

CY 2025  
New Jersey Juvenile Detention Alternatives Initiative  
Innovations Funding

**GENERAL INFORMATION**

**INTRODUCTION & PURPOSE**

The purpose of JDAI Innovations Funding is to craft new, innovative programming in furtherance of data-driven policies and practices that are clearly consistent with the eight JDAI Core Strategies and the New Jersey Council on Juvenile Justice System Improvement's vision for achieving youth justice reform. The Innovations Funding process includes two phases.

1. Submitting a Letter of Intent to apply for Innovations funding.
2. Preparing and submitting an **Innovations Application**, which includes:
  - a) Up to three Innovations Proposal(s)
  - b) Budget Summary & Narrative
  - c) County Council on Juvenile Justice System Improvement and Youth Services Commission meeting minutes indicating approval of the Innovations Application.

This General Information document describes the allocation of funds, application process, timeframes/due dates, application review process, use of funds, and reporting requirements. The Innovations Proposal and Budget are included in this application packet as separate documents.

**ALLOCATION OF FUNDS**

The Innovations Fund for CY-2025 includes up to \$1,900,000. Counties that received funding for CY 2024 will be eligible for funding at the same level for calendar year 2025. Counties that did not receive funding for CY 2024 may apply for up to \$60,000 for calendar year 2025.

The funds are administered through the Juvenile Justice Commission (JJC) and are provided in coordination with the guidelines of the State/Community Partnership Program.

**APPLICATION PROCESS**

The County Youth Services Commission, in collaboration with the County Council on Juvenile Justice System Improvement (County Council), should determine whether the county intends to apply for CY 2025 Innovations Funding. A letter of intent to apply for Innovations funding must be submitted to the Juvenile Justice Commission on or before April 15, 2024. A response confirming the funding level shall be provided to sites by April 26, 2024.

***Sites must apply annually for continuation funding. The recipient shall recognize and agree that both the initial provision of funding and the continuation of such funding is expressly dependent upon the availability to the Department of Law and Public Safety of funds appropriated by the State Legislature from State and/or Federal revenue or such other funding sources as may be applicable. Funding may be reduced in subsequent years if funding is reduced or not included in future state budgets. Moreover, funding levels may be reduced in the event of a shift in the JJC's priorities.***

## TIMEFRAMES/DUE DATES

- 4/15/2024 Letter of Intent must be received by JJC on or before April 15, 2024, by 3:00 pm. Submissions received after this date and time will be administratively rejected.
- 4/26/2024 Notices mailed to applicants regarding funding amount.
- 8/5/2024 Innovations Application must be received by JJC on or before August 5, 2024, by 3:00 pm. Submissions received after this date and time will be administratively rejected.
- 10/4/2024 Notices mailed to applicants regarding the results of the application review.

## PROJECT DURATION

The project duration will be one year from January 1, 2025, through December 31, 2025.

## REVIEW OF APPLICATIONS

Innovations Funding applications will be reviewed by members of the New Jersey CJJSI and the JJC.

## USE OF FUNDING

Funds shall be used in the furtherance of data-driven policies and practices that are consistent with the eight JDAI Core Strategies and the New Jersey Council on Juvenile Justice System Improvement's vision for achieving youth justice reform. A list of areas that might serve as a starting point for developing innovative proposals follows. However, this list is not exhaustive and sites are strongly encouraged to consult the Pathways to Juvenile Detention Reform series as well as the JDAI Connect <https://community.aecf.org/> for innovative ideas. Note that while several general categories are included in the list below, Innovations Proposals should be targeted, demonstrating measurable outcomes.

- \* Reducing racial and ethnic disparities.
- \* Expanding community collaboration to create pathways to Community Justice.
- \* Developing detention alternative programs for youth charged with 1st or 2nd degree offenses.
- \* Implementing Restorative Practices.
- \* Supporting families.
- \* Increasing young people's success on detention alternatives (i.e., attending all court hearings and remaining arrest-free during the pendency of the case) via mentorship or credible messenger programming.
- \* Increasing young people's successful completion of probation via mentorship or credible messenger programming.

## **Restrictions on Use of Innovations Funds**

Innovations Funds cannot be used for the costs or purposes listed below.

- Purchasing or acquiring land
- Construction or renovation costs
- Supplanting federal, state, or local funds supporting existing programs and services
- Vehicle acquisition
- Bonuses, commissions, or honorariums
- Lobbying
- Fundraising or grant writing

The cost of all items will be reviewed by JJC to determine acceptability. Costs generally allowable may be rejected if in JJC's determination such costs are deemed excessive or not integral to the success of the project.

### **Administrative Costs**

- Up to 5% of the total award given to the county may be used for administration costs. Any funds allocated for administrative costs shall be used to directly support the Youth Services Commission in administering the Innovations grant program.
- Up to 5% of the total of any sub-award from the county to a contracted provider can be used for/allocated to the provider's administrative costs.

### **REPORTING REQUIREMENTS/MODIFICATIONS**

1. As soon as this award has been executed and implementing agencies have been identified, the County must enter all contract information into the web-based Juvenile Automated Management System (JAMS) Contract Module.
2. If applicable, all client information (Intake and Discharge forms) must be entered into the Juvenile Automated Management System (JAMS).
3. The County will submit all quarterly narrative and fiscal reports required by the JJC one month after the close of the quarter into JAMS. Funds will be distributed on a reimbursement basis as costs are incurred. Payments will be generated when both programmatic and fiscal reports have been received by the JJC.
4. No amendments or contract extensions to the approved budget and program design as outlined in the Application may be made without written approval by the JJC Youth Services Commission Grant Management Unit. The County Youth Services Commission Administrator must make all amendment requests in writing, after first receiving approval for the amendment request from the County Council.
5. On an annual basis, the County Youth Services Commissions must report on the process and outcome measures identified in each approved Innovations Proposal. County Youth Services Commissions will be sent a standardized form at the end of the project year to use when reporting on these measures.

### **MONITORING**

1. Innovations projects shall be monitored in accordance with the guidelines of the State Community Partnership Program.
2. The Research and Reform Specialist shall be notified in advance of, and is required to attend, the monitoring of all Innovations projects.
3. In addition to the Youth Services Commission Administrator, who may already be a member of the County Council on Juvenile Justice System Improvement, two members of the County Council shall participate in the monitoring of all Innovations projects and shall report back to the County Council regarding the outcome of all monitoring activities.

**CY 2025**  
**STATE OF NEW JERSEY**  
**JUVENILE JUSTICE COMMISSION**  
**JUVENILE DETENTION ALTERNATIVE INITIATIVE (JDAI) - Innovation Funds**

**County:** \_\_\_\_\_

**Chief Executive Officer:** \_\_\_\_\_

Title:  County Commissioner  County Executive \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Email Address: \_\_\_\_\_

**Chief Financial Officer:** \_\_\_\_\_

Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Email Address: \_\_\_\_\_

**County Youth Services Commission Administrator:** \_\_\_\_\_

Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Email Address: \_\_\_\_\_

**JDAI County Council on Juvenile Justice System  
Improvement/Co-chair:** \_\_\_\_\_

Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Email Address: \_\_\_\_\_

**JDAI County Council on Juvenile Justice System  
Improvement /Co-chair:** \_\_\_\_\_

Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Email Address: \_\_\_\_\_

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INNOVATION PROPOSAL

COUNTY: \_\_\_\_\_

- Project Type: (check one)
- New
    - If checked, submit the new proposal
  - Renewal (No changes to last year's final approved proposal or RFP)
    - If checked, submit a copy of last year's final approved proposal and the most recent monitoring report
  - Renewal with Modifications\* (Changes to last year's final approved proposal or RFP)
    - If checked, submit modified proposal and the most recent monitoring report

- 
- Original or Revision: (check one)
- Original Proposal Submitted for CY 2025
  - Revised Proposal Submitted for CY 2025\*\*
- Revision Date: \_\_\_\_\_

- 
- Proposal addresses RED\*\*\*
- The objectives and outcome measures of this proposal were developed through the lens of reducing racial and ethnic disparities.

*\* If the "Renewal with Modifications" box is checked, please use a formatting change such as shading, highlighting, or underlining to draw attention to all information that represents a change from last year's proposal. Information intended for deletion should in fact be deleted (i.e., do not use strikethroughs or other formatting to indicate intended deletions).*

*\*\* Similarly, if the proposal originally submitted is revised as a result of the review process or as a result of a future amendment/modification request made by the county, please use a formatting change such as shading, highlighting, or underlining to draw attention to all information that represents a change from the original proposal or most recent revision. Information intended for deletion should in fact be deleted (i.e., do not use strikethroughs or other formatting to indicate intended deletions).*

*\*\*\* Please note at least one Innovations proposal must be developed through the lens of reducing racial and ethnic disparities, with proposal objectives and outcome measures reflecting this focus.*

**General Instructions**

*Sites should follow this application strictly and avoid providing extra information that is not directly requested. Sites must use this proposal format, typing directly into this document. Any site seeking to use these funds for more than one innovative purpose must complete a separate Innovation Proposal for each of these proposed innovations. However, a maximum of three innovations proposals per site are allowed.*

## **Innovation Proposal Summary Information**

Innovation Proposal # \_\_\_\_\_ of \_\_\_\_\_

Project Title for this  
Innovation Proposal \_\_\_\_\_

Requested Amount for this  
Innovation Proposal \_\_\_\_\_

\$ \_\_\_\_\_

### **Process**

*Describe how the YSC and CJJSI collaborated to develop this proposal.*

### **Purpose/Project Abstract**

*Provide a brief overview of the innovation for which the funds will be used.*

### **Problem Description**

*Briefly describe the problem/systems-improvement need the innovation will address. How was this problem identified? Include the data used to identify the issue. Also describe any consensus reached through collaborative discussions regarding the factors contributing to the problem this innovation seeks to address.*

### **Program Description**

*Describe the program elements to be included in the RFP. These elements may include, but should not be limited to, a description of the target population, a detailed program description, the identified level of service, service hours to be provided, and the expected length of stay on the program. Be sure to describe each of the program elements and the expectations the county has regarding each.*

### **Anticipated Program Impact & Outcome Measures**

*Describe the anticipated impact of the proposed innovation. Describe the measures that will be used to evaluate whether the anticipated impact was achieved. These measures must be based on data that is currently available or that can otherwise be easily collected. As such, describe the existing sources of the data and/or the processes that will be put in place to collect the data needed to measure impact.*

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County:

## BUDGET SUMMARY & NARRATIVE

Original or Revision (check one):  Original Budget  Revised Budget\*\* Revision Date:

*\*\*If the budget originally submitted is revised as a result of the review process or as a result of a future amendment/modification request made by the county, please use a formatting change such as shading, highlighting, or underlining to draw attention to all information that represents a change from the original budget or most recent revision. Information intended for deletion should in fact be deleted (i.e., do not use strikethroughs or other formatting to indicate intended deletions).*

### Budget Summary

| TOTAL INNOVATIONS FUNDING REQUESTED |                          | \$              |
|-------------------------------------|--------------------------|-----------------|
| 5% COUNTY ADMINISTRATION            |                          | \$              |
| BALANCE FOR INNOVATIONS PROJECTS    |                          | \$              |
| *Innovation Proposal #              | Innovation Project Title | Funds Requested |
| 1                                   |                          | \$              |
| 2                                   |                          | \$              |
| 3                                   |                          | \$              |
| INNOVATIONS PROJECT SUBTOTAL        |                          | \$              |

*Up to 5% of the total award given to the county may be used for administration costs. Any funds allocated for administrative costs shall be used to directly support the Youth Services Commission in administering the Innovations grant program.*

*Up to 5% of the total of any sub-award from the county to a contracted provider can be used for/allocated to the provider's administrative costs.*

*If funds are used for salary include the percentage of time working on grant and provide fringe where applicable.*

\*For each program, please note if the provider/service will be sought through an open competitive process. If the provider/service will not be sought through an open competitive process, please explain the procurement process being used.

### Budget Narrative

|  |
|--|
| <p><b>Administration Costs Budget Narrative:</b> If 5% is being allocated to support the YSC in administering the Innovations grant program, describe the specifics of how the administration funds will be used. If the funds will be used for staff, provide the name, title, and a description of the staff's role in the administration of the Innovation funds.</p> |
| <p>Funds will be used towards:</p>   |