



Greetings, and thank you for your interest in Wyoming Juvenile Justice and the Community Juvenile Services Boards (CJSB). The Departments of Education, Family Services, and Health are pleased to provide you with the enclosed application information. Enclosed you will find the Letter of Intent Instructions, Instructions for Application, and the Forms for Application.

The CJSB act was created in 1997. In 2008, Senate File 66 was passed which created the CJSB grant incentive. The goal of the CJSB is to establish, maintain, and promote the development of juvenile services in communities of the state aimed at allowing early identification and diversion of children at risk of entry into the juvenile court system and preventing juvenile delinquency. Further, it allows decisions regarding juvenile services to be made at the local level.

Initial funding was set at \$2,000,000.00 from the State's general fund. The interagency group developed a formula based on a minimum figure of \$50,000.00 for counties with a youth population below 5,000. The remaining funds were calculated based on per capita youth population. Funds for this application period must be expended by June 30, 2010.

Counties interested in applying for CJSB funding must first submit a letter of intent. Letters must be postmarked or received, if sending electronically, by July 1, 2009. Counties may collaborate with other counties in applying and developing a joint strategic plan, though only one plan may be submitted per county. For details regarding the Letter of Intent, please refer to the Letter of Intent Instructions included in this packet. Letters will be sent to:

State Advisory Council on Juvenile Justice
C/O Department of Family Services
2300 Capitol Ave.
Cheyenne, WY
82002
jherb@state.wy.us

Communities may submit Phase I of the application, Forms 1-4, in conjunction with the Letter of Intent. A representative from the inter-agency group will contact you upon receipt of the Letter of Intent and the Phase I of the application for feedback and guidance towards Phase II, the strategic plan. Funding decisions will be determined within 10 business days of receipt of Phase II.

Technical assistance, ranging from telephonic assistance to on-site help, is available at any time of the letter of intent/application process by contacting Jeffery Herb at the number listed below. Program specific information, such as assistance in setting up a diversion program or substance abuse treatment groups, is also available by contacting Jeffery Herb. Applications must be

postmarked by December 31, 2009, or received by December 31, 2009 if submitting electronically. Applications will be submitted to the same address as the Letters of Intent.

To complete Phase III, CJSBs will submit a quarterly report using Form 10, detailing progress of the four goal areas. Quarterly reports are due no later than thirty (30) days after the commencement of the quarter. The Annual reports with statistical information will be submitted no later than February 28. Quarterly and Annual reports will be submitted to the same address as the Letters of Intent and application. If you have any questions, please contact us.

Sincerely,

Mr. Jeffery Herb
Juvenile Services Consultant
Department of Family Services
(307) 777-3336
Fax: (307) 777-3659
jherb@state.wy.us

Ms. Jo Ann Numoto
Court Ordered Placement of Students
Department of Education
(307) 777-7222
Fax: (307) 777-6234
jnumot@educ.state.wy.us

Mr. Kelly Hamilton
Executive Director
Wyoming Citizen Review Panel
(307) 632-0032
Fax: (307) 632-1591
wycrp@wycrp.org

Ms. Korin Schmidt
Administrator
Wyoming Department of Health
Mental Health/Substance Abuse
(307) 777- 6494
Fax: (307) 777-7006
korin.schmidt@health.wyo.gov