

Disproportionate Minority Contact

Project Year 10/2016-09/2017

SUBGRANT APPLICATION

South Dakota Department of Corrections

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Pierre, SD 57501
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APPLICATION DUE: September 16, 2016

Applications with original signatures must be submitted received by the Department of Corrections by close of business September 16, 2016. Faxed and emailed applications will not be accepted.

PLEASE FILL OUT THIS FORM COMPLETELY TO AVOID DELAYS IN PROCESSING THIS APPLICATION

Section 1. Face Page

RFP Number: 2017-DMC-01

RFP Title: 2017 Disproportionate Minority Contact Intervention

Intervention Site Location: Minnehaha County			
Implementation Period:	Start Date: 10/01/2016	End Date: 09/30/2017	
Grantee Agency:	Lutheran Social Services of South Dakota		
Contact Name:	Melanie Towne, Director, Arise Youth Center/East		
Address 1:	621 E. Presentation St.		
Address 2:			
City: Sioux Falls	State: SD	Zip (+4): 57104 - 0820	Phone: 605-221-2346
E-Mail: Melanie.Towne@LssSD.org			Fax: 605-221-2404
Budget:	Requested Formula Grant Funding: \$35,000	Other Funding Support:	\$0.00
Federal Employer or Payee Identification Number (FEIN):		46-0224731	

The proposal must include a brief and clear description of each component. It is important to follow all directions, provide complete information, and submit the material in the order requested. If you need additional room to respond to the component, please attach additional sheets. Please note that all of these steps assist in evaluating the proposal.

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DEPT. OF CORRECTIONS

Section 2 – Overview of DMC Trends and Data
Subgrant Application through the South Dakota Department of Corrections

In order to ensure that data is being used to guide the local funding decisions, OJJDP requires that five steps of interpreting and analyzing relative rate index values be taken in order to drive decision-making as it relates to DMC. These steps include statistical significance, magnitude of RRI, volume of activity, comparison with other jurisdictions, and the identification of contextual considerations. Due to volume within the juvenile justice system and similarity in dispositions in South Dakota, DMC is measured for both status and delinquent offenders therefore the comparisons with jurisdictions outside of South Dakota are not appropriate.

The Department of Corrections reported the most recent review within the FY2016 Formula Grants Application Three Year Plan Update which details the statistical significance, magnitude of RRI, and volume of activity for each jurisdiction for activity in 2014. Each jurisdiction is responsible for providing data for each stage of the justice system by race for system activity in calendar year 2015. Double click the table below to open as an excel spreadsheet. A separate excel document has been attached to this application in the event there are technical difficulties opening the table below.

	White			Black or African American			Hispanic or Latino			Asian			American Indian or Alaska Native			All Other Minorities			
	#	Rate	RRI	#	Rate	RRI	#	Rate	RRI	#	Rate	RRI	#	Rate	RRI	#	Rate	RRI	
Population	15,868			1,521			1,314			644			869						
Juvenile Arrests	1007	63.5	1.00	444	291.9	4.60	103	78.4	1.24	17	26.4	0.42	529	608.7	9.59	27	0.0	0.00	
Refer to State's Attorney Office	1007	100.0	1.00	444	100.0	1.00	103	100.0	1.00	17	100.0	1.00	529	100.0	1.00	27	100.0	1.00	
Cases Diverted (Pre-Adjudication)	201	28.0	1.00	82	18.5	0.93	12	11.7	0.58	7	31.2	2.58	100	18.9	0.95	20	74.3	3.71	
Cases Involving Secure Detention	73	7.2	1.00	48	10.8	1.49	9	8.7	1.24	2	11.8	1.62	78	14.7	2.03	12	44.4	6.13	
Cases Petitioned (Charge Filed)	740	73.5	1.00	330	74.3	1.01	5	4.9	0.07	12	70.6	0.96	385	72.8	0.99	14	59.9	7.26	
Cases Resulting in Adjudication	626	84.6	1.00	291	88.2	1.04	4	80.0	0.95	10	53.3	0.99	294	76.4	0.90	137	98.1	1.32	
Cases resulting in Probation	205	27.7	1.00	89	30.6	0.93	1	25.0	0.76	5	30.0	1.51	86	29.3	0.85	43	33.4	0.96	
Cases Resulting in Commitment to the Department of Corrections	14	2.2	1.00	8	2.7	1.23	6	150.0	67.07	1	10.0	4.47	5	1.7	0.76		0.0	0.00	
Meets 96% rule for groups to be assessed?				YES			YES			YES			YES			NO			

Summary of Decision Point Definitions and Sources

Stage	Definition	Sources/Notes
Population		KidsCount Data Center, http://datacenter.kidscount.org/ . "Other" was not an available population category from this source.
Juvenile Arrests	Youth are considered to be arrested when they are apprehended, taken into temporary custody, or otherwise cited by law enforcement agencies and suspected of having committed a status or delinquent act.	Sioux Falls Police Department, representing the large majority of total arrests in Minnehaha County. Efforts will be made next year to incorporate all arresting entities.
Refer to State's Attorney Office	Youth are considered to be referred when a case is submitted to the State's Attorney Office for having committed a status or delinquent act.	The State's Attorney's Office reports that their database system does not allow them to create reports with this information. They feel the number of arrests would be virtually the same as the number of cases referred to the SAO. A small majority of cases are referred to the SAO without an arrest report, but if those cases are to be charged, then the SAO requests an arrest report.
Cases Diverted (Pre-Adjudication)	Youth referred to juvenile court for delinquent or status offenses are often screened by the States Attorney. The States Attorney may decide to dismiss the case for lack of legal sufficiency, to resolve the matter informally (without the filing of charges), or formally (with the filing of charges). Also include Court or Court Services initiated diversions. The diversion population includes all youth referred for legal processing but handled without the filing of formal charges.	Unified Judicial System
Cases Involving Secure Detention	Detention refers to youth held in secure detention facilities at some point during court processing of cases and youth held in secure detention following a court disposition.	Minnehaha County Juvenile Detention Center. Includes only Minnehaha County secure detention admissions.
Cases Petitioned (Charge Filed)	Formally petitioned cases that appear on in-court in response to the filing of a petition, complaint, or other legal instrument requesting the court to adjudicate a youth as a Delinquent or Child in need of supervision (CHINS).	Unified Judicial System

Section 2 – Overview of DMC Trends and Data
Subgrant Application through the South Dakota Department of Corrections

Cases Resulting in Adjudication	Youth are found to be delinquent or Child in Need of Supervision (CHINS) during adjudicatory hearings in juvenile court. If adjudicated, youth normally proceed to disposition hearings where they may receive sanctions.	Unified Judicial System
Cases resulting in Probation	Adjudicated cases include all juveniles handled formally through the Unified Judicial System for either CHINS or Delinquent offenses where the disposition is placement on probation.	Unified Judicial System
Cases Resulting in Commitment to the DOC	Confined cases are those in which youth are committed to the Department of Corrections as part of a court disposition.	South Dakota Department of Corrections

Section 2 – Overview of DMC Trends and Data

Subgrant Application through the South Dakota Department of Corrections

Review the DMC data and discuss any contextual considerations relating to the presented data and how this information guides the local selection of DMC interventions. When looking into contextual considerations, the following questions may be used to help form your response(s):

- Is the agency involved in that decision point amenable to change?
- Have there been recent events (public relations issues) that make a change in DMC patterns more or less likely?
- Are funds or resources available that might assist (or hinder, if lacking) the DMC effort at this decision point?
- Is strong leadership available that is committed to addressing DMC issues?
- Are best practices models for this decision point available and applicable?
- Is there support for DMC reduction within the affected minority group and within the political leadership of that group?
- Are there issues with the affected minority group regarding media attention at this decision point (e.g., potentially high visibility events that could generate support or resistance for DMC)?

Contextual Considerations – Please identify any contextual considerations that need to be considered as it relates to the most recent DMC data.

Is the agency involved in the decision point amenable to change? After the initial success of the Juvenile Detention Alternatives Initiative (JDAI) in Minnehaha County over the last several years, continued change and improvement is needed and desired by all parties. Building on the Burns Institute study in Minnehaha County in 2013, the South Dakota Department of Corrections and Minnehaha County JDAI investigated Functional Family Therapy (FFT) as a tool to reduce disparities. Beginning first with a DMC grant and now through a DSS contract, Lutheran Social Services of South Dakota has been providing FFT services for justice-involved youth and families. In this proposal, we discuss augmenting these diversion efforts by providing additional case management for youth and families.

Recent events that affect DMC numbers: LSS opened Arise Youth Center/East in Spring 2016, providing Reception Center and Shelter Care services. More than 400 unduplicated youth have come through Arise/East since March 1, 2016. Our experience is that the majority of youth brought to Arise/East by police during the school day are youth from African immigrant or Native American backgrounds. It is clear that future DMC case management efforts will need to incorporate cultural awareness of African refugee and Native American family dynamics.

Are funds or resources available that might assist the DMC effort at this decision point? This new case management position will work within the context of LSS's Arise Youth Center/East, which opened in 2016 in partnership with Minnehaha County. The new case manager will have access to office resources and will be able to participate in in-service training opportunities along with other Arise/East employees.

Is strong leadership available that is committed to addressing DMC issues? Lutheran Social Services leaders have been involved with DMC issues since before JDAI was established. LSS President and CEO Betty Oldenkamp serves on the state JDAI oversight committee and chairs the state Council of Juvenile Services. Vice President for Community Services Rebecca Kiesow-Knudsen, Vice President for Children & Youth Services Sheila Weber, Counseling Services Director Duane Kavanaugh, and FFT Therapist Megan Grode Wolters all attend the Minnehaha County DMC Workgroup. LSS has recently been asked to staff the county's DMC coordinator position, and Annie Brokenleg is serving in this capacity.

Are best practices models for this decision point available and applicable? This project is modeled on the DMC case management project that has proven successful in Pennington County over the last couple of years, which was itself based on best practices from other jurisdictions involved in the Annie Casey Foundation program. Since implementing DMC case management, Pennington County has seen a significant decrease in warrants for noncompliance and failure to appear. The DMC case manager has been successful in helping families understand the importance of attending hearings, comply with diversion recommendations, overcome barriers, and connect with helpful community resources.

Is there support for DMC reduction within the affected minority group and within the political leadership of that

Section 2 – Overview of DMC Trends and Data

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group? The August 2013 Burns Institute report identified Native American and African American youth as the groups with the highest over-representation in the Minnehaha County juvenile justice system. Support to reduce disparity among these groups comes from county and statewide education administrations, statewide juvenile court officials, social service agencies, counseling practitioners, and other youth advocates. We have worked to involve parents in learning about and supporting DMC reduction efforts. Our planned DMC conference in October 2016 will include a session specifically for parents and youth regarding planning for higher education.

Other Data Used – *Please discuss in detail any additional information you used in to determine what stage(s) of the justice system needed the greatest focus on reduction.*

In August 2013, the Burns Institute submitted a 36-page Readiness Assessment Consultation report, which incorporated two days of Minnehaha County stakeholder interviews and research into county-specific demographic, DMC, and youth issues. At that point, participants in the DMC committee meetings identified a need to target interventions for Native American and African-American youth. Although county statistics on justice-involved refugee youth are not available, there was a general feeling that youth and families who were African refugees and immigrants were a significant part of the disproportionate African-American justice involvement.

The most recent DMC committee meetings have identified a need for case management support for minority youth and families. Specific needs identified are accessing community resources, following through on court-ordered interventions, and navigating the court attendance process.

Section 3 – DMC Project Planning

Subgrant Application through the South Dakota Department of Corrections

DMC Decision Making – *Discuss how the DMC information was used to drive the local decision-making process and funding decisions for local DMC intervention as it relates to the information contained in this proposal. You are strongly encouraged to apply to implement programs that directly serve youth. Look at all providers in your jurisdiction as services can be provided through several providers.*

In Minnehaha County the decision making structure follows the JDAI governance structure. The local DMC workgroup meets regularly to review data and plan next steps for the jurisdiction to continue to reduce disproportionate minority contact. The Department of Corrections and JDAI have discussed the need for families to have individual case management assistance to ensure that they can connect to community services and support.

In the DMC workgroup, DMC data is used to target and identify the groups that are disproportionately represented, and to analyze at which decision points alternative interventions may help reduce secure detention, reduce deeper system involvement, and avoid recidivism among those disproportionately represented within the system.

Section 4 – DMC Intervention Project Overview

Subgrant Application through the South Dakota Department of Corrections

Projects eligible for funding may include training, technical assistance, and system change. Funds may be used in a direct services manner but only to the extent that it is used to create a change in the way the system functions as it relates to serving minority youth.

The Council will award or not award funding based on the extent to which the program design addresses a recognized need, the likelihood that program activities and programming as outlined in the proposal will address DMC, and whether the proposal is financially responsible and efficient.

Each intervention site must have at least one DMC project identified which directly relates to decreasing the overrepresentation of minority youth within the state juvenile justice system. Each project must be outlined in detail in the space provided. **Clearly identified which stage(s) of the juvenile justice system will be impacted by the DMC intervention, the target population to be addressed, and an estimate of the number of youth to be served by each project.**

Project Overview – Provide an overview of the project to include the purpose of the project and problem the project will address. If you are funding multiple projects, you should include this information for each project.

This project targets youth at the pre-adjudication stage: 1) youth are taken into custody, 2) they are assessed through the Risk Assessment Instrument (RAI), 3) they are taken to the Reception Center, 4) they are referred to a community-based diversion. This project primarily targets Native American and African American youth and their families in Minnehaha County, as well as other minority youth who are disproportionately represented in the juvenile justice system.

Minnehaha County has a variety of services and sources of support for youth and families. This rich array of options is spread through non-profits, government agencies, and schools. However, choosing the best options, determining eligibility, signing up, scheduling appointments, and getting to appointments can be overwhelming. When families also struggle with literacy, language barriers, transportation issues, and work schedules, they can miss out on the help they need.

In addition, families often struggle with navigating the court process because of transience, transportation barriers, lack of ability to manage processes and scheduling, and access to Medicaid to follow through with diversion services. Parents and youth may not fully understand the consequences of non-compliance and failure to appear at court hearings.

The purpose of this project is to devote a case manager to work with individual minority families who are at risk of sliding further into the juvenile justice system. The case manager will review community options with the family, help them determine eligibility, help them contact and sign up for services and supports, help set up appointments, help develop transportation plans, and troubleshoot barriers to participation. The case manager will contact families by phone to ensure that they are aware of their court dates and understand the importance of appearing. If the family is uninsured, the case manager will help them sign up for Medicaid or other medical coverage for which they may be eligible.

Lutheran Social Services brings particular expertise and capacity to succeed in this project.

- As a statewide agency, we have experience working with Native American families through previous DMC projects, treatment and specialized foster care, kinship foster care, residential treatment programs, independent living programs for young adults, after-school programs, family-based therapy services in the family home, and family counseling in a clinical setting.
- LSS operates Arise Youth Center/East, providing both Reception Center and Shelter Care services for Minnehaha County. Shelter Care residents have opportunities to participate in weekly culturally relevant group activities.

Section 4 – DMC Intervention Project Overview

Subgrant Application through the South Dakota Department of Corrections

Arise/East collaborates with VOA's federally funded Basic Center and Street Outreach programs in Sioux Falls. Arise/East is designated as a "Safe Place" for youth to come if they run away or are not feeling safe where they are. All Arise/East staff are trained to work with youth who arrive unaccompanied, and the Arise/East facility is available to youth 24/7. We have a contract in place with VOA to provide Shelter Care to runaway youth through their Basic Center grant. VOA's Street Outreach workers are able to work with their youth clients at our facility.

- As the sole provider of refugee resettlement services in South Dakota, LSS has cultural expertise with all of the new refugee populations in the Sioux Falls area. Our Community Interpreter Services has on-call interpreters available for all languages spoken in the community. Our interpreters are specifically trained to provide professional, ethical and confidential services in sensitive environments such as therapy and case management sessions. Our after-school programs serve elementary age children from refugee families, helping to educate parents on the importance of regular school attendance and the need to address child behavior problems before they get out of control.

Through our DSS PREP grant, the LSS Community Resource Program director teaches communication skills and reproductive health to youth and families at the LSS Center for New Americans. The "Be Proud! Be Responsible!" curriculum include decision-making skills, communication skills, and reduction of risky behavior, all of which can affect justice involvement. In the near future, we plan to add the "Families Talking Together" curriculum, which focuses on skills for parenting adolescents, particularly regarding sexual behavior.

- In addition to participating on the Minnehaha County JDAI and DMC committees, LSS participates in JDAI efforts statewide.

Staffing Plan – Provide a brief overview as to how the project(s) will be staffed and any hierarchy that will be used to make decisions or oversee the implementation of the projects outlined in this application.

This .71 FTE case manager position will be a newly hired position. The case manager will be housed at the Arise Youth Center/East, where families involved in the Reception Center and Shelter Care will have quick and seamless access.

We will seek applicants with at least a bachelor's degree in social work or a related field, plus at least one to two years related experience. The case manager will be, or will become, a Licensed Social Worker or Licensed Social Work Associate through the South Dakota Board of Social Work Examiners.

The case manager will report directly to Melanie Towne, Director of Arise Youth Center/East. Sheila Weber, Vice President of Children & Youth Services, will direct this project, communicate with South Dakota DOC and the Minnehaha County DMC workgroup, manage the grant budget, and produce grant reports.

Section 4 – DMC Intervention Project Overview

Subgrant Application through the South Dakota Department of Corrections

DMC Reduction – Provide a brief overview as to how the project(s) will provide successful outcomes for youth AND will provide successful results as it pertains to minority over-representation within the state juvenile justice system.

Our plan to focus on case management is based on best practices from other jurisdictions involved in the Annie Casey Foundation program. For our case management contacts, we will use checklists that track the issues and barriers that pose particular problems for individual youth and their families. This data will help the JDAI group continue to focus specifically on the key barriers to compliance and target measures to reduce those barriers.

We believe that providing consistent and focused case management for youth and families will result in a reduction in the rate of noncompliance and failure to appear. At Arise Youth Center/West in Rapid City, we have already seen that consistent case management has improved disproportionate minority contact. The State's Attorney's Office has indicated that Rapid City's case management project has led to a significant reduction in warrants for noncompliance and failure to appear.

Section 4 – DMC Intervention Project Overview

Subgrant Application through the South Dakota Department of Corrections

Project Implementation – Provide an overview of the plan for implementation, any collaboration efforts (i.e. governments, agencies serving the target population, etc.), and any additional information pertinent to the implementation of the project. NOTE: Major Changes in the implementation plan will need to seek approval from the Department of Corrections prior to implementation changes.

1. Youth are referred for case management through their Court Services officer, Reception Center, Minnehaha County Juvenile Diversion, or the State's Attorney.
2. The case manager meets with the youth, along with the parents if possible, to review the youth's diversion plan and court appearance schedule to ensure they understand the requirements and comprehend the importance of complying.
3. The case manager helps the youth and parents troubleshoot barriers to compliance, which might include such issues as transportation, moving out of the area, maintaining a valid mailing address, and arranging for child care and time off from work to attend court hearings.
4. The case manager helps the family sign up for any medical benefits for which they may be eligible, to provide resources for participating in diversion services such as counseling or substance abuse treatment.
5. The case manager helps the family connect with and sign up for other community resources that might help the family gain stability, such as housing, food assistance, after-school programs, and tutoring.

With each contact, the case manager will document on a checklist the youth and parents' barriers and efforts to overcome them. Over time, this data will help the JDAI group address systematic change to help reduce the most significant issues that affect disproportionate minority contact.

Project Barriers – Provide an overview of the barriers and obstacles to program implementation and steps that have been taken or will be taken to overcome these obstacles.

We see the main barrier to program implementation to be the difficulty of getting families to trust their case manager. They may initially see the DMC case manager as part of the "system," and not someone who is there to help them. However, many families will have already come through the Arise Reception Center with positive feelings, and understand that this is a resource to help their family solve some of their problems. Because the DMC case manager will be an integral part of the LSS Arise Youth Center, this can help overcome initial trust barriers. The DMC case manager will have an office in the same location as the Reception Center and Shelter Care. The case manager will collaborate with the Arise Youth Center team, the DMC coordinator, and the Functional Family Therapy supervisor during weekly team meetings.

Family transience may also be an ongoing barrier. To minimize the difficulty in maintaining contact with families, during their first meeting the case manager will get all of the family's current and future phone numbers, addresses, and friend and family contacts. As we do in Pennington County, the DMC case manager will use all available resources to locate and contact transient families, including school, probation, and LSS records.

Section 4 – DMC Intervention Project Overview

Subgrant Application through the South Dakota Department of Corrections

Sustainability – Provide an overview of how the program will be sustained when this funding source is no longer available.

If this project in Minnehaha County is successful and produces positive results, LSS will propose incorporating this case management position into the Arise/East Reception Center and Shelter Care budget, which the County Commission will consider for renewal in July 2018.

Section 5 – DMC Intervention Project Budget

Subgrant Application through the South Dakota Department of Corrections

Non-supplanting Requirements: Funds or other resources of the applicant normally devoted to programs and activities designed to meet the needs of criminal justice will not be diminished in any way as a result of a grant award of federal funds. The project for which assistance is being requested will be in addition to, and not a substitute for, criminal justice services previously provided without federal assistance.

Applications may not exceed \$35,000 in federal funding.

NOTE: If there is a change in the budget, programs will need to request an amendment to their budget. All amendments must be requested in writing prior to the expenditure of funds.

Budget Worksheet

BUDGET	Federal	Other Support	TOTAL
1. Personnel			
DMC Case Manager	\$28,271	\$0.00	\$28,271
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
TOTAL	\$28,271	\$0.00	\$28,271
2. Contractual Services			
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00	\$0.00
3. Travel and Per Diem (Federal funding may be used for travel expenses which must be directly related to the implementation at \$0.37 per mile and \$26 per diem.)			
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00	\$0.00
4. Supplies and Equipment			
Occupancy	\$3,576	\$0.00	\$3,576
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00	\$0.00
Total Direct Costs	\$31,847	\$0.00	\$31,847
Indirect Costs @ 9.9% of Direct Costs	\$ 3,153	\$0.00	\$ 3,153
Total Project Budget -- Combined totals for all columns	\$35,000	\$0.00	\$35,000
Share of Project Budget	100.00%	0.00%	100.00%

NOTE: Projects funded with federal allocations may not discriminate based on race, color, religion, national origin, sex, age, or disability. However, if a project is designed to serve all juveniles, there may need to be a local match in order to help cover the costs associated with providing services to juveniles that would not be accessing services in an effort to reduce minority overrepresentation in the juvenile justice system. Federal funds may not be used to fund religious and/or spiritual activities.

Section 5 – DMC Intervention Project Budget

Subgrant Application through the South Dakota Department of Corrections

Personnel Narrative - Explain how the compensation and expenses were calculated, duties of the position, and any other information related to personnel for the project. If proposed funding covers more than one position, you must specifically identify the duties and estimate percent of time for duties that directly relate to the successful implementation of the program.		
Position #1:		
Justification for the position	The .71 FTE DMC case manager will work specifically with minority youth and families who are at risk of noncompliance and escalation within the juvenile justice system.	
If the position is existing staff , explain how duties associated with this award are outside the current scope of their position and provide a plan explaining how all duties associated with the position will continue to be provided and funded during this award.	This position will be newly hired, but it is possible that the successful applicant and LSS will choose to combine the case manager role with another role at Arise Youth Center/East to make it into a full-time position. This DMC case manager position will provide case management services specifically for minority youth and families referred through the juvenile justice system. This .71 FTE position will be specifically assigned to this project and will be distinct from other job roles, both in the job duties and in the LSS accounting/payroll system.	
Personnel Responsibilities & Duties (<i>must directly relate to the implementation of the program</i>)		Estimated % Time
1. Case management for minority youth referred through the juvenile justice system		.71 FTE
2.		
3.		
4.		
Wage/Salary	\$15.69/hour for 1,479 hours (.71 FTE, 28-29 hours per week) Total Salary: \$23,173	
Benefits	22% of salary, to cover health and life insurance, retirement, Employee Assistance Program, and payroll taxes Total Benefits: \$5,098	
Position #2:		
Justification for the position		
If the position is existing staff , explain how duties associated with this award are outside the current scope of their position and provide a plan explaining how all duties associated with the position will continue to be provided and funded during this award.		
Personnel Responsibilities & Duties (<i>must directly relate to the implementation of the program</i>)		Estimated % Time
1.		
2.		
3.		
4.		
Wage/Salary		
Benefits		

Please attach additional sheets for more than two positions.

Section 5 – DMC Intervention Project Budget

Subgrant Application through the South Dakota Department of Corrections

For the purpose of this application subcontracted services should be considered to be any services provided under a contract between an individual or organization and the applicant as outlined in this proposal. All individuals or organizations that provide the contractual services as outlined in this budget (or future budget amendments) must be approved by the Department of Corrections as service providers.

NOTE: Reimbursement for subcontractor services will only be reimbursable where a formal contract, proof of insurance, and a signed conditions and assurances document are on file with the Department of Corrections **prior to service delivery.**

Contractual Services Narrative – Explain the costs associated with consultant fees and services provided under contract. Please note that funding under this budget category will not fund organization/agency staff or other duties that resemble an employer/employee relationship as those costs must be identified under personnel. If contractors have already been identified, identify the name of the contractor, service to be provided, and fees associated with the service delivery.

NOTE: Stipends for service delivery will **NOT** be accepted as part of this application. Services must either be covered through an employer/employee relationship as personnel or under a formal subcontract agreement.

Section 5 – DMC Intervention Project Budget

Subgrant Application through the South Dakota Department of Corrections

Travel and Per Diem Narrative – Explain the calculation of travel costs for travel *outside the home jurisdiction*. Travel must be calculated at current state rates (\$0.42 per mile and \$32 per diem), how the expenses are directly related to the implementation of the project, and if out-of-state travel is anticipated, give particulars (i.e., location, state, dates, purpose, cost).

Purpose of Travel:

[Mileage] x \$0.42 =

[Number of Travel Days for per diem] x \$32.00 =

Purpose of Travel:

[Mileage] x \$0.42 =

[Number of Travel Days for per diem] x \$32.00 =

Purpose of Travel:

[Mileage] x \$0.42 =

[Number of Travel Days for per diem] x \$32.00 =

Supplies and Equipment Narrative – Explain the supplies and equipment costs related to the implementation of the project and any identified which must be *directly related to the implementation of the program or project*. You must be specific regarding the items in which you intend to use federal funding. For example, a budget item of “office expenses” will not be accepted as these items must be detailed. You need to identify what you anticipate for office expenses and list each item and the estimated costs. Items not specifically outlined will not be eligible for reimbursement.

Equipment – List nonexpendable items that are to be purchased and show how you calculated these costs. Nonexpendable equipment is tangible property having a useful life of more than 2 years.

Occupancy: 1 cubicle, 85 square feet at \$42.07 per square foot per year = \$3,576

Supplies – List items by type (office supplies, postage, training materials, copying paper, and expendable equipment) and show how you calculated these costs. Generally, supplies include any materials that are expendable or consumed during the course of the project.

Section 6 – DMC Intervention Project Program Strategic Plan and Performance Reporting

Subgrant Application through the South Dakota Department of Corrections

Strategic Plan for Reducing DMC and Evaluation Requirements

Each approved subgrantee will be required to report quarterly on the performance measures consistent with individual program goals, federal reporting requirements, and any information identified by the Council of Juvenile Services and the Department of Corrections. Please note that the subgrantee will be required to report on the progress of these goals as part of their performance evaluation. Each program is responsible for ensuring that information is maintained to complete and submit timely reports.

The following measures will be MANDATORY for all subgrantees that provide direct services to youth and/or their families. Each subgrantee is responsible for collection and reporting this information on a quarterly basis.

Output Measures	Outcome Measures
Number of program youth served	Number and percent of program youth who offend or reoffend
Number of service hours completed (by youth)	Number and percent of program youth exhibiting desired change in targeted behavior
Average length of stay in program	Number and percent of program youth completing program requirements
Number of planning activities conducted	Number and percent of program families satisfied with program
	Number and percent of program youth satisfied with program

The subgrantee must complete the following strategic plan for **a minimum of 3 goals**. The strategic plan should be considered the program work plan and should outline all major components of the project implementation with projected completion timelines for completion. This plan requires the subgrantee to identify the action steps, those responsible for completing the action step, amount of staff time dedicated to the completion of the action step, and the expected completion date.

*To add additional action steps to a table, place your cursor in the completion date in the right and lower most box in the table and hit the "Tab" key.

Goal 1 – Increase number of juveniles who attend their court hearings.

Action Steps	Person Responsible	Estimated Staff Time	Measurement of Progress	Completion Date
1. Hire and train DMC case manager	Melanie Towne, Director, Arise Youth Center/East			11/1/2016
2. Case management	DMC Case Manager	.5 FTE	Juveniles who receive case management will attend their court hearings and comply with diversion plans.	9/30/2017
3. Reminder calls	DMC Case Manager	.05 FTE	Juveniles who receive reminder calls will attend their court hearings.	9/30/2017
4.				

Section 6 – DMC Intervention Project Program Strategic Plan and Performance Reporting

Subgrant Application through the South Dakota Department of Corrections

Strategic Plan for Reducing DMC and Evaluation Requirements (continued)

Goal 2 – Identify and quantify the barriers to attending court hearings to inform future efforts.

Action Steps	Person Responsible	Estimated Staff Time	Measurement of Progress	Completion Date
1. Use a checklist during youth/family contacts to track reasons/barriers noted for noncompliance or non-attendance.	DMC Case Manager	.03 FTE	Data is available on the key barriers to compliance and attendance.	9/30/2017
2.				
3.				
4.				

Goal 3 – Increase youth/family access to community-based diversion services.

Action Steps	Person Responsible	Estimated Staff Time	Measurement of Progress	Completion Date
1. Case manager helps families set up appointments for diversion services. Case manager helps families sign up for medical assistance to help pay for diversion services. Case manager assists families in locating and signing up for other community supports as needed.	DMC Case Manager	.13 FTE	Youth comply with their diversion plans.	9/30/2017
2.				
3.				
4.				

Section 7 – DMC Intervention Project Program Conflict of Interest, Conditions and Assurances, and Signatures

Subgrant Application through the South Dakota Department of Corrections

Council of Juvenile Services Conflict of Interest Identification

Please identify which Council of Juvenile Services Members, if any, appear to have a conflict of interest with your application and provide a brief narrative explaining the potential conflict of interest.

A council member derives a direct benefit from the contract if one or more of the following is true of the member, the member's spouse, or a person with whom the member lives with and commingles assets:

- 1) Has a five percent ownership or other interest in an entity that is a party to the contract;
- 2) Derives income, compensation or commission directly from the contract or from the entity that is a party to the contract;
- 3) Acquires property under the contract; or
- 4) Serves on the board of directors of an entity (including a nonprofit) that derives income or commission directly from the contract or acquires property under the contract.

“Direct benefit” does not include gain from a contract based solely on the value of a council member's investment in an entity that is a party to the contract, if that investment represents less than a five percent ownership in the entity. It also does not apply to contracts or transactions where the council member only benefits from an act of the Council of Juvenile Services that has general application, such as a decision by the Council of Juvenile Services to increase or decrease a fee that many South Dakotans pay.

Betty Oldenkamp, Chair and CEO of Lutheran Social Services;

Beth O'Toole, Vice-Chair and Professor at the University of Sioux Falls;

Nancy Allard, Director of Trial Court Services;

Taniah Apple, Youth Member;

Dadra Avery, School Counselor at Sturgis Brown High School;

Austin Biers, Youth Member;

Keegan Binigar, Youth Member;

Kristi Bunkers, Director of Juvenile Services;

Kim Cournoyer, Service Provider at Great Plains Psychological Associates;

Renee Gallagher, Youth Member;

Judge Karen Jeffries, Cheyenne River Sioux Tribe Judge;

Judge Steven Jensen, First Judicial Circuit Presiding Judge;

Amy Lake-Harmon, Brown County Juvenile Detention Center Administrator;

Sheriff Mike Leidholt, Hughes County Sheriff;

Aaron McGowan, Minnehaha County States Attorney;

Sara McGregor-Okroi, Director of Aliive-Roberts County.

Vanessa Merhib, Executive Director of Boys & Girls Club of Brookings, Moody, and Yankton Counties;

Lyndon Overweg, Mitchell Chief of Public Safety;

Carol Twedt, Former Minnehaha County Commissioner;

Virgena Wieseler, Director of Division of Child Protection Services.

Section 7 – DMC Intervention Project Program Conflict of Interest, Conditions and Assurances, and Signatures

Subgrant Application through the South Dakota Department of Corrections

Council Member: Betty Oldenkamp

Description of potential conflict of interest: Betty Oldenkamp derives compensation from Lutheran Social Services of South Dakota, the entity that is party to this contract.

Council Member: Carol Twedt

Description of potential conflict of interest: Carol Twedt is the Vice Chair of the Lutheran Social Services Foundation Board. The Lutheran Social Services Foundation is a separately incorporated entity, but does have a supporting financial relationship with Lutheran Social Services of South Dakota, the entity that is party to this contract. Carol Twedt derives no compensation from her volunteer board membership on the Lutheran Social Services Foundation Board. The Lutheran Social Services Foundation derives no income or financial benefit from this contract with Lutheran Social Services of South Dakota.

Section 7 – DMC Intervention Project Program Conflict of Interest, Conditions and Assurances, and Signatures

Subgrant Application through the South Dakota Department of Corrections

The following information contains the general conditions and assurances as necessary for recipients of funding awarded under this application. Please note that final assurances and conditions may be different than those stated below based on the composition of the individual program. Your signature under this section indicates that the applying agency understands that a successful subgrant award under this application will be subject to the conditions and awards comparable to those as follows.

General Award Conditions:

1. The Subgrantee agrees to comply with all Formula Grant program requirements.
2. The Subgrantee agrees to obligate and expend the grant amount within the subgrant award period.
3. The Subgrantee agrees to provide all program reports that are requested by the SD Department of Corrections or the Office of Juvenile Justice and Delinquency Prevention by their due date as requested.
4. The Subgrantee agrees to provide all Performance Measure Data and Program Specific data to the SD Department of Corrections.
5. The Subgrantee agrees to request reimbursement on a monthly basis and for only those expenditures outlined in the application approved by the SD Department of Corrections. Claims sheets and all supporting documentation must be submitted within 30 days of the end of the month that the services were paid.

Assurances: The Subgrantee hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Ex. Order 12372 (intergovernmental review of federal programs); and 28 C.F. R. pts. 66 or 70 (administrative requirements for grants and cooperative agreements). The Subgrantee also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain. The subrecipient's conflict of interest policy is to be provided to the SDDOC upon request for review.
3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all federal, state, and local laws, regulations, ordinances, guidelines, permits, and requirements applicable to providing services pursuant to this Agreement and will be solely responsible for obtaining current information on such requirements. It will comply with all lawful requirements imposed by the awarding agency, specifically including applicable regulations 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 46, 61, and 63, and the award term in 2 C.F.R. § 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); The Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disability Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).
7. If a governmental entity -
 - a) it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and

Section 7 – DMC Intervention Project Program Conflict of Interest, Conditions and Assurances, and Signatures

Subgrant Application through the South Dakota Department of Corrections

- b) it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.
8. It will provide language services for limited English proficiency (LEP) individuals as needed in order to provide services as covered under this award in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d.
9. Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Acceptance of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," 2 CFR Part 2867, "DOJ Implementation of OMB Guidance of Nonprocurement Debarment and Suspension," and 28 CFR Part 83, "Government-wide Debarment and Suspension," and Government-wide Requirements for Drug-Free Workplace (Grants)."
10. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," subrecipients are encouraged to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
11. Any website that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages, and on any pages from which the visitor may access or use a web-based services "This web site is funded through a grant from the Office of Juvenile Justice and Delinquency Prevention, Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, the web site."

Equal Employment Opportunity Plan (EEOP): Pursuant to 28 C.F.R. §§ 42.301-.301, applicant must take one of the following actions: either submit an EEOP to the SDDOC for submission to the Office for Civil Rights (OCR) for review, maintain an EEOP on file, or submit an EEOP Certification form to the SDDOC for submission to the OCR in order to monitor the subrecipients compliance with the EEOP requirement.

Non-supplanting Requirements: Funds or other resources of the applicant normally devoted to programs and activities designed to meet the needs of criminal justice will not be diminished in any way as a result of a grant award of federal funds. The project for which assistance is being requested will be in addition to, and not a substitute for, criminal justice services previously provided without federal assistance.

Audit Requirement: Acceptance of this grant award requires the subgrantee organization or governmental entity to include this subgrant in the scope of their regularly scheduled annual or biennial audit. The audit must be conducted in accordance with the appropriate OMB Circular (A-128, A-133, A-102/Common Rule). If applicable, the subrecipient is in compliance with the federal Single Audit Act, in compliance with § 4-11-2.1, and audits are displayed on the subrecipient's website

Termination Provision: This Agreement may be terminated by the SDDOC hereto upon thirty-(30) days written notice. In the event the applicant/subgrantee breaches any of the terms or conditions hereof, the SDDOC may terminate this Agreement at any time with or without notice. If termination for such default impacts the SDDOC, any payments due to the applicant/subgrantee at the time of termination may be adjusted to cover any additional costs to the SDDOC because of the applicant/subgrantee's default. Upon termination, the SDDOC may assume the responsibility for the project or may award another party funds to complete the work under this Agreement. If after termination for default by the applicant/subgrantee it is determined that the applicant/subgrantee was not at fault, then the applicant/subgrantee shall be paid for eligible services rendered and expenses incurred up to the date of termination.

Insurance Provision: The Subgrantee, at all times during the term of this Agreement, shall obtain and maintain in force insurance coverage of the types and with the limits as follows:

- o Commercial General Liability Insurance: The Subgrantee shall maintain occurrence based commercial general liability insurance or equivalent form with a limit of not less than **\$1 million** for each occurrence. If such insurance contains a general aggregate limit it shall apply separately to this Agreement or be no less than two times the occurrence limit.
- o Professional Liability Insurance or Miscellaneous Professional Liability Insurance: The Subgrantee agrees to procure and maintain professional liability insurance or miscellaneous professional liability insurance with a limit not less than **\$1 million**.

Section 7 – DMC Intervention Project Program Conflict of Interest, Conditions and Assurances, and Signatures

Subgrant Application through the South Dakota Department of Corrections

- Business Automobile Liability Insurance: The Subgrantee shall maintain business automobile liability insurance or equivalent form with a limit not less than **\$1 million** for each accident. Such insurance shall include coverage for owned, hired, and non-owned vehicles.
- Worker's Compensation Insurance: The Subgrantee shall procure and maintain workers' compensation and employers' liability insurance as required by South Dakota law.

Before beginning work under this Agreement, the Subgrantee shall furnish the State with properly executed Certificates of Insurance which shall clearly evidence all insurance required in this Agreement and which provide that such insurance may not be canceled, except on 30 days prior written notice to the State. The Subgrantee shall furnish copies of insurance policies if requested by the State. Such insurance shall contain no special limitations or exclusions as they may relate to this agreement.

Default Provision: This Agreement depends upon the continued availability of federal funds awarded to the SDDOC and appropriated funds and expenditure authority from the Legislature for this purpose. If for any reason the Legislature fails to appropriate funds or grant expenditure authority, or funds become unavailable by operation of law or federal funds rejections, this Agreement will be terminated by the State. Termination for any of these reasons is not default by the State nor does it give rise to a claim against the State. Failing to provide monthly reimbursement and quarterly progress reports may result in termination of the subgrant award.

Amendment Provision: This Agreement may not be assigned without the express prior written consent of the State. This Agreement may not be amended except in writing, which writing shall be expressly identified as a part hereof and be signed by an authorized representative of each of the parties hereto.

Venue Clause: This Agreement shall be governed by and construed in accordance with the laws of the State of South Dakota. Any lawsuit pertaining to or affecting this Agreement shall be venued in Circuit Court, Sixth Judicial Circuit, Hughes County, South Dakota.

Subcontractors Provision: The Subgrantee may only use subcontractors to perform the services as outlined in their approved grant proposal. Any additional subcontracts or awards may only be granted with the express prior written consent of the State. The Subgrantee will include provisions in its subcontracts requiring its subcontractors to comply with the applicable provisions of this Agreement, to indemnify the State and to provide insurance coverage for the benefit of the State in a manner consistent with this Agreement. The Subgrantee will cause its subcontractors, agents, and employees to comply, with applicable federal, state and local laws, regulations, ordinances, guidelines, permits and requirements and will adopt such review and inspection procedures as are necessary to assure such compliance.

Subgrantee Agreement: It is understood and agreed by the Subgrantee that any grant received as a result of this application shall be subject to the Special Assurances and Conditions and other policies, regulations, and rules issued by the Department of Justice for the administration of grant projects under (P.L. 100-690) including, but not limited to, the following:

1. Competitive bids must be obtained for all equipment, construction and contracted services applications, as required by applicable local, state, or federal law or regulations.
2. If any agency other than the applicant is to contribute supporting or local funds, the Applicant must document the contribution.
3. Any funds awarded under one subgrant cannot be used in another.
4. Expenses or expenditures for items not listed in the original budget will not be reimbursed. Variances from the approved budget will require a budget amendment approved in advance by SD Department of Corrections.
5. All applicants are subject to federal, state, and local laws and regulations.
6. The Subgrantee shall not obligate any funds until the SD Department of Corrections formally awards subgrant.
7. The Subgrantee agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
8. Reimbursement of expenses is contingent upon submission of monthly financial reports.
9. The Subgrantee understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of SD Department of Corrections and OJP.

Section 7 – DMC Intervention Project Program Conflict of Interest, Conditions and Assurances, and Signatures

Subgrant Application through the South Dakota Department of Corrections

10. When issuing statements, press releases, requests for proposals, bid solicitations, and other documents describing projects or programs funded in whole or in part with federal money, all grantees receiving federal funds shall clearly state: 1) the percentage of the total cost of the program or project which will be financed with federal money, and 2) the dollar amount of federal funds for the project or program.
11. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, disability, or age against a recipient of funds, the recipient will forward a copy of the finding to the Office of Civil Rights, Office of Justice Programs and to the SD Department of Corrections.
12. The Subgrantee agrees to hold harmless and indemnify the State of South Dakota, its officers, agents and employees, from and against any and all actions, suits, damages, liability or other proceedings which may arise as a result of performing services hereunder. This section does not require the Subgrantee to be responsible for or defend against claims of damages arising solely from acts or omissions of the State, its officers or employees. Nothing in this Agreement shall be construed as a waiver of sovereign immunity or consent to jurisdiction in any court other than the courts of the Unified Judicial System of the State of South Dakota.

State of South Dakota Grant Subrecipient Attestation:

If awarded, the subgrantee will attest to meeting the following requirements per SDCL 1-56-10:

1. A conflict of interest policy is enforced within the subrecipient's organization;
2. The Internal Revenue Service Form 990 has been filed, if applicable, in compliance with federal law, and is displayed immediately after filing on the subrecipient's website;
3. An effective internal control system is employed by the subrecipient's organization; and
4. If applicable, the subrecipient is in compliance with the federal Single Audit Act, in compliance with § 4-11-2.1, and audits are displayed on the subrecipient's website.

The Applicant Agency/Subgrantee hereby certifies agreement with the above special conditions, assurances and certifications.

Section 7 – DMC Intervention Project Program Conflict of Interest, Conditions and Assurances, and Signatures

Subgrant Application through the South Dakota Department of Corrections

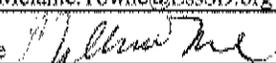
Only completed proposals will be considered for funding. To prevent your proposal from being eliminated, please ensure that the following sections are completed and all signatures are obtained for inclusion in the submission packet:

- Section 1 – Face Page
- Section 2 – Overview of DMC Trends and Data
- Section 3 – DMC Project Planning
- Section 4 – DMC Intervention Project Overview
- Section 5 – DMC Intervention Project Budget
- Section 6 – DMC Intervention Project Program Strategic Plan and Performance Reporting
- Section 7 – DMC Intervention Project Program Conflict of Interest Identification, Conditions and Assurances, and Signatures

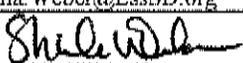
The officials that certify this document agree that the information contained in the preceding pages outline the plans as approved by the local Steering Committees overseeing the Alternatives to Detention Initiatives and understand that funding is contingent on following those activities contained within this document. Certifying this document also indicates the understanding that evaluation of the DMC Intervention Site will be based on the information contained within this document unless written amendments are submitted and approved by the Department of Corrections prior to the implementation of program changes.

Original Signatures are Required

A. Project Director #1 (Person overseeing the implementation of day to day project activities)

Name Melanic Towne	Title Director, Arise Youth Center/East	
Address 621 E. Presentation St.	City/State/Zip Sioux Falls, SD 57104-0820	
E-mail Melanic.Towne@LssSD.org	Phone 605-221-2397	Fax 605-221-2404
Signature 	Date 9/6/16	

B. Project Director #2 (Person overseeing the implementation of day to day project activities, if applicable)

Name Sheila Weber	Title Vice President, Children & Youth Services	
Address 621 E. Presentation St.	City/State/Zip Sioux Falls, SD 57104-0820	
E-mail Sheila.Weber@LssSD.org	Phone 605-221-2414	Fax 605-221-2404
Signature 	Date 9.6.16	

C. Project Director #3 (Person overseeing the implementation of day to day project activities)

Name	Title	
Address	City/State/Zip	
E-mail	Phone	Fax
Signature	Date	

D. Project Director #4 (Person overseeing the implementation of day to day project activities)

Name	Title	
Address	City/State/Zip	
E-mail	Phone	Fax
Signature	Date	

Section 7 – DMC Intervention Project Program Conflict of Interest, Conditions and Assurances, and Signatures

Subgrant Application through the South Dakota Department of Corrections

Original Signatures are Required (continued)

E. Coordinator (Person overseeing the implementation of day to day DMC activities, if applicable)

Name	Title	
Address	City/State/Zip	
E-mail	Phone	Fax
Signature	Date	

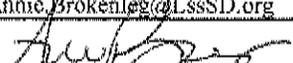
F. Coordinator (Person overseeing the implementation of day to day DMC activities, if applicable)

Name	Title	
Address	City/State/Zip	
E-mail	Phone	Fax
Signature	Date	

G. Financial Officer (County/Organization Officer Overseeing Financial Aspects of Award)

Name Jenn Tanno	Title Director, Accounting	
Address 705 E. 41 st St., Ste. 200	City/State/Zip Sioux Falls, SD 57105-6048	
E-mail Jenn.Tanno@LssSD.org	Phone 605-444-7509	Fax 605-444-7540
Signature 	Date 9/16/2016	

H. Other Representative (Optional)

Name Annie Brokenleg	Title Minnehaha County DMC Coordinator	
Address 705 E. 41 st St., Ste. 200	City/State/Zip Sioux Falls, SD 57105-6048	
E-mail Annie.Brokenleg@LssSD.org	Phone 605-444-7653	Fax 605-444-7690
Signature 	Date 9-16-2016	

Applications must be submitted received by mail to the Department of Corrections by September 16, 2016.

Disproportionate Minority Contact

Project Year 10/2016-09/2017 SUBGRANT APPLICATION

South Dakota Department of Corrections

*3200 E Highway 34
c/o 500 E Capital Ave
Pierre, SD 57501
Phone: (605) 773-3478
Fax: (605) 773-3194*

APPLICATION DUE: September 16, 2016

Applications with original signatures must be submitted received by the Department of Corrections by close of business September 16, 2016. Faxed and emailed applications will not be accepted.

PLEASE FILL OUT THIS FORM COMPLETELY TO AVOID DELAYS IN PROCESSING THIS APPLICATION

Section 1. Face Page

RFP Number: 2017-DMC-01

RFP Title: 2017 Disproportionate Minority Contact Intervention

Intervention Site Location: Pennington County									
Implementation Period: Start Date: 10/01/2016 End Date: 09/30/2017									
Grantee Agency:	Lutheran Social Services of South Dakota								
Contact Name:	Staci Jonson, Director, Arise Youth Center/West								
Address 1:	3505 Cambell Street								
Address 2:									
City:	Rapid City	State:	SD	Zip (+4):	57701		0141	Phone:	605-716-1837
E-Mail:	Staci.Jonson@LssSD.org	Fax:	605-348-0479						
Budget:	Requested Formula Grant Funding: \$35,000	Other Funding Support:	\$0.00						
Federal Employer or Payee Identification Number (FEIN):		46-0224731							

The proposal must include a brief and clear description of each component. It is important to follow all directions, provide complete information, and submit the material in the order requested. If you need additional room to respond to the component, please attach additional sheets. Please note that all of these steps assist in evaluating the proposal.

RECEIVED

SEP 14 2016

DEPT. OF CORRECTIONS

Section 2 – Overview of DMC Trends and Data

Subgrant Application through the South Dakota Department of Corrections

In order to ensure that data is being used to guide the local funding decisions, OJJDP requires that five steps of interpreting and analyzing relative rate index values be taken in order to drive decision-making as it relates to DMC. These steps include statistical significance, magnitude of RRI, volume of activity, comparison with other jurisdictions, and the identification of contextual considerations. Due to volume within the juvenile justice system and similarity in dispositions in South Dakota, DMC is measured for both status and delinquent offenders therefore the comparisons with jurisdictions outside of South Dakota are not appropriate.

The Department of Corrections reported the most recent review within the FY2016 Formula Grants Application Three Year Plan Update which details the statistical significance, magnitude of RRI, and volume of activity for each jurisdiction for activity in 2014. Each jurisdiction is responsible for providing data for each stage of the justice system by race for system activity in calendar year 2015. Double click the table below to open as an excel spreadsheet. A separate excel document has been attached to this application in the event there are technical difficulties opening the table below.

	White			Black or African-American			Hispanic or Latino			Asian			American Indian or Alaska Native			All Other Minorities		
	#	Rate	RRI	#	Rate	RRI	#	Rate	RRI	#	Rate	RRI	#	Rate	RRI	#	Rate	RRI
Population	8,658			350			778			84			1,838					
Juvenile Arrests	551	63.6	100	28	80.0	126	0.0	0.00	7	16.1	0.57	896	467.5	7.66		53	9.0	0.00
Refer to State's Attorney Office	551	100.0	100	28	100.0	100	0.0	0.00	7	100.0	100	896	100.0	100		53	100.0	100
Cases Diverted (Pre-Adjudication)	265	48.1	100	19	67.9	141	0.0	0.00	6	35.7	1.78	203	22.7	0.47		13	24.5	0.51
Cases Involving Secure Detention	67	12.2	100	3	10.7	0.88	0.0	0.00	0	0.00	0.00	88	3.10	1.73			0.0	0.00
Cases Returned (Charge Filed)	263	47.7	100	14	50.0	105	0.0	0.00	0	0.00	0.00	508	56.7	1.19		62	117.0	2.43
Cases Resulting in Adjudication	256	29.3	100	14	100.0	103	0.0	0.00	0	0.00	0.00	498	98.0	1.01		47	75.8	0.78
Cases Resulting in Probation	153	59.8	100	9	64.3	108	0.0	0.00	0	0.00	0.00	267	32.6	0.88		17	16.2	0.61
Cases Resulting in Commitment to the Department of Corrections	7	2.7	100		0.0	0.00	0.0	0.00		0.0	0.00	15	3.0	1.30			0.0	0.00
Meets Barrie for group to be assessed?					YES			YES		YES			YES				NO	

Please note: At all decision points, Hispanic or Latino ethnicity has not been tracked or cannot be reported upon. Youth with Hispanic or Latino ethnicity may possibly have been included in one of the other race categories depending on their race, or may have been included in the "Other Minorities" category.

Summary of Decision Point Definitions and Sources

Stage	Definition	Sources/Notes
Population	Total number of youth ages 10-17 in Pennington County	KidsCount Data Center, http://datacenter.kidscount.org/ . "Other" was not an available population category from this source.
Juvenile Arrests	Youth are considered to be arrested when they are apprehended, taken into temporary custody, or otherwise cited by law enforcement agencies and suspected of having committed a status or delinquent act.	Rapid City Police Department and Pennington County Sheriff's Office.
Refer to State's Attorney Office	Youth are considered to be referred when a case is submitted to the State's Attorney Office for having committed a status or delinquent act.	The State's Attorney's Office reports that their database system does not allow them to create reports with this information. They feel the number of arrests would be virtually the same as the number of cases referred to the SAO. A small majority of cases are referred to the SAO without an arrest report, but if those cases are to be charged, then the SAO requests an arrest report.
Cases Diverted (Pre-Adjudication)	Youth referred to juvenile court for delinquent or status offenses are often screened by the States Attorney. The States Attorney may decide to dismiss the case for lack of legal sufficiency, to resolve the matter informally (without the filing of charges), or formally (with the filing of charges). Also include Court or Court Services initiated diversions. The diversion population includes all youth referred for legal processing but handled without the filing of formal charges.	Pennington County Diversion Coordinator
Cases Involving Secure	Detention refers to youth held in secure detention facilities at some point during court processing of cases and youth held in secure detention.	Pennington County Sheriff's Office

Section 2 – Overview of DMC Trends and Data
Subgrant Application through the South Dakota Department of Corrections

Stage	Definition	Sources/Notes
Detention	following a court disposition.	
Cases Petitioned (Charge Filed)	Formally petitioned cases that appear on in court in response to the filing of a petition, complaint, or other legal instrument requesting the court to adjudicate a youth as a Delinquent or Child in need of supervision (CHINS).	Unified Judicial System
Cases Resulting in Adjudication	Youth are found to be delinquent or Child in Need of Supervision (CHINS) during adjudicatory hearings in juvenile court. If adjudicated, youth normally proceed to disposition hearings where they may receive sanctions.	Unified Judicial System
Cases resulting in Probation	Adjudicated cases include all juveniles handled formally through the Unified Judicial System for either CHINS or Delinquent offenses where the disposition is placement on probation.	Unified Judicial System
Cases Resulting in Commitment to the DOC	Confined cases are those in which youth are committed to the Department of Corrections as part of a court disposition.	From Kristi Bunkers, S.D. DOC

Section 2 – Overview of DMC Trends and Data

Subgrant Application through the South Dakota Department of Corrections

Review the DMC data and discuss any contextual considerations relating to the presented data and how this information guides the local selection of DMC interventions. When looking into contextual considerations, the following questions may be used to help form your response(s):

- Is the agency involved in that decision point amenable to change?
- Have there been recent events (public relations issues) that make a change in DMC patterns more or less likely?
- Are funds or resources available that might assist (or hinder, if lacking) the DMC effort at this decision point?
- Is strong leadership available that is committed to addressing DMC issues?
- Are best practices models for this decision point available and applicable?
- Is there support for DMC reduction within the affected minority group and within the political leadership of that group?
- Are there issues with the affected minority group regarding media attention at this decision point (e.g., potentially high visibility events that could generate support or resistance for DMC)?

Contextual Considerations – *Please identify any contextual considerations that need to be considered as it relates to the most recent DMC data.*

Since the beginning of the JDAI process in Pennington County, all partners have shown their interest and dedication to decreasing the overrepresentation of minority youth in the juvenile justice system. Both public and private agencies in Pennington County have made strides toward developing alternatives to detention and reducing the proportion of minority youth who enter the system.

Several key elements point to the county's commitment to reducing disproportional minority contact:

1. A Reception Center and Evening Report Center, funded primarily by Pennington County, is operated in partnership with Lutheran Social Services of South Dakota. The county provides space in the Juvenile Services Center.
2. The county provides space in the Juvenile Services Center for Arise Youth Center, operated by Lutheran Social Services. With county funds, Arise provides Shelter Care for youth brought in by the police who are not assessed as requiring detention, but who cannot be immediately returned to their parents. Through a U.S. Department of Health and Human Services Basic Center grant, Arise also provides shelter and case management specifically for runaway, homeless and street youth. Some additional case management hours are funded by the City of Rapid City through a Community Development Block Grant.
3. The JDAI group meets at least quarterly to analyze available data and specific cases to identify areas of need, review progress, troubleshoot solutions, and work toward expanding opportunities for DMC reduction.

The JDAI group continues to experience challenges in data collection. Juvenile justice data is held in several different types of databases at different stages in the system, not all stages routinely collect data on race, and not all databases collect race data in the same way. However, it is clear to all JDAI partners that minority youth remain over-represented in the juvenile justice system.

Section 2 – Overview of DMC Trends and Data

Subgrant Application through the South Dakota Department of Corrections

Other Data Used – *Please discuss in detail any additional information you used in to determine what stage(s) of the justice system needed the greatest focus on reduction.*

A consistent theme of the JDAI group's ongoing discussions has been the number of minority youth who escalate through the juvenile justice system simply because they and their parents do not follow through with diversion referrals and/or they do not show up for their court hearings. In previous years, approximately 50% to 60% of overrides that resulted in secure detention were related to warrants.

Although some families are simply unwilling to comply, it is apparent to us that there are a number of barriers to compliance for youth and their parents. These include:

- Transience out of the area – families move back and forth from Rapid City to reservations or other communities, making it difficult for mail to reach them and causing transportation challenges.
- Transience within Pennington County – families may be homeless, moving among different relatives and friends, or living in various motels or shelters, making it difficult for mailed notices to reach them.
- Transportation – youth and families often rely on friends and relatives for transportation to court and diversion services. When rides are unreliable, youth can often escalate through the system simply because they fail to show up.
- Lack of ability to manage processes and scheduling – parents' low literacy levels, mental health issues, substance abuse, and other issues can hamper their ability to ensure that their child complies with diversion programs and court appearances.
- Access to Medicaid in order to follow through with diversion services – diversion plans often involve individual/family counseling, substance abuse counseling, or other mental health services. These services may be delayed or inaccessible if the family does not have insurance and is not signed up for available medical programs.
- Lack of awareness of the importance of appearing and following through – the youth and/or parents do not understand the consequences of noncompliance.

The strong consensus of the JDAI group is that the focus of this grant should continue to be case management focused on youth who are at risk or have a history of failing to appear at their hearings. DOC and Court Services representatives have agreed to refer youth and families to case management when barriers exist to their compliance with diversion programming and court appearances.

Section 3 – DMC Project Planning

Subgrant Application through the South Dakota Department of Corrections

DMC Decision Making – *Discuss how the DMC information was used to drive the local decision-making process and funding decisions for local DMC intervention as it relates to the information contained in this proposal. You are strongly encouraged to apply to implement programs that directly serve youth. Look at all providers in your jurisdiction as services can be provided through several providers.*

Although data on race continues to be difficult to obtain from some stages of the Pennington County juvenile justice system, it is very apparent that disproportionality is still a consistent and significant issue, primarily for American Indian youth. In particular, a disproportionate number of warrants go to minority youth. Families need support to be able to follow all of the rules and expectations of the juvenile justice system, in order to prevent minor charges from snowballing into secure detention.

Therefore, our Pennington County JDAI group has chosen to continue focusing these grant funds on case management that will directly serve youth and their families, addressing the barriers that consistently result in noncompliance with diversion plans and court appearances.

Section 4 – DMC Intervention Project Overview

Subgrant Application through the South Dakota Department of Corrections

Projects eligible for funding may include training, technical assistance, and system change. Funds may be used in a direct services manner but only to the extent that it is used to create a change in the way the system functions as it relates to serving minority youth.

The Council will award or not award funding based on the extent to which the program design addresses a recognized need, the likelihood that program activities and programming as outlined in the proposal will address DMC, and whether the proposal is financially responsible and efficient.

Each intervention site must have at least one DMC project identified which directly relates to decreasing the overrepresentation of minority youth within the state juvenile justice system. Each project must be outlined in detail in the space provided. **Clearly identified which stage(s) of the juvenile justice system will be impacted by the DMC intervention, the target population to be addressed, and an estimate of the number of youth to be served by each project.**

Project Overview – Provide an overview of the project to include the purpose of the project and problem the project will address. If you are funding multiple projects, you should include this information for each project.

The purpose of this project is to identify youth and their families whose barriers place them at risk of noncompliance with diversion plans and court attendance, and provide case management to help them overcome these barriers. The Pennington County State's Attorney's Office has indicated that this case management assistance has significantly reduced their need to issue warrants for noncompliance and failure to appear in court.

In this project, Lutheran Social Services of South Dakota will provide a .8 FTE case manager specifically focusing on minority youth who are at risk of noncompliance and escalation within the juvenile justice system. They may have barriers that include family transience, both locally and outside the county; lack of transportation; mental health issues, health issues, substance abuse, or low literacy in the youth or parent; lack of insurance or financial ability to pay for required diversion services; or other barriers to compliance.

The case manager will connect with families by phone to ensure that they are aware of their court dates and understand the importance of appearing. The case manager will help youth and parents troubleshoot any barriers to attendance, such as transportation and scheduling. If the family is uninsured, the case manager will help them sign up for Medicaid or other medical coverage for which they may be eligible.

Staffing Plan – Provide a brief overview as to how the project(s) will be staffed and any hierarchy that will be used to make decisions or oversee the implementation of the projects outlined in this application.

Jessie Freeman, who is currently on the staff of Arise Youth Center, will continue to serve as the DMC Case Manager for this grant. Jessie holds a bachelor's degree in human services with an emphasis in law enforcement and probation. She has been serving in the DMC Case Manager position since July 2016. She was previously on the direct service staff at Arise Youth Center for one year and has three additional years of experience in residential programs for youth and adults.

Jessie reports to Chelsie Ogaard, Associate Director of Arise Youth Center. Staci Jonson, Director of Arise Youth Center, manages day-to-day grant activities, grant expenditures, and reporting. Sheila Weber, Vice President for Children & Youth Services at Lutheran Social Services of South Dakota, provides agency oversight for the operations of Arise Youth Center and expenditures of grant funds.

Section 4 – DMC Intervention Project Overview

Subgrant Application through the South Dakota Department of Corrections

DMC Reduction – Provide a brief overview as to how the project(s) will provide successful outcomes for youth AND will provide successful results as it pertains to minority over-representation within the state juvenile justice system.

Our plan to continue our focus on case management is based on best practices from other jurisdictions involved in the Annie Casey Foundation program. In particular, we have been encouraged by the success of a jurisdiction that incorporated a two-day reminder call to all youth with scheduled court dates. The call served to remind, troubleshoot barriers, and arrange for transportation.

For our case management contacts, we use checklists that track the reasons that youth are having trouble getting to their diversion program or court appearances. This data will help the JDAI group continue to focus specifically on the key barriers to compliance and target measures to reduce those barriers.

We believe that providing consistent and focused case management for youth and families will result in a reduction in the rate of noncompliance and failure to appear. The State's Attorney's Office has already indicated that this project has led to a significant reduction in warrants for noncompliance and failure to appear. The DMC case manager is diligent in using all available means to locate families and ensure they understand when their court dates are scheduled and the importance of attending. The case manager also attends youths' court hearings and is available to confirm to the court her contacts with families.

Section 4 – DMC Intervention Project Overview

Subgrant Application through the South Dakota Department of Corrections

Project Implementation – Provide an overview of the plan for implementation, any collaboration efforts (i.e. governments, agencies serving the target population, etc.), and any additional information pertinent to the implementation of the project. NOTE: Major Changes in the implementation plan will need to seek approval from the Department of Corrections prior to implementation changes.

1. Youth are referred for case management through their Court Services officer, Reception Center, Pennington County Juvenile Diversion, or the State's Attorney.
2. The case manager meets with the youth, along with the parents if possible, to review the youth's diversion plan and court appearance schedule to ensure they understand the requirements and comprehend the importance of complying.
3. The case manager helps the family sign up for any medical benefits for which they may be eligible, to provide resources for participating in diversion services such as counseling or substance abuse treatment.
4. The case manager helps the youth and parents troubleshoot barriers to compliance, which might include such issues as transportation, moving out of the area, maintaining a valid mailing address, and arranging for child care and time off from work to attend court hearings.
5. The case manager calls the youth, along with parents if possible, a couple of days before their hearing to remind them about court dates and trouble-shoot any last-minute barriers to attending.
6. With each contact, the case manager documents on a checklist the youth and parents' barriers to compliance. Over time, this data will help the JDAI group address systematic change to help reduce the most significant barriers.
7. The case manager attends court hearings and can confirm for the court her contacts with families.

Project Barriers – Provide an overview of the barriers and obstacles to program implementation and steps that have been taken or will be taken to overcome these obstacles.

We see the main barrier to program implementation to be the difficulty of getting families to trust their case manager. They may initially see the DMC case manager as part of the "system," and not someone who is there to help them. However, many families have already come through the Arise Reception Center with positive feelings, and understand that this is a resource to help their family solve some of their problems. Because Jessie is seen as part of the LSS Reception Center, this can help overcome initial trust barriers.

Family transience will also be an ongoing barrier. To minimize the difficulty in maintaining contact with families, Jessie will meet with each referred family before their hearing or detention to get all of their current and anticipated phone numbers, addresses, and friend and family contacts. She has been diligent in using all available sources to locate contact information for transient families.

Section 4 – DMC Intervention Project Overview

Subgrant Application through the South Dakota Department of Corrections

Sustainability – Provide an overview of how the program will be sustained when this funding source is no longer available.

If we can consistently decrease the number of warrants through this project, there will be a cost saving for the Sheriff's Office. Through the year, we will work with the Sheriff's Office and Court Services to document the decline in warrants for minority youth. This can provide a case for the county to continue supporting a case management position.

Last year, LSS was successful in winning a small Community Development Block Grant through the City of Rapid City to provide additional case management hours for runaway and homeless youth. Since many minority youth in the juvenile justice system fall into these categories, this is one potential ongoing revenue source.

LSS has a grant application pending for a Street Outreach grant for the Rapid City area from the U.S. Department of Health and Human Services. These grants focus on case management and support services for youth who are runaways, homeless, or street youth. Because many of these youth also have contact with the juvenile justice system and are minorities, this multi-year grant could provide additional support for DMC case management efforts in the Rapid City area. We will learn on September 30 whether our application will be funded. However, these grants are extremely competitive – our recent applications have scored 96 and 98 out of 100 points and still were not chosen for funding.

Section 5 – DMC Intervention Project Budget

Subgrant Application through the South Dakota Department of Corrections

Non-supplanting Requirements: Funds or other resources of the applicant normally devoted to programs and activities designed to meet the needs of criminal justice will not be diminished in any way as a result of a grant award of federal funds. The project for which assistance is being requested will be in addition to, and not a substitute for, criminal justice services previously provided without federal assistance.

Applications may not exceed \$35,000 in federal funding.

NOTE: If there is a change in the budget, programs will need to request an amendment to their budget. All amendments must be requested in writing prior to the expenditure of funds.

Budget Worksheet

BUDGET	Federal	Other Support	TOTAL
1. Personnel			
DMC Case Manager	\$31,852	\$0.00	\$31,852
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00	\$0.00
2. Contractual Services			
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00	\$0.00
3. Travel and Per Diem (Federal funding may be used for travel expenses which must be directly related to the implementation at \$0.37 per mile and \$26 per diem.)			
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00	\$0.00
4. Supplies and Equipment			
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00	\$0.00
Total Direct Costs	\$31,852	\$0.00	\$31,852
Indirect Costs @ 9.9% of Direct Costs	\$ 3,148	\$0.00	\$ 3,148
Total Project Budget -- Combined totals for all columns	\$35,000	\$0.00	\$35,000
Share of Project Budget	100.00%	0.00%	100.00%

NOTE: Projects funded with federal allocations may not discriminate based on race, color, religion, national origin, sex, age, or disability. However, if a project is designed to serve all juveniles, there may need to be a local match in order to help cover the costs associated with providing services to juveniles that would not be accessing services in an effort to reduce minority overrepresentation in the juvenile justice system. Federal funds may not be used to fund religious and/or spiritual activities.

Section 5 – DMC Intervention Project Budget

Subgrant Application through the South Dakota Department of Corrections

Personnel Narrative - Explain how the compensation and expenses were calculated, duties of the position, and any other information related to personnel for the project. If proposed funding covers more than one position, you must specifically identify the duties and estimate percent of time for duties that directly relate to the successful implementation of the program.

Position #1:	
Justification for the position	The .8 FTE DMC case manager will work specifically with minority youth and families who are at risk of noncompliance and escalation within the juvenile justice system.

If the position is existing staff , explain how duties associated with this award are outside the current scope of their position and provide a plan explaining how all duties associated with the position will continue to be provided and funded during this award.	This position continues to provide services specifically for minority youth and families referred through the juvenile justice system. This .8 FTE position is specifically assigned to this project and has no other unrelated job duties.
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Personnel Responsibilities & Duties <i>(must directly relate to the implementation of the program)</i>	Estimated % Time
1. Case management for minority youth referred through the juvenile justice system	.8 FTE
2.	
3.	
4.	

Wage/Salary	\$15.69/hour for 1,664 hours (.8 FTE) Total Salary: \$26,108
Benefits	22% of salary, to cover health and life insurance, retirement, Employee Assistance Program, and payroll taxes Total Benefits: \$5,744

Position #2:	
Justification for the position	
If the position is existing staff , explain how duties associated with this award are outside the current scope of their position and provide a plan explaining how all duties associated with the position will continue to be provided and funded during this award.	

Personnel Responsibilities & Duties <i>(must directly relate to the implementation of the program)</i>	Estimated % Time
1.	
2.	
3.	
4.	

Wage/Salary	
Benefits	

Please attach additional sheets for more than two positions.

Section 5 – DMC Intervention Project Budget

Subgrant Application through the South Dakota Department of Corrections

For the purpose of this application subcontracted services should be considered to be any services provided under a contract between an individual or organization and the applicant as outlined in this proposal. All individuals or organizations that provide the contractual services as outlined in this budget (or future budget amendments) must be approved by the Department of Corrections as service providers.

NOTE: Reimbursement for subcontractor services will only be reimbursable where a formal contract, proof of insurance, and a signed conditions and assurances document are on file with the Department of Corrections **prior to service delivery.**

Contractual Services Narrative -- Explain the costs associated with consultant fees and services provided under contract. Please note that funding under this budget category will not fund organization/agency staff or other duties that resemble an employer/employee relationship as those costs must be identified under personnel. If contractors have already been identified, identify the name of the contractor, service to be provided, and fees associated with the service delivery.

N/A

NOTE: Stipends for service delivery will **NOT** be accepted as part of this application. Services must either be covered through an employer/employee relationship as personnel or under a formal subcontract agreement.

Section 5 – DMC Intervention Project Budget

Subgrant Application through the South Dakota Department of Corrections

Travel and Per Diem Narrative – Explain the calculation of travel costs for travel *outside the home jurisdiction*. Travel must be calculated at current state rates (\$0.42 per mile and \$32 per diem), how the expenses are directly related to the implementation of the project, and if out-of-state travel is anticipated, give particulars (i.e., location, state, dates, purpose, cost).

Purpose of Travel: N/A

[Mileage] x \$0.42 =

[Number of Travel Days for per diem] x \$32.00 =

Purpose of Travel:

[Mileage] x \$0.42 =

[Number of Travel Days for per diem] x \$32.00 =

Purpose of Travel:

[Mileage] x \$0.42 =

[Number of Travel Days for per diem] x \$32.00 =

Supplies and Equipment Narrative – Explain the supplies and equipment costs related to the implementation of the project and any identified which must be *directly related to the implementation of the program or project*. You must be specific regarding the items in which you intend to use federal funding. For example, a budget item of “office expenses” will not be accepted as these items must be detailed. You need to identify what you anticipate for office expenses and list each item and the estimated costs. Items not specifically outlined will not be eligible for reimbursement.

Equipment – List nonexpendable items that are to be purchased and show how you calculated these costs. Nonexpendable equipment is tangible property having a useful life of more than 2 years.

N/A

Supplies – List items by type (office supplies, postage, training materials, copying paper, and expendable equipment) and show how you calculated these costs. Generally, supplies include any materials that are expendable or consumed during the course of the project.

N/A

Section 6 – DMC Intervention Project Program Strategic Plan and Performance Reporting

Subgrant Application through the South Dakota Department of Corrections

Strategic Plan for Reducing DMC and Evaluation Requirements

Each approved subgrantee will be required to report quarterly on the performance measures consistent with individual program goals, federal reporting requirements, and any information identified by the Council of Juvenile Services and the Department of Corrections. Please note that the subgrantee will be required to report on the progress of these goals as part of their performance evaluation. Each program is responsible for ensuring that information is maintained to complete and submit timely reports.

The following measures will be MANDATORY for all subgrantees that provide direct services to youth and/or their families. Each subgrantee is responsible for collection and reporting this information on a quarterly basis.

Output Measures	Outcome Measures
Number of program youth served	Number and percent of program youth who offend or reoffend
Number of service hours completed (by youth)	Number and percent of program youth exhibiting desired change in targeted behavior
Average length of stay in program	Number and percent of program youth completing program requirements
Number of planning activities conducted	Number and percent of program families satisfied with program
	Number and percent of program youth satisfied with program

The subgrantee must complete the following strategic plan for a *minimum of 3 goals*. The strategic plan should be considered the program work plan and should outline all major components of the project implementation with projected completion timelines for completion. This plan requires the subgrantee to identify the action steps, those responsible for completing the action step, amount of staff time dedicated to the completion of the action step, and the expected completion date.

*To add additional action steps to a table, place your cursor in the completion date in the right and lower most box in the table and hit the "Tab" key.

Goal 1 – Increase number of juveniles who attend their court hearings.

Action Steps	Person Responsible	Estimated Staff Time	Measurement of Progress	Completion Date
1. Case management	Jessie Freeman	.68 FTE	Juveniles who receive case management attend their court hearings.	9/30/2017
2. Reminder calls	Jessie Freeman	.04 FTE	Juveniles who receive reminder calls attend their court hearings.	9/30/2017
3.				
4.				

Section 6 – DMC Intervention Project Program Strategic Plan and Performance Reporting

Subgrant Application through the South Dakota Department of Corrections

Strategic Plan for Reducing DMC and Evaluation Requirements (continued)

Goal 2 – Identify and quantify the barriers to attending court hearings to inform future efforts.

Action Steps	Person Responsible	Estimated Staff Time	Measurement of Progress	Completion Date
1. Use a checklist during youth/family contacts to track reasons/barriers noted for noncompliance or non-attendance.	Jessie Freeman	.04 FTE	Data is available on the key barriers to compliance and attendance.	9/30/2017
2.				
3.				

Goal 3 – Increase youth/family access to community-based diversion services.

Action Steps	Person Responsible	Estimated Staff Time	Measurement of Progress	Completion Date
1. Case manager helps families set up appointments for diversion services. Case manager helps families sign up for medical assistance to help pay for diversion services.	Jessie Freeman	.04 FTE	Youth comply with their diversion plans.	9/30/2017
2.				
3.				
4.				
5.				

Section 7 – DMC Intervention Project Program Conflict of Interest, Conditions and Assurances, and Signatures

Subgrant Application through the South Dakota Department of Corrections

Council of Juvenile Services Conflict of Interest Identification

Please identify which Council of Juvenile Services Members, if any, appear to have a conflict of interest with your application and provide a brief narrative explaining the potential conflict of interest.

A council member derives a direct benefit from the contract if one or more of the following is true of the member, the member's spouse, or a person with whom the member lives with and commingles assets:

- 1) Has a five percent ownership or other interest in an entity that is a party to the contract;
- 2) Derives income, compensation or commission directly from the contract or from the entity that is a party to the contract;
- 3) Acquires property under the contract; or
- 4) Serves on the board of directors of an entity (including a nonprofit) that derives income or commission directly from the contract or acquires property under the contract.

"Direct benefit" does not include gain from a contract based solely on the value of a council member's investment in an entity that is a party to the contract, if that investment represents less than a five percent ownership in the entity. It also does not apply to contracts or transactions where the council member only benefits from an act of the Council of Juvenile Services that has general application, such as a decision by the Council of Juvenile Services to increase or decrease a fee that many South Dakotans pay.

Betty Oldenkamp, Chair and CEO of Lutheran Social Services;

Beth O'Toole, Vice-Chair and Professor at the University of Sioux Falls;

Nancy Allard, Director of Trial Court Services;

Taniah Apple, Youth Member;

Dadra Avery, School Counselor at Sturgis Brown High School;

Austin Biers, Youth Member;

Keegan Binegar, Youth Member;

Kristi Bunkers, Director of Juvenile Services;

Kim Cournoyer, Service Provider at Great Plains Psychological Associates;

Renee Gallagher, Youth Member;

Judge Karen Jeffries, Cheyenne River Sioux Tribe Judge;

Judge Steven Jensen, First Judicial Circuit Presiding Judge;

Amy Lake-Harmon, Brown County Juvenile Detention Center Administrator;

Sheriff Mike Leidholt, Hughes County Sheriff;

Aaron McGowan, Minnehaha County States Attorney;

Sara McGregor-Okroi, Director of Aliive-Roberts County.

Vanessa Merhib, Executive Director of Boys & Girls Club of Brookings, Moody, and Yankton Counties;

Lyndon Overweg, Mitchell Chief of Public Safety;

Carol Twedt, Former Minnehaha County Commissioner;

Virgena Wieseler, Director of Division of Child Protection Services.

Section 7 – DMC Intervention Project Program Conflict of Interest, Conditions and Assurances, and Signatures

Subgrant Application through the South Dakota Department of Corrections

Council Member: Betty Oldenkamp

Description of potential conflict of interest: Betty Oldenkamp derives compensation from Lutheran Social Services of South Dakota, the entity that is party to this contract.

Council Member: Carol Twedt

Description of potential conflict of interest: Carol Twedt is the Vice Chair of the Lutheran Social Services Foundation Board. The Lutheran Social Services Foundation is a separately incorporated entity, but does have a financial relationship with Lutheran Social Services of South Dakota, the entity that is party to this contract. Carol Twedt derives no compensation from her volunteer board membership on the Lutheran Social Services Foundation Board. The Lutheran Social Services Foundation derives no financial benefit from this contract with Lutheran Social Services of South Dakota.

Section 7 – DMC Intervention Project Program Conflict of Interest, Conditions and Assurances, and Signatures

Subgrant Application through the South Dakota Department of Corrections

The following information contains the general conditions and assurances as necessary for recipients of funding awarded under this application. Please note that final assurances and conditions may be different than those stated below based on the composition of the individual program. Your signature under this section indicates that the applying agency understands that a successful subgrant award under this application will be subject to the conditions and awards comparable to those as follows.

General Award Conditions:

1. The Subgrantee agrees to comply with all Formula Grant program requirements.
2. The Subgrantee agrees to obligate and expend the grant amount within the subgrant award period.
3. The Subgrantee agrees to provide all program reports that are requested by the SD Department of Corrections or the Office of Juvenile Justice and Delinquency Prevention by their due date as requested.
4. The Subgrantee agrees to provide all Performance Measure Data and Program Specific data to the SD Department of Corrections.
5. The Subgrantee agrees to request reimbursement on a monthly basis and for only those expenditures outlined in the application approved by the SD Department of Corrections. Claims sheets and all supporting documentation must be submitted within 30 days of the end of the month that the services were paid.

Assurances: The Subgrantee hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Ex. Order 12372 (intergovernmental review of federal programs); and 28 C.F. R. pts. 66 or 70 (administrative requirements for grants and cooperative agreements). The Subgrantee also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain. The subrecipient's conflict of interest policy is to be provided to the SDDOC upon request for review.
3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all federal, state, and local laws, regulations, ordinances, guidelines, permits, and requirements applicable to providing services pursuant to this Agreement and will be solely responsible for obtaining current information on such requirements. It will comply with all lawful requirements imposed by the awarding agency, specifically including applicable regulations 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 46, 61, and 63, and the award term in 2 C.F.R. § 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); The Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disability Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).
7. If a governmental entity -
 - a) it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and

Section 7 – DMC Intervention Project Program Conflict of Interest, Conditions and Assurances, and Signatures

Subgrant Application through the South Dakota Department of Corrections

- b) it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.
8. It will provide language services for limited English proficiency (LEP) individuals as needed in order to provide services as covered under this award in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d.
9. Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Acceptance of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," 2 CFR Part 2867, "DOJ Implementation of OMB Guidance of Nonprocurement Debarment and Suspension," and 28 CFR Part 83, "Government-wide Debarment and Suspension," and Government-wide Requirements for Drug-Free Workplace (Grants)."
10. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," subrecipients are encouraged to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
11. Any website that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages, and on any pages from which the visitor may access or use a web-based services "This web site is funded through a grant from the Office of Juvenile Justice and Delinquency Prevention, Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, the web site."

Equal Employment Opportunity Plan (EEO): Pursuant to 28 C.F.R. §§ 42.301-.301, applicant must take one of the following actions: either submit an EEO to the SDDOC for submission to the Office for Civil Rights (OCR) for review, maintain an EEO on file, or submit an EEO Certification form to the SDDOC for submission to the OCR in order to monitor the subrecipients compliance with the EEO requirement.

Non-supplanting Requirements: Funds or other resources of the applicant normally devoted to programs and activities designed to meet the needs of criminal justice will not be diminished in any way as a result of a grant award of federal funds. The project for which assistance is being requested will be in addition to, and not a substitute for, criminal justice services previously provided without federal assistance.

Audit Requirement: Acceptance of this grant award requires the subgrantee organization or governmental entity to include this subgrant in the scope of their regularly scheduled annual or biennial audit. The audit must be conducted in accordance with the appropriate OMB Circular (A-128, A-133, A-102/Common Rule). If applicable, the subrecipient is in compliance with the federal Single Audit Act, in compliance with § 4-11-2.1, and audits are displayed on the subrecipient's website

Termination Provision: This Agreement may be terminated by the SDDOC hereto upon thirty-(30) days written notice. In the event the applicant/subgrantee breaches any of the terms or conditions hereof, the SDDOC may terminate this Agreement at any time with or without notice. If termination for such default impacts the SDDOC, any payments due to the applicant/subgrantee at the time of termination may be adjusted to cover any additional costs to the SDDOC because of the applicant/subgrantee's default. Upon termination, the SDDOC may assume the responsibility for the project or may award another party funds to complete the work under this Agreement. If after termination for default by the applicant/subgrantee it is determined that the applicant/subgrantee was not at fault, then the applicant/subgrantee shall be paid for eligible services rendered and expenses incurred up to the date of termination.

Insurance Provision: The Subgrantee, at all times during the term of this Agreement, shall obtain and maintain in force insurance coverage of the types and with the limits as follows:

- o Commercial General Liability Insurance: The Subgrantee shall maintain occurrence based commercial general liability insurance or equivalent form with a limit of not less than **\$1 million** for each occurrence. If such insurance contains a general aggregate limit it shall apply separately to this Agreement or be no less than two times the occurrence limit.
- o Professional Liability Insurance or Miscellaneous Professional Liability Insurance: The Subgrantee agrees to procure and maintain professional liability insurance or miscellaneous professional liability insurance with a limit not less than **\$1 million**.

Section 7 – DMC Intervention Project Program Conflict of Interest, Conditions and Assurances, and Signatures

Subgrant Application through the South Dakota Department of Corrections

- Business Automobile Liability Insurance: The Subgrantee shall maintain business automobile liability insurance or equivalent form with a limit not less than **\$1 million** for each accident. Such insurance shall include coverage for owned, hired, and non-owned vehicles.
- Worker's Compensation Insurance: The Subgrantee shall procure and maintain workers' compensation and employers' liability insurance as required by South Dakota law.

Before beginning work under this Agreement, the Subgrantee shall furnish the State with properly executed Certificates of Insurance which shall clearly evidence all insurance required in this Agreement and which provide that such insurance may not be canceled, except on 30 days prior written notice to the State. The Subgrantee shall furnish copies of insurance policies if requested by the State. Such insurance shall contain no special limitations or exclusions as they may relate to this agreement.

Default Provision: This Agreement depends upon the continued availability of federal funds awarded to the SDDOC and appropriated funds and expenditure authority from the Legislature for this purpose. If for any reason the Legislature fails to appropriate funds or grant expenditure authority, or funds become unavailable by operation of law or federal funds rejections, this Agreement will be terminated by the State. Termination for any of these reasons is not default by the State nor does it give rise to a claim against the State. Failing to provide monthly reimbursement and quarterly progress reports may result in termination of the subgrant award.

Amendment Provision: This Agreement may not be assigned without the express prior written consent of the State. This Agreement may not be amended except in writing, which writing shall be expressly identified as a part hereof and be signed by an authorized representative of each of the parties hereto.

Venue Clause: This Agreement shall be governed by and construed in accordance with the laws of the State of South Dakota. Any lawsuit pertaining to or affecting this Agreement shall be venued in Circuit Court, Sixth Judicial Circuit, Hughes County, South Dakota.

Subcontractors Provision: The Subgrantee may only use subcontractors to perform the services as outlined in their approved grant proposal. Any additional subcontracts or awards may only be granted with the express prior written consent of the State. The Subgrantee will include provisions in its subcontracts requiring its subcontractors to comply with the applicable provisions of this Agreement, to indemnify the State and to provide insurance coverage for the benefit of the State in a manner consistent with this Agreement. The Subgrantee will cause its subcontractors, agents, and employees to comply, with applicable federal, state and local laws, regulations, ordinances, guidelines, permits and requirements and will adopt such review and inspection procedures as are necessary to assure such compliance.

Subgrantee Agreement: It is understood and agreed by the Subgrantee that any grant received as a result of this application shall be subject to the Special Assurances and Conditions and other policies, regulations, and rules issued by the Department of Justice for the administration of grant projects under (P.L. 100-690) including, but not limited to, the following:

1. Competitive bids must be obtained for all equipment, construction and contracted services applications, as required by applicable local, state, or federal law or regulations.
2. If any agency other than the applicant is to contribute supporting or local funds, the Applicant must document the contribution.
3. Any funds awarded under one subgrant cannot be used in another.
4. Expenses or expenditures for items not listed in the original budget will not be reimbursed. Variances from the approved budget will require a budget amendment approved in advance by SD Department of Corrections.
5. All applicants are subject to federal, state, and local laws and regulations.
6. The Subgrantee shall not obligate any funds until the SD Department of Corrections formally awards subgrant.
7. The Subgrantee agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
8. Reimbursement of expenses is contingent upon submission of monthly financial reports.
9. The Subgrantee understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of SD Department of Corrections and OJP.

Section 7 – DMC Intervention Project Program Conflict of Interest, Conditions and Assurances, and Signatures

Subgrant Application through the South Dakota Department of Corrections

10. When issuing statements, press releases, requests for proposals, bid solicitations, and other documents describing projects or programs funded in whole or in part with federal money, all grantees receiving federal funds shall clearly state: 1) the percentage of the total cost of the program or project which will be financed with federal money, and 2) the dollar amount of federal funds for the project or program.
11. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, disability, or age against a recipient of funds, the recipient will forward a copy of the finding to the Office of Civil Rights, Office of Justice Programs and to the SD Department of Corrections.
12. The Subgrantee agrees to hold harmless and indemnify the State of South Dakota, its officers, agents and employees, from and against any and all actions, suits, damages, liability or other proceedings which may arise as a result of performing services hereunder. This section does not require the Subgrantee to be responsible for or defend against claims of damages arising solely from acts or omissions of the State, its officers or employees. Nothing in this Agreement shall be construed as a waiver of sovereign immunity or consent to jurisdiction in any court other than the courts of the Unified Judicial System of the State of South Dakota.

State of South Dakota Grant Subrecipient Attestation:

If awarded, the subgrantee will attest to meeting the following requirements per SDCL 1-56-10:

1. A conflict of interest policy is enforced within the subrecipient's organization;
2. The Internal Revenue Service Form 990 has been filed, if applicable, in compliance with federal law, and is displayed immediately after filing on the subrecipient's website;
3. An effective internal control system is employed by the subrecipient's organization; and
4. If applicable, the subrecipient is in compliance with the federal Single Audit Act, in compliance with § 4-11-2.1, and audits are displayed on the subrecipient's website.

The Applicant Agency/Subgrantee hereby certifies agreement with the above special conditions, assurances and certifications.

Section 7 – DMC Intervention Project Program Conflict of Interest, Conditions and Assurances, and Signatures

Subgrant Application through the South Dakota Department of Corrections

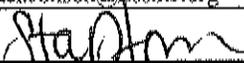
Only completed proposals will be considered for funding. To prevent your proposal from being eliminated, please ensure that the following sections are completed and all signatures are obtained for inclusion in the submission packet:

- Section 1 – Face Page
- Section 2 – Overview of DMC Trends and Data
- Section 3 – DMC Project Planning
- Section 4 – DMC Intervention Project Overview
- Section 5 – DMC Intervention Project Budget
- Section 6 – DMC Intervention Project Program Strategic Plan and Performance Reporting
- Section 7 – DMC Intervention Project Program Conflict of Interest Identification, Conditions and Assurances, and Signatures

The officials that certify this document agree that the information contained in the preceding pages outline the plans as approved by the local Steering Committees overseeing the Alternatives to Detention Initiatives and understand that funding is contingent on following those activities contained within this document. Certifying this document also indicates the understanding that evaluation of the DMC Intervention Site will be based on the information contained within this document unless written amendments are submitted and approved by the Department of Corrections prior to the implementation of program changes.

Original Signatures are Required

A. Project Director #1 (Person overseeing the implementation of day to day project activities)

Name	Staci Jonson	Title	Director, Arise Youth Center
Address	3505 Cambell Street	City/State/Zip	Rapid City, SD 57701-0141
E-mail	Staci.Jonson@LssSD.org	Phone	605-716-1837
		Fax	605-348-0479
Signature		Date	9.9.16

B. Project Director #2 (Person overseeing the implementation of day to day project activities, if applicable)

Name	Sheila Weber	Title	Vice President, Children & Youth Services
Address	621 E. Presentation St.	City/State/Zip	Sioux Falls, SD 57104
E-mail	Sheila.Weber@LssSD.org	Phone	605-221-2414
		Fax	605-221-2404
Signature		Date	9.6.16

C. Project Director #3 (Person overseeing the implementation of day to day project activities)

Name		Title	
Address		City/State/Zip	
E-mail		Phone	Fax
Signature		Date	

D. Project Director #4 (Person overseeing the implementation of day to day project activities)

Name		Title	
Address		City/State/Zip	
E-mail		Phone	Fax
Signature		Date	

Section 7 – DMC Intervention Project Program Conflict of Interest, Conditions and Assurances, and Signatures

Subgrant Application through the South Dakota Department of Corrections

Original Signatures are Required (continued)

E. Coordinator (Person overseeing the implementation of day to day DMC activities, if applicable)

Name	Title	
Address	City/State/Zip	
E-mail	Phone	Fax
Signature	Date	

F. Coordinator (Person overseeing the implementation of day to day DMC activities, if applicable)

Name	Title	
Address	City/State/Zip	
E-mail	Phone	Fax
Signature	Date	

G. Financial Officer (County/Organization Officer Overseeing Financial Aspects of Award)

Name Jenn Tanno	Title Director, Accounting	
Address 705 E. 41 st St., Ste. 200	City/State/Zip Sioux Falls, SD 57105-6048	
E-mail Jenn.Tanno@LssSD.org	Phone 605-444-7509	Fax 605-444-7540
Signature 	Date 9/16/2016	

H. Other Representative (Optional)

Name	Title	
Address	City/State/Zip	
E-mail	Phone	Fax
Signature	Date	

Applications must be submitted received by mail to the Department of Corrections by September 16, 2016.

Juvenile Delinquency Prevention Supplemental Subgrant Application

Title II Formula Grant

South Dakota Department of Corrections

APPLICATION DUE: September 16, 2016

Completed original applications must be submitted and approved prior to purchase/use of project budget items.

Applicants with original signatures must be submitted and received by the Department of Corrections by the close of business on September 16, 2016. Faxed and emailed applications will not be accepted.

Submit complete applications to:

*Bridget Coppersmith
Juvenile Justice Specialist
Department of Corrections
3200 East Highway 34
Pierre, SD 57501-5070*

RECEIVED
SEP 16 2016
DEPT. OF CORRECTIONS

The application must include a brief and clear description of each component. It is important to follow all directions, provide complete information, and submit the materials in the order requested. If you need additional room to respond to the components, please attach additional sheets. Please note that all of these steps assist in evaluating the proposal. Please note that this is a competitive subgrant program and funding is not guaranteed to all those who apply.

SECTION 1. APPLICANT INFORMATION

Applicant: Watertown Healthy Youth Coalition/ Human Service Agency		
Address: PO Box 1030, 123 19 th St NE		
City/State/Zip: Watertown, SD 57201		Phone: 605-884-3518 Fax: 605-884-3522
Email: kellir@humanserviceagency.org		Federal Employer Identification Number (FEIN): 46-0275247
Project Director Name: Kelli Rumpza		Title: Prevention Specialist
Agency: Human Service Agency	Address: PO Box 1030, 123 19 th St NE	
City/State/Zip: Watertown, SD 57201	Phone: 605-884-3518	Fax: 605-884-3522
Email: kellir@humanserviceagency.org		
Select source from which the program model was cited:		
<input checked="" type="checkbox"/> OJJDP Model Program Guide <input type="checkbox"/> SAMHSA Model Program <input type="checkbox"/> Other (indicate source below with name)		
Please indicate the name of the evidence-based program implemented:		
Positive Action		
Project Title:	School-based prevention	
Project Period:	October 1, 2016 – June 30, 2017	

SECTION 2. PROJECT BUDGET

The Council of Juvenile Services will award or not award funding based the extent to which program design addresses a recognized need and whether the proposal is financially responsible and efficient. Funds will be paid through a reimbursement process for items specifically outlined and approved in the application.

Applicants may apply for a budget of up to \$50,000.

Non-supplanting Requirements: Funds or other resources of the applicant normally devoted to programs and activities designed to meet the needs of criminal justice will not be diminished in any way as a result of a grant award of federal funds. The project for which assistance is being requested will be in addition to, and not a substitute for, criminal justice services previously provided without federal assistance.

A. Personnel	TOTAL
Part-time Positive Action coordinator for Intermediate School	\$ 14,400
Project Director	2,250
HSA Administrative Fee of 5% to manage grant financials	1,250
<i>Employee Fringe Benefits</i>	2,400
TOTAL	\$20,300
B. Contracted Services	TOTAL
PRIDE survey for students in grades 5th and 6th	\$ 2,500
Mt. Plains Evaluation - presentations to staff re: data	\$ 1,100
TOTAL	\$ 3,600
C. Travel and Per Diem	TOTAL
Travel to meetings /trainings requested by CJS includes mileage, motel and meal stipend	\$300
TOTAL	\$300
D. Equipment	TOTAL
TOTAL	\$
E. Operating Expenses	TOTAL
Materials, curriculum, resources for Positive Action implementation	\$600
Incentives for students	\$200
TOTAL	\$ 800
Total Project Budget – <i>Combined totals for all columns</i>	\$25,000

SECTION 3. BUDGET NARRATIVE

In the space provided, explain the relationship between budgeted items listed in Section 2 and project activities. Include information (data and criteria) as to how you arrived at budget estimates. Discuss all items by category and in full.

Personnel Narrative - Explain how the compensation and expenses were calculated, duties of the position, and any other information about personnel of the project. If proposed funding covers more than one position, you must identify the duties and estimated percent of time for duties that directly relate to the successful implementation of the program(s).

Position #1: WIS Positive Action Coordinator

Justification for the position :	We have seen the success of our school based positions in Watertown Middle and High schools that Watertown healthy Youth coalition and Watertown School District would like to expand this program into the new Intermediate school which houses 5 th and 6 th grade students (over 600 students). The coalition is working with school administrators to implement Positive Action curriculum with students. Students would be referred for academic/behavioral reasons by administration and/or PBIS team . This position would also help students with physical needs to help them be functional and successful at school. Relationships and collaboration with community resources/services is a need and have shown how beneficial in our positions at the other schools. JJRI is anticipated to bring about changes that could largely impact the school district. This position will be available and accessible to the students and their families.
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If the position is existing staff, explain how duties associated with this award are outside the current scope of their position and a provide a plan explaining how all duties associated with the position will continue to be provided and funded during this award:	This would be a new position.
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Personnel Responsibilities & Duties <i>(must directly relate to the implementation of the program)</i>	Estimated % Time
1. Individual and group sessions with students; screenings, referrals and collaborating with community resources, court system, teachers and school administrators.	50%
2. Classroom, school and community presentations/trainings for students, staff, parents	25%
3. School-wide awareness efforts with youth leadership, assisting with school policy and procedures and engaging youth in prosocial activities.	25%
4.	

Wage/Salary:	This will be a part time position (20 hours week), following the school district's calendar at the Intermediate school. The Positive Action coordinator's salary of \$14,400 for the 2016-17 school year, starting as soon as October 2016. Salary and benefits are set by the school district as this position qualifies the same salary formula as a Teacher Assistant within the district. This position must have BS/BA degree with emphasis in Social Work, Sociology, Prevention or related field. This position must go through training to implement the program.
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Benefits:	100% of the benefits for this position will be funded through this grant. Benefits include social security, taxes, retirement (13.65%) for 12 months through the Watertown School District.
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Position #2: Project Director

Justification for the position :	Project Director oversees the implementation of the Intermediate school based programming. Time is spent doing administrative work and reports to make sure programming is effective and meeting with school coordinator, working on evaluation with Mt. Plains Evaluation, and communicating with the Project Manager in Pierre. Project Director facilitates the coalition meetings and works with the school district and community resources.
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If the position is existing staff , explain how duties associated with this award are outside the current scope of their position and a provide a plan explaining how all duties associated with the position will continue to be provided and funded during this award.		Amount of time spent specifically on the DOC grant is documented on contact sheets and funds then are allocated by the grant per percent of time spent on DOC grant activities. All documentation is kept on file.
Personnel Responsibilities & Duties (<i>must directly relate to the implementation of the program</i>)		Estimated % Time
1. Oversees the coordination and facilitation of programming at the intermediate school.		50%
2. Responsible for the reporting and documentation for the DOC grant		50%
3		
4		
Wage/Salary:	5% of the Project Director's salary of \$41,000 will be funded through this grant based on currently salary through the Human Service Agency from Oct 2016 – June 2017.	
Benefits:	5% of the Project Director's taxes, social security, benefits (7.65%) for this position will be funded through this grant.	
Position #3:	HSA Administrative Fee	
Justification for the position :	Human Service Agency 5% administrative fee to manage grant financials. The time of fiscal department staff to prepare financials, set up spreadsheets, fill out and verify report is correct, receipt income, make adjustments, process purchase orders, match invoice and receipts, set up for payment, cut checks, mail out payments, etc.	
If the position is existing staff , explain how duties associated with this award are outside the current scope of their position and a provide a plan explaining how all duties associated with the position will continue to be provided and funded during this award.		Amount of time spent specifically on the DOC grant is documented and funds then are allocated by the grant. All documentation is kept on file.
Personnel Responsibilities & Duties (<i>must directly relate to the implementation of the program</i>)		Estimated % Time
1. Manage grant financials		100%
2.		
3.		
4		
Wage/Salary:	5% of the administrative fee is allocation of salary of staff with the time spent on grant financials as mentioned above through the Human Service Agency from October 2016 – June 2017.	

Please attach additional sheets for more than two positions.

SECTION 3. BUDGET NARRATIVE CONTINUED

Contracted Services Narrative - Explain the consultant fees, consultant expenses, contracted services, the cost per service/per youth being served, how the cost for services was calculated, and the process that would be or has been conducted to select the consultant. Contracted services fees cannot exceed \$650 per day.	
Consultant #1:	Mountain Plains Evaluation, LLC
Consultant Fees:	Up to \$55/hour for Mountain Plains as hourly fee set by Mountain Plains.
Contracted Service:	To provide assistance with the PRIDE survey data that will be administered to 5 th and 6 th grade students to create baseline data of at-risk behaviors and protective factors. Will need follow up assistance with interpretation of data and presentations of the findings to coalition and school staff and administration. This is a service above what Mountain Plains already provides for this grant.
Selection Process:	We are utilizing Mountain Plains since they are familiar with the work that we are doing and have reasonable fees.
Consultant #2:	PRIDE surveys, International Survey Associates
Consultant Fees:	Cost per survey (\$2.47), per student (estimate about 630 students) plus cost if need to add additional survey questions (\$750).
Contracted Service:	Administer the PRIDE survey to students in grades 5 th and 6 th . This will create baseline data before implementing Positive Action program.
Selection Process:	Using PRIDE survey since that is the survey we use for middle and high school students. Data will be consistent.
Travel and Per Diem Narrative - Explain the calculation of travel costs for travel outside the home jurisdiction , (travel must be calculated at current state rates (\$0.42 per mile and \$32 per diem)), how the expenses are directly related to the implementation of the project, and if out-of-state travel is anticipated, give particulars (i.e., location, state, dates, purpose, cost).	
Purpose of Travel:	Meetings and/or trainings requested by CJS for program implementation.
	$[380] \times \$0.42 = \160 $[2] \times \$32.00 = \64 (1 full day at \$32, then super the night before at \$15) 1 night motel budget \$93
Purpose of Travel:	
	$[Mileage] \times \$0.42 =$ $[Number\ of\ Travel\ Days\ for\ per\ diem] \times \$32.00 =$
Equipment and Operating Expenses Narrative - Explain the supplies and equipment costs directly related to the implementation of the program or project. You must be specific regarding the items in which you intend to use federal funding. For example, a budget item of "office expenses" will not be accepted as these items must be detailed. You need to identify what you anticipate for office expenses and list each item and the estimated costs. Items not specifically outlined will not be eligible for reimbursement.	
Equipment - List nonexpendable items that are to be purchased and show how you calculated these costs. Nonexpendable equipment is tangible property having a useful life of more than 2 years.	
NA	
Operating Expenses - List items by type (office supplies, postage, training materials, copying paper, and expendable	

equipment) and show how you calculated these costs. Generally, supplies include any materials that are expendable or consumed during the course of the project.

Purchase resources, supplies, curriculum and materials for individual, group or classroom lessons/presentations for Positive Action curriculum. Estimated \$600.

Motivational incentives for intermediate students and families that the Positive Action coordinator is meeting with individually or in group setting. Also used to assist with costs for identified youth who need assistance to be involved with activities. Examples include membership to community rec center, school activity tickets, membership to an organization/club, registration fee or equipment/material expenses to be involved in extra-curricular activity, etc. Positive Action coordinator and Project Director will meet to determine need and a student plan will be developed to monitor involvement. Estimated \$200.

Total amount requested for operating expenses is \$800.00.

SECTION 4. Supplemental Implementation Plan

A. PROJECT ABSTRACT AND DEMONSTRATION OF NEED

The Watertown Healthy Youth Coalition (WHY) has been active for 18 years. The focus of the coalition is to address the health and safety of the targeted population in regards to the consequences of at-risk behaviors.

The evidence based programs (EBPs) Project SUCCESS and Positive Action have impacted the norms and perceptions within the school population of grades 7-12, specifically targeting students who are identified as at-risk, and/or referred through school staff, DOC, Court Services, and/or family. These existing problems need to be addressed in order to promote healthy and positive youth development. Data from the 2015 PRIDE survey shows overall use rates and at-risk behaviors are decreasing with our students. These past two years of implementing evidenced based programming have shown to be impactful to our student population as shown through the data.

We have learned there is more work to be done with offering and expanding education, services, and resources to our students. For the 2016-17 school year, the coalition would like to expand services to the district's new Intermediate School which houses over 600 5th and 6th grade students. The coalition would like to pilot the *Positive Action* curriculum and have a "Positive Action Coordinator" who works with students, staff and community organizations very similar to the middle school program. This expansion of prevention programming shows that the school district is very supportive of our efforts and that we need to continue with our school –based prevention and early intervention services and provide services to our 11 and 12 year olds when they may start to experiment with at-risk behaviors.

B. ORGANIZATIONAL READINESS

The Watertown Healthy Youth (WHY) coalition is a well respected organization in the community. Members are active and represent a greater part of the community sectors. They are engaged during the monthly meetings and with the activities and programs the coalition organizes and/or oversees. There is a wealth of resources around the table and the information is shared from each member's respective organization at the meetings. The coalition's prevention efforts aim to serve those who work, reside and/or attend school within the Watertown community.

This past year, our coalition has gained new coalition members because of the work we have done. Our coalition is becoming more diverse. The coalition has local support and involvement from various organizations and businesses that assist with any programs, projects or activities WHY organizes. To ensure program success and sustainability, on-going training and capacity building are critical. The Project Director works diligently to make sure coalition members are kept aware of programming needs and to coordinate opportunities to stay educated. The coalition has been working to identify the risk and protective factors through law enforcement data/reports, community perception survey, and school reports and community meetings and interviews. This data gathering also provided the coalition an opportunity to assess the community's level of readiness to address the social issues and to prioritize our prevention efforts.

The coalition has been very supportive of our first two years of implementation of *Positive Action* and *Project SUCCESS* in our middle and high school. Both years involved planning and tweaking implementation – getting programming to fit into the school day, and what students would be part of the programming.

For year three, with the opportunity to expand services, we will look to implement Positive Action programming at the new Intermediate school of 5th and 6th graders. School administration has seen the positive impact of our programming and the benefits of having school based positions available to students in grades 7-12; and will make sure implementation continues for 5th and 6th grade.

The knowledge, experience, data, and resources that are brought to the coalition table enable our prevention efforts to be effective. The coalition's efforts over the last 18 years have impacted juvenile behaviors effectively with the collaborative efforts of community partners and the implementation of data-driven programs and strategies. We are excited for the opportunity to expand school based programming. Based on these trends, the Watertown Healthy Youth coalition knows their efforts to raise awareness of the youth issues and concerns, about the risks involved with antisocial behaviors are making a difference in the Watertown community.

C. COMMUNITY/SCHOOL READINESS

Our community has people who see the importance of a high level of community commitment and feel it is the responsibility of the community and school to provide prevention. According to results from our 2014 Community Perception Survey, we have people in the Watertown community who want to assist with prevention efforts and feel prevention is necessary. Our community has a high level of community commitment and they feel it's the responsibility of the community and school to provide prevention. Community members want to see more education and awareness provided in the schools and for parents/adults in the community. Respondents said educating parents is the best way to prevent and/or decrease the number of youth who participate in high risk behaviors, along with implementing school based education/curriculum, increase enforcement (stricter consequences as well as providing accurate

and visible information on laws and consequences), and awareness campaigns focusing on social norms.

This data also illustrates that our community is ready to strengthen prevention efforts already in existence. It is important for the coalition to continue to collaborate with the school district, law enforcement, juvenile justice system and community to provide resources and services to our youth.

The coalition believes that because they have seen positive results of current prevention efforts, the community will support expanding our prevention efforts into the Intermediate school. The Watertown School District Intermediate School principal submitted a letter of commitment for our expansion school based program – **see Attachment**.

At the middle school, the *Positive Action* curriculum was implemented as small group and individual sessions. Students were referred based on teacher and administrative observation. These identified students needed extra help in skills academically, socially, emotionally and behaviorally. Identified students participated during Directed Study time, and therefore missed no academic class as a result. The primary focus of the foundation lessons was to work on making more positive choices by changing how they respond to situations. The goal was to learn to not just react to a situation but to choose a positive thought that would lead to a positive action and positive feeling. They also dealt with improving their self-concept by understanding the differences between impression, image and identity. They looked at factors that affect their self-concept, such as family, friends, school and life experiences. They set short-term and long-term goals and at the end wrote about two dreams they have and what they could do to accomplish them. This was all part of the 20 foundational lessons. Year two, we found students were able to focus better 1-on-1 and sometimes students didn't have same directed study

so small group sessions were less frequent. Also in Year 2 the Project SUCCESS coordinator went into the 7th and 8th grade Small Teams with 28 students and taught 23 lessons.

With the lessons learned through the implementation at the middle school, we would like the opportunity to expand and pilot the Positive Action program in the Intermediate school with our 5th and 6th grade students this year. Conversations and planning took place with administration as to how Positive Action could be implemented because of the need and benefits they saw with middle school students. Physical needs for students and case management continues to grow and making sure students are getting the resources they need to continue thrive at school and plays a major role with student success as well as school wide awareness of youth social issues. With a transition to a new school this also puts these students at-risk with participating in un-healthy behaviors so we need to be proactive and make sure we have resources in place to make this transition time more normal.

We will need to gather baseline data to identify students' risk and protective factors and key social issues. We have not included 5th and 6th grade in the coalition's data collection in previous years, so this will be a priority. The Positive Action coordinator would also encourage students to get involved in prosocial activities and create a Youth Leadership group like Natural Helpers to carry out school wide awareness of youth social issues. With the Intermediate School being a "new school" there will be some challenges and barriers as to how to make programming fit. But at the same time, with a new school, it is easier to implement new programming. The principal is very excited to take on this program.

D. STRATEGY FOR IMPLEMENTING EVIDENCE-BASED PROGRAMS

The school based strategy of *Positive Action* was chosen because of the heightened opportunity of risk factors/behaviors of students during transition times, especially now with all 5th and 6th graders in one building at the Intermediate School. This school based effort will also target the parent population, which is another strategy for the WHY coalition. Implementation of *Positive Action* in the past 2 years at the middle school have shown to be beneficial and successful. We hope to see delinquency behaviors decrease even more in Year 3 by using *Positive Action* curriculum with *Project SUCCESS* at the middle and high school as well as expanding *Positive Action* into the 5th and 6th grade. The Juvenile Delinquency Grant would assist the coalition to provide funds for staff to carry out this program at the Intermediate School.

The school district will assist with the day to day cost and resources and office space for the staff person (*Positive Action* coordinator). Both entities would continue to look for other funding sources (grants, local contributions, etc) to continue and strengthen the prevention efforts within the Intermediate school. With our school and community data, and the success that the coalition has had thus far with impacting outcomes, it is the hope that other grant opportunities and our school district would assist with sustaining our school-based programming after the 3-year funding cycle. Our partnerships with existing community service organizations would help provide day to day resources for students.

The Watertown School District currently supports other prevention programming like *Second Steps* and *DARE* at the elementary level. *Positive Action* would coordinate with the existing programming and provide additional resources. We would coordinate with the PBIS (positive behavior reinforcement team) that meets regularly to go over office referrals. This would then provide referrals to the *Positive Action* coordinator and this position would do skill building with individuals and/or small group to start with. Students referred could be struggling

with attendance, academic, and/or behavioral issues. The school district also has active youth leadership programs lead by our Project SUCCESS coordinators at middle and high school to help with school environment. This would be another key component of the Positive Action coordinator – getting students involved in prosocial activities as well as creating a positive atmosphere. These youth will be utilized to carry out the school-wide awareness and educational activities. The staff trained in implementing Positive Action will follow the procedures of the mandatory monthly reporting, lesson plans, utilizing the screening tools and reporting documents required, and carry out all the required components of the programming to maintain fidelity. But prior to the coalition and school district implementing programming, we first need to collect baseline data. We would like to utilize PRIDE surveys middle school survey, which would be similar to the PRIDE survey we administer to our 7th – 12th grade students.

As you can see, many pieces are in place in our school and community to help youth, but there is a need to have professional paid staff at the Intermediate school to coordinated prevention programming and efforts to provide delinquency prevention, education and early intervention services; as well as a liaison for students and parents with community resources, agencies and organizations. The prevention staff who will implement *Positive Action*, will serve as a resource to students and families by connecting them to prosocial programs, activities, and people. Also, if students are educated about the effects and consequences of delinquent behaviors and learn refusal and healthy coping skills; then they will learn to resist the pressures of these at-risk behaviors, which will decrease school office referrals and /or juvenile arrests.

School officials support and see the need to implement a school-wide prevention to focus on policy, awareness campaigns, and education. If students know there will be consistent

consequences related to antisocial behaviors and that they will be held accountable for their actions, these behaviors will be deterred. It is the hope that students will see the benefits involved in prosocial activities and having prosocial friends. It all takes time, resources, and personnel to work with these youth.

Goal: To reduce the percentage of Watertown students engaging in antisocial behaviors by June 30, 2020.

Objective 1: To assist with development of a comprehensive intergrated prevention program at Intermediate School.

Activities	Timeline	Person Responsible
Implement PRIDE survey to students in grades 5 th and 6 th to identify priority areas and risk and protective factors develop and implement a plan of action to engage parents and staff in prevention efforts.	October 1, - December 31, 2016	Project Director and school district Coalition members
Interpret data results from PRIDE survey to develop and implement a plan of action to engage students, parents and staff in prevention efforts.	November 1, 2016 – January 31, 2017	Project Director School district Coalition members
PSCs and/or Program Director will disseminate information and resources through presentations, meetings, trainings, and media venues to district staff, parents and community.	January 1, 2017 – June 30, 2017	Project Director, coalition members and school based staff
Hire part-time Positive Action coordinator and attend training to carry out programming	October 1, 216 – June 30, 2017	Project Director School district

Objective 1: Increase student perceptions of risk of engaging in antisocial behaviors by June 30, 2017.

Activities	Timeline	Person Responsible
Positive Action coordinator will implement Positive Action curriculum for targeted populations in Intermediate school.	November 1, 2016 – May 31, 2017	School based staff
Positive Action coordinator will provide screenings and individual sessions. Will organize and facilitate small group sessions and refer students to community services/resources.	November 1, 2016 – May 31, 2017	School based staff
Positive Action coordinator will coordinate services and programming with PBST team, school counselors, Court Services, Local Interagency Team, States Attorney and/or DOC.	November 1, 2016 – June 30, 2017	Project Director, and school based staff local agencies

Objective 2: Increase prosocial involvement and opportunities for Watertown students in grades 5th and 6th June 30, 2017.

Activities	Timeline	Person Responsible
Collaborate resources so students can participate in school and/or community program/club/activity (such as activity ticket to school events, swimming pass, transportation, school clothing, dues, registration fees, etc.)	December 1, 2016 – May 31, 2017	Project Director, school based staff, community organizations
Update resource directory/booklet of all community and school clubs, organizations, activities for all students and their families.	January 1 – June 30, 2017	Project Director School based staff
Intermediate students will be selected and trained to be Natural Helpers and form a group who organize awareness activities (social norms campaigns – majority don't use or participate in antisocial behaviors).	January 1, 2017– May 31, 2017	Project Director, and school based staff, NEPRC
Provide individual or group sessions on social skills development, critical thinking, healthy coping strategies, social interaction, etc to youth and families and to use motivational incentives.	November 1, 2016 – May 31, 2017	Project Director, and school based staff

The Project Director will also make sure staff receives Positive Action training and additional training as the need arises; and staff evaluations will be completed at least once a year with school administration and the Project Director. The coalition will also utilize the NE Prevention Resource Center located in Watertown for training opportunities. The PRC offers many regional and state trainings for prevention professionals and have many resource materials available. The Project Director will also work with Mountain Plains Evaluation to make sure programming is following the Project Performance Measures by completing required documentation and evaluation.

E. TARGET POPULATION

Provide an overview of the participants eligible for participation through using the table below and explain how participants will be considered "at risk" youth.

Target Population Details (Place an "X" in the box to the left of all those that apply)						
Race(s):		Offender Type(s):			Geography:	
X	American Indian/Alaskan Native	X	At-Risk Population (no prior offense)		X	Rural
X	Asian	X	First Time Offenders			Suburban
X	Black/African American		Repeat Offenders			Tribal
X	Hispanic or Latino (of any race)		Sex Offenders			Urban
X	Other Race		Status Offenders		Age:	
X	White/Caucasian		Violent Offenders		X	Under 11
Sex:		Referral Source:			X	12-13
X	Female	X	School	X	Court System	14-15
X	Male	X	State's Attorney	X	Other family _____	16 - 18

F. BUDGET

Please refer to Sections 2 and 3 of this grant application for the Budget and Budget Narrative.

G. COUNCIL OF JUVENILE SERVICES CONFLICT OF INTEREST IDENTIFICATION

From the list provided, the Watertown Healthy Youth Coalition/HSA does not recognize that any of the Council members would have a conflict of interest with our application.

- | | |
|--|---|
| Betty Oldenkamp , CEO of Lutheran Social Services; | Renee Gallagher , Youth Member; |
| Beth O'Toole , Professor at the University of Sioux Falls; | Judge Karen Jeffries , Cheyenne River Sioux Tribe; |
| Nancy Allard , Director of Trial Court Services; Sheriff; | Sheriff Mike Leidholt , Hughes County |
| Taniah Apple , Youth Member; Center Administrator; | Amy Lake-Harmon , Juvenile Detention |
| Dadra Avery , Counselor at Sturgis Brown High School; Roberts County | Sara McGregor-Okroi , Director of Aliive- |
| Austin Biers , Youth Member; Safety; | Lyndon Overweg , Mitchell Chief of Public |
| Keegan Binegar , Youth Member; Commissioner; | Carol Twedt , Former Minnehaha County |
| Kristi Bunkers , Director of Juvenile Services; Protection Services | Virgena Wieseler , Division of Child |
| Judge Steven Jensen , First Judicial Circuit; Attorney; | Aaron McGowan , Minnehaha County States |
| Kim Cournoyer , Service Provider at Great Plains Psychological Associates; | |
| Vanessa Merhib , Executive Director of Boys & Girls Club of Brookings, Moody, and Yankton Counties; | |

SECTION 5. SPECIAL ASSURANCES AND CONDITIONS

The following information contains the general conditions and assurances as necessary for recipients of funding awarded under this application. Please note that final assurances and conditions may be different than those stated below based on the composition of the individual program. Your signature under this section indicates that the applying agency understands that a successful subgrant award under this application will be subject to the conditions and awards comparable to those as follows.

General Award Conditions:

1. The Subgrantee agrees to comply with all Formula Grant program requirements.
2. The Subgrantee agrees to obligate and expend the grant amount within the subgrant award period.
3. The Subgrantee agrees to provide all program reports that are requested by the SD Department of Corrections or the Office of Juvenile Justice and Delinquency Prevention by their due date as requested.
4. The Subgrantee agrees to provide all Performance Measure Data and Program Specific data to the SD Department of Corrections.
5. The Subgrantee agrees to request reimbursement on a monthly basis and for only those expenditures outlined in the application approved by the SD Department of Corrections. Claims sheets and all supporting documentation must be submitted within 30 days of the end of the month that the services were paid.

Assurances: The Subgrantee hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Ex. Order 12372 (intergovernmental review of federal programs); and 28 C.F. R. pts. 66 or 70 (administrative requirements for grants and cooperative agreements). The Subgrantee also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain. The subrecipient's conflict of interest policy is to be provided to the SDDOC upon request for review.
3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all federal, state, and local laws, regulations, ordinances, guidelines, permits, and requirements applicable to providing services pursuant to this Agreement and will be solely responsible for obtaining current information on such requirements. It will comply with all lawful requirements imposed by the awarding agency, specifically including applicable regulations 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 46, 61, and 63, and the award term in 2 C.F.R. § 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); The Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disability Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681, 1683, 1685-86); and the Age

Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).

7. If a governmental entity -
 - a) it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
 - b) it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.
8. It will provide language services for limited English proficiency (LEP) individuals as needed in order to provide services as covered under this award in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d.
9. Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Acceptance of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," 2 CFR Part 2867, "DOJ Implementation of OMB Guidance of Nonprocurement Debarment and Suspension," and 28 CFR Part 83, "Government-wide Debarment and Suspension," and Government-wide Requirements for Drug-Free Workplace (Grants)."
10. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," subrecipients are encouraged to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
11. Any website that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages, and on any pages from which the visitor may access or use a web-based services "This web site is funded through a grant from the Office of Juvenile Justice and Delinquency Prevention, Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, the web site."

Equal Employment Opportunity Plan (EEOP): Pursuant to 28 C.F.R. §§ 42.301-.301, applicant must take one of the following actions: either submit an EEOP to the SDDOC for submission to the Office for Civil Rights (OCR) for review, maintain an EEOP on file, or submit an EEOP Certification form to the SDDOC for submission to the OCR in order to monitor the subrecipients compliance with the EEOP requirement.

Non-supplanting Requirements: Funds or other resources of the applicant normally devoted to programs and activities designed to meet the needs of criminal justice will not be diminished in any way as a result of a grant award of federal funds. The project for which assistance is being requested will be in addition to, and not a substitute for, criminal justice services previously provided without federal assistance.

Audit Requirement: Acceptance of this grant award requires the subgrantee organization or governmental entity to include this subgrant in the scope of their regularly scheduled annual or biennial audit. The audit must be conducted in accordance with the appropriate OMB Circular (A-128, A-133, A-102/Common Rule). If applicable, the subrecipient is in compliance with the federal Single Audit Act, in compliance with § 4-11-2.1, and audits are displayed on the subrecipient's website

Termination Provision: This Agreement may be terminated by the SDDOC hereto upon thirty-(30) days written notice. In the event the applicant/subgrantee breaches any of the terms or conditions hereof, the SDDOC may terminate this Agreement at any time with or without notice. If termination for such default impacts the SDDOC, any payments due to the applicant/subgrantee at the time of termination may be adjusted to cover any additional costs to the SDDOC because of the applicant/subgrantee's default. Upon termination, the SDDOC may assume the responsibility for the project or may award another party funds to complete the work under this Agreement. If after termination for default by the applicant/subgrantee it is determined that the applicant/subgrantee was not at fault, then the applicant/subgrantee shall be paid for eligible services rendered and expenses incurred up to the date of termination.

Insurance Provision: The Subgrantee, at all times during the term of this Agreement, shall obtain and maintain in force insurance coverage of the types and with the limits as follows:

- Commercial General Liability Insurance: The Subgrantee shall maintain occurrence based commercial general liability insurance or equivalent form with a limit of not less than **\$1 million** for each occurrence. If such insurance contains a general aggregate limit it shall apply separately to this Agreement or be no less than two times the occurrence limit.
- Professional Liability Insurance or Miscellaneous Professional Liability Insurance: The Subgrantee agrees to procure and maintain professional liability insurance or miscellaneous professional liability insurance with a limit not less than **\$1 million**.
- Business Automobile Liability Insurance: The Subgrantee shall maintain business automobile liability insurance or equivalent form with a limit not less than **\$1 million** for each accident. Such insurance shall include coverage for owned, hired, and non-owned vehicles.
- Worker's Compensation Insurance: The Subgrantee shall procure and maintain workers' compensation and employers' liability insurance as required by South Dakota law.

Before beginning work under this Agreement, the Subgrantee shall furnish the State with properly executed Certificates of Insurance which shall clearly evidence all insurance required in this Agreement and which provide that such insurance may not be canceled, except on 30 days prior written notice to the State. The Subgrantee shall furnish copies of insurance policies if requested by the State. Such insurance shall contain no special limitations or exclusions as they may relate to this agreement.

Default Provision: This Agreement depends upon the continued availability of federal funds awarded to the SDDOC and appropriated funds and expenditure authority from the Legislature for this purpose. If for any reason the Legislature fails to appropriate funds or grant expenditure authority, or funds become unavailable by operation of law or federal funds rejections, this Agreement will be terminated by the State. Termination for any of these reasons is not default by the State nor does it give rise to a claim against the State. Failing to provide monthly reimbursement and quarterly progress reports may result in termination of the subgrant award.

Amendment Provision: This Agreement may not be assigned without the express prior written consent of the State. This Agreement may not be amended except in writing, which writing shall be expressly identified as a part hereof and be signed by an authorized representative of each of the parties hereto.

Venue Clause: This Agreement shall be governed by and construed in accordance with the laws of the State of South Dakota. Any lawsuit pertaining to or affecting this Agreement shall be venued in Circuit Court, Sixth Judicial Circuit, Hughes County, South Dakota.

Subcontractors Provision: The Subgrantee may only use subcontractors to perform the services as outlined in their approved grant proposal. Any additional subcontracts or awards may only be granted with the express prior written consent of the State. The Subgrantee will include provisions in its subcontracts requiring its subcontractors to comply with the applicable provisions of this Agreement, to indemnify the State and to provide insurance coverage for the benefit of the State in a manner consistent with this Agreement. The Subgrantee will cause its subcontractors, agents, and employees to comply, with applicable federal, state and local laws, regulations, ordinances, guidelines, permits and requirements and will adopt such review and inspection procedures as are necessary to assure such compliance.

Subgrantee Agreement: It is understood and agreed by the Subgrantee that any grant received as a result of this application shall be subject to the Special Assurances and Conditions and other policies, regulations, and rules issued by the Department of Justice for the administration of grant projects under (P.L. 100-690) including, but not limited to, the following:

1. Competitive bids must be obtained for all equipment, construction and contracted services applications, as required by applicable local, state, or federal law or regulations.
2. If any agency other than the applicant is to contribute supporting or local funds, the Applicant must document the contribution.
3. Any funds awarded under one subgrant cannot be used in another.

4. Expenses or expenditures for items not listed in the original budget will not be reimbursed. Variances from the approved budget will require a budget amendment approved in advance by SD Department of Corrections.
5. All applicants are subject to federal, state, and local laws and regulations.
6. The Subgrantee shall not obligate any funds until the SD Department of Corrections formally awards subgrant.
7. The Subgrantee agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
8. Reimbursement of expenses is contingent upon submission of monthly financial reports.
9. The Subgrantee understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of SD Department of Corrections and OJP.
10. When issuing statements, press releases, requests for proposals, bid solicitations, and other documents describing projects or programs funded in whole or in part with federal money, all grantees receiving federal funds shall clearly state: 1) the percentage of the total cost of the program or project which will be financed with federal money, and 2) the dollar amount of federal funds for the project or program.
11. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, disability, or age against a recipient of funds, the recipient will forward a copy of the finding to the Office of Civil Rights, Office of Justice Programs and to the SD Department of Corrections.
12. The Subgrantee agrees to hold harmless and indemnify the State of South Dakota, its officers, agents and employees, from and against any and all actions, suits, damages, liability or other proceedings which may arise as a result of performing services hereunder. This section does not require the Subgrantee to be responsible for or defend against claims of damages arising solely from acts or omissions of the State, its officers or employees. Nothing in this Agreement shall be construed as a waiver of sovereign immunity or consent to jurisdiction in any court other than the courts of the Unified Judicial System of the State of South Dakota.

State of South Dakota Grant Subrecipient Attestation:

If awarded, the subgrantee will attest to meeting the following requirements per SDCL 1-56-10:

1. A conflict of interest policy is enforced within the subrecipient's organization;
2. The Internal Revenue Service Form 990 has been filed, if applicable, in compliance with federal law, and is displayed immediately after filing on the subrecipient's website;
3. An effective internal control system is employed by the subrecipient's organization; and
4. If applicable, the subrecipient is in compliance with the federal Single Audit Act, in compliance with § 4-11-2.1, and audits are displayed on the subrecipient's website.

SECTION 6. SIGNATURE PAGE:

The officials who certify this document agree to adhere to all terms and conditions relating to this application. Duplication of responsibilities by one individual for any position listed below is NOT acceptable.

Original Signatures are Required

Chief Executive Officer

Name	Charles F. Sherman	Title	CEO
Address	PO Box 1030, 123 19 th St NE	City/State/Zip	Watertown, SD 57201
E-mail	chucks@humanserviceagency.org	Phone	605-886-0123
		Fax	605-884-4545
Signature		Date	9-21-2016

B. Project Director

Name	Kelli Rumpza	Title	Prevention Specialist
Address	PO Box 1030, 123 19 th St NE	City/State/Zip	Watertown, SD 57201
E-mail	kellir@humanserviceagency.org	Phone	605-884-3518
		Fax	605-884-3522
Signature		Date	9-21-2016

C. Financial Officer

Name	Michelle Spies	Title	Chief Financial Officer
Address	PO Box 1030, 123 19 th St NE	City/State/Zip	Watertown, SD 57201
E-mail	micelles@humanserviceagency.org	Phone	605-886-0123
		Fax	605-884-4545
Signature		Date	9-21-2016

D. Other Official

Name		Title	
Address		City/State/Zip	
E-mail		Phone	
		Fax	
Signature		Date	

Watertown Intermediate School

601 11th St NE
Watertown, SD 57201
Phone: (605) 882-6355 Fax: (605) 882-6395
Principal: Jennifer Bollinger
jennifer.bollinger@k12.sd.us

September 14, 2016

To Whom It May Concern:

Thank you for considering Watertown Intermediate School as a part of the DOC Juvenile Delinquency Prevention grant. This new programming will help, on a whole, over 600 students. Keeping our youth healthy has been a continuous mission in Watertown. The consideration of this school based program, supported by the Positive Action curriculum, would give the youth in Watertown prevention education beginning in fifth grade and continue through their senior year.

Offering prevention education to our youth has made a significant impact in our community. Our hopes that bringing this education to our students at the intermediate level will only continue to make a positive impact with our youth, our community and our future.

Again, thank you for considering the Watertown Intermediate School as part of the prevention grant. If there are any questions I can answer, please feel free to contact me at (605)882-6355 or at jennifer.bollinger@k12.sd.us.

Sincerely,

Jennifer Bollinger
Principal

**Juvenile Delinquency Prevention
Supplemental Subgrant Application**
Title II Formula Grant
South Dakota Department of Corrections

APPLICATION DUE: September 16, 2016

Completed original applications must be submitted and approved prior to purchase/use of project budget items.

Applicants with original signatures must be submitted and received by the Department of Corrections by the close of business on September 16, 2016. Faxed and emailed applications will not be accepted. Submit complete applications

to:

*Bridget Coppersmith
Juvenile Justice Specialist
Department of Corrections
3200 East Highway 34
Pierre, SD 57501-5070*

RECEIVED

SEP 15 2016

DEPT. OF CORRECTIONS

The application must include a brief and clear description of each component. It is important to follow all directions, provide complete information, and submit the materials in the order requested. If you need additional room to respond to the components, please attach additional sheets. Please note that all of these steps assist in evaluating the proposal. Please note that this is a competitive subgrant program and funding is not guaranteed to all those who apply.

SECTION I. APPLICANT INFORMATION

Applicant: Action for the Betterment of our Community		
Address: 1807 Williams St or PO Box 188		
City/State/Zip: Sturgis, SD 57785		Phone: 605-347-2991 Fax: 605-347-4944
Email: kgnhad@gmail.com		Federal Employer or Payee Identification Number (FEIN): 31-1566039
Project Director Name: Kara Graveman		Title: Executive Director
Agency: ABC	Address: 1807 Williams St.	
City/State/Zip: Sturgis, SD 57785	Phone: 605-347-2991	Fax: 605-347-4944
Email: kgnhad@gmail.com		
Select source from which the program model was cited:		
<input type="checkbox"/> OJJDP Model Program Guide <input type="checkbox"/> SAMHSA Model Program <input type="checkbox"/> Other (indicate source below with name)		
Please indicate the name of the evidence-based program implemented:		
Project SUCCESS		
Project Title:		
Project Period:	October 1, 2016 – June 30, 2017	

SECTION 2. PROJECT BUDGET

The Council of Juvenile Services will award or not award funding based the extent to which program design addresses a recognized need and whether the proposal is financially responsible and efficient. Funds will be paid through a reimbursement process for items specifically outlined and approved in the application.

Applicants may apply for a budget of up to \$50,000.

Non-supplanting Requirements: Funds or other resources of the applicant normally devoted to programs and activities designed to meet the needs of criminal justice will not be diminished in any way as a result of a grant award of federal funds. The project for which assistance is being requested will be in addition to, and not a substitute for, criminal justice services previously provided without federal assistance.

A. Personnel	TOTAL
TBA Project SUCCESS Counselor Belle Fourche P/T	\$12,000
TBA Project SUCCESS Counselor Lead/Deadwood P/T	\$12,000
Kara Graveman, LAC, CPS, MS Executive Director	\$7,000
Dadra Avery, LPC, MS Program Director	\$7,000
Kathy Jensen, CFO	\$2,400
<i>Employee Fringe Benefits</i>	\$4,608
TOTAL	\$45,008
B. Contracted Services	TOTAL
Mountain Plains Evaluation - Development of an app for all screening tools	\$2,500
TOTAL	\$2,500
C. Travel and Per Diem	TOTAL
Travel to and from Sturgis/Belle/Lead for staffing and supervision 1x a week 25 miles/50 round trip 50 miles (Belle Fourche) + 36 miles roundtrip (Lead) x.42 x 36 weeks = \$756 Belle and \$545 Lead	\$1,301
TOTAL	\$1,301
D. Equipment	TOTAL
Computer for Staff	\$706.00
TOTAL	\$
E. Operating Expenses	TOTAL
Supplies; copies of active consent and forms for Belle Fourche and Lead/Deadwood Schools	\$278
Internet and office supplies (filing cabinet, chair, etc.)	\$207.00
TOTAL	\$485
Total Project Budget -- Combined totals for all columns	\$50,000

SECTION 3. BUDGET NARRATIVE

In the space provided, explain the relationship between budgeted items listed in Section 2 and project activities. Include information (data and criteria) as to how you arrived at budget estimates. Discuss all items by category and in full.

Personnel Narrative - Explain how the compensation and expenses were calculated, duties of the position, and any other information about personnel of the project. If proposed funding covers more than one position, you must identify the duties and estimated percent of time for duties that directly relate to the successful implementation of the program.

Position #1: Project Success Prevention Specialist (Belle Fourche and Lead/Deadwood)

Personnel Responsibilities & Duties (must directly relate to the implementation of the program)	Estimated 100% Time
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Classroom and school wide presentations	60%
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School clubs, meetings, activities and follow through	5%
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1. Parent contacts	10%
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2. Community Coalition meeting	2%
--------------------------------	----

3. Referrals for services	5%
---------------------------	----

4. Group services (new student groups, etc.) and follow up	10%
--	-----

Consultation and training for school staff	5%
--	----

Community presentations	3%
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Wage/Salary: \$24,000 for a ten month contract

Breaks down to \$18.45 an hour for services provided however, this staff position will be a salaried position.

Benefits: \$2880.00

Position #2: Licensed Addiction Counselor/Executive Director

Justification for the position : The Executive Director will complete assessments, supervise staff and work on the relationships with the expansion communities. This position will provide 8 hours a week a clinical supervision

If the position is existing staff , explain how duties associated with this award are outside the current scope of their position and a provide a plan explaining how all duties associated with the position will continue to be provided and funded during this award:	This project will provide expansion services into two new school districts in two different communities.
---	--

Personnel Responsibilities & Duties (must directly relate to the implementation of the program)	Estimated % Time
--	------------------

1. Managing staff reading assessments, providing assessment, etc.	35%
---	-----

2. Working with new schools and community partners	65%
3.	
4.	
Wage/Salary:	\$7,000/year
Benefits: Vacation, Percentage of health insurance paid	
Position #2: ABC program director	
Justification for the position : The Program Director will provide weekly supervision with program staff to ensure program fidelity; staff is following code of conduct and adhering to confidentiality. Program Director will train staff in Project SUCCESS, safe dates, lifeskills, and bullying curriculum.	
If the position is existing staff , explain how duties associated with this award are outside the current scope of their position and a provide a plan explaining how all duties associated with the position will continue to be provided and funded during this award:	This project will provide expansion services into two new school districts in two different communities.
Personnel Responsibilities & Duties <i>(must directly relate to the implementation of the program)</i>	Estimated % Time
1. Managing staff; supervision, checking paperwork, etc.	75%
2. Working with new schools and community partners	25%
3.	
4.	
Wage/Salary:	\$7,000/year
Benefits: Vacation, Percentage of health insurance paid	
Position #2: ABC Finance Officer	
Justification for the position : The finance officer will complete all monthly billing to submit to the Department of Corrections. Prepare monthly documents/bill payments, and assist the Executive Director with fiscal management, as needed, to include profit and loss statements for the ABC board and core team to reconcile bank statements and prepare tax/payroll.	
If the position is existing staff , explain how duties associated with this award are outside the current scope of their position and a provide a plan explaining how all duties associated with the position will continue to be provided and funded during this award:	This project will provide expansion services into two new school districts in two different communities.
Wage/Salary:	\$2,400/year
Benefits: N/A	

Please attach additional sheets for more than two positions.

SECTION 3. BUDGET NARRATIVE CONTINUED

Contracted Services Narrative - Explain the consultant fees, consultant expenses, contracted services, the cost per service/per youth being served, how the cost for services was calculated, and the process that would be or has been conducted to select the consultant. **Contracted services fees cannot exceed \$650 per day.**

Consultant #1:	Mountain Plains Evaluation
Consultant Fees:	\$2,500
Contracted Service:	External Evaluation team
Selection Process:	State approved

Travel and Per Diem Narrative - Explain the calculation of travel costs for travel **outside the home jurisdiction**. (travel must be calculated at current state rates (\$0.42 per mile and \$32 per diem)), how the expenses are directly related to the implementation of the project, and if out-of-state travel is anticipated, give particulars (i.e., location, state, dates, purpose, cost).

Purpose of Travel:	Travel to and from Sturgis/Belle/Lead for staffing and supervision
	50 miles (Belle Fourche) + 36 miles roundtrip (Lead) x .42 x 36 weeks = \$756 Belle and \$545 Lead [Number of Travel Days for per diem] x \$32.00 =

Purpose of Travel:	
	[Mileage] x \$0.42 = [Number of Travel Days for per diem] x \$32.00 =

Equipment and Operating Expenses Narrative - Explain the supplies and equipment costs directly related to the implementation of the program or project. You must be specific regarding the items in which you intend to use federal funding. For example, a budget item of "office expenses" will not be accepted as these items must be detailed. You need to identify what you anticipate for office expenses and list each item and the estimated costs. Items not specifically outlined will not be eligible for reimbursement.

Equipment - List nonexpendable items that are to be purchased and show how you calculated these costs. Nonexpendable equipment is tangible property having a useful life of more than 2 years.

Laptop/Tablet computer for new hired staff \$550.00

Operating Expenses - List items by type (office supplies, postage, training materials, copying paper, and expendable equipment) and show how you calculated these costs. Generally, supplies include any materials that are expendable or consumed during the course of the project.

Supplies; copies of active consent and all forms for Belle Fourche and Lead/Deadwood Schools \$278
Internet and office supplies (filing cabinet, chair, etc.) \$207.00 = \$485.00

SECTION 4. Supplemental Implementation Plan

A. PROJECT ABSTRACT AND DEMONSTRATION OF NEED (1 page)

Provide a narrative overview of the proposed project including a demonstration of need for the expansion. This section is not to exceed one page.

With the new Senate bill 73 that went into effect January 2016, providing evidence based community services is essential to the success of the youth. The initiative calls for the implementation of proven, community-based interventions and treatment programs such as the programs that ABC provides, that keep kids with their families and in their communities. The most important aspect of this legislation is improving the availability of services to youth offenders before they officially enter the court system, while giving young people a chance to stay in their home, schools and familiar surroundings while receiving appropriate treatment for their offenses. What ABC is looking to help provide is a half time staff person in Belle Fourche and a half time staff person in Lead/Deadwood areas to help schools and other organizations provide services to youth in their community. ABC staff became fellows of Georgetown University's Juvenile Diversion program in March after their proposed capstone project was accepted. The hope is that this capstone project will be used as the framework for expansion services into the other two communities.

Since the implementation of the Project SUCCESS programs in Sturgis, ABC has been contacted by both Belle Fourche and Lead/Deadwood community leaders. Both communities have requested that ABC expand programing to those communities.

ABC has started to have conversations in regards to expanding to other Northern Hills communities, and has found that there is a much greater need for adolescent services in those communities than ABC is currently able to provide. ABC feels that the success (87% completion rate) with the Project SUCCESS program in Sturgis has a great deal to do with the ability to

provide the resources within the school. ABC is confident in the ability of administration and staff, that the duplication of programming would be possible in both Lead Deadwood and Belle Fourche communities if ABC had the financial support from the Department of Corrections to expand. The requested monies will be used to implement the Project SUCCESS curriculum in part to both communities. The three-year commitment, would give ABC time to pursue city, county, and district monies to sustain the ABC programs in each community, and hopefully apply for continued funding through the Department of Corrections.

B. ORGANIZATIONAL READINESS

Outline your coalition's level of readiness to expand current implement within your community or surrounding communities.

ABC is a member of Community Anti-Drug Coalitions of America (CADCA), the premier membership organization representing those working to make their communities safe, healthy and drug-free. ABC has received national recognized by CADCA and the National Highway Traffic Safety Administration as a community of practice grantee. This honor was given to only 11 coalitions of the 5,000 coalition members CADCA currently has both nation and world-wide.

ABC currently has 62 coalition members attending more than 6 meetings a year. The coalition members are a diverse group that represents all twelve sectors of the community. ABC relies on the coalition to bring community concerns to the table. There are no other coalitions that provide diversion, intervention, or outpatient services specifically for the youth in the Greater Northern Hills.

Through other grant opportunities, ABC has built amazing partnerships with the local drug and alcohol treatment center, local law enforcement, local school administration, city and county leaders, unified judicial personnel and other state personnel that work with the same youth and their families. These partners expect that ABC will identify possible resources for any

community concern brought to the table that fits the mission and vision of ABC. Currently, ABC rents space at Compass Point in Sturgis. The partnership has allowed for seamless services for youth in the area that are referred for substance, behavior, or other delinquency behaviors, for that area.

ABC's Executive Director was also selected to co-chair CADCA's blue ribbon advisory panel. The panel will provide insight to the development of a new approach to Screening, Brief Intervention, and Referral to Treatment (SBIRT) through a community coalition construct. This project, funded by the Conrad N. Hilton Foundation, offers the benefit of contributing to a national initiative that has the potential to dramatically improve substance abuse prevention nationwide among adolescents. Currently, ABC is the only identified coalition in the nation providing SBIRT services in a school setting.

C. COMMUNITY/SCHOOL READINESS

Describe your community's and school's readiness to adopt a comprehensive juvenile delinquency prevention strategy and any barriers that may prevent expansion of your current efforts.

Both communities have requested that ABC expand. Both the Belle Fourche School District and the Lead/Deadwood School district has offered office space and time within the school day to work with identified youth. You can see by the content of the letters of support, that both communities will welcome ABC and ABC's programming with open arms.

The two barriers identified in the exploration of expanding services, were time and resources. The year of grant funds and potential continuation would alleviate both of these barriers. The collaborative efforts of all the stakeholders in general will lead to increased public awareness and the development of a structured program, that is evidence based, to address the identified community needs.

The only other possible barrier that concerns the core group is ensuring that there is a plan to provide a comprehensive training for staff and administration on the specific curriculum and programing in regards to intervention and outpatient treatment programs for Belle Fourche and Lead/Deadwood.

Please attach letters of commitment from key leaders and agency partners describing their support and willingness to collaborate with your coalition to implement juvenile delinquency prevention efforts.

See Attachments #1-#5 (letters of support) Lawrence and Butte County Teen Court's, Lead/Deadwood School District, Belle Fourche School District, 4th Circuit Chief Court Services Officer, and Butte County State's Attorney (mailed). The letters describe ABC's strength and ability to build strong partnerships with all stakeholders in the community.

D. STRATEGY FOR IMPLEMENTING EVIDENCE-BASED PROGRAMS

Describe your strategy for implementing the chosen evidence-based program(s) (including goals, objectives, and a timetable) for the following:

Mobilizing the community to assume responsibility for delinquency prevention through involving various sectors;

ABC will provide reports for the ABC Coalition on the Project SUCCESS Program. The coalition, which includes representation from all twelve sectors, will be involved in gathering and reviewing data regarding the changing community needs. Through parent meetings and community town hall presentations, ABC will continue to educate the community on the Project SUCCESS Programs successes as well as well as areas in need of improvement.

Obtaining resources to aid in implementing the chosen evidence-based program;

ABC has access to individuals who are trained trainers in the Project SUCCESS Program and the Positive Action curriculum. This will save a great deal of time and money on professional development and training needs of any additional staff needed to provide the expanded services. Both schools have agreed to provide time during teacher in-service to train

teachers and other staff on the implementation of the Project SUCCESS Program. The schools have also agreed to provide classroom time for prevention lessons to students in grades six through ten.

Coordinating the implementation of the chosen evidence-based program(s);and Ensuring the implementation of the chosen evidence-based program(s) is with fidelity to the model;

The Project SUCCESS Program would provide a bridge between the school and the community. The program would have high expectations for youth and help the school and community work together to tackle the pro drug/alcohol use messages found in the community. The program would encourage youth to participate in community activities by working with the ABC coalition and the Youth Leadership Team. The Project SUCCESS Prevention Specialist would serve as a resource to students, teachers and parents and be a point of contact for referring youth and their families to other community resources. The Project SUCCESS Prevention Specialist would work closely with school counselors and help develop protective factors by providing workshops and individual support to parents on topics such as communication, dangers of alcohol and drug use, bullying, conflict resolution, discipline techniques, positive bonding techniques, sharing of family responsibilities, lack of self control, school attendance, school failure, perception of harm and much more.

ABC is confident that the Project SUCCESS Program will address the lack of school based prevention programming which was the primary gap identified by the planning team. With the implementation of the Project SUCCESS Program, the team feels that students who have a need for substance use related services could be identified prior to the need for a referral to intensive outpatient or inpatient services. The program encourages working with all students in a classroom setting as well as providing needed services to the youth who fall in the identified category. A partnership with the Certified School Counselor would ensure an improved referral

system for youth and families services while engaging the family as a part of the solution. The partnership between a community agency and the school systems will allow the team to look at policies and procedures related to juvenile delinquency issues and then partner with the County States Attorney's and Teen Courts offices as a services provider for Butte and Lawrence Counties in a non-formal way to engage youth in alternative/diversion programming. The Project SUCCESS Prevention Specialist can advocate for all partners regarding juvenile delinquency issues in the Northern Hills area.

The proposed program is an expansion of a program which ABC originally developed in Sturgis, SD. ABC has had such success with its programming, that they have been approached by neighboring communities for expansion services.

Implementing services in a school based setting from October 1, 2016 to June 30, 2017

Strategy	Date	Responsible Party
Hiring of Project Staff & provide professional development.	October 2016- November 2016	Core group and Trained trainers
Presentation to the community regarding the programs. Mailing to families in the communities.	yearly in September and January	Core group
Implementation of Programming with monthly core group meetings and team evaluations.	October 2016 - May 2017 and 17/18 and ongoing school years	Core group and staff
Provide yearly performance assessments and evaluation results to ABC coalition and both communities.	June-July 2017 and then yearly again in 2018 and 2019	Project Staff

Sustaining the program following the three years funding cycle under this subgrant.

With the additional funding, ABC would be able to provides staffing for expansion to both the Belle Fourche and Lead/Deadwood communities. ABC will also utilize its accreditations to secure sustainability for continued services after the grant period. With the funding support,

ABC will continue to evaluate the programs short, immediate and long term goals, as well as outcomes and needs for sustainability, through Mountain Plains Evaluation. ABC has already begun the implementation of an evaluation system that includes interviews with the participants at six months and twelve month increments as well as pre and post test/surveys for all participants. ABC feels that at the end of the two-year funding period, ABC will be able to sustain the program through charging a nominal fee to participants, while still providing scholarship or reduced fee options to families that meet specific criteria.

E. TARGET POPULATION

Provide an overview of the participants eligible for participation through using the table below and explain how participants will be considered “at risk” youth.

Target Population Details (Place an “X” in the box to the <i>left</i> of all those that apply)							
Race(s):		Offender Type(s):			Geography:		
x	American Indian/Alaskan Native	x	At-Risk Population (no prior offense)			x	Rural
x	Asian	x	First Time Offenders				Suburban
x	Black/African American	x	Repeat Offenders				Tribal
x	Hispanic or Latino (of any race)	x	Sex Offenders				Urban
x	Other Race	x	Status Offenders			Age:	
x	White/Caucasian	x	Violent Offenders			x	Under 11
Sex:		Referral Source:				x	12-13
x	Female	x	School	x	Court System	x	14-15
x	Male	x	State’s Attorney	x	Other Parent	x	16 - 18

F. BUDGET

Application budget and narrative sections must be complete, practical, and up to \$50,000.

G. COUNCIL OF JUVENILE SERVICES CONFLICT OF INTEREST IDENTIFICATION

Please identify which Council of Juvenile Services Members, if any, appear to have a conflict of interest with your application and provide a brief narrative explaining the potential conflict of interest.

A council member derives a direct benefit from the contract if one or more of the following is true of the member, the member’s spouse, or a person with whom the member lives with and commingles assets:

- 1) Has a five percent ownership or other interest in an entity that is a party to the contract;
- 2) Derives income, compensation or commission directly from the contract or from the entity that is a party to the contract;
- 3) Acquires property under the contract; or
- 4) Serves on the board of directors of an entity (including a nonprofit) that derives income or commission directly from the contract or acquires property under the contract.

“Direct benefit” does not include gain from a contract based solely on the value of a council member’s investment in an entity that is a party to the contract, if that investment represents less than a five percent ownership in the entity. It also does not apply to contracts or transactions where the council member only benefits from an act of the Council of Juvenile Services that has general application, such as a decision by the Council of Juvenile Services to increase or decrease a fee that many South Dakotans pay.

- | | |
|--|---|
| Betty Oldenkamp , CEO of Lutheran Social Services; | Renee Gallagher , Youth Member; |
| Beth O’Toole , Professor at the University of Sioux Falls; | Judge Karen Jeffries , Cheyenne River Sioux Tribe; |
| Nancy Allard , Director of Trial Court Services; Sheriff; | Sheriff Mike Leidholt , Hughes County |
| Taniah Apple , Youth Member; Center Administrator; | Amy Lake-Harmon , Juvenile Detention |
| Dadra Avery , Counselor at Sturgis Brown High School; Roberts County | Sara McGregor-Okroi , Director of Aliive- |
| Austin Biers , Youth Member; Safety; | Lyndon Overweg , Mitchell Chief of Public |
| Keegan Binegar , Youth Member; Commissioner; | Carol Twedt , Former Minnehaha County |
| Kristi Bunkers , Director of Juvenile Services; Protection Services | Virgena Wieseler , Division of Child |
| Judge Steven Jensen , First Judicial Circuit; Attorney; | Aaron McGowan , Minnehaha County States |
| Kim Cournoyer , Service Provider at Great Plains Psychological Associates; | |
| Vanessa Merhib , Executive Director of Boys & Girls Club of Brookings, Moody, and Yankton Counties; | |
| <u>Ms. Avery is ABC’s program director and is a paid staff for ABC.</u> | |

SECTION 5. SPECIAL ASSURANCES AND CONDITIONS

The following information contains the general conditions and assurances as necessary for recipients of funding awarded under this application. Please note that final assurances and conditions may be different than those stated below based on the composition of the individual program. Your signature under this section indicates that the applying agency understands that a successful subgrant award under this application will be subject to the conditions and awards comparable to those as follows.

General Award Conditions:

1. The Subgrantee agrees to comply with all Formula Grant program requirements.
2. The Subgrantee agrees to obligate and expend the grant amount within the subgrant award period.
3. The Subgrantee agrees to provide all program reports that are requested by the SD Department of Corrections or the Office of Juvenile Justice and Delinquency Prevention by their due date as requested.

4. The Subgrantee agrees to provide all Performance Measure Data and Program Specific data to the SD Department of Corrections.
5. The Subgrantee agrees to request reimbursement on a monthly basis and for only those expenditures outlined in the application approved by the SD Department of Corrections. Claims sheets and all supporting documentation must be submitted within 30 days of the end of the month that the services were paid.

Assurances: The Subgrantee hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Ex. Order 12372 (intergovernmental review of federal programs); and 28 C.F. R. pts. 66 or 70 (administrative requirements for grants and cooperative agreements). The Subgrantee also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain. The subrecipient's conflict of interest policy is to be provided to the SDDOC upon request for review.
3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all federal, state, and local laws, regulations, ordinances, guidelines, permits, and requirements applicable to providing services pursuant to this Agreement and will be solely responsible for obtaining current information on such requirements. It will comply with all lawful requirements imposed by the awarding agency, specifically including applicable regulations 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 46, 61, and 63, and the award term in 2 C.F.R. § 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); The Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disability Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).
7. If a governmental entity -
 - a) it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
 - b) it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.
8. It will provide language services for limited English proficiency (LEP) individuals as needed in order to provide services as covered under this award in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d.
9. Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Acceptance of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," 2 CFR Part 2867, "DOJ Implementation of OMB Guidance

of Nonprocurement Debarment and Suspension," and 28 CFR Part 83, "Government-wide Debarment and Suspension," and Government-wide Requirements for Drug-Free Workplace (Grants)."

10. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," subrecipients are encouraged to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
11. Any website that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages, and on any pages from which the visitor may access or use a web-based services "This web site is funded through a grant from the Office of Juvenile Justice and Delinquency Prevention, Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, the web site."

Equal Employment Opportunity Plan (EEOP): Pursuant to 28 C.F.R. §§ 42.301-301, applicant must take one of the following actions: either submit an EEOP to the SDDOC for submission to the Office for Civil Rights (OCR) for review, maintain an EEOP on file, or submit an EEOP Certification form to the SDDOC for submission to the OCR in order to monitor the subrecipients compliance with the EEOP requirement.

Non-supplanting Requirements: Funds or other resources of the applicant normally devoted to programs and activities designed to meet the needs of criminal justice will not be diminished in any way as a result of a grant award of federal funds. The project for which assistance is being requested will be in addition to, and not a substitute for, criminal justice services previously provided without federal assistance.

Audit Requirement: Acceptance of this grant award requires the subgrantee organization or governmental entity to include this subgrant in the scope of their regularly scheduled annual or biennial audit. The audit must be conducted in accordance with the appropriate OMB Circular (A-128, A-133, A-102/Common Rule). If applicable, the subrecipient is in compliance with the federal Single Audit Act, in compliance with § 4-11-2.1, and audits are displayed on the subrecipient's website

Termination Provision: This Agreement may be terminated by the SDDOC hereto upon thirty-(30) days written notice. In the event the applicant/subgrantee breaches any of the terms or conditions hereof, the SDDOC may terminate this Agreement at any time with or without notice. If termination for such default impacts the SDDOC, any payments due to the applicant/subgrantee at the time of termination may be adjusted to cover any additional costs to the SDDOC because of the applicant/subgrantee's default. Upon termination, the SDDOC may assume the responsibility for the project or may award another party funds to complete the work under this Agreement. If after termination for default by the applicant/subgrantee it is determined that the applicant/subgrantee was not at fault, then the applicant/subgrantee shall be paid for eligible services rendered and expenses incurred up to the date of termination.

Insurance Provision: The Subgrantee, at all times during the term of this Agreement, shall obtain and maintain in force insurance coverage of the types and with the limits as follows:

- **Commercial General Liability Insurance:** The Subgrantee shall maintain occurrence based commercial general liability insurance or equivalent form with a limit of not less than **\$1 million** for each occurrence. If such insurance contains a general aggregate limit it shall apply separately to this Agreement or be no less than two times the occurrence limit.
- **Professional Liability Insurance or Miscellaneous Professional Liability Insurance:** The Subgrantee agrees to procure and maintain professional liability insurance or miscellaneous professional liability insurance with a limit not less than **\$1 million**.
- **Business Automobile Liability Insurance:** The Subgrantee shall maintain business automobile liability insurance or equivalent form with a limit not less than **\$1 million** for each accident. Such insurance shall include coverage for owned, hired, and non-owned vehicles.
- **Worker's Compensation Insurance:** The Subgrantee shall procure and maintain workers' compensation and employers' liability insurance as required by South Dakota law.

Before beginning work under this Agreement, the Subgrantee shall furnish the State with properly executed Certificates of Insurance which shall clearly evidence all insurance required in this Agreement and which provide that such insurance may not be canceled, except on 30 days prior written notice to the State. The

Subgrantee shall furnish copies of insurance policies if requested by the State. Such insurance shall contain no special limitations or exclusions as they may relate to this agreement.

Default Provision: This Agreement depends upon the continued availability of federal funds awarded to the SDDOC and appropriated funds and expenditure authority from the Legislature for this purpose. If for any reason the Legislature fails to appropriate funds or grant expenditure authority, or funds become unavailable by operation of law or federal funds rejections, this Agreement will be terminated by the State. Termination for any of these reasons is not default by the State nor does it give rise to a claim against the State. Failing to provide monthly reimbursement and quarterly progress reports may result in termination of the subgrant award.

Amendment Provision: This Agreement may not be assigned without the express prior written consent of the State. This Agreement may not be amended except in writing, which writing shall be expressly identified as a part hereof and be signed by an authorized representative of each of the parties hereto.

Venue Clause: This Agreement shall be governed by and construed in accordance with the laws of the State of South Dakota. Any lawsuit pertaining to or affecting this Agreement shall be venued in Circuit Court, Sixth Judicial Circuit, Hughes County, South Dakota.

Subcontractors Provision: The Subgrantee may only use subcontractors to perform the services as outlined in their approved grant proposal. Any additional subcontracts or awards may only be granted with the express prior written consent of the State. The Subgrantee will include provisions in its subcontracts requiring its subcontractors to comply with the applicable provisions of this Agreement, to indemnify the State and to provide insurance coverage for the benefit of the State in a manner consistent with this Agreement. The Subgrantee will cause its subcontractors, agents, and employees to comply, with applicable federal, state and local laws, regulations, ordinances, guidelines, permits and requirements and will adopt such review and inspection procedures as are necessary to assure such compliance.

Subgrantee Agreement: It is understood and agreed by the Subgrantee that any grant received as a result of this application shall be subject to the Special Assurances and Conditions and other policies, regulations, and rules issued by the Department of Justice for the administration of grant projects under (P.L. 100-690) including, but not limited to, the following:

1. Competitive bids must be obtained for all equipment, construction and contracted services applications, as required by applicable local, state, or federal law or regulations.
2. If any agency other than the applicant is to contribute supporting or local funds, the Applicant must document the contribution.
3. Any funds awarded under one subgrant cannot be used in another.
4. Expenses or expenditures for items not listed in the original budget will not be reimbursed. Variances from the approved budget will require a budget amendment approved in advance by SD Department of Corrections.
5. All applicants are subject to federal, state, and local laws and regulations.
6. The Subgrantee shall not obligate any funds until the SD Department of Corrections formally awards subgrant.
7. The Subgrantee agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
8. Reimbursement of expenses is contingent upon submission of monthly financial reports.
9. The Subgrantee understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of SD Department of Corrections and OJP.
10. When issuing statements, press releases, requests for proposals, bid solicitations, and other documents describing projects or programs funded in whole or in part with federal money, all grantees receiving federal funds shall clearly state: 1) the percentage of the total cost of the program or project which will be financed with federal money, and 2) the dollar amount of federal funds for the project or program.

11. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, disability, or age against a recipient of funds, the recipient will forward a copy of the finding to the Office of Civil Rights, Office of Justice Programs and to the SD Department of Corrections.
12. The Subgrantee agrees to hold harmless and indemnify the State of South Dakota, its officers, agents and employees, from and against any and all actions, suits, damages, liability or other proceedings which may arise as a result of performing services hereunder. This section does not require the Subgrantee to be responsible for or defend against claims of damages arising solely from acts or omissions of the State, its officers or employees. Nothing in this Agreement shall be construed as a waiver of sovereign immunity or consent to jurisdiction in any court other than the courts of the Unified Judicial System of the State of South Dakota.

State of South Dakota Grant Subrecipient Attestation:

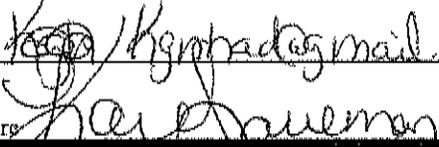
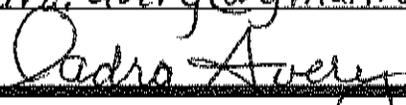
If awarded, the subgrantee will attest to meeting the following requirements per SDCL 1-56-10:

1. A conflict of interest policy is enforced within the subrecipient's organization;
2. The Internal Revenue Service Form 990 has been filed, if applicable, in compliance with federal law, and is displayed immediately after filing on the subrecipient's website;
3. An effective internal control system is employed by the subrecipient's organization; and
4. If applicable, the subrecipient is in compliance with the federal Single Audit Act, in compliance with § 4-11-2.1, and audits are displayed on the subrecipient's website.

SECTION 6. SIGNATURE PAGE:

The officials who certify this document agree to adhere to all terms and conditions relating to this application. Duplication of responsibilities by one individual for any position listed below is NOT acceptable.

Original Signatures are Required

Chief Executive Officer			
Name	Kara Craveman	Title	Exec. Director
Address	1807 Williams St	City/State/Zip	Sturgis, SD 57785
E-mail	kcraveman@gmail.com	Phone	605-347-2991
		Fax	605-347-4944
Signature		Date	9-2-16
B. Project Director			
Name	Dadra Avery	Title	Program Director
Address	1807 Williams St.	City/State/Zip	Sturgis, SD 57785
E-mail	dadra.avery@gmail.com	Phone	605-347-2991
		Fax	605-347-4944
Signature		Date	9-2-16
C. Financial Officer			
Name	Kathy Jensen	Title	CFO
Address	1807 Williams St	City/State/Zip	Sturgis SD 57785
E-mail	KSKJHAD@gmail.com	Phone	605-347-2991
		Fax	605-347-4944
Signature		Date	9-2-2016
D. Other Official			
Name	Ellen Jenter	Title	Treasurer ABC / Finance Committee
Address	1807 Williams	City/State/Zip	Sturgis, SD
E-mail	zej@rushman.com	Phone	347-2991
		Fax	347-4944
Signature		Date	9-2-16

ACCREDITED BY NORTH CENTRAL
SINCE 1908
<http://www.lead-deadwood.k12.sd.us>

AREA CODE 605
TELEPHONE 717-3890
FAX 717-2813

LEAD-DEADWOOD SCHOOL DISTRICT #40-1
320 SOUTH MAIN STREET
LEAD, SOUTH DAKOTA 57754

MISSION

Our students will graduate equipped with the skills needed to be successful and responsible citizens.

Superintendent
Dr. Dan Leikvold

Board Members
Suzanne Rogers, President
Tera Mau, Vice-President
Tim Madsen
Orson Ward
Julie Gardner

August 19, 2016

To Ms. Coppersmith:

I am the Superintendent of the Lead-Deadwood School District and am writing this letter in support of the organization, Action for the Betterment of the Community (ABC). Beginning with the 2016-2017 school year, ABC will place a Project SUCCESS Coordinator on a part time basis at both Lead-Deadwood Middle School and Lead-Deadwood High School in order to provide intervention and outpatient based services to all Lead-Deadwood School Students referred to ABC.

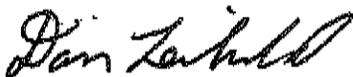
Project SUCCESS is a primary evidence based program that uses a combination of interventions, which have been designed to address the unique needs of the alternative school population as well as regular secondary and middle schools. Program implementation involves both administrative and clinical strategies. The program components include the prevention education series, individual and group counseling, parent programs, referral and school wide awareness activities.

The Project SUCCESS Coordinator will serve as a resource to students, teachers and parents and be a point of contact for referring youth and their families to other community resources. The Project SUCCESS Coordinator will work closely with school counselors and help develop protective factors by providing workshops and individual support to parents on topics such as communication, dangers of alcohol and drug use, bullying, conflict resolution, discipline techniques, positive bonding techniques, sharing of family responsibilities, lack of self-control, school attendance, school failure, perception of harm and much more.

I'm in support of the efforts of Action for the Betterment of the Community as they seek continued support from the Department of Corrections to sustain this programming. If you have any questions, please feel free to call me at 1-605-717-3890.

Thank you,

Sincerely,



Dr. Dan Leikvold
Superintendent, Lead-Deadwood School District



BELLE FOURCHE SCHOOL DISTRICT 9-1

2305 13th Avenue

Belle Fourche, South Dakota 57717-2404

Phone: (605) 723-3355

Fax: (605) 723-3366

www.bellefourche.k12.sd.us

Dr. Steven A. Willard
Superintendent

Susan L. Proefrock
Business Manager

To Whom It May Concern

This letter is in support of the organization Action for the Betterment of the Community (ABC). ABC will provide a Project SUCCESS Coordinator to serve both the middle school and high school in the Belle Fourche School District. This coordinator will provide intervention and outpatient based services to all Belle Fourche School District students referred to ABC. This is a service that is greatly needed in our district and community.

The Project SUCCESS Coordinator will also inform and educate our staff, students, and parents on topics such as communication, the impacts of social media, dangers of alcohol and drug abuse, bullying, conflict resolution, discipline techniques, self-control, school performance, and much more. Our counselors are often overwhelmed with the amount of attention our students need in order to find success in school and life, and the Project SUCCESS Coordinator will offer help and training in dealing with these issues.

I am in support of the efforts of Action for the Betterment of the Community as they seek continued support from the Department of Corrections to sustain much needed programming. Please feel free to contact me via phone or email if you have any questions.

Sincerely,

Dr. Steven A. Willard
Superintendent of Schools
Belle Fourche School District
2305 13th Avenue
Belle Fourche, South Dakota 57717



BUTTE COUNTY TEEN COURT



Brian Aspen, Administrator
Butte County Teen Court
Box 2005
Belle Fourche, SD 57717
Phone 605-210-0056

August 18, 2016

Bridget Coppersmith
Juvenile Justice Specialist
Department of Corrections
3200 East Highway 34
Pierre, SD 57501-5070

RE: Project Success.

To Whom It May Concern,

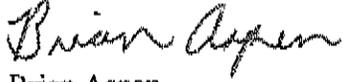
On behalf of Butte County Teen Court, it is my pleasure to write this letter in support of the organization "Action for the Betterment of the Community", and to support their application for "Project Success". I am also the Social Worker/School Liaison for the Belle Fourche School District, so I am keenly aware of the substance use/abuse in our schools and community. ABC provides a much needed service to the Belle Fourche area and having Project Success in our schools would be another invaluable tool for them to use.

I work with many teens in our community that have experienced drug use. Many of them come from families that not only use drugs themselves, but do not really dissuade their teenagers from using drugs either. We really need drug education/counseling in our schools and the school is just not in a position to adequately accommodate that need. Most of our adolescent drug users have no idea of the consequences of use. I had one 17 year old boy that was shooting heroine and meth. He almost overdosed and died. In one of my conversations with him he said, "Brian...you need to do something in the school about letting kids know what meth does to ya...I had no idea it would do this to me!" That comment was unexpected and I got to thinking that maybe if our students had more information about the hazards of drug use they would think twice before using. Project Success sounds like the perfect solution to addressing the issue he brought forth!

In conclusion, I fully support the efforts of Action for the Betterment of the Community as they seek support from the Department of Corrections in acquiring "Project Success" for our schools. Action for the Betterment of the Community has provided a valuable

service to our teenage youth in Butte County, and this grant would be the perfect opportunity for ABC to have the same positive affect on our students while they are in school.

Sincerely,

A handwritten signature in cursive script that reads "Brian Aspen".

Brian Aspen

Butte County Teen Court Administrator

Belle Fourche School District Social Worker/School Liaison

P.O. BOX 227
68 SHERMAN ST., STE. 213
DEADWOOD, SD 57732



DIRECTOR (605) 722-8889
COURT OFFICE (605) 578-2065
FAX (605) 722-8888
E-MAIL marlene@lmcteencourt.com

August 18, 2016

Bridget Coppersmith
Juvenile Justice Specialist
Department of Corrections
3200 East Highway 34
Pierre, SD 57501-5070

Dear Bridget:

As the Director of the Lawrence County Teen Court program, I am excited to work with the Action for the Betterment of the Community program. As you well know, the Teen Court program provides a juvenile diversion program to first and second time offenders of low level offenses to the Lawrence County youth. We have been in operation since 1995 and have provided services for over 1700 youth. Throughout the 21 plus years of our operation, we have experienced a huge gap in providing alcohol/drug services to our participants. With the JAIB grant, I was able to hire a chemical dependency counselor to meet our needs but the grant is now gone thus leaving our youth with very limited resources. Transportation to the resources has also been a major issue for us. With the ability to work with the Action for the Betterment of the Community, we will be able coordinate services and meet the needs of our youth more effectively.

As stated, I started the Lawrence County Teen Court in 1995 being the first teen court in the State of SD. Historically, a high percentage of our caseload either presents with an alcohol/drug charge or through the screening process, we determine that alcohol/drugs plays an important part in their life either through their own use or their families. We are pleased to be able to work in partnership with ABC to hopefully deter more youth from the court system as well as educating them as to the pitfalls of substance use.

I am asking the Department of Corrections to consider the grant request made by the Action for the Betterment of the Community. ABC's past record reflects their commitment to the youth and further outreach would only be beneficial. Thank you for your time and consideration with this.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Marlene Todd', is written over a horizontal line.

Marlene Todd, Director

MRT:mt



Fourth Judicial Circuit Court Services Department

08-17-16

To: Bridget Coppersmith
Juvenile Justice Specialist
Department of Corrections
3200 East Highway 34
Pierre, SD 57501-5070

RE: Letter of Support for Project SUCCESS services

Action for the Betterment of the Community (ABC) currently provides drug and alcohol services to juveniles in Butte County. Court Services works closely with ABC to monitor the progress of juveniles who are under the supervision of the 4th Circuit Court Services Department. The services ABC provides are extremely important in the recovery and rehabilitation of juveniles in Butte County.

Lawrence County would also greatly benefit from these services. I am in support of ABC providing services to the Lead/Deadwood school system.

I am in support of ABC in their attempt to provide substance abuse counseling services in the Butte County School system and Lead/Deadwood School system. This would be a great benefit to the Lawrence County and Butte County community.

At the present time, the 4th Circuit Court Services Department will continue to refer juveniles we work with to ABC.

Derrick Nedved

Chief Court Services Officer

□ P. O. Box 494
Lawrence Co. Courthouse
Deadwood, SD 57732-0494
Phone: 605-578-2043
Fax: 605-578-1572

□ 1425 Sherman Street
Meade County Courthouse
Sturgis, SD 57785-01452
Phone: 605-347-4412
Fax: 605-347-7647

□ P. O. Box 250
Butte County Courthouse
Belle Fourche, SD 57717-0250
Phone: 605-892-3505
Fax: 605-892-2836