grant reports for this grant as well as previous grants are submitted on a timely basis to CJD. Finally, Project HOPE is audited by TJJD on a biennial basis and the program has received Exceptional Audit ratings from the State for the past eight years.

Performance Management :

Continuous quality improvement (CQI) is an integral component of programmatic performance management. To ensure CQI, our program ensures that data is consistently collected and analyzed to aid in programmatic decision making, case management and reporting to funders to ensure goals are being attained. On a quarterly basis, the program director prepares a scorecard and presentation for the team that represents the quarterly and fiscal year to date outcomes and outputs. This information is utilized to identify program strengths and opportunity for program performance improvements. The team engages in strategic planning and when changes are implemented, data is continuously monitored to ensure targets are being met. The overarching goal of Project HOPE is to provide reduced delinquency, increase offender accountability, stabilize mental health issues amongst program participants and rehabilitate juvenile offenders through a comprehensive, coordinated community and court centered mental health program. Objective 1. To provide intensive mental health and case management services to juvenile offenders with mental illness in order to prevent their removal from the home and reduce their juvenile justice involvement. Measures for Objective 1: Program participants will receive a minimum of 8 therapeutic and case management sessions per month during their participation in the program. FY 19 Outcomes: 93% of participants received a minimum of 8 therapeutic and case management sessions per month throughout their participation in the program. Objective 2. To reduce/maintain the re-adjudication or reconviction rate at 20% or below among program participants who have been adjudicated and ordered into Project HOPE during program participation and within one year of completing the program. Measures for Objective 2: Re-adjudication or conviction data is collected through

our Juvenile Management Information System (JMIS). FY 19 Outcomes: 5% Objective 3. To increase program completion rates to a minimum of 80% or higher by 08/31/21. Measures for Objective 3: program outcome data FY 19 outcome: 75% completion rate The program director has the ability and skill set to monitor program outputs and outcomes. Data is closely monitored and reported out to the team on a quarterly basis to measure progress in obtaining stated objectives. In the event targets are not be attained, the program director will work closely with the team and stakeholders to identify the root causes and identify countermeasures to implement to aid in attaining the outlined goals.

Target Group :

The El Paso County Project HOPE is a direct service project with the daily capacity to serve 14 youth and families. The program targets post-adjudicated young men and woman between the ages of 10-17 years of age who have been court ordered to participate in the program. They must be classified to be at a low to moderate risk to re-offend as identified by the PACT assessment. All participants must meet DSM-V diagnosis other than or in addition to substance abuse, intellectual developmental disorder, or autism spectrum disorder as determined by a licensed mental health professional as a result of the completion of a standardized mental health assessment. Youth are identified promptly at the time of a detention or adjudication hearing and are flagged in our data management system. The receiving officer is notified and encouraged to complete the necessary assessments prior to disposition to staff the case for program eligibility. The program provided services to 40 youth and their families in the FY 2019.

Evidence-Based Practices:

Based on the availability of funding, training is allocated to afford staff and team members the opportunity to attend state and or national conferences to further enhance their knowledge and understanding of best practices, programs, services and other matters pertinent to juvenile justice, substance abuse and adolescent development. The utilization of evidenced-based screening and assessment tools is paramount in our targeting and eligibility practices for the El Paso Juvenile Probation Department and Project HOPE currently utilizes the PACT assessment. Positive Achievement Change Tool Pre-Screen and Full Assessment (PACT). The PACT Full Assessment is a 126-item, multiple choice in-depth assessment instrument, which produces research-validated risk level scores measuring a juvenile's risk of re-offending. This comprehensive assessment instrument measures a youth's risk and protective factors in the following 12 domains: Criminal History, School, Use of Free Time, Employment, Relationships, Family, Living Arrangements, Alcohol and Drugs, Mental Health, Attitudes/Behaviors, Aggression, and Skills. Assessment of criminogenic risk factors and treatment directed toward changing dynamic characteristics provides the best chance of reducing recidivism. (https://www.assessments.com/assessments_documentation/PACT%20Validation%20Dissertation%20Summary%20by%20Dr.%20Michael%20Baglivio.pdf) The Strengthening Families Program (SFP) is a family skills training program designed to increase resilience and reduce risk factors for behavioral, emotional, academic, and social problems in children 3-16 years old. SFP comprises three life-skills courses delivered in 14 weekly, two hour sessions. The Parenting Skills sessions are designed to help parents learn to increase desired behaviors in children by using attention and rewards, clear communication, effective discipline, substance use education, problem-solving, and limit setting. The Children's Life Skills sessions are designed to help children learn effective communication, understand their feelings, improve social and problem-solving skills, resist peer pressure, understand the consequences of substance use, and comply with parental rules. In the Family Life Skills sessions, families engage in structured family activities, practice therapeutic child play, conduct family meetings, learn communication skills, practice effective discipline, reinforce positive behaviors in each other, and plan family activities together. Participation in ongoing family support groups and booster sessions is encouraged to increase generalization and the use of skills learned. (<http://legacy.nreppadmin.net/ViewIntervention.aspx?id=44>) Project MAGIC (Making A Group and Individual Commitment) is an alternative to juvenile detention for first-time offenders between the ages of 12 and 18. The program's goals include helping youths achieve academic success; modifying attitudes about alcohol, tobacco, and other drugs; and enhancing life skills development and internal locus of control. Project MAGIC is based on the ecological model, involving individual, family, school, and community domains. Over the two month course of the program, separate interventions are provided to the youths and their parents, who are trained to better monitor their children's behavior: (<http://legacy.nreppadmin.net/ViewIntervention.aspx?id=193>) COGNITIVE BEHAVIORAL THERAPY Pinnacle Social Services LLC therapists utilize Cognitive Behavioral Therapy (CBT) as a primary in-home therapeutic intervention. Cognitive Behavioral Therapy is a psychotherapy based on modifying everyday thoughts and behaviors, with the aim of positively influencing emotions. The general approach developed out of behavior modification and Cognitive Therapy and has become widely used to treat mental disorders. The particular therapeutic techniques vary according to the particular kind of client or issue, but commonly include keeping a diary of significant events and associated feelings, thoughts and behaviors; questioning and testing assumptions or habits of thoughts that might be unhelpful and unrealistic; gradually facing activities which may have been avoided; and trying out new ways of behaving and reacting. Family counseling often consists of the establishing or adjusting of family roles, rules and boundaries in order to improve the functionality of the family through improved communication between family members, increased family activities, and the promotion of increased loving family interactions. Relaxation and distraction techniques are also commonly included. CBT is widely accepted as an evidence-based, cost-effective individual and family psychotherapeutic approach. Counseling will be provided on an individual and family basis.

Project Activities Information**Introduction**

This section contains questions about your project. It is very important for applicants to review their funding announcement for guidance on how to fill out this section. Unless otherwise specified, answers should be about the EXPECTED activities to occur during the project period.

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Specialty Court - Mental Health	100.00	Therapeutic counseling is provided by licensed professional counselors. Services are provided to the juvenile and family in their homes. Services include individual and family therapy, cognitive behavioral group therapy, parenting sessions and other intervention modalities will be utilized based on the individual needs of the youth and families. Services are supported by the involvement of a bachelor's level case manager that assists with service coordination, advocacy, and skills building. Psychiatric services to include evaluations, medication management and program consultation. Training/technical assistance for team members to ensure their continuous professional development in the areas of adolescent development, mental health services, adolescent substance abuse, and evidenced based treatment/approaches.

CJD Purpose Areas

PERCENT DEDICATED	PURPOSE AREA	PURPOSE AREA DESCRIPTION
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Measures Information

Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
Number of carry-over individuals participating.	15
Number of individuals NEWLY participating.	15

Objective Outcome Measures

OUTCOME MEASURE	TARGET LEVEL
Number of individuals who will successfully complete the program.	13

Custom Output Measures

CUSTOM OUTPUT MEASURE	TARGET LEVEL
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Custom Outcome Measures

CUSTOM OUTCOME MEASURE	TARGET LEVEL
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Resolution from Governing Body

Applications from nonprofit corporations, local units of governments, and other political subdivisions must include a resolution that contains the following:

1. Authorization by your governing body for the submission of the application to CJD that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update CJD should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to CJD.

Upon approval from your agency's governing body, upload the approved resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Contract Compliance

Will CJD grant funds be used to support any contracts for professional services?

Select the appropriate response:

- ☒ Yes
☐ No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

The juvenile probation department has a funded position that is responsible for conducting regular (minimum twice per year) contract compliance monitoring. Additionally, the contract compliance coordinator in collaboration with the program director monitor all deliverables on a monthly basis prior to authorization for payment is granted.

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Select the appropriate response:

- ☐ Yes
☒ No
☐ N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the appropriate response:

- ☐ Yes
☒ No
☐ N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

10/1/2019

Enter the End Date [mm/dd/yyyy]:

9/30/2020

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (in Whole Dollars \$) of Federal Grant Funds expended:

11890070

Enter the amount (in Whole Dollars \$) of State Grant Funds expended:

8257034

Single Audit

Applicants who expend less than \$750,000 in federal grant funding or less than \$750,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in 2 CFR Part 200, Subpart F - Audit Requirements.

Has the applicant agency expended federal grant funding of \$750,000 or more, or state grant funding of \$750,000 or more during the most recently completed fiscal year?

Select the appropriate response:

- ☒ Yes
☐ No

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor in accordance with the State of Texas Single Audit Circular; or CFR Part 200, Subpart F - Audit Requirements.

Enter the date of your last annual single audit:

4/30/2019

Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- ☒ I Certify
☐ Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

Fiscal Capability Information

Section 1: Organizational Information

*** FOR PROFIT CORPORATIONS ONLY ***

Enter the following values in order to submit the application

Enter the Year in which the Corporation was Founded: 0

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status: 01/01/1900

Enter the Employer Identification Number Assigned by the IRS: 0

Enter the Charter Number assigned by the Texas Secretary of State: 0

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:

Section 2: Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts)?

Select the appropriate response:

☐ Yes

☐ No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

☐ Yes

☐ No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

☐ Yes

☐ No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Section 3: Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

☐ Yes

☐ No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

☐ Yes
☐ No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

☐ Yes
☐ No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Section 4: Budgetary Controls

Grant agencies should establish a system to track expenditures against budget and / or funded amounts. Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

☐ Yes
☐ No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

☐ Yes
☐ No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Section 5: Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits. Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

☐ Yes
☐ No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

☐ Yes
☐ No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Contractual and Professional Services	Non-Substance Abuse-Related Case	Intensive in-home therapeutic services will be provided to the program	\$110,930.16	\$0.00	\$0.00	\$0.00	\$110,930.16	0

Management, Forensic Interviews, Counseling, Outpatient, and/or Treatment Services	<p>participants and family members. Services will consist of individual, group, and family therapeutic sessions. Psychiatric services will be provided by an adolescent child psychiatrist who will provide psychiatric evaluations, medication management and program consultation. Case management services to include rehab skills, linkages, and other services deemed necessary as per the individualized treatment plan for the participants. Aftercare services will also be provided upon completion of the Special Needs Diversionary Program for 3 months. Current rate of contract pricing is as follows: \$55.63/day per juvenile - flat rate. Additional costs if needed: \$300/psychiatric evaluation, \$125.00/medication mgmt. appointment, \$125.00/psychiatric consultation for staffing meetings, and \$90.00 per aftercare visit. 2) The estimated cost to provide clinical services to 22 youth at the rate of \$5,042.28 per participant and</p>							
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		family = \$110,930.16.						
Travel and Training	In-State Registration Fees, Training, and/or Travel	Travel for two drug court team members (supervisor and PO) to attend the annual Special Needs Diversionary Program Directors Meeting and Strengthening Youth and Families Conferences. Date and location are to be determined by TJJD. 3) Attending the proposed in-state conference will allow program staff the opportunity to collaborate with TJJD administrators and other similar programs from across the state to enhance their knowledge regarding evidence based practices and assess program performance for the previous fiscal year. Estimated costs are two individuals is as follows: \$600 Registration, \$800 Hotel, \$600 Airfare, \$250 Per Diem and \$50 for ground transportation.	\$2,300.00	\$0.00	\$0.00	\$0.00	\$2,300.00	0
Travel and Training	In-State Registration Fees, Training, and/or Travel	Travel for three drug court team members (supervisor, probation officer and case manager) to attend the Texas Association of Specialty Courts (TASC) Training. This training opportunity will allow for networking,	\$2,700.00	\$0.00	\$0.00	\$0.00	\$2,700.00	0

		professional development in the areas of mental health and juvenile justice. Date and location are to be determined by TASC. Estimated costs are three individuals is as follows: \$900 Registration, \$600 Hotel, \$700 Airfare, \$350 Per Diem and \$150 for ground transportation.						
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Source of Match Information**Detail Source of Match/GPI:**

DESCRIPTION	MATCH TYPE	AMOUNT
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Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Budget Summary Information**Budget Summary Information by Budget Category:**

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Contractual and Professional Services	\$110,930.16	\$0.00	\$0.00	\$0.00	\$110,930.16
Travel and Training	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00

Budget Grand Total Information:

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$115,930.16	\$0.00	\$0.00	\$0.00	\$115,930.16

Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
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You are logged in as **User Name:** rmedina