

**Alternatives to Detention Support  
Subgrant Application**  
Title II Formula Grant  
**South Dakota Department of Corrections**  
**APPLICATION DUE: June 7, 2024**

Applicants with original signatures must be **submitted and received** by the Department of Corrections by the close of business on **June 7, 2024**. Faxed and emailed applications will not be accepted. Submit complete applications to:

*John Stewart*  
*Department of Corrections*  
*3200 East Highway 34*  
*Pierre, SD 57501-5070*

Funding under this application is non-competitive and not guaranteed to each applicant. The application narrative and budget must be approved by both the SD Department of Corrections and the Council of Juvenile Services. If approved, the application content will be presented to the Office of Juvenile Justice and Delinquency Prevention for their approval of any addition of program purpose areas that may be needed to support the approved plan.

**SECTION 1. APPLICANT INFORMATION**

<b>Applicant: Lincoln County</b>		
Address: 104 N Main St. Ste 200		
City/State/Zip: Canton, SD 57013	Phone: 605-764-5732	Fax: 605-764-2931
Email: oheien@lincolncountysd.org	Federal Employer or Payee Identification Number (FEIN): 46-6000082	
<b>Project Director Name: Thomas R. Wollman</b>		Title: State's Attorney
Agency: Lincoln County	Address: 104 N Main St. Ste. 200	
City/State/Zip: Canton, SD 57013	Phone: 605-764-5732	Fax: 605-764-2931
Email: twollman@lincolncountysd.org		
<b>Please indicate the name of the service(s) implemented:</b> Youth Diversion Coordinator Position and JDAI Services		
<b>Project Title:</b>	JDAI/Diversion Coordinator	
<b>Requested Project Period:</b>	July 1, 2024 – June 30, 2025	

## 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 up to \$75,000.**

**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.

<b>A. Personnel</b>	<b>TOTAL</b>
Salary	\$53,433.64
Health Insurance	\$19,243.89
SDRS	\$3,206.02
Worker's Comp/Employer Paid Life Insurance	\$229.99
OASI	\$4,087.67
<b>TOTAL</b>	<b>\$80,201.21</b>
<b>B. Contracted Services</b>	<b>TOTAL</b>
	\$
<b>TOTAL</b>	<b>\$0</b>
<b>C. Travel and Per Diem</b>	<b>TOTAL</b>
National Training/Conference – Location TBD	\$2,000
Local Mileage	\$1,000
In-Person Meetings – Pierre x3 (2 nights each trip + mileage + hotel + per diem)	\$1,515
<b>TOTAL</b>	<b>\$4,515</b>
<b>D. Equipment</b>	<b>TOTAL</b>
Cell phone (\$26.20/mth)	\$314.40
<b>TOTAL</b>	<b>\$314.40</b>
<b>E. Operating Expenses</b>	<b>TOTAL</b>
10% Indirect Costs	\$5,826.30
<b>TOTAL</b>	<b>\$5,826.30</b>
<b>Total Project Budget -- Combined totals for all columns</b>	<b>\$90,856.21</b>

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

### 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:** **JDAI and Youth Diversion Coordinator**

**Justification for the position :** Coordinate JDAI services in Lincoln County including youth diversion, case management and referral services, data tracking and analysis, and organization of community stakeholders.

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:

Personnel Responsibilities & Duties ( <i>must directly relate to the implementation of the program</i> )	Estimated % Time
1. JDAI Coordination	25
2. Diversion Services and Coordination	50
3. Referrals, data tracking and analysis	25
4.	

Wage/Salary:

Benefits:

**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 a 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:	
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**Please attach additional sheets for more than 2 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.**

<b>Consultant #1:</b>	
Consultant Fees:	
Contracted Service:	
Selection Process:	

<b>Consultant #2:</b>	
Consultant Fees:	
Contracted Service:	
Selection Process:	

**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).

<b>Purpose of Travel:</b>	<b>JDAI State Meetings *3</b>
$500 \times \$0.51 = \$255 \times 3 = \$765$ $2 \text{ nights hotel} \times \$75 + \text{tax} = \$150 \times 3 = \$510$ $6 \times \$40.00 = \$240$	

<b>Purpose of Travel:</b>	<b>Local Mileage</b>
$\$1,000 \text{ estimate}$  <i>Remainder of travel budget to be allocated for the National Conference/training at location and time TBD.</i>	

**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.

Cell phone $\$26.20 \times 12 = \$314.40$
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**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.

10% indirect costs associated with the administration and facilitation of the JDAI program including, but not limited to, conference and classroom space, office supplies, postage, copy machine, training materials, incentives.

## **SECTION 4. APPLICATION NARRATIVE**

### **Technical Requirements**

Applications will be reviewed initially for compliance with technical requirements. Noncompliance with these requirements may result in the application being deemed non-responsive, and therefore, not acceptable to award.

1. The Alternatives to Detention Support Application is limited to thirty (30) standard 8.5 x 11 pages with one inch margins, excluding attachments.
2. Applications must be typewritten in 12-point Times New Roman font and must be double-spaced.
3. Applications must be bound using a binder clip. Do not staple or submit applications in three-ring binders.
4. Applications must be single sided, not duplexed.
5. Pages must be numbered sequentially.
6. The application must contain original signatures.

Please provide a description, in the order listed below, of each component requested. Clearly present each topic, separated by subject headings. The narrative includes the following sections:

- A Project Abstract and Demonstration of Need;
- B Community Readiness;
- C Alignment with South Dakota JDAI Implementation;
- D Strategy for Implementation;
- E Project Performance Measures and Evaluation;
- F Description of Project Geographic Boundaries; and
- G Target Population.

### **A. PROJECT ABSTRACT AND DEMONSTRATION OF NEED**

Provide a narrative overview of the proposed project including a demonstration of need through findings of assessments and data. This section is not to exceed one page.

Lincoln County is seeking to continue to expand diversion services, alternatives to detention, and staff time to assist with JDAI coordination. The goal for Lincoln County is to continue to expand their continuum of services to benefit the outcome of system involved youth at every decision point. With addition of staff time dedicated to JDAI Coordination, data will be collected at all decision

points so informed decisions can be made by the JDAI collaborative to promote juvenile justice program efficacy. At the front end, diversion services will continue to be developed and will continue working with youth and families to provide referrals to existing services in the community. This will include ongoing work with community partners to further build upon existing services and relationships while utilizing data to assess needs in the community.

Since the hiring of our current Youth Diversion Coordinator in October of 2023, there have been 41 diversion completions. Of those completions, 24 were deemed successful and 17 were unsuccessful. Currently, there are 60 individuals actively being supervised by the Diversion Coordinator and on track to complete in the next couple of months, as well as 8 new referrals that will be contacted for Diversion services.

## **B. COMMUNITY READINESS**

Describe your community's readiness to adopt or continue to implement alternatives to detention strategies specifically describing the following:

1. Community readiness and willingness to adopt or continue the strategies;
2. Justice system readiness;
3. School system readiness; and
4. Any barriers that may prevent change in your community.

Please attach letters of commitment from key leaders and partners describing their support and willingness to continue to collaborate with you to implement alternatives to detention.

Lincoln County has been a JDAI site for almost two years. The JDAI Collaborative includes the 2<sup>nd</sup> Circuit Juvenile Judge, Lincoln County State's Attorney's Office, detention administration, Lincoln County Sheriff's Office, Canton and Tea Police Departments, County Commission, Court Services, Local School Districts, and local behavioral health services. The Lincoln County State's Attorney has been fully and actively involved since the beginning and fully supports JDAI and diversion expansion.

Lincoln County currently uses Minnehaha County JDC and alternatives to detention. Lincoln County Collaborative is supportive of efforts to expand alternatives to detention to keep low risk youth in the community and not in a detention facility.

The goal of this position is to continue to expand upon current diversion services offered in the area to offer case management for all types of offenses. The Collaborative supports these efforts.

## **C. ALIGNMENT WITH SOUTH DAKOTA JDAI IMPLEMENTATION**

1. Include a summary of how your project would align with the following JDAI values:
  - a. Serving the right youth in the right place at the right time;
  - b. Serving youth in the least restrictive setting;
  - c. Protecting public safety;
  - d. Reducing racial, ethnic and gender disparities at all decision points in the juvenile justice system;
  - e. Establishing programs to be efficient and effective; and
  - f. Using data to guide decision-making.
2. Provide a summary of your county's use of the RAI including override statistics.

There were 33 youth detention admissions for Lincoln County in 2023. The average daily population was 1.59 with an average length of stay at 14.67 days. There were 112 RAIs completed in 2023, with 18 overrides (16%). These overrides are being utilized in appropriate situations and Lincoln County continues to limit the use of secure detention. Lincoln County is continuing to seek additional conditional release options to keep lower risk youth in the community. With the goal of providing access to a continuum of services, including culturally responsive programming, Lincoln County will decrease the overrepresentation of youth of color in detention and increase successful diversion outcomes for youth of color. The goal of expanding diversion options is to eliminate existing barriers such as transportation and ability to pay for services.

Grant funding obtained by Lincoln County will be utilized to support staff time dedicated specifically to JDAI coordination. This will include data tracking to determine the success of implemented diversion programs and alternatives to detention. This data will be presented to the local JDAI Collaborative on a quarterly basis to help guide decision making. The Unified Judicial System intends to support the created position with training opportunities such as the national JDAI conference, continued JDAI site visits, as well as Risk Assessment Instrument training for various law enforcement and other interested professionals and stakeholders to ensure the comprehension and utilization of the tool.

## **D. STRATEGY FOR IMPLEMENTATION AND SUSTAINABILITY**

Describe your strategy for implementing and sustaining the chosen plan (including goals, objectives, and a timetable) for the following:

1. Mobilizing the community to assume responsibility for alternatives to detention through involving various sectors;
2. Obtaining resources to aid in implementing the chosen plan;
3. Coordinating the implementation of the chosen plan; and
4. Sustaining the plan following funding under this subgrant.

- I. The Diversion Coordinator will continue to participate in monthly JDAI and Diversion Coordinators calls throughout the grant period.
- II. The Diversion Coordinator will hold JDAI collaborative meetings at least quarterly to implement the goals identified on the JDAI work plan.
  - a. The Diversion Coordinator will present data at each meeting to ensure the collaborative is using data to drive the decision-making progress.
  - b. The Diversion Coordinator will also survey the collaborative to ensure that community is being represented and that various entities are being represented at the meetings.
- III. The Diversion Coordinator will hold Risk Assessment Instrument training for Law Enforcement, as needed, to ensure every officer has received the same training on the use of the tool.
- IV. The Diversion Coordinator will work with Area Schools to identify best practices regarding Truancy-specific diversions.
- V. The Diversion Coordinator will continue to identify and verbalize gaps in services that are in existence.
  - a. The Diversion Coordinator will continue to research new ideas for diversion and expand on existing diversion programming.
  - b. The Diversion Coordinator will work with local community partners, not limited to existing collaborative, to increase and broaden community resources.
- VI. The Diversion Coordinator will continue to track and enhance data collection capabilities.
- VII. The Diversion Coordinator will participate in local government meetings when necessary to promote youth justice work.
  - a. The Diversion Coordinator will provide community education around adolescent brain development and the harmful effects of incarcerating youth to gain community buy-in about the program.
- VIII. The Diversion Coordinator will provide updates to the Lincoln County Commissioners on the progress being made throughout the grant period.

#### **E. PROJECT PERFORMANCE MEASURES AND EVALUATION**

Performance measure reports will be required consistent with individual program goals, federal reporting requirements, and any information identified by the Council of Juvenile Services and the Department of Corrections.

For the purpose of this grant application, describe the following:

1. Ability to collect data from public institutions and record data in a spreadsheet; and
2. Ability to collect and provide juvenile specific information.

The Lincoln County JDAI/Diversion Coordinator is actively working with law enforcement, the State's Attorney's Office, and the local detention center to collect arrest, diversion, average length of stay, and average daily population data. Data will be disaggregated by gender, race, and ethnicity. Lincoln County is currently tracking ALOS and ADP and will provide this to the JDAI collaborative. The JDAI/Diversion coordinator will continue to track all diversion data and recidivism rates. The JDAI/Diversion coordinator has access to up-to-date RAI data through the Unified Judicial System's JRAI data reporting system.



**F. DESCRIPTION OF PROGRAM GEOGRAPHIC BOUNDARIES**

Briefly describe the program’s neighborhood or community boundaries in which your program will operate. You may also include a map of the area served as an attachment.

The JDAI/Diversion Coordinator position will serve youth, families, and community stakeholders in urban and rural Lincoln County. To provide a better understanding of the county make-up, the 2021 United State Census reported there were 67,870 people and 24,719 households in the county. The county has a total area of approximately 578 square miles with a population density average of 117 people per square mile. The county seat is located in Canton, SD.

**G: TARGET POPULATION**

Provide an overview of the participants eligible for participation through using the table below.

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		X	Suburban	
X	Black/African American	X	Repeat Offenders		X	Tribal	
X	Hispanic or Latino (of any race)	X	Sex Offenders		X	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 _____	X	16 -18

**SECTION 6. SIGNATURES**

*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			
<b>County Commission Chair</b>			
Name		Title	
Address		City/State/Zip	
E-mail		Phone	Fax
Signature		Date	
<b>B. Project Director</b>			
Name		Title	

Address		City/State/Zip	
E-mail		Phone	Fax
Signature		Date	
<b>C. Financial Officer</b>			
Name		Title	
Address		City/State/Zip	
E-mail		Phone	Fax
Signature		Date	
<b>D. Other Official</b>			
Name		Title	
Address		City/State/Zip	
E-mail		Phone	Fax
Signature		Date	

**SECTION 7. ATTACHMENTS**

**Description of Attachments** – Identify and describe the significance of all additional materials you include as attachments. Please limit additional materials to items such as program effectiveness documentation; pertinent letters of support or commitment; research documentation; resource documentation; and any other materials. Attach all additional documents following this page.

<b>Attachment 1</b>
<b>Attachment 2</b>
<b>Attachment 3</b>
<b>Attachment 4</b>
<b>Attachment 5</b>
<b>Attachment 6</b>

**ENCLOSE RELEVANT ATTACHMENTS AFTER THIS PAGE**