

Community Action Partnership
JUVENILE ACCOUNTABILITY INCENTIVE
BLOCK GRANT
PROPOSAL
2009 Application

Term of Grant Proposal
April 1, 2010 – March 31, 2011

**JUVENILE ACCOUNTABILITY INCENTIVE BLOCK GRANT PROGRAM
2009 APPLICATION**

(please type)

Date of Application: December 18, 2009

Identify Government Entity(ies) applying for the grant: Natrona County Community Action Partnership, 800 Werner Court, Suite 201, Casper, WY 82601

Contact Person & Agency: Brenda Eickhoff-Johnson, Natrona County Community Action Partnership

Mailing Address: 800 Werner Court, Suite 201

Town/City/Zip: Casper, WY 82601

Telephone Number: (307) 232-0124 Fax Number: (307) 232-0145

Email Address: beickhoff@natronacounty-wy.gov

Identify total amount of grant request: \$18,670 Cash match requirement: \$2,074.24

The following must be included in the application:

1. Current Crime Reduction Plan
2. Juvenile Crime Enforcement Coalition membership list and meeting schedule
3. Budget
4. Waiver, if applicable (Attachment C)

Please describe in detail the following and attach to application:

Statement of Need: Identify the purposes of the proposed project(s) within the community and the needs of the population to be served. Discuss how the applying organization's experience and general background will provide for effective administration of the grant.

Project Goals and Objectives: State how the proposed project(s) will address the identified needs of the community. Outline the proposed project's goals and objectives. State which purpose areas the project will fall under. See Attachment D for the 16 purpose areas. OJJDP requires that not less than 45 percent is allocated for program purpose areas 3-9, and not less than 35 percent is allocated for purpose areas 1, 2 and 10. This allocation is required unless certification is made that the interest of public safety and juvenile crime control would be better served by expending funds in a proportion other than the 45 and 35 percent minimums.

Please indicate your preference by checking the appropriate box below:

The 45 and 35 percent minimums will be met.

The interest of public safety and juvenile crime control will be better served by expending the funds in a proportion other than the 45 and 35 percent minimums.

2009 JUVENILE ACCOUNTABILITY INCENTIVE BLOCK GRANT PROGRAM APPLICATION

STATEMENT OF NEED:

The project proposed for the 2009 Juvenile Accountability Incentive Block Grant Program is for intake and assessment of children in need of supervision (C.H.I.N.S.) prior to being assigned to the court process, as well as assessment for educational neglect petitions. The purpose and needs of the proposed projects are:

1. The Juvenile Justice System in Natrona County is one that had historically over-utilized either incarceration or out of home placements in dealing with high-risk youth. As a result, the need for community-based alternatives to such placement is great. The intake and assessment program is capable of filling a portion of the need through offerings of alternative programs and assessment processes by coordinating community based agencies, the youth and their families, and aspects of the juvenile justice system.

2. As in the past, an assessment will be performed on all C.H.I.N.S. and Educational Neglect petitions to determine their appropriateness for the Court. If assessment confirms that community based alternatives are available and can meet the needs of the youth, such alternatives will be recommended. Follow-up of each case will be maintained to determine the success of each family in securing the services made available to them.

PROJECT GOALS AND OBJECTIVES

Goal:

Reduce out-of-home placements and incarceration by successfully assessing C.H.I.N.S. and Educational Neglect petitions. We will be addressing 50% of the resources to Purpose area #3. The CHINS Coordinator will serve as a probation officer who will “provide pretrial services” and “promote the effective and expeditious administration of the juvenile justice system”. Forty percent will be use for purpose area #10 – Information Sharing. The CHINS process will include a CHINS Team for “establishing and maintaining interagency information-sharing . . . that enables the juvenile and criminal justice systems, schools, and social services agencies to make more informed decisions regarding the early identification, control, and supervision and treatment of juveniles who repeatedly commit serious delinquent or criminal acts.”

Measurable Objectives:

- 80% of families who complete the CHINS application and intake interview process will be served within the community rather than being placed out-of-home.
- 100% of parents will be involved in the development of the referral and intervention plan.

- 100% of families who complete the CHINS application and intake interview process will receive a referral and intervention plan developed by representatives of the child serving agencies in Natrona County.
- 60% of families who complete the CHINS application and interview process will complete research-based family/parenting education through an existing community resource. (This percentage seems low; however, we have no way to enforce parent participation in family programming.)

PROJECT DESIGN

The intake and assessment project is designed to provide a continuum of services at the community level to assist in dealing with high-risk youth. In order to achieve our goal, we will implement the following key components:

- 1) A parent who is referred to Mercer House for CHINS prevention will be instructed to pick up an application. This application includes all pertinent information on the youth in question and his/her family.
 - a. General information
 - b. Family information
 - c. School information
 - d. Prior intervention information
 - e. Prior offenses/convictions
 - f. Statement addressing statutory requirements
 - g. Parental anticipated results statements.

We ask that each family take the application home to complete along with a brochure detailing the possible outcomes of the CHINS process. We require that the application be taken home and completed rather than allowing them to complete it in the office. This reduces the number of families who begin the process with us but never follow through on the action. This is demonstrated by our FY08-09 statistics. Of the phone contacts parents made to staff concerning a CHINS petition, some never came to pick up the application. The time spent on the phone with the CHINS intervention coordinator was enough to get the family past the current crisis or connected with community resources. Of the 102 applications picked up by parents or guardians, 46 (or 45%) picked up the application but never returned it to set up an interview. Again, the conversations with the coordinator and reading the CHINS information brochure assisted the family in deciding not to pursue CHINS at this time. Fifty-six (or 55%) of the families during the FY 08-09 took the application, completed it, returned it, and set a interview appointment with one of our CHINS prevention specialists; these families continued with the CHINS process after initial contact.

- 2) The intake appointment is set with one of our CHINS prevention specialists to review the application. At this appointment releases are signed by the parent or legal guardian to gather the necessary documentation to match the information provided in the application, such as counselors, therapist, probation officer, school, crisis center, foster home, group home, law enforcement, etc.
- 3) The CHINS intervention specialist compiles the gathered data and creates a case summary based on all information provided. An intervention plan is

developed with the family and a behavior contract is created between the parent(s) and child. The contract includes requirements to obey home rules, regularly attend school, visit counselor, comply with probation, take U/As, and comply with the law. It also includes a section for the parents and the child to list expectations that correspond to a reward and consequence in regards to school, home, leisure/structured activities, and alcohol and drugs. This is negotiated between the parent(s) and child. The intervention specialist. Weekly meetings with the child are set. If these actions do not address the family concerns, the process continues.

- 4) The case summary is copied and sent to the CHINS staffing team, who review the information prior to the weekly meeting. During that meeting, the team discusses the case summary to determine if additional interventions can be implemented to prevent a CHINS. If the team identifies additional interventions and resources, they will be incorporated into the intervention plan. The family is included in this staffing. If it is determined that all possible interventions have been tried and the family is eligible for a CHINS, the petition is filed with the courts (skip step 5).
- 5) Based on the input in the staffing, contracts are redrawn with the youth and family. The weekly meeting between the CHINS intervention specialist and the child continue. Updates from the child's school, family, and other community referral sources are discussed at those meetings to determine if the child is complying with the contract.
- 6) If the above prevention activities still do not address the concerns, the case is staffed again. The team in step 4 discusses the least restricted placement for the youth (other family, foster care, therapeutic foster care). If they are not possible, they look at group homes, residential treatment centers, or the state hospital. A recommendation is put together and submitted to the District Attorney's office. We continue to partner with DFS throughout the legal process and are partners in working with the placed youth while on probation by providing the same support services discussed above.

PROJECT STAFF

Administrator: Brenda Eickhoff-Johnson, Director, Community Action Partnership of Natrona County (resume attached)

Director: Cori Cosner-Burton, Executive Director, Mercer House, Inc. (resume attached)

C.H.I.N.S./Educational Neglect Coordinators:

Kathy Herter (Mercer House) resume attached

Glenn Pease (Mercer House) resume attached

Training for the project staff will be continuous through attendance of local and state workshops and conferences. Staff will continue to collaborate with State and local agencies involved with the CHINS assessment review process.

PROJECT EVALUATION

Review of the program and determination of the impact on the target population will be conducted by members of the Juvenile Planning Committee. The CHINS Coordinator and Mercer House Executive Director will be responsible for evaluation of the program. Outcomes will be measured by tracking the number of families who contact Mercer House regarding the possibility of filing a CHINS. We then break down the total contacts into the following categories:

- families who make phone contact but never follow-through on picking up an application
- families who pick up an application but never follow through by completing and returning for an interview
- families who pick up an application, complete and return for an interview

Of the families who complete the application and intake process, we will track how many of those eventually become a CHINS versus those that use the CHINS prevention process and never file for an out-of-home placement. We have tracked this data since July 2001. Since that date through June 2009, 78% of families who demonstrated their desire to file a CHINS by completing an application and intake interview process have successfully used the prevention services instead. This is how the data breaks down annually:

Fiscal Year	Successful CHINS prevention
2001-2002	67%
2002-2003	70%
2003-2004	70%
2004-2005	87%
2005-2006	75%
2006-2007	85%
2007-2008	84%
2008-2009	87%

In FY 09 our age demographics broke down as follows:

Age	Number Served
17	1
16	20
15	29
14	31
13	13
12	3
Under 12	5

We will continue to collect this data on a monthly basis. The CHINS Prevention Program Coordinator will be responsible for the collection of monthly statistics. In order to ensure accuracy of data, the CHINS staffing team (made up of a spectrum of community partners, including a representative from DFS) will review monthly data. Once the data is verified and approved by the staffing team, it will be submitted to the Mercer House Executive Director for analysis and submission to granting agency and community partners.

PROJECT SITE

The proposed program will utilize the facilities of Mercer House, Inc., located at 425 CY Avenue, Casper, Wyoming. The facility is in place and currently used for existing youth and family oriented programs. Located centrally in Casper, Mercer House consists of three buildings, which allow for two offices devoted to the project, as well as group meeting rooms.

COMMUNITY SUPPORT

Please refer to the attached letter from the Juvenile Planning Committee.

(Natrona County-\$18,670)

ANNUAL BUDGET

Category	TOTAL Budget	JABG Request	Matching Funds	Other Funding	TOTAL
Salaries	61,000	13,440	2,075	45,350	60,865
Benefits	12,810	2,828		6,802	9,630
Payroll Taxes	6,637	1,468.50		5,200	6,668.5
Conferences	1,000			1,000	1,000
Supplies/Printing	1,640			1,640	1,640
Travel	3,000			1,667	1,667
Phone/Postage	570			570	570
Space Cost/Ins.	3,342			3,342	3,342
Equipment	1,200			200	200
Administration	933.50	933.50			933.50
TOTAL	91,199	18,670	2,075	65,771	86,516

JUVENILE PLANNING COMMITTEE

(Committee meetings are scheduled for the third Friday of each month at 9:30a.m. The exact date is determined by availability of members.)

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MERCER HOUSE JOB DESCRIPTION

Position Title: Intake/CHINS Specialist

Qualifications: Bachelor's Degree in a counseling/therapy related field; Work Experience
(i.e. Social Work, Psychology)

Responsible to: Executive Director

Description of Agency: Mercer House is a non-profit social agency serving youth and their families in Natrona County. The primary task of the agency is the provision of services to prevent and mitigate family dysfunction with a special emphasis on adolescent issues and the prevention of substance abuse. Program goals are primarily accomplished through information dissemination, community education and consultation, provision of youth alternatives, and short-term counseling services focused at early intervention.

Duties and responsibilities:

5. Assist in the coordination and delivery of Children In Need of Supervision (CHINS) services in a professional manner.
6. Provide appropriate supervision of the youth assigned to the CHINS program.
7. Supervise or assist in the supervision of agency staff, volunteers and students in placement at the agency as assigned.
8. Complete assigned duties and responsibilities in a timely manner.
9. Become knowledgeable of available community services, which may be utilized as resources when dealing with high-risk youth.
10. Work in a personable, professional way with agency staff, clientele and others in the community, thus maintaining the respect and cooperation of agencies within the community.
11. Participate in client staffings, staff consultations and supervision.
12. Show insightfulness, judgment, and professionalism in carrying out job duties and responsibilities.
13. Contribute creativity to program development, and strive to grow professionally through continued involvement in relevant professional training and by keeping abreast of current research, theories and literature in areas relevant to job responsibilities.