AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: Acknowledgement of County Manager Approval to Subm

Action Requested: Motion

Parties to the Agreement: Division of Criminal Justice and Gunnison County

Term Begins: **Term Ends:** **Grant Contract #:**

Summary:

This is a new 3 year grant cycle, applying for a $35,000 Division of Criminal Justice Juvenile Diversion grant. Cash match required of $11,667

Fiscal Impact: Cash match $11,667 Total grant is for $46,667

Submitted by: Janet Reinman **Submitter's Email Address:** jreinman@gunnisoncounty.org

Finance Review: (●) Required ( ) Not Required

Comments:

This grant renewal is included in the 2017 staff-proposed budget. There is a typo in one section related to the Cash Match... under Personnel: Budget & Budget Narrative Details the entry should be $11,667. However, the entry is $11.67. This needs to be corrected before submitting electronically. I understand Janet is not in her office this week. This correction needs to be accomplished prior to submittal. Jody will contact Janet when she returns to the office.ln

Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 11/2/2016

County Attorney Review: (●) Required ( ) Not Required

Comments:

ok -gs

Reveiwed by: GUNCOUNTY1\gstuhr Discharge Date: 11/4/2016 Certificate of Insurance Required Yes ( ) No (●)

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\mbirnie Discharge Date: 11/4/2016

(●) Consent Agenda ( ) Regular Agenda ( ) Worksession Time Allotted: 0

Agenda Date: 11/15/2016

Revised April 2015

Financial Management Questions
DV/MJ

This section must be completed in cooperation with the designated Financial Officer assigned to this grant/project. Complete this form in Excel. Upload the completed electronic version on the "Documents" tab in ZoomGrants.

1. What accounting system does your organization use? List the name and a brief description of the system. (maximum length = 1,000 characters)

Blackbaud Accounting Software

2. This grant will be on a cost reimbursement basis. What will be your organization's source of cash and how will your organization manage its cash flow between the time costs are incurred and reimbursed? (maximum length = 1,000 characters)

Through the Gunnison County General Fund

3a. Which of the following applies to your agency? (select an option from the dropdown box)

Agency has expended over $750,000 in federal funding in the last calendar year from all combined sources.

Submit the most recent A-133 audit and Management letter to DCJ via ZoomGrants "Documents".

3b. Date of most recent A-133 Audit, Financial Audit or Financial Review?

12/31/2015

3c. Date the recent A-133 Audit, Financial Audit or Financial Review was sent to DCJ?

1/3/2016

3d. Were there any findings, questioned costs or unallocated costs? (select an option from the dropdown box)

No

Criteria for managing grant funds

Please respond to the following questions regarding whether your accounting system meets the criteria for managing grant funds. These are items that will be monitored by the Division of Criminal Justice (DCJ) staff either by site visits or other reporting mechanisms.

4. Does your accounting system separate all revenues and expenditures by funding source? (select an option from the dropdown box)

Yes

5. Does your accounting system track revenues and expenditures for each grant award separately through a sub-ledger system? (select an option from the dropdown box)

Yes

6. Does your accounting system allow expenditures to be classified by the broad budget categories listed in the approved budget in your grant, i.e. Personnel, Supplies and Operating, Travel, Equipment and Professional Services? (select an option from the dropdown box)

Yes

7. Does your organization have written financial policies and procedures (specific to grants) in place that describe items such as: meeting all grant requirements, the preparation of grant financial reports and statements, the disclosure of financial documents, the ability for staff to prevent and detect misstatements in financial reporting, a method to trace funds, and a process to maintain and safeguard all cash, real and personal property, and other assets? (select an option from the dropdown box)

Yes

8. Is this grant request for less than $100,000? (select an option from the dropdown box)

Yes

9. Is this grant request for a new project? (select an option from the dropdown box)

No

10. Has your organization been in existence for three (3) years or more? (select an option from the dropdown box)

Yes

11. Does the staff assigned to this project have two (2) or more year's prior experience with projects with the same or similar requirements? (select an option from the dropdown box)

Yes

12. Does your organization have internal controls in place, such as: a review process to determine reasonableness, allowability and allocability of costs, separation of duties, dual signatures on certain checks, reconciliations or other fiduciary oversight? (select an option from the dropdown box)

Yes

13. Does your organization reconcile sub-ledgers to your general ledger at least monthly or quarterly if the applicant is a governmental entity? (select an option from the dropdown box)

Yes

14. Are accounting records supported by source documentation such as invoices, receipts, timesheets, etc.? (select an option from the dropdown box)

Yes

15. Does your organization routinely record the grant number or other unique identifier on all source documents such as invoices, receipts, time records, deposit records, etc.? (select an option from the dropdown box)

Yes

16. Does your organization maintain time sheets approved by the employee, supervisor and project director for each employee paid by these grant funds? (select an option from the dropdown box)

Yes

17. For non-governmental agencies, do the Board bylaws and policies describe the involvement of the Board in the financial oversight and direction of your agency? (select an option from the dropdown box)

18. Does your accounting system have the ability to track in-kind and/or cash match funds?

Yes

19. If you answered "No" to any one question (4-7, 12-16, 18) above, please provide a brief explanation below. Please refer to question #. (maximum length = 500 characters)

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25

Colorado Division of Criminal Justice
Office of Adult and Juvenile Justice Assistance
2017-2018 State Juvenile Diversion Program & Marijuana Tax Cash Funds
11/10/2016 deadline

Gunnison County Juvenile Services

Gunnison County Juvenile Diversion

$ 35,000.00 Requested

Project Contact
Janet Reinman
jreinman@gunnisoncounty.org
Tel: 970-641-7902

Additional Contacts
none entered

Gunnison County Juvenile Services

200 E. Virginia Ave.
Gunnison, CO 81230
United States

Telephone 970-641-7902
Fax 970-641-9079
Web http://www.gunnisoncounty.org/155/Juvenile-Services

County Manager
Matthew Birnie
mbirnie@gunnisoncounty.org

Pre-Application/Organizational Details

1. Applicant Doing Business As (DBA) under a parent company/unit of government?
- ✔ Yes
- ○ No

2. Legal Entity Name
Enter the Legal Entity Name here. If your agency is a DBA, the Legal name will be different than the Applicant Name. If your agency is NOT a DBA, then the Applicant Name and Legal Entity Name will be the same.
Gunnison County

3. Legal Entity Physical Address
Enter the Legal Entity Street Address, City, State, Zip + 4 (e.g. 700 Kipling Street, Suite 1000, Lakewood, CO 80215-8957)
200 E Virginia Ave.
Gunnison, CO 81230-2248

4. Applicant Type
- ○ For Profit
- ○ Not for Profit
- ✔ Public / Government

5. Entity Sub-Type
- ○ City / Town
- ○ Corporation / Partnership
- ✔ County
- ○ District Attorney
- ○ Faith Based Organization
- ○ K-12 Education
- ○ Political Subdivision of the State
- ○ Public Charity
- ○ Special District
- ○ Tribe

6. Enter the district information for the physical address of your organization

03	Colorado US Congressional District (01-07)
05	State Senate District (01-35)
59	State House District (01-65)
07	Colorado Judicial District (01-22)
74.00	**TOTAL**

7. Are you a State of Colorado Agency?
- ✔ No
- ○ Yes

8. Entity Function
(check all that apply)
- ○ Law Enforcement

- ○ Public Defense
- ○ Education
- ○ Treatment/Substance Abuse
- ○ Courts
- ✔ Youth Services
- ○ Treatment/Mental Health
- ○ Prosecution
- ○ Probation
- ○ Social Services

9. Is Entity a District Attorney's Office or formally designated by the District Attorney's Office?
If you are not a District Attorney's Office, provide a DA Certification in the Documents section

- ○ No
- ✔ Yes

Statement of Work & Application Questions

Some answers will not be presented because they are not part of the selected group of questions based on the answer to #3.

Project Duration

1. Project Start Date
MM/DD/YYYY
07/01/17

2. Project End Date
MM/DD/YYYY
6/30/2018

Application Type

3. Select the Application Type that you would be completing.

- ✔ 2017-2018 State Juvenile Diversion Funds
- ○ 2017-2018 State Marijuana Tax Cash Funds
- ○ DCJ Grant Manager Only - Administration DV
- ○ DCJ Grant Manager Only - Administration MJ

Project Officials

4. Project Director: Name
Enter salutation, first, last, title, agency (e.g. Mrs. Sally Smith, Program Coordinator, ABC Company)
Mrs. Janet Reinman

5. Project Director: Email Address
jreinman@gunnisoncounty.org

6. Project Director: Phone Number
970-641-7902

7. Financial Officer: Name
Enter salutation, first, last, title, Agency (e.g. Mr. John Doe, Senior Accountant, ABC Accounting Services)
Mrs. Jody Wise

8. Financial Officer: Email Address
jwise@gunnisoncounty.org

9. Financial Officer: Phone Number
970-641-7679

10. Signature Authority: Name
Enter salutation, first, last, title, agency (e.g. Ms. Jane Austen, County Commissioner Chair, ABC Company).
Mr. Matthew Birnie

11. Signature Authority: Mailing Street Address
200 E Virginia

12. Signature Authority: City, State, Zip
Gunnison, CO 81230-2248

13. Signature Authority: Email Address
mbirnie@gunnisoncounty.org

14. Signature Authority: Phone Number
970-641-0248

Statement of Work

15. Project Summary:

Provide a three to four (3-4) sentence description of the proposed project. It should be clear, succinct, and suitable for a press release. See instructions for further information.

The Gunnison County Juvenile Diversion program is a pre-file intervention for eligible youth ages 10-17 in legal trouble referred by the District Attorney to prevent involvement in the Juvenile Justice system. The program emphasizes that the youth take accountability and responsibility for their actions while at the same time helping to ensure public safety. The program includes services such as case management, community service, restitution, drug testing, mentoring and tutoring and if issues are identified through mental health/substance abuse screenings, referrals to outside resources for treatment may be made. If appropriate, individual cases will be referred to a Restorative Justice process to repair harm and make amends to victims.

16. Problem Statement

See instructions for either the Juvenile Diversion or Marijuana Tax Cash fund instructions, as appropriate, for further information.

The problem that this project will address is that of preventing juveniles from entering, or moving further into, the juvenile justice system. Youth involved in the juvenile justice system become at risk for developing deeper problems or even transferring to the adult criminal justice system. According to the report from the Annie E. Casey Foundation, “one of the groups of adolescents at greatest risk of failing to make successful transitions to adulthood are delinquent youth who end up in the deep end of the juvenile justice system, in its detention centers and other locked institutions”. This report goes on to say that “after lengthy involvement in the juvenile justice system, these kids will suffer lifetimes of low educational achievement and marginal attachment to the labor force. Society will pay vast sums to incarcerate many of them and to treat others. The consequences of pulling youth deeply into the juvenile justice system, therefore, are dire and intergenerational.”

Gunnison County does not on average see large numbers of youth charged with violent crimes or serious felony offenses. What we have seen is those youth that do have charges filed have substantial family, economic, academic, substance use and emotional issues that require intervention from all agencies involved. Therefore, it is critical to try and intervene with these juveniles and their families before they get to the point where the only option is filing a petition in District Court. Juvenile arrest rates in Gunnison County have remained static over the most recent years and it is probable this is due in part to Gunnison County and the State of Colorado's commitment to embrace and support youth prevention and intervention programming such as Juvenile Diversion. The CBI lists the juvenile crime rate in the city of Gunnison at 27 reported juvenile arrests in 2013, 21 in 2014 and 28 in 2015 and includes offenses in burglary, assault, larceny, fraud, vandalism, drug violations, disorderly conduct and liquor law violations. Although the juvenile crime rate may be static, there is an apparent increase in other risk factors such as economic disparity, child abuse and neglect and substance use. The poverty rate in Gunnison is 15.0% compared to 11.2% in the state and Gunnison County has a higher cost of living (ranked 107 as compared to 100 for the United States- BestPlaces.net). Youth in the juvenile justice system are also more likely to have mental health issues, substance abuse, and other co-occurring disorders than youth in the general population (Huizinga & Jakob-Chen, 1998). The National Center for Mental Health and Juvenile Justice estimates that as many as 65% of youth in the juvenile justice system have diagnosable mental illnesses and 20% have serious mental illnesses.

Gunnison County is not immune to juvenile crime and the problems and struggles affecting all communities. In prior years the ASPIRE Standard Indicators Database - ranked Gunnison County 2nd among all frontier counties for Juvenile Delinquency Drug Filing Rate; 3rd among all frontier counties for Juvenile Drug-related Arrests Rate; and 4th among all frontier counties for Juvenile Alcohol Related Arrests Rate. In 2006, Gunnison County was identified as one of 14 counties in the state at highest risk of substance abuse. Since 2014, we are now also dealing with the legalization of marijuana for adults in Colorado which could be effecting a lower youth perception of risk to use which has historically been followed with an increase in use. A 2012 Healthy Kids survey indicated that Gunnison youth perceive less risk in using marijuana and we expect this ‘less perceived risk’ to continue to rise.

The Gunnison County Juvenile Diversion program is uniquely qualified to impact this problem as it has a long standing history of successfully working with juveniles and helping to keep them from further penetrating the juvenile justice system. The Gunnison County Juvenile Diversion program embraces The Eight Principles for Effective Interventions to include assessing for risk/needs; enhancing intrinsic motivation; targeting intervention; skill training; increasing positive reinforcement; engaging with community support; measuring processes and providing feedback of these measures. For over 30 years Juvenile Diversion has been the only early intervention program for first time offenders of its kind in the County. During these years Gunnison County Juvenile Services has expanded to now include a continuum of prevention through intervention services embracing a mission of helping youth and families to be successful in all areas of their lives while promoting community safety and accountability.

17. Project Description:

See instructions for either the Juvenile Diversion or Marijuana Tax Cash fund instructions, as appropriate, for further information.

The Gunnison County Juvenile Diversion program works to divert first-time, non-violent juvenile offenders from the traditional court system into a skills based program that emphasizes positive youth development. We believe that future re-offense can be prevented if juvenile offenders take accountability and responsibility for their actions and learn new ways of thinking. This philosophy is based upon the belief that a youth can learn from mistakes and with support can change habits and learn new life skills. The approach of the Gunnison County Juvenile Diversion program has been and always will be to look at the total child, not just the offense. The supervision approach is somewhat different with each client as each youth is looked at individually and appropriate services are established depending on age, cognitive abilities, parental support etc. Focus is on fostering youth’s skills and competency in areas such as family relationships, school issues, decision making, future goals i.e. college and/employment, use of pro-social free-time activities and connection to community. Referrals can be made to the school attendance advocate to meet with the client to discuss a targeted school intervention plan. Mentoring is often accessed to work on skills such as communication with parents, academic improvement, independent living such as learning to budget and future orientation plans such as jobs and/or college. Treatment approaches may include referrals to outside agencies for services such as mentoring, mental health counseling, substance use education and treatment. Under the umbrella of Juvenile Services referrals will also be considered for the HB1451 Collaborative Management Program (CMP) Family Advocacy and Support Team (FAST) to assess for appropriate multi-system services and coordination of efforts including the evidence-based model High Fidelity Wraparound.

In Gunnison County the referral source begins with law enforcement citing a juvenile into District Court for some type of criminal violation. The charges are misdemeanor and/or felony in type but could include Marijuana Possession and other petty type offenses that are summonses into District Court with the possibility of these being filed in District Court. The District Attorney reviews these juvenile cases before court each week at a juvenile team meeting that includes the District Attorney, the Juvenile Diversion Director, the HB1451 Coordinator and the Juvenile Probation Officer to determine the most appropriate course for each case and makes the ultimate decision on the referral to Juvenile Diversion. All appropriate first-time and sometimes second time non-violent cases are assessed for potential acceptance into the Juvenile Diversion program pre-file, with the majority of the youth reviewed being referred. The Juvenile Diversion Director then contacts the parents and/or guardians and the youth involved to set up a meeting before Court to explain the referral and the specifics of the Juvenile Diversion program and answer any questions or concerns. If the parents and/or guardians agree with the referral made by the District Attorney, they advise the District Court Judge of this agreement and an appointment is then made with the Juvenile Diversion office. At this point in time, no charges have been filed on and no records kept on the youth and the court process would be terminated.

The acceptance criteria for referrals into the program are youth ages 10-17 with misdemeanor and/or felony charges at the pre-filing stage of the court process as an alternative to the filing of a petition. Petty offenses will be considered if this diverts the youth from a District Court filing. The acceptance restrictions would be that the youth not have prior charges or program participation unless there has been considerable time between offenses or the charge is minor by definition. The juvenile must admit guilt and take responsibility for their action and this admission is part of the signed agreement.

The Gunnison County Juvenile Diversion program strives to utilize the four general principles of effective programs listed in the Juvenile Diversion Literature Review that include: systematic and standardized screening and assessment of youth; reduced penetration into the juvenile justice system; use of holistic, family centered interventions; and development and use of a wide network of community-based services (Cocozza et al. 938; Dembo et al., “Arbitration” 29).The specific services provided include the intake and coordination and case management of the entire process from beginning to end. At the initial meeting with the juvenile and parents a contract is signed outlining the specific requirements the juvenile will need to complete to successfully terminate from the program. The methodology with all referred juveniles starts with assessment. Through the intake process, informal assessment information is gathered on all aspects of a young person’s life to include family, school, peers and interests. Motivational interviewing, an evidenced-based goal directed counseling style to help elicit change is utilized in this assessment and in all sessions. This helps to not only gain factual information but also begin to build a relationship with the youth and find subtle ways to encourage hope for a successful future. This process helps the youth in identifying strengths and talents that can be built upon as they design and start to work towards goals. Assistance is given towards identifying how to change behavior through cognitive-behavioral strategies and working with families to encourage their involvement. The intent of the case management plan is to identify and begin work on a targeted intervention of risk factors while the protective factors identified become the building blocks of an action plan.

Supervision is one of the identified approaches that is proving to make an impact on risky behavioral intentions in Juvenile Diversion programs (OMNI Institute Statewide Evaluation of the DCJ Juvenile Diversion program). Supervision is implemented in the program not just through case management but in all areas of the youth's involvement through school, mentors, wraparound teams and treatment providers. Other identified approaches that are proving effective are screening and assessment, accountability and competency services and counseling. Besides the informal screening through the intake, formal screening also takes place at initial sessions in house and includes the youth taking the MAYSI-2 and SUS-1a to help identify mental health and substance use risk factors. After the MAYSI-2 and SUS-1a are scored, if any areas of concern are identified, referrals for counseling and/or treatment are discussed with the youth and parent(s) for intervention and support.
Accountability methods for the youth include such things as performing community service, paying victim restitution, and restorative justice to include practices such as victim impact conferencing, victim offender mediation. Most juveniles are on contract for 6-9 months or longer if needed with weekly sessions initially and later if things are going well the sessions could be twice a month with weekly check-ins. If all has been successfully completed a termination session is held with the youth and parents to outline what they have learned and process and celebrate their success. Through the funding from DCJ/Juvenile Diversion grant the Gunnison County Juvenile Diversion program anticipates working with approximately 22 youth at a cost of $1590/youth. If appropriate, individual cases will be referred to a Restorative Justice process to repair harm and make amends to victims.
The Gunnison County Juvenile Diversion program uses a graduated sanctions model by determining if a situation warrants increased or decreased sanctions. For minor infractions a youth may be allowed to stay in the Juvenile Diversion program with added sanctions and/or interventions that include; additional community service, counseling, referrals to FAST, and extended supervision. Sanctions applied for a youth that continues to offend is the possible filing of charges by the District Attorney and a referral back to District Court. These youth and the circumstances are reviewed on a case by case basis. The District Attorney normally will not allow a youth to stay in the Juvenile Diversion program if there is an additional major offense committed.
Should the youth fail to successfully complete the Juvenile Diversion program, a referral back to the District Attorney's office will be made for the re-filing of the original charges. If the youth has re-offended while in the program, the new charges and the original charges will be brought back before the District Court by the District Attorney for consideration of charges being filed. These youth will be closed out as unsuccessful participants in the Juvenile Diversion program.
Successful completion is determined by the youth meeting and completing all requirements of the Juvenile Diversion contract, which includes no recidivism. All charges at this point have been dropped and no further legal action is taken.

18. Discuss the costs that will be incurred to train staff and how increased knowledge will be determined/documented.
-answer not presented because of the answer to #3-

19. If incentives will be included in the services to be provided, specifically describe the incentives, how eligibility to receive incentives will be determined, how they will be administered, and how they will be tracked.
-answer not presented because of the answer to #3-

20. Discuss how the family will be engaged in a culturally sensitive manner.
-answer not presented because of the answer to #3-

21. Describe any services related to substance abuse/use that will be provided to caregivers.
-answer not presented because of the answer to #3-

22. Target population: Number of Juveniles Targeted to be Served
This should reflect only the total of those who will be served by this program. Complete the Target Population table with the numbers of youth that will be served by gender and race/ethnicity.

10	Males - White / Caucasian
6	Females- White / Caucasian
	Males - Black / African American
	Females- Black / African American
2	Males - Hispanic / Latino
2	Females- Hispanic / Latino
	Males - Asian
	Females- Asian
	Males - American Indian / Alaskan Native
	Females- American Indian / Alaskan Native
	Males - Nat. Hawaiian / Pacific Islander
	Females- Nat. Hawaiian / Pacific Islander
1	Males - Mixed Race
	Females - Mixed Race
1	Males - Other / Unknown
	Females- Other / Unknown
22.00	**TOTAL**

23. Level of Juvenile Justice Involvement
Choose the Level of Juvenile Justice Involvement for the youth you intend to serve (select all that apply):

- ○ At-Risk (no prior offenses)
- ✔ First Time Offenders
- ✔ Repeat Offenders
- ○ Sex Offenders
- ○ Status Offenders
- ○ Violent Offenders

24. Age Range of Target Population
Insert the percentage of the total youth to be served with Limited English Proficiency.
10-17

25. Percent of Total to be Served with Limited English Proficiency
5%

26. Narrative Description of Target Population:

Provide a narrative description of the population to be served. See instructions for further information.
The Gunnison County Juvenile Diversion program averages between 25-35 referrals each year, predominately male and white between the ages of 10-17. Some referrals of petty minor in possession/consumption offenders that don't meet the District Court filing level will be served through a different funding source besides this DCJ grant. For those that come from a Hispanic or Cora Indian background and are not fluent in English, interpreters will be hired on an as-needed basis to assist with culture and language issues

27. Financial Manager Submitting this record
-answer not presented because of the answer to #3-

Implementing Agency

28. Implementing Agency
Is the Applicant Agency the Implementing Agency? If Yes, enter Yes below. If No, Enter the Implementing Agencies Name, Address, and Entity Function.
Yes

Capacity

29. Agency Description:
Describe what your agency does and how it relates to Juvenile Diversion.
Gunnison County Juvenile Services is a County run program in the community that includes a continuum of prevention and intervention services for youth and their families. These services include the Gunnison County Substance Abuse Prevention Project, the HB 1451 Family Advocacy and Support Team, a Plus Mentoring program and the Juvenile Diversion and SB 94 services. Juvenile Diversion was the first effort in this continuum of services in Gunnison County and has been up and running in for over 30 years. Over the years there has been an expansion of programs and services to meet the different needs of the community.

30. Agency Capacity:
See instructions for further information.
Gunnison County Juvenile Services has a multitude of experience with not only Juvenile Diversion grants over the past years but also in managing numerous other state and federal grants. In the past couple of years we have managed a large 10 year DFC substance abuse grant, the HB1451 CMP grant, a Juvenile Assistance Grant and the Division of Criminal Justice Juvenile Diversion grant.The Director of the Juvenile Services Department, Janet Reinman, is the identified staff to be paid from these grant funds. Janet has a Masters in Counseling and has been the Director of the Juvenile Diversion program for the past 30 plus years.

31. Prior Juvenile Diversion Funding?
If No, enter none below. If Yes, list each grant this project was funded with Juvenile Diversion monies (the year the grant began) and include the year, amount of state funds awarded, grant number, project title, and grant period.
Yes
2012 $35,000 12-DV-07-04 Gunnison County Juvenile Diversion 7/1/11-6/30/12
2013 $35,000 13-DV-07-04 Gunnison County Juvenile Diversion 7/1/12-6/30/13
2014 $35,000 14-DV-07-04 Gunnison County Juvenile Diversion 7/1/13-6/30/14
2015 $35,000 2015-DV-14003126-07 Gunnison County Juvenile Diversion 7/1/14-6/30/15
2016 $35,000 2016-DV-15-005627-07 Gunnison County Juvenile Diversion 7/1/15-6/30/16
2017 $35,000 2017-DV-17-010286 Gunnison County Juvenile Diversion 7/1/16-6/30/17

Service Area for Project

32. Colorado US Congressional District (01-07). Enter Statewide or each Congressional District served by this Project separated by commas.
03

33. State Senate District (01-35). Enter Statewide or each District served by this Project separated by commas.
05

34. State House District (01-65). Enter Statewide or each District served by this Project separated by commas.
59

35. Judicial District (01-22). Enter Staewide or each District served by this Project separated by commas.
07

36. Counties. Enter Statewide or list all the Counties served by this project separated by commas.
Gunnison, Hinsdale

37. Cities. Enter Statewide or List all the Counties served by this project separated by commas.
Gunnison, Crested Butte, Mt. Crested Butte, Lake City

38. Region
- ✔ Rural
- Suburban
- Tribal
- Urban

Compliance Act

39. Is the jurisdiction(s) to be served compliant with the JJDP Act?
To determine if you are currently in compliance with the JJDP Act regarding appropriate secure holding of juveniles, contact Mona Barnes at Mona.Barnes@state.co.us or 303-239-4188.
- ✔ Yes
- No

Collaboration

40. Short Narrative of Collaborative Efforts

Provide a short narrative of collaboration efforts between the District Attorney's Office and community-based services. See instructions for further information.

The collaboration between the District Attorney's Office and the Gunnison County Juvenile Diversion program has been and continues to be a vital and important piece in the process of serving juvenile justice youth and their families. The main reason this program is based in the County versus the District Attorney's offices is historical in nature, as this developed more than 30 years ago and has worked well this way in our communities. As Juvenile Services also includes the HB1451 program, our local Gunnison County substance abuse prevention program and a mentoring program for at-risk youth, the collaboration between the District Attorney and all juvenile services exceeds the norm. In Gunnison County the referral source begins with law enforcement citing a juvenile into District Court for some type of criminal violation. The District Attorney reviews these juvenile cases before court each week at a juvenile team meeting that includes the District Attorney, the Juvenile Diversion Director, the HB1451 Coordinator and the Juvenile Probation Officer

to determine the most appropriate course for each case and makes the ultimate decision on the referral to Juvenile Diversion. All appropriate first-time and sometimes second-time non-violent cases are assessed for potential acceptance into the Juvenile Diversion program pre-file, with the majority of the youth reviewed being referred. The Juvenile Diversion Director then contacts the parents and/or guardians and the youth involved to set up a meeting before Court to explain the referral and the specifics of the Juvenile Diversion program and answer any questions or concerns. If the parents and/or guardians agree with the referral made by the District Attorney, they advise the District Court Judge of this agreement and an appointment is then made with the Juvenile Diversion office. At this point in time, no charges have been filed on and no records kept on the youth and the court process would be terminated

41. Identify additional Agencies included in planning

Identify additional agencies, organizations, and planning groups that have been included in the planning and implementation of this project. See instructions for further information.

The Gunnison County Juvenile Diversion program has been in existence in Gunnison County for more than 30 years and collaboration with other youth serving agencies and organizations and planning groups has always been a part of the history of the success. Over the years the Juvenile Diversion program was expanded to encompass other community needs as it was the only youth serving organization of it's kind. Therefore, SB94 came under the umbrella of Juvenile Diversion approximately 15 years ago and the office was renamed Gunnison County Juvenile Services to better reflect the mission.

Gunnison County Juvenile Services was one of the main players involved in the formation of our local HB1451 project and now is the umbrella for this program as well and the program coordinator is located in the Juvenile Services office. Identified youth and families now have access to the HB1451 Family Advocacy and

Support team which allows for facilitation of a family team to coordinate and help access resources and if needed provide a wraparound team. Recently we became involved in 2 efforts to increase our collaboration and efficiency with this population. We have been using the evidenced based Crossover Youth

Practice Model program through Georgetown University when we have youth working in both the DHHS and Juvenile Justice systems. We also continue our work in the Community's of Excellence System of Care grant through the State of Colorado. This project is now in the third year of implementation and we have 1 part-time Family Advocate and a High-Fidelity Wraparound Facilitator currently working with families. The System of Care works to identify youth with mental health needs and access treatment and we are jointly coordinating this effort locally with the Center for Mental Health. Through both of these projects we have regular contact and on-site trainings and consultations with the leaders in these fields. Juvenile Diversion is also a part of the community's Health and Human Services commission which meets quarterly and comprises agencies such as health, social services, recreation, extension office, schools, job training programs, civic groups, business representatives, churches, non-profits, foundations and others. This allows for all involved to share what is happening in all areas and allows for supports and partnerships to begin or continue.

Future Funding

42. Future Funding of Project

Describe the steps you have taken to diversify your funding sources, and/or incorporate this project into local funding sources indicating broad-based community support and sources of future funding. See instructions for further information.

Gunnison County continues to be a strong advocate and supporter of the Juvenile Diversion and Juvenile Services program. The Gunnison County Board of County Commissioners and County Manager supported the expansion into the enhanced model of Juvenile Services to provide a continuum of prevention and intervention services for youth and their families. This expansion continues to develop as needs arise such as our collaboration with the Department of Human Services to run the HB1451 effort. Gunnison County has provided the majority of the funding needed for the Juvenile Diversion program over the years and is well aware of the potential cost savings to the community tax payers if we are able to divert youth out of the juvenile justice system. The DCJ grant funding is integral to the program and reductions in staff hours and services would be considered if funding were lessoned.

Summary of Past Performance- Continuation grants only

43. Goals and Objective Impact

See instructions for further information. Enter "NA" if this is a new (not a continuation) grant application.

The goal of youth in the Juvenile Diversion program not moving further into the Juvenile Justice system by providing a program to juveniles in lieu of Juvenile Court is being met at this time. The impact allows for juveniles to be diverted from the justice system to address family, substance abuse and mental health concerns in a community setting while at the same time being accountable and responsible for their wrongdoing. During grant years 2015-16, 34 youth were referred and 97% successfully completed their program. Services include case management, screenings for mental health and substance abuse issues, life skills sessions, drug and alcohol education, restorative justice and restitution for victims if appropriate, and outside resource referrals if needed. Youth are given skills for better decision making, academic achievement and for gaining and maintaining employment. We provide a coordinated effort across multiple systems to support youth in making healthy lifestyles to encourage the sustainability of law-abiding, pro-social behavior. For youth outcomes in the DCJ/OMNI report, there was statistical significance shown in Accountability/Responsibility and Locus of Control. All other outcomes showed increases or decreases depending on the measure but the numbers were too small to have statistical significance. Although 2 youth received a ticket to County Court for Marijuana Possession, this still shows an approximate 90% success rate or 10% recidivism rate. The OMNI report for youth exiting the program during the FY 2014-15 indicates that the recidivism rate was 27% post-program but none during the program.

44. Goals and Objective Achieved

See instructions for further information. Enter "NA" if this is a new (not a continuation) grant application.

The goal of youth being diverted from the Juvenile Justice system by providing a Juvenile Diversion program in Gunnison County is definitely being met. The District Court filings in the past couple of years on Juveniles have ranged from 15-20 some youth which is an extremely low number of filings, indicating for the most part, youth are being diverted in our County. More than 22 youth were served, meeting that objective. Youth are receiving MAYSI-2 and SUS1a screenings at intake and 90% of the youth have successfully completed their programs meeting these objectives. The only one that was partially met was the recidivism rate, as is indicated on the OMNI report for those youth exiting their program in 2014-15 to be 27%. This is difficult to verify on my end as I am in the dark regarding who these youth are. I am only aware of 2 youth being filed on in District Court that year that had previous Juvenile Diversion involvement, the others recorded may have been from County Court filings regarding Marijuana Possession.

45. Demonstrate the value added by the Evaluation of Diversion Program Services

See instructions for further information. Enter "NA" if this is a new (not a continuation) grant application.

The DCJ/OMNI evaluation of Diversion program services is reviewed regularly to gauge how the youth outcomes are being met or those that need review to establish why they are not being met. This service is valuable as it establishes an objective way to not only show the success of the Gunnison County Juvenile program but of all Diversion programs in the State of Colorado. Before we had this way of showing success, we were only able to talk about success stories of our youth which are still valuable to share but having objective data is also very needed and important. Also, my contacts at OMNI have been available and responsive anytime I have had a question or concern and I find this service to be very helpful. It is also useful to hear how other programs may be dealing with similar concerns we have or to learn about new and innovative ways to improve our program.

46. Project Changes/Improvements

See instructions for further information. Enter "NA" if this is a new (not a continuation) grant application.
The only change I can suggest would be a way to have the information shared if legally feasible about who the youth are that are found to have recidivated during or one year after program ended. My numbers collected and those reported on the OMNI report for recidivism don't match. This is good information for me to track so I am able to attempt to see which youth have re-offended and for what type of offenses. Also, it seems as though the definition of recidivism has changed over the years. For a time, recidivism was defined as a youth who re-offended during the program and were filed on in District Court. Now the youth are tracked for a year after completion but is only listed as recidivism on the OMNI report so it is difficult to know if this happened during the program and if charges were filed in which Court and for what offense. I realize this is tricky due to confidentiality but know that some records are public information if the youth is 18.

Evidence-Based Practices

47. Evidence-Based Programs or Activities
Indicate if this project is using Evidence-based program? If yes, provide the name and source of the project. See instructions for further information.
Yes:
Mentoring
High-Fidelity Wraparound
Motivational Interviewing

Budget Summary

Budget Summary Requested/Awarded	Grant Funds	Cash Match	In-Kind Match	Match Total	Match Total	Project Total	Project Total
Personnel	$ 34,000.00	$ 11,667.00		$ 11,667.00	$ 11,667.00	$ 45,667.00	$ 45,667.00
Supplies & Operating					$ 0.00		$ 0.00
Travel					$ 0.00		$ 0.00
Consultants / Contracts	$ 1,000.00				$ 0.00	$ 1,000.00	$ 1,000.00
Indirect					$ 0.00		$ 0.00
Total	**$ 35,000.00**	**$ 11,667.00**	**$ 0.00**	**$ 11,667.00**	**$ 11,667.00**	**$ 46,667.00**	**$ 46,667.00**

Tables (G&O, Budget Details, Additional Funding)

Goals & Objectives / Quality Assurance Plan

GOAL 1	
Goal 1	Youth will be diverted from the Juvenile Justice system by providing a Juvenile Diversion program
Objective 1.1	
Objective	Eligible youth will be referred to the Gunnison County Juvenile Diversion program
Outcome	22 youth will be served
Measurement	ETO Database, OMNI, and County Database
Timeframe	7/1/2017- 6/30/2018
Objective 1.2	
Objective	Youth will receive intake and be administered the MAYSI-2. Community referrals and individualized contract will occur from results of screening
Outcome	90% of youth will be screened 90% of youth will successfully complete their diversion contract. Less than 80% of youth will re-offend one year after program completion
Measurement	ETO Database, County Database, District Attorney and District Court
Timeframe	by June 30, 2018
Objective 1.3	
Objective	
Outcome	
Measurement	
Timeframe	
GOAL 2	
Goal 2	
Objective 2.1	
Objective	
Outcome	
Measurement	
Timeframe	
Objective 2.2	
Objective	
Outcome	
Measurement	
Timeframe	
Objective 2.3	
Objective	

Outcome	
Measurement	
Timeframe	
GOAL 3	
Goal 3	
Objective 3.1	
Objective	
Outcome	
Measurement	
Timeframe	
Objective 3.2	
Objective	
Outcome	
Measurement	
Timeframe	
Objective 3.3	
Objective	
Outcome	
Measurement	
Timeframe	
Quality Assurance Plan	
Quality Assurance Plan- See instructions for either the Juvenile Diversion or Marijuana Tax Cash fund instructions, as appropriate, for further information.	Evaluation of all stated objectives and outcomes will be a priority in the Gunnison County Juvenile Diversion program as a continual feedback mechanism for program effectiveness. At the initial contract signing with parent(s), an explanation is given in regards to the anonymous pre and post surveys collected from the youth for the OMNI study on Juvenile Diversion and if consent is given by the parent, a parental permission form is signed for their youth to complete the survey. After all requirements of the program have been met, a termination session is scheduled with the youth and parents. At this meeting the youth also completes the post survey which is put in a sealed envelope and sent off to OMNI at the end of the month. The survey process and all other data is collected and processed by the program Director. '22 youth will be served' will be measured by the data entered into ETO. The data that is input into ETO initially is the intake data form and at the end of the program the exit data form is completed. This information is collected from the initial intake information gathering session. Then, at the end of each quarter, ETO reports can be run with the number enrolled each quarter. These intake numbers are then part of the quarterly report sent in to DCJ at the end of each quarter. An internal case file is also kept in house for case management purposes. Gunnison County utilizes a system for measuring outcomes called Managing for Results (MFR) and the number served is also input into this system for data collection each quarter. MAYSI-2 screenings are given in-house by the program director. These assessments are scored and become a part of the youth's case file with notes on indicators of risk and/or need added into the case management plan for referral for services. These referrals are then documented in the case file notes that are kept after each session and reviewed before the youth attend the next scheduled session. Collateral contacts with providers of these referred services are also noted. Re-offense during program will be tracked first of all by being in close contact with the youth and parents to monitor compliance regarding no further contact with law enforcement. This would also be tracked through weekly contact with the Juvenile Deputy District Attorney who advises of any new contacts with current Juvenile Diversion youth. This would also be recorded in ETO as a re-offense and unsuccessful completion of the program. This recidivism rate is also noted quarterly and annually in the County MFR system and is one of the key results reported on in the Gunnison County Performance review annual publication. All data is stored on-line through the ETO system and files are kept in a locked file cabinet in a locked office. Gunnison County Juvenile Diversion staff have the capacity and commitment to participate in the evaluation and recognize the vital importance of collecting and analyzing the data to evidence the good work that is happening in Juvenile Diversion programs statewide to keep juveniles out of the juvenile justice system. Staff is able to attend evaluation training and to collect all required data. We do not anticipate any barriers to this process other than the time it takes to handle it all.

Personnel: Budget & Budget Narrative Details

Personnel	Position Title and Name	Annual Base Salary	Annual Base Salary To Be Paid By Grant Funds	% To Be Paid By Grant Funds	Annual Fringe	Annual Fringe To Be Paid By Grant Funds	% To Be Paid By Grant Funds	Total Annual Base Salary + Fringe	Total Base Salary + Fringe To Be Paid By Grant Funds	Budget Narrative and Justification	Cash Match	In-Kind Match	Total Match Committed to this Project	Match Budget Narrative and Justification
1	Janet Reinman	$ 70,942.00	$ 26,249.00	37 %	$ 20,948.00	$ 7,751.00	37 %	$ 91,890.00	$ 34,000.00	The Gunnison County Juvenile Diversion program requests $34,000 in grant funds to contribute to the salary of the Juvenile Diversion Program Director. The salary and	$ 11.67	$	$ 11.67	The source of the cash match is Gunnison County. The County portion of the total premium annually includes the Medical, Dental and LIfe Ins Contribution.

								fringe benefit rates are determined by Gunnison County and evaluated periodically. Cost information regarding fringe is as follows: $10,500 for Medical, $627 for Dental, $17 for Life Ins, $2,128 401 3% Match, $1,419 457 2% Match, $5,427 Social Sec/Medicare and $830 for Worker's Comp Premium for a total of $20,948. The grant funding will be utilized in combination with the funding from Gunnison County to provide a full-time position. The tasks for the project director include the oversight, administration and supervision of the program. Initial meetings with the youth and parents are held to explain the program and establish willingness to participate and sign the Juvenile Diversion contract outlining all requirements necessary for successful completion.				
2	$	$		$	$		$ 0.00	$ 0.00		$	$	$ 0.00
3	$	$		$	$		$ 0.00	$ 0.00		$	$	$ 0.00
4	$	$		$	$		$ 0.00	$ 0.00		$	$	$ 0.00
5	$	$		$	$		$ 0.00	$ 0.00		$	$	$ 0.00
6	$	$		$	$		$ 0.00	$ 0.00		$	$	$ 0.00
7	$	$		$	$		$ 0.00	$ 0.00		$	$	$ 0.00
8	$	$		$	$		$ 0.00	$ 0.00		$	$	$ 0.00
9	$	$		$	$		$ 0.00	$ 0.00		$	$	$ 0.00
10	$	$		$	$		$ 0.00	$ 0.00		$	$	$ 0.00
Total	**$ 70,942.00**	**$ 26,249.00**	37 %	**$ 20,948.00**	**$ 7,751.00**	37 %	$91,890.00	$34,000.00		**$ 11.67**	**$ 0.00**	$11.67

Non-Personnel: Budget & Budget Narrative Details

Budget Item	Item	Amount To Be Paid By Grant Funds	Budget Narrative and Justification	Cash Match	In-Kind Match	Budget Narrative and Justification
SUPPLIES & OPERATING						
S&O 1		$		$	$	
S&O 2		$		$	$	
S&O 3		$		$	$	
S&O 4		$		$	$	
S&O 5		$		$	$	
S&O 6		$		$	$	
S&O 7		$		$	$	
S&O 8		$		$	$	
S&O 9		$		$	$	
S&O 10		$		$	$	
Supplies & Operating Total		**$ 0**		**$ 0**	**$ 0**	
TRAVEL						
T 1		$		$	$	
T 2		$		$	$	
T 3		$		$	$	
T 4		$		$	$	
T 5		$		$	$	
T 6		$		$	$	
T 7		$		$	$	
T 8		$		$	$	
T 9		$		$	$	
T 10		$		$	$	
Travel Total		**$ 0**		**$ 0**	**$ 0**	
CONSULTANTS/CONTRACTS (PROFESSIONAL SERVICES)						
CC 1	OMNI Institute	$ 1,000	Electronic reporting and evaluation system for ETO/DCJ data system.	$	$	
CC 2		$		$	$	
CC 3		$		$	$	
CC 4		$		$	$	
CC 5		$		$	$	
CC 6		$		$	$	
CC 7		$		$	$	
CC 8		$		$	$	
CC 9		$		$	$	
CC 10		$		$	$	
Consultants/Contracts Total		**$ 1,000**		**$ 0**	**$ 0**	
INDIRECT						
I 1		$		$	$	
Indirect Total		**$ 0**		**$ 0**	**$ 0**	
		$		$	$	
Total		**$ 1,000**		**$ 0**	**$ 0**	

Additional Sources of Project Funding

Source	Amount	Description
Federal	$	
State	$	
County Government	$ 40,000.00	County general fund
Municipal Government	$	
Private	$ 2,000.00	Client fees
Total	**$ 42,000.00**	

Documents

Documents Requested *	Required?	Attached Documents *
DA Certification [Required for ALL NON-District Attorney's Offices] download template		
Job Descriptions [For grant funded positions]		Job Description

List of Board Members [Required for Community Based Organizations]		
Audit/Financial Review (Please link this document rather than attaching, if possible)	✔	Financial Report
Financial Management Questionnaire download template	✔	Financial Management
Organizational Chart	✔	Organizational Chart
Certificate of Insurance [Required for Community Based Organizations]		
Certification of Match download template		
CAC certification and Substance Use Disorder State Licensure		
Agency License to Provide Substance Use Disorder Treatment		

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COLORADO DIVISION OF CRIMINAL JUSTICE
CERTIFICATION OF MATCH (DCJ Form 32)

INSTRUCTIONS: Complete the table below with information found in the Grant Agreement. Read the form completely, ***identify the person authorized to commit match funds on behalf of the agency. This individual is either the signature authority or appropriate controller of the matching funds.*** *This form must be completed and accompany the signed Grant Agreement. Funds will not be released until this form is completed. See page two for additional instructions.*

GRANTEE: Gunnison County	GRANT NUMBER:
PROJECT TITLE: Gunnison County Juvenile Diversion	PROJECT DURATION FROM: 7/1/17 TO: 6/30/18
CASH MATCH AMOUNT COMMITTED: $ 11,667.00 IN-KIND MATCH AMOUNT COMMITTED:	

PERSON AUTHORIZED TO COMMIT MATCH FUNDS CERTIFICATION:

I have read and understand the differences between cash and in-kind match as described on page two of this form and, if awarded federal funds, that I have read and understand 2 C.F.R. § 200.29 and 2 C.F.R. § 200.306. I accept responsibility for ensuring that project programmatic and financial staff understands their responsibilities for tracking and reporting match, and that under the terms of the Grant Agreement match requirements must be met by this agency. I will contact my grant manager if I have question.

- Matching funds/donations are earmarked for only this grant
- Source of match funds are non-federal
- Matching funds will not be used to match other grants
- Grantee will maintain records that clearly show the source, amount, and timing for all matched contributions.

As the person authorized to commit match funds on behalf of the above grantee, I certify, by my signature below, that I have read and am fully cognizant of our duties and responsibilities under this Certification.

Name & Title:	Matthew Birnie/Gunnison County Manager
Phone:	(970) 641-0248
Email Address:	mbirnie@gunnisoncounty.org
Signature Authority or Controller's Signature:	
Date:	11-08-16

SUBMIT ONE SIGNED COPY TO DCJ