

CY 2024 COMPREHENSIVE COUNTY FUNDING APPLICATION

Checklist

- One original (single sided) mailed or emailed*
- Signed Cover letter with Executive Summary from County Youth Services Commission Chair(s)*
- Cover Sheet*
- Attachment A: Programs At A Glance*
- Attachment B: CY 2024 Line Item Budget and Program Management/Administrative Cost*
- Attachment C: Program Profiles*
- Attachment D: Youth Services Commission Membership*
- Attachment E: Partnership 1/3 Set-Aside Justification with required attachments

Additional items:

- YSC Minutes approving Plan, Application, and 1/3 set a aside, if applicable.
- _____
- _____
- _____
- _____

YSC Administrator Print and Sign

Date

JUVENILE JUSTICE COMMISSION

2024

COMPREHENSIVE COUNTY FUNDING APPLICATION

**STATE/COMMUNITY PARTNERSHIP
GRANT PROGRAM**

FAMILY COURT SERVICES PROGRAM

**APPLICATION
GENERAL INFORMATION**

JANUARY 1, 2024 - DECEMBER 31, 2024

Section I. INTRODUCTION

This application provides each of the 21 New Jersey counties with a coordinated process to apply for State/Community Partnership Grant Program funds and Family Court Services Program funds. The application is based on the 2024 Comprehensive County Youth Services Comprehensive Plan.

The 2024 State/Community Partnership Program and Family Court Services Program will be for one year, January 1, 2024 - December 31, 2024.

Section II. APPLICATION REQUIREMENTS

General Information

The following information and forms are provided to assist the county in developing the application for State/Community Partnership and Family Court Services funds for January 1, 2024-December 31, 2024.

The Application must be received at the Juvenile Justice Commission on or before **December 15, 2023 at 3:00 pm**. The application must be emailed to JJCYSCGrants@jjc.nj.gov. The Application must include one cover letter from the Co-Chairs, on behalf of the County Youth Services Commission (CYSC), indicating that all sections of the submitted Application have been reviewed, discussed, and approved at a CYSC meeting. The submission of the Application must also include the County Youth Services Commission CYSC? meeting minutes indicating approval of the Comprehensive Funding Application.

NOTE: Counties should anticipate that failure to submit a completed application that contains all of attachments will delay the review of the application and approval process.

Attachments for all funding sources that must be submitted with the Application

Checklist

The checklist must be completed to ensure all items submitted with the Application package are included and have been verified by the YSC Administrator for submission to the Juvenile Justice Commission.

Cover Sheet

The cover sheet must be completed with the required information identifying the county's Chief Executive Officer, Chief Financial Officer, County Youth Services Commission Administrator and the County Youth Services Commission Administrator Supervisor.

Attachment A – At A Glance

List the Profile Number, Funding Source, Agency and Program Name, a brief description of the program, and the amount to be awarded by point on the youth justice system continuum for calendar year 2024. Also, include the corresponding letter from the recommendations section of the Plan that this program/service will address.

Note: If the county's Request for Proposal (RFP) results in changes to the information submitted on the chart, a revised *Attachment A* must be submitted no later than 30 days after the County Commissioner has approved the contract/award.

Attachment B-1 Complete this page to indicate the monies allocated to implement the programs and/or types of services identified, at each point of the continuum, on the Programs and/or Services to Be Funded chart (*Attachment A*).

Note: If the county's RFP results in a change in how funding is allocated, a revised *Attachment B-1* must be submitted no later than 30 days after the County Commissioner has approved the contract/award.

Note: Funds cannot be used for capital improvements.

Attachment B-2 – CY 2024 Line-Item Budget, Program Management/Administrative Cost

Complete Page 1 by listing the name, title, salary, and fringe benefits of each employee paid with JJC Management/Administrative funds. Also, indicate whether this is a new or existing employee. If additional funding is used to support Program Management and/or Administrative costs, the county must specify the funding amount and source (e.g. County, JDAI, Federal, etc.) in the Attachment B-2.

Complete page 2 of Attachment B-2 by providing a line-item budget for management/administrative funds that will be used for non-personnel items that are allocated under each funding source. Budget categories include:

- *Travel:* Management/Administrative funds to be used for travel.
- *Consumable Supplies:* Management/Administrative funds to be used for office supplies.
- *Equipment:* Management/Administrative funds to be used for communicative and office equipment.
- *Purchase of Services:* Management/Administrative funds to be used for fees paid to individuals or organizations for direct services.

Attachment C – Program Profile

Program Profiles **are required** at the time of Application submission for *each* program/service. All programs/services listed on the CY 2024 At A Glance chart (*Attachment A*) must have a corresponding profile.

These profiles provide a detailed explanation for each program and allocation, in *Attachments A and B-1*. Program Profiles include: Funding Source and Allocation, Program Description, Target Population, Level of Service, Geographic Area Served, Program Goal, Anticipated Program Outcome and Justification.

Note: If the county's RFP or open competitive process results in changes to the information submitted on a Program Profile, a revised *Attachment C* must be submitted no later than 30 days after the County Commissioner has approved the contract/award.

Note: In a Comprehensive planning year, **all funds must be RFP'd or follow an open competitive process.** With the exception of the 1/3 set aside. Intergovernmental agreements and funding allocated to implementing MOU's require a profile submission.

Attachment D – Youth Services Commission Membership

Provide a current list of members and their designees. Confirm the race/ethnicity of each member. Identify each Chair/Co-Chairs of the Youth Services Commission with an asterisk and new members or members filling vacancies with two asterisks. If a position is vacant, submit copies of the letters sent to the individual requesting their representation.

State/Community Partnership Grant Program

General Instructions:

Counties are required to follow the Juvenile Justice Commission Guidelines for the? Purchase of Client Specific Services issued August 1, 1996.

Request for Proposal

With each triennial comprehensive plan the Youth Services Commission is required to follow the request for proposal process as stated in N.J.A.C.13:90-3.12 and are required to follow their Local Public Contracting Law.

In the years when a Plan Update is due, the JJC does not require the county to go through an open competitive process for contracts originally selected through an open competitive process. These contracts may be renewed based on continued county need, outcomes achieved and positive monitoring results. The county may continue to fund a program until the next Comprehensive County Plan is submitted. If the county seeks to renew a program during a plan update year that was not selected through an RFP process, the county must submit a justification, describing why the program was not selected through an RFP process. The justification must also indicate the program outcomes achieved, monitoring results and any data used that would warrant continued funding of that program/service.

Every effort must be made to involve community-based organizations and agencies, including minority service providers, in the implementation of State-Community Partnership programs through the RFP process.

State/Community Partnership Grant Program Application Attachments:

Attachment E - Partnership 1/3 Set-Aside Justification

A County Youth Services Commission can approve to set aside 1/3 of its State Community Partnership funds for county operated sanctions and services. If the County Youth Services Commission approves setting aside 1/3 of its Partnership Program Services funds, the Attachment E- Partnership 1/3 Set- Aside Justification form must be completed. The justification must be approved and endorsed by a 2/3 vote of the eligible members of the CYSC. The following information and documentation are required and must be completed and/or attached: the justification to support this determination, corresponding program profiles, the total amount to be set-aside, a line-item budget and the CYSC meeting minutes stating that the set aside has been approved.

Family Court Services Program

General Instructions:

Since 2003, the Application for Family Court Services Program funds has been coordinated with the application for the State/Community Partnership Grant Program. These funds are administered in coordination with the guidelines of the State Community Partnership Program established pursuant to N.J.S.A. 52:17B-179.

Request for Proposal

With each Comprehensive Plan the County Youth Services Commission is required to follow the request for proposal process as stated in N.J.A.C.13:90-3.12 and Local Public Contracts Law.

In the years when a Plan Update is due, the JJC does not require the county to go through an open competitive process for contracts originally selected through a request for proposal (RFP) process. Contracts may be renewed based on continued county need, outcomes achieved and positive monitoring results. The county may continue to fund a program until the next Comprehensive County Plan is submitted.

The request for proposal process should make every effort to reach a broad group of community-based organizations and agencies, including minority-led service providers, in the implementation of the Family Court Services Program. An exception to the RFP requirement is the award of Family Court Services funds to continue the funding of an existing Juvenile Family Crisis Intervention Unit (FCIU). FCIUs have been funded with Family Court Services Funds since 1996.

Through the request for proposal process, a county may choose to utilize the Mobile Response and Stabilization Services (MRSS) as a resource to the Family Court Intervention Unit (FCIU) or they may choose to integrate FCIU with MRSS by selecting their current MRSS provider. If a county should choose to maintain separate MRSS and FCIU programs, the two programs will be responsible for working together to confirm role definition and coordination of responsibilities. Entities selected by each county's planning process to serve as the Family Crisis Intervention Unit must execute an agreement with the Administrative Office of the Courts pursuant to N.J.S.A. 2A: 4A- 76. The entity must agree to provide services consistent with the Family Crisis Intervention Unit manual approved by Judicial Council of the New Jersey Judiciary.

NOTE: The County must provide the Juvenile Justice Commission with written notification at least 105 calendar days in advance of the county's decision to renew or terminate a FCIU contract, the amount of funds available, and any changes in the contract terms and conditions. In the absence of such notification, the JJC will notify the Division of Children's System of Care to renew the contract with funding at least at the prior year's allocation. Also written notification of a county's intent to merge its FCIU and MRSS services must be submitted to the JJC.

Section III. ADMINISTRATION

General Statement:

The following grants provide a portion of the funds for administration at the county level.

State/Community Partnership Grant Program

Program management funds may be used only for administering services and activities of the County Youth Services Commission. Program management funds are used for persons who will manage the Partnership funds received by the county and other juvenile justice programs, services and sanctions undertaken by a county in implementing its Comprehensive County Youth Services Plan. A line-item budget (Attachment B-2) for all program management costs must be submitted for the State/Community Partnership Grant Program. In accordance with N.J.A.C. 13:90-3.6, program management funds are applied to salaries and/or the reasonable administrative costs related to implementing the County Comprehensive Plan.

Upon the approval of the JJC Executive Director, program management funds may be directed into incentives, sanctions and services for juveniles adjudicated or charged as delinquent and/or delinquency prevention programs. State/Community Partnership Grant Program funds may not be used for program management, monitoring and/or administration. Plan approval is conditioned upon the demonstration by a county that adequate program management, monitoring and administration funds are available from other sources.

Family Court Services Program

Counties that have been using a portion of Family Court Services funds for program administration may continue to do so at the same level of funding as used in the 2003 Comprehensive County Funding Application. No additional program administration funds will be approved from Family Court Services Program funds. All persons hired with these funds will manage the Family Court Services Program funds received by the county and will manage juvenile justice programs, services, incentives and sanctions undertaken by a county implementing its Comprehensive County Youth Services Plan. A line-item budget (Attachment B-2) for all administration costs must be submitted for the Family Court Services Program.

Section IV. DEFINITION & RATIONALE

General Statement:

This section defines and describes each decision-making point on the youth justice continuum. Planners should review and consider these definitions as part of the planning process.

PREVENTION

Delinquency prevention programs are strategies and services designed to increase the likelihood that youth will remain free from initial involvement with the formal or informal juvenile justice system. The goal of delinquency prevention is to prevent youth from engaging in anti-social and delinquent behavior and from taking part in other problem behaviors that are pathways to delinquency. For the purposes of this plan, *primary delinquency prevention programs* are those directed at the entire juvenile population in a targeted area like a specific school, neighborhood or town/community where delinquency risk factors are prevalent. *Secondary delinquency prevention programs* are those directed at specific youth who are at higher risk of involvement in the juvenile justice system than the general population, based on exhibited behaviors associated with delinquency. Given this goal, delinquency prevention programs that are developed annually through the comprehensive planning process must serve a clearly identified target population of at-risk youth and services must address the known causes and correlates of delinquency.

Delinquency prevention data describe trends in juvenile delinquency and in factors that reflect the causes and correlates of delinquent activity. By understanding the nature and extent of delinquent behavior and the factors associated with involvement in delinquency, counties can better identify the content and scope of prevention programs needed. This information will help counties make informed decisions regarding the allocation of resources to delinquency prevention programming.

The Delinquency prevention data required for the Comprehensive Plan is meant to become the foundation for prevention program planning. However, it should be noted that the typical prevention planning process requires an in-depth analysis of communities, families, peer associations, and education factors that identify problem areas in a specific school, neighborhood, or town/community in the County.

This Comprehensive Plan requires only a small portion of the data that could potentially inform the need for delinquency prevention programming. Counties are encouraged to utilize additional local data in the planning process.

DIVERSION

Diversion is a broad term referring to “exit ramps” that move young people away from the juvenile legal system, offering alternatives to arrest and alternatives to prosecution. The goal of diversion programming is to target the underlying problems that led to the alleged delinquency behavior in the first place. By addressing the root causes of community instability diversion programs help improve long-term community safety. Youth who do not successfully complete a diversion program may ultimately have their case referred for formal processing by the juvenile court. Given this goal, diversion programs developed through the comprehensive planning process should clearly focus on developing diversion programs that include strategies to address the issues leading to delinquency, including restorative strategies for mitigating harm and increasing healing.

Diversion Process

In New Jersey, juveniles are dealt with informally through one or more of the following: Law Enforcement Station House Adjustments (Attorney General Directive 2020-12), Family Crisis Intervention Units (FCIU), Family Court Juvenile Conference Committees, or Family Court Intake Service Conferences.

Diversion Programs

Diversion programs are the activities young people are required to perform to avoid a formal arrest or to avoid a formal prosecution. Diversion programs may be operated by a law enforcement agency, the court, or by a contracted service provider.

The diversion data describe trends in the extent and nature of cases diverted in your county. This information will help counties begin to make informed decisions regarding the allocation of resources to diversion programming. When reviewing these data, note any differences in the use of diversion by race. Planning should include ways to level the playing field so that all youth, regardless of race, have an equal opportunity for diversion. The Comprehensive Plan requires only a small portion of the data that could potentially be collected at the County or municipal level.

DETENTION

The detention decision making point includes 1) police referral for detention, 2) court remands to detention, and 3) the issuance of warrants requiring detention placement/due to technical violations.

“Detention” is defined as the temporary care of juveniles in physically restricting facilities pending court disposition (N.J.A.C. 13:92-1.2).

The statutory detention criteria require a finding that the young person poses a “threat to the physical safety of the community and/or whose confinement is necessary to insure their presence at the next court hearing (N.J.A.C. 13:92-1.3).” Counties may plan to use a limited amount of funding to support court ordered evaluations for adjudicated youth who reside in the detention center, only when all other resources are exhausted.

Detention alternative programs provide community supervision to juveniles who would otherwise be placed in a secure detention facility, while awaiting final disposition of their case. Detention alternative programs expand the continuum of programming options for Family Intake decisionmakers and for the court. Detention alternative programs are not to be provided in the detention center. The programs are designed to link to the middle category of the detention screening tool and to also provide options to judges that allow for the safe pre-dispositional release of youth admitted to detention. They provide short-term (30 – 60 days) community supervision to ensure that youth remain arrest free and attend court hearings until the final disposition of their case.

As such, these programs help to safely reduce the detention population and eliminate the trauma of secure detention placement on young people, particularly youth of color.

Detention data describe the number of juveniles placed in detention, the characteristics of detained juveniles, and the types of alleged charges/technical violations for which they are detained. By understanding the use of secure detention and the characteristics of the detained population, planners can better identify the continuum of detention alternative programs needed in their counties. As such, counties will be better equipped to make informed decisions regarding the allocation of resources to detention alternative programs.

DISPOSITION

Disposition is the phase of the juvenile justice system that occurs after a young person is adjudicated delinquent. At this decision point, young people are ordered by the court to comply with specific sanctions, supervision, and services as a consequence for their delinquent behavior and as a means to redirect behavior, promote rehabilitation, and support youth on a path to success. In New Jersey, the range of dispositions available to the court includes but is not limited to restitution/fines, community service, probation, and commitment to the Juvenile Justice Commission. For youth disposed to a term of probation supervision, among the conditions of probation that might be imposed by the court is the completion of a disposition program. The structure of these programs are varied, but common among these options are intensive supervision programs, day and evening reporting centers, and structured day and residential programs. Given this goal, disposition programs developed through the comprehensive planning process should clearly focus on providing incentives, sanctions, supervision, and services that are aligned with rehabilitation, so that young people are better off for having the programming experience.

When determining the appropriate disposition in each case, the court faces the complex task of considering multiple goals, including promoting public safety, ensuring offender accountability, and providing juveniles with opportunities for personal growth and skill development through rehabilitative efforts. By developing and enhancing local disposition programs, counties can center young people's well-being by providing the court with the range of options that matches best their supervision and service needs. Research and experience indicate that well developed community-based disposition programs can effectively reduce the likelihood of continued delinquency, improving the lives of the youth they serve, and improve the quality and safety of the local community and its citizens.

The disposition data provided describe the number of youth adjudicated delinquent and disposed by the court, as well as the characteristics of these juveniles that reflect the causes and correlates of delinquent activity. By understanding the nature and extent of the juvenile population facing disposition and the factors associated with involvement in delinquency, planners can better identify the content and scope of Disposition Option Programs needed in their counties. As such, counties will be better equipped to make informed decisions regarding the allocation of resources to disposition programs.

REENTRY

In the juvenile justice system reentry generally refers to the period of community-based supervision and services that follows a juvenile's release from a secure facility, residential program, or other structured dispositional placement.

However, for the purposes of this application, the use of the term Reentry only applies to committed youth paroled from a Juvenile Justice Commission (JJC) facility and supervised by the JJC's Office of Juvenile Parole and Transitional Services and to juveniles disposed to a JJC program as a condition of probation and supervised by the Juvenile Probation Division. Reentry is a transitional period where young people need additional support to foster their successful reintegration home. Given this goal, reentry programs developed through the comprehensive planning process should clearly focus on providing supports and services to youth, regardless of their age, that address the common issues young people face when returning home. .

By developing reentry services that compliment the supervision provided by the JJC and Probation, counties can increase the likelihood that juveniles returning to their communities will reintegrate

successfully. This type of cooperative effort in the delivery of reentry services and supervision improves each youth's chance of becoming productive, law-abiding citizens, which in turn enhances the safety and quality of the local communities in which these juveniles reside.

The reentry data provided describe the number of committed youth and probationers returning to the community from JJC facilities and programs, as well as the demographic and offense characteristics of these juveniles that reflect the causes and correlates of delinquent activity. By understanding the nature and extent of the population released to Reentry and the factors associated with involvement in delinquency, planners can better identify the content and scope of Reentry services and programs needed in their counties. As such, counties will be better equipped to make informed decisions regarding the allocation of resources to Reentry services.

AT A GLANCE (Programs & Services to be Funded)
 JANUARY 1, 2024 TO DECEMBER 31, 2024

County YSC:

Original Date:

Revision Date:

Point of the Continuum	Plan recommendation	No.	Funding Source	Agency & Program Name	Brief Description	Prevention	Diversion	Detention	Disposition	Reentry	Client Specific Funds	Total
<i>e.g.</i> Prevention, Diversion, Disposition	#1	1	SCP and/or FC	Happiness Inc. and Program ABC	Provide 90 day (12 sessions weekly) comprehensive evidence based/influenced programming; employment and education readiness; supervised community services; case management; and referrals.	\$29,954.00	\$22,465.00	\$0.00	\$97,347.00	\$0.00	\$15,000.00	\$164,766.00
		1										\$0.00
		2										\$0.00
		3										\$0.00
		4										\$0.00
		5										\$0.00
		6										\$0.00
		7										\$0.00
		8										\$0.00
		9										\$0.00
		10										\$0.00
		11										\$0.00
		12										\$0.00
		13										\$0.00
		14										\$0.00
		15										\$0.00
		16										\$0.00
		17										\$0.00
		18										\$0.00
		19										\$0.00
		20										\$0.00
		21										\$0.00
		22										\$0.00
		23										\$0.00
		24										\$0.00
		25										\$0.00
<i>Programs & Services Total</i>						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>Administration</u> State Community Partnership			Funding is used to oversee the management and implementation of the State/Community Partnership. This may include personnel, travel, supplies, equipment, purchase of services, and other.			n/a	n/a	n/a	n/a	n/a	n/a	\$55,550.00
<u>Administration</u> Family Court Services			Funding is used to oversee the management and implementation of the Family Court Services funds. This may include personnel, travel, supplies, equipment, purchase of services, and other.			n/a	n/a	n/a	n/a	n/a	n/a	\$10,000.00

Total \$65,550.00

**ALLOCATION OF FUNDS PER PROGRAM CATEGORY & FUNDING SOURCE
JANUARY 1, 2024 TO DECEMBER 31, 2024**

County YSC: 0

Original Date:

Revision Date:

PROGRAM CATEGORY/BUDGET SUMMARY	PARTNERSHIP		FAMILY COURT		TOTAL ALLOCATION PER PROGRAM AREA
1) DELINQUENCY PREVENTION					\$ -
2) DIVERSION (Law Enforcement, FCIU and Family Court)	\$ -		\$ -		\$ -
3) DETENTION	\$ -		\$ -		\$ -
4) DISPOSITION	\$ -		\$ -		\$ -
5) REENTRY	\$ -		\$ -		\$ -
6) ADMINISTRATION	\$ -		\$ -		\$ -
7) OTHER (Client Specific Funds): Review with old application	\$ -		\$ -		\$ -
TOTAL	\$ -		\$ -		\$ -

Comments:

- All funds must be represented on this form.
- Information should correspond with Attachment A: Programs and/or Type of Services to be Funded chart and Attachment C: Program Profile(s).
- A detailed explanation for *each program* in each category is to be provided in Attachment C: Program Profile.
- If the County’s RFP results in a change in how the dollars are allocated above, then a revised Attachment B-1 must be submitted after the RFP process.

**CY 2024
Line-Item Budget
Program Management/Administrative Cost**

County: 0

Original Date:

Revision Date:

Page 1: Personnel

N/E*	Name/Title		Partnership	Family Court	Other** (specify)	Total Salary	
	Type Here	Salary	\$ -	\$ -	\$ -	\$ -	100%
		Fringe Benefits	\$ -	\$ -	\$ -	\$ -	100%
		Salary	\$ -	\$ -	\$ -	\$ -	100%
		Fringe Benefits	\$ -	\$ -	\$ -	\$ -	100%
		Salary	\$ -	\$ -	\$ -	\$ -	100%
		Fringe Benefits	\$ -	\$ -	\$ -	\$ -	100%
		Salary	\$ -	\$ -	\$ -	\$ -	100%
		Fringe Benefits	\$ -	\$ -	\$ -	\$ -	100%
		Salary	\$ -	\$ -	\$ -	\$ -	100%
		Fringe Benefits	\$ -	\$ -	\$ -	\$ -	100%
		Salary	\$ -	\$ -	\$ -	\$ -	100%
		Fringe Benefits	\$ -	\$ -	\$ -	\$ -	100%
		Salary	\$ -	\$ -	\$ -	\$ -	100%
		Fringe Benefits	\$ -	\$ -	\$ -	\$ -	100%
		Salary	\$ -	\$ -	\$ -	\$ -	100%
		Fringe Benefits	\$ -	\$ -	\$ -	\$ -	100%
		Salary	\$ -	\$ -	\$ -	\$ -	100%
		Fringe Benefits	\$ -	\$ -	\$ -	\$ -	100%
PERSONNEL TOTAL			\$ -	\$ -	\$ -	\$ -	100%

*N – New Employee

*E – Existing Employee

** “Other” funding sources (identify all funding sources including JDAI
Innovations Funding): _____

**CY 2024
Line-Item Budget
Program Management/Administrative Cost**

County: 0

Original Date:

Revision Date:

Page 2: Non-Personnel

Line Item Description	Partnership	Family Court	Other** (specify)	TOTAL AMOUNT
Travel	\$ -	\$ -	\$ -	\$ -
Consumable Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
Purchase of Services:	\$ -	\$ -	\$ -	\$ -
Other (Specify):	\$ -	\$ -	\$ -	\$ -
Other (Specify):	\$ -	\$ -	\$ -	\$ -
Other (Specify):	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
NON-PERSONNEL TOTAL	\$ -	\$ -	\$ -	\$ -
TOTAL from Page 1, Personnel	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL OF PAGES 1 AND 2	\$ -	\$ -	\$ -	\$ -

** "Other" funding sources (identify all funding sources including JDAI Innovations Funding): _____

- Travel*: Comprehensive funds used for travel.
- Consumable Supplies*: Comprehensive funds used for Office Supplies.
- Equipment*: Comprehensive funds used for communicative and office equipment.
- Purchase of Services*: Comprehensive funds used for services or subcontacts.

**PROGRAM PROFILE
CY**

A Program Profile must be completed for *each* proposed program and/or service to be funded with State/Community Partnership and Family Court. **Note: If the County’s RFP results in changes to the information submitted on this Program Profile, a revised *Attachment C* must be submitted no later than 30 days after the County Commissioner has approved the contract/award.**

County YSC: _____ Original Date: _____ Revision Date: _____

Allocation by Funding Source: Partnership \$_____ Family Court \$_____ FCIU \$_____

Total Allocation: \$_____ 1/3 set-aside New Program (New Contract) Renewal

PROGRAM GOAL

Prevention: To prevent at-risk youth from engaging in anti-social and delinquent behavior and from taking part in other problem behaviors that are pathways to delinquency.

Primary Secondary

Funding Allocation and Source: \$_____/__ \$_____/__

Diversion: To provide services and/or informal sanctions to youth who have begun to engage in low level delinquent behavior in an effort to prevent youth from continuing on a delinquent pathway.

Funding Allocation and Source: \$_____/__ \$_____/__ \$_____/__

Detention/Detention Alternatives: To ensure the youth’s presence at the next court hearing and to provide short-term (30-60 days) community-based supervision sufficient to ensure young people come to court and remain arrest free until the final disposition of their case.

Funding Allocation and Source: \$_____/__ \$_____/__

Disposition: To provide the court with a range of options that match the supervision and service needs of youth in their communities in an effort to reduce recidivism.

Funding Allocation and Source: \$_____/__ \$_____/__

Reentry: To provide youth transitioning from a JJC residential or day program with additional support for successful reintegration into their communities in an effort to reduce recidivism.

Funding Allocation and Source: \$_____/__ \$_____/__

PROGRAM & PROGRAM DESCRIPTION

Program Name or service to be requested (RFP’d) as reflected on Attachment A:

Implementing Agency (if known): _____

Program Description (When providing the information below, please limit your description to how the allocated funds will be implemented, not the agency's full range of services.

- **Services to be provided** (The description must minimally include the program components and the referral source):
- **Target Population:** Must reflect the Program Category selected above based on its Definition and Rationale. Also include the age, gender and the referral source:

If funding a Prevention or Diversion program/service, list the targeted area to be served (i.e. school, neighborhood or town/community). For example, Area Type: School – High School #1.

Area Type: -
 Area Type: -
 Area Type: -

- **Level of Service Type** (Beds, Classes Days, Evaluations, Group Sessions Hours, Individual Sessions or Youth Slots):

Service Type: _____
 Number of _____ in program at any given time: _____
 Number of unduplicated _____ served during contract period: _____
 Comments: _____

Service Type: _____
 Number of _____ in program at any given time: _____
 Number of unduplicated _____ served during contract period: _____
 Comments: _____

Service Type: _____
 Number of _____ in program at any given time: _____
 Number of unduplicated _____ served during contract period: _____
 Comments: _____

Service Type: _____
 Number of _____ in program at any given time: _____
 Number of unduplicated _____ served during contract period: _____
 Comments: _____

PROGRAM OUTCOME

List the anticipated impact (what to expect) of this program or service and provide corresponding outcome (expectation of the program). Provide number and percent for each outcome provided. Outcomes must match level of service type. **For example: Decrease the number of youth engaging in anti-social and delinquent behavior. Eighty percent (8 of 10) of the twenty-youth involved in the program will not have a formal complaint signed against them for the time that they are in the program.**

Anticipated impact:
Outcome #1: _____
Anticipated impact:
Outcome #2: _____

Anticipated impact:
Outcome #3: _____

Describe how each of the outcomes will be measured. Measurement may include but not limited to client feedback, pre/post surveys: _____

Justification

- 1. What is this program or service seeking to address as described in the Plan/Plan Update recommendations? Include the Plan Justification (PJ) letter from the Plan. _____

- 2. What competitive process (i.e. RFP, RFQ, inter-governmental agreement) was used for selecting this agency or service? Include the date of initial process and option for renewal. Does your county require an annual RFP? _____

- 3. If this program/service is being renewed, refer to the most recent approved program profile and describe outcomes achieved:

Comments: _____

CY 2024*
COUNTY OF _____
Youth Services Commission
Membership List

County Youth Services Commission Administrator:

NAME & DESIGNEE	POSITION/ REPRESENTATIVE	RACE/ ETHNICITY**
1.	Presiding Judge – Family Part of the Superior Court	
2.	Family Division Manager or Assistant Family Division Manager	
3.	Chief Probation Officer	
4.	Highest elected official of County government (e.g., County Commissioner/ County Executive)	
5.	County Prosecutor	
6.	County Public Defender	
7.	County DCP&P District Manager	
8.	County Mental Health Administrator	
9.	County Superintendent of Schools	
10.	Superintendent of the County Vocational School	
11.	County Human Services Department Director	
12.	Youth Shelter Director	
13.	Youth Detention Center Director	
14.	Juvenile Family Crisis Intervention Unit - Director	
15.	President – Juvenile Officers Association or other law enforcement representative who works primarily with youth/police	
16.	County Alcoholism and Drug Abuse Director	
17.	Workforce Investment Board representative	
18.	Business representative	

**Youth Services Commission
Membership
Page 2**

ADDITIONAL VOTING MEMBERS

NAME & DESIGNEE	POSITION/ REPRESENTATIVE	RACE/ ETHNICITY**
19.	Parent or parent organization	
20.	Community youth	
21.	Education sector	
22.	Mental health, family counseling, child advocacy, domestic violence, and/or victims' rights groups	
23.	Clergy	
24.	Family law practitioners	
25.	The Minority Concerns Vicinage Advisory Committee of the AOC	
26.	Civic organizations	
27.	Representatives of major urban areas within the county	
28.	Municipal Youth Services Commissions	
29.	Other interested persons who deal with children	

NON-VOTING EX-OFFICIO AND ADDITIONAL MEMBERS

NAME & DESIGNEE	POSITION/ REPRESENTATIVE	RACE/ ETHNICITY**
1.	Court Liaison - Juvenile Justice Commission	
2.		
3.		
4.		
5.		
6.		
7.		
8.		

9.		
10.		

*NOTE: If a position is vacant, you must submit a copy of the letter sent to the individual requesting their representation.
NOTE: Positions listed in rows 1-29 are required pursuant to N.J.AC 13:90-2.4.*

Comments:

PLEASE IDENTIFY CHAIR/CO-CHAIRS OF THE YOUTH SERVICES COMMISSION WITH AN ASTERISK (*).

PLEASE IDENTIFY NEW MEMBERS OR INDIVIDUALS FILLING VACANCIES WITH TWO ASTERISKS ().**

*** THE FORM PROVIDES CY 2023 MEMBERSHIP. HOWEVER, THE COUNTY WILL BE REQUIRED TO RESUBMITTED THEIR MEMBERSHIP, BY MARCH 31, 2023 TO THE JJC, PURSUANT TO N.J.A.C. 13:90- 2.4 WHICH WAS READOPTED ON JUNE 5, 2023.**

**** RACE/ETHNICITY: WHITE, BLACK, HISPANIC OR OTHER (OTHER REPRESENTS NATIVE AMERICAN, ALASKAN NATIVE AND ASIAN OR PACIFIC ISLANDER).**

ABOUT THE YSC

1. List where the county posts the YSC meeting notices to inform the public and encourage their attendance.
2. How often does the YSC meet?
3. Provide the date of when the YSC’s By-laws were last reviewed and approved. (Attach copy)
4. Per the regulations (*N.J.A.C. 13:90-2.7*), list your current standing committees of the YSC and Chairperson:

COMMITTEE NAME	AREA OF FOCUS	CHAIRPERSON (S)
	The development of a comprehensive youth services plan and plan updates	
	The review of proposals from providers seeking to provide sanctions and services and/or delinquency prevention programs	
	Monitoring and evaluation of sanctions, services, and programs	
	Education, training, and community awareness	
	Racial disparity in the juvenile justice system	

COMMENTS:

Required Attachments:

- Current YSC Bylaws
- Subcommittee Membership Lists

PARTNERSHIP 1/3 SET-ASIDE JUSTIFICATION

CY 2024

COUNTY OF

Provide a detailed explanation and justification to support a determination by the County Youth Service Commission to set aside a portion, not to exceed 1/3,) of its Partnership Program Services allocation (to support implementing or expanding county-operated sanctions and services. Describe how using a **county-operated** approach in lieu of a competitive process to implement this service represents the most efficient and expedient method for addressing priorities established by the Youth Services Commission.

Program Profile Number: _____ \$ _____

Program Profile Number: _____ \$ _____

Program Profile Number: _____ \$ _____

Program Profile Number: _____ \$ _____

Total: \$ _____

Are any of the above county-operated sanctions or services under the supervision of the YSC Administrator or their supervisor? YES NO

If yes, 1) Provide the name and title of the supervisor and 2) Describe how the county will ensure that they will follow the Conflict-of-Interest section of the Monitoring Procedures document.

If no, which County Department/Office/Unit will provide supervision of the 1/3 set-aside program? _____

Has the above justification been presented to and approved and endorsed by the County Youth Services Commission by a 2/3 vote? YES NO Meeting date: _____

Required Attachments:

- *The Memorandum of Understanding or Agreement or contract*
- *Program Profile (Attachment C) for each service to be provided*
- *Line Item Budget*
- *Minutes reflecting the Youth Services Commission 2/3 vote approving the 1/3 Set-Aside*