RESOLUTION AUTHORIZING THE CHAIRMAN TO SIGN THE 2019 JUVENILE SERVICES COMMUNITY BASED AID GRANT APPLICATION AND ASSURANCES

WHEREAS, pursuant to Neb. Rev. Stat. §23-104(6), the County has the power to do all acts in relation to the concerns of the County necessary to the exercise of its corporate powers; and,

WHEREAS, pursuant to Neb. Rev. Stat. §23-103, the powers of the County as a body are exercised by the County Board; and,

WHEREAS, a Crime Commission Grant for juvenile services is available to Sarpy County; and,

WHEREAS, the grant application and assurances are required to be signed by the Chairman; and,

WHEREAS, the grant application is due to the Nebraska Crime Commission on December 17, 2018; and,

WHEREAS, Sarpy County is committed to and supports the grant application for Sarpy County Juvenile Services; and,

NOW, THEREFORE, BE IT RESOLVED, By the Sarpy County Board of Commissioners that the Board Chairman is hereby authorized to sign the application and other documents associated with the 2019 Juvenile Services Community Based Aid grant.

The above Resolution was approved by a vote of the Sarpy County Board of Commissioners at a public meeting duly held in accordance with applicable law on the __11th__ day of __December__ 2018.

Sarpy County Board Chairman

Sarpy County Clerk

ATTEST:

2018-383

11th December
MEMO

To: Sarpy County Board

From: Lisa A. Haire

Re: 2019 State Community Based Juvenile Services Grant Application

On December 11, 2018 the County Board will be asked to authorize the Chairman to sign the application and assurances for the 2019 State Community Based Juvenile Services Grant. Sarpy County has been allocated $548,626 in funding from the Nebraska Crime Commission to assist in the implementation and operation of programs and services identified in the Comprehensive Juvenile Services Community Plan. These grant funds are meant to develop a continuum of non-secure detention services for the purpose of enhancing, developing, and expanding programs for juveniles in Sarpy County.

There is a County match of $60,958, which will be met with the salary/benefits from one Juvenile Diversion Officer.

Please contact me with any questions.

December 7, 2018

Lisa A. Haire
lhaire@sarpy.com

cc: Dan Hoins
   Scott Bovick
   Brian Hanson
   Tami Steensma
   Michelle Siders
   Jennifer Thomas
   Carisa Gosda
   Deb Houghtaling
2019 Community-based Juvenile Services Aid [CB]
Nebraska Revised Statute §43-2404.02

**Section 1: Applicant Information**

<table>
<thead>
<tr>
<th><strong>Lead County/Tribe:</strong></th>
<th>Sarpy County</th>
<th><strong>Telephone:</strong> (402) 593-1565</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Applicant Federal Employer ID:</strong></td>
<td>47-600-6504</td>
<td><strong>Fax:</strong> (402) 593-4304</td>
</tr>
<tr>
<td><strong>Address of Applicant:</strong></td>
<td>1210 Golden Gate Drive, Box 1220</td>
<td></td>
</tr>
<tr>
<td><strong>City:</strong> Papillion</td>
<td><strong>State:</strong> NE</td>
<td><strong>Zip Code:</strong> 68046-2839</td>
</tr>
<tr>
<td><strong>List of Partnering Counties/Tribes:</strong></td>
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<td></td>
</tr>
<tr>
<td><strong>Title of Project:</strong></td>
<td>Sarpy County Juvenile Services</td>
<td></td>
</tr>
</tbody>
</table>

**Project Director:**

<table>
<thead>
<tr>
<th><strong>Name:</strong> Lisa Haire</th>
<th><strong>Telephone:</strong> (402) 593-1565</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Title:</strong> Sarpy County Administration Coordinator</td>
<td><strong>Fax:</strong> (402) 593-4304</td>
</tr>
<tr>
<td><strong>Email:</strong> <a href="mailto:lhaire@sarpy.com">lhaire@sarpy.com</a></td>
<td></td>
</tr>
<tr>
<td><strong>Address:</strong> 1210 Golden Gate Drive, Box 1220</td>
<td></td>
</tr>
<tr>
<td><strong>City:</strong> Papillion</td>
<td><strong>State:</strong> NE</td>
</tr>
</tbody>
</table>

**Project Coordinator:**

<table>
<thead>
<tr>
<th><strong>Name:</strong> Michelle Siders</th>
<th><strong>Telephone:</strong> (402) 537-7000</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Title:</strong> Sarpy County Juvenile Justice Center Deputy Director</td>
<td><strong>Fax:</strong> (402) 537-7080</td>
</tr>
<tr>
<td><strong>Email:</strong> <a href="mailto:msiders@sarpy.com">msiders@sarpy.com</a></td>
<td></td>
</tr>
<tr>
<td><strong>Address:</strong> 9701 Portal Road</td>
<td></td>
</tr>
<tr>
<td><strong>City:</strong> Papillion</td>
<td><strong>State:</strong> NE</td>
</tr>
</tbody>
</table>

**Fiscal Officer:**

<table>
<thead>
<tr>
<th><strong>Name:</strong> Brian Hanson</th>
<th><strong>Telephone:</strong> (402) 593-2349</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Title:</strong> Sarpy County Fiscal Administrator</td>
<td><strong>Fax:</strong> (402) 593-4340</td>
</tr>
<tr>
<td><strong>Email:</strong> <a href="mailto:bhanson@sarpy.com">bhanson@sarpy.com</a></td>
<td></td>
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<tr>
<td><strong>Address:</strong> 1210 Golden Gate Drive, Box 1220</td>
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<td><strong>State:</strong> NE</td>
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**Authorized Official:**

<table>
<thead>
<tr>
<th><strong>Name:</strong> Don Kelly</th>
<th><strong>Telephone:</strong> (402) 593-4155</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Title:</strong> Chairman, Board of Commissioners</td>
<td><strong>Fax:</strong> (402) 593-4304</td>
</tr>
<tr>
<td><strong>Email:</strong> <a href="mailto:donkelley@sarpy.com">donkelley@sarpy.com</a></td>
<td></td>
</tr>
<tr>
<td><strong>Address:</strong> 1210 Golden Gate Drive</td>
<td></td>
</tr>
<tr>
<td><strong>City:</strong> Papillion</td>
<td><strong>State:</strong> NE</td>
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</table>
**Section II: Budget Summary**

<table>
<thead>
<tr>
<th>Category</th>
<th>Requested Amount</th>
<th>Match Share</th>
<th>Total Project Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Personnel</td>
<td>$427,739</td>
<td>$60,958</td>
<td>$488,697</td>
</tr>
<tr>
<td>B. Consultants/Contracts</td>
<td>$118,387</td>
<td>$0</td>
<td>$118,387</td>
</tr>
<tr>
<td>C. Travel</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>D. Operating Expenses</td>
<td>$2,500</td>
<td>$0</td>
<td>$2,500</td>
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<td><strong>TOTAL AMOUNT</strong></td>
<td><strong>$548,626</strong></td>
<td><strong>$60,958</strong></td>
<td><strong>$609,584</strong></td>
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</tbody>
</table>

% Contribution

- 90%
- 10%
- 100%

**CERTIFICATION:** I certify the information in this application is accurate and as the Authorized Official for this project, hereby agree to comply with all provisions of the grant program and all other applicable state and federal laws.

NOTE: The Authorized Official must be the County Board Chair or Tribal Council Chair. If more than one county or tribe is participating in the grant application then the signature of the Lead County Board Chair or Lead Tribal Council Chair is required.

**Name of Authorized Official:** Don Kelly

**Title:** Chairman, Board of Commissioners

**Address:** 1210 Golden Gate Drive

**City, State, Zip+4:** Papillion, NE 68046-2839

**Telephone:** 402-593-4155

**Signature of Authorized Official:** [Signature]

**Date:** December 11, 2018
Section III: Program Summary
# Program Type Table

<table>
<thead>
<tr>
<th>Program Title</th>
<th>Primary Goal or Outcome</th>
<th>Over-arching Type</th>
<th>Program Type</th>
<th>Sub-program Type</th>
<th>Amount Requested for each Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Truancy Program</td>
<td>To improve school attendance</td>
<td>Direct Intervention</td>
<td>School-based</td>
<td>Truancy</td>
<td>$164,138</td>
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<tr>
<td>Juvenile Reporting Center Day and Evening</td>
<td>Provide alternatives to detention and education services</td>
<td>Direct Intervention</td>
<td>Community ATD</td>
<td>Reporting Centers</td>
<td>$140,087</td>
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<tr>
<td>Juvenile Diversion</td>
<td>Divert youth from formal court processing</td>
<td>Direct Intervention</td>
<td>Diversion</td>
<td>Diversion</td>
<td>$17,478</td>
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<tr>
<td>Crisis Mediation</td>
<td>Provide early intervention services</td>
<td>Direct Service</td>
<td>Crisis Response</td>
<td>Crisis Response</td>
<td>$55,000</td>
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<tr>
<td>Judges Pre-adjudicated Referral Services</td>
<td>Provide alternatives to detention and assessment services</td>
<td>Direct Service</td>
<td>Assessment/ATD</td>
<td>Referral Services</td>
<td>$35,000</td>
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<tr>
<td>CARE Program</td>
<td>Alternatives to detention and hold youth accountable</td>
<td>Direct Intervention</td>
<td>Community ATD</td>
<td>Electronic Monitoring/Tracker Services</td>
<td>$136,923</td>
</tr>
</tbody>
</table>

All programs listed in the table above must equal the total requested amount from the budget summary on page two of this grant application.

**DO NOT INCLUDE MATCH DOLLARS**

$548,626

**Total**

*Refer to page 10 of the RFA for instructions*
PROGRAM TITLE: Truancy/PASS Program

1. Is this program or service funded in the 2018 [CB] application: ☑ Yes ☐ No

Describe how this program or service uses practices that are supported by current evidence-based research:

Truancy interventions demonstrate a significant overall positive effect on school attendance. Interventions improved attendance by an average of 4.69 days and post-intervention absenteeism rates remained above desirable levels (www.crimesolutions.gov). According to OJJDP, “engagement has been identified as one key element in preventing truancy” (www.ojjdp.gov/mpg/litreviews/Truancy_Prevention.pdf).

In Sarpy County, youth can be diverted away from the formal court process if they agree to the terms of the Truancy Program contract. Monitoring of a youth’s progress consists of weekly visits to the family home, school visits, and phone contact with both family and school officials. Daily check of youth’s attendance takes place. Truancy staff maintain current information regarding progress and report back to Juvenile Court when needed. Upon successful completion of the program, a youth’s truancy charge may be dismissed. The Truancy Program in Sarpy County allows youth a less restrictive option, diverts them from the formal court process, and helps them to achieve school success with the ultimate goal of reducing future contacts with the criminal justice system.

The Sarpy County Truancy Program is a comprehensive and individualized approach to truancy reduction. Strategies to help reduce and prevent truancy in the county were developed from researching successful programs nationwide. Critical Components identified by the National Center for School Engagement and OJJDP are the key elements of the Sarpy County Truancy Program. These Critical Components include: family involvement, a comprehensive approach focusing on prevention and intervention, use of incentives and sanctions, collaboration with the community, and support. Below is information on how these Critical Components are incorporated in the Sarpy County Truancy/PASS Program:

Family Involvement- Truancy/PASS staff make contact with the referred family and arrange to meet the youth and family in their home or the Juvenile Reporting Center. If the family agrees to the program conditions, the Truancy Program Contract is signed and the contract is provided to the Juvenile Court. Communication between the school, parents, and student is established for monitoring the truancy problem.

Intervention- Sarpy County Truancy/PASS diverts youth from formal court processing. If successful, charges are dismissed. The Program intervenes prior to a youth’s deeper involvement into the system. Youth are helped to achieve school success and reduce future contacts with the Criminal Justice System. Specific interventions used in the Sarpy Truancy/PASS Program: tutoring, career/technical education, individual case management, counseling, monitoring youth attendance, parent outreach, school supplies, hygiene and clothing, transportation, referrals to Region 6 for substance abuse or mental health if needed, and youth development (Life Skills Classes, Legacy Program, World of Difference, Connect the Dots, Anger Management are all classes Truancy/PASS youth may attend).

Preventions: Sarpy County Truancy/PASS Program incorporates the following prevention strategies which are outlined in the Safe Schools National Center Brief: Personalized Learning, Interventions targeted at improving educational effectiveness Attendance Policies, Early Intervention, Mentoring, Alternatives to adjudication, and Alternative Education Programs.
Sanctions- Requirement to attend Evening Reporting Center hours—youth make up time missed at school for tardy or absence, Saturday school, loss of gaming systems or other electronic devices for a period of time, loss of cell phone, restricting employment if interfering with school attendance.

Incentives—Incentives include: Reduction in assigned hours to the Reporting Center due to positive attendance and passing grades, verbal positive praise or certificates of accomplishments, spontaneous contact for no reason other than to say “great job”, donated gift cards from restaurants in the community (also collaborate with community/support), certificate for most improved attendance or grades, organized activities that include field trips, games, snacks, clothing, school supplies, motivational speakers and donated gifts from community (also collaborate with community/support), trips to park or sports activities with staff, trips to zoo, opportunities to complete community service hours required by court or school, mentoring services (also Intervention/Prevention), farming/gardening opportunity with Keipos gardens (also collaborate with community/support), and dismissed charges.

Collaborate with Community and Support—Mental health providers and counselors are available for Truancy youth in the Sarpy County Reporting Center. A staff nurse is available for Truancy youth if they need medical assistance, community members donate gifts and gift cards for incentives, donated school supplies during “back to school bash” where members of the community donated school supplies, clothing, and book bags. The Reporting Center and Truancy have worked with Keipos Gardens (a local farmer) for gardening/farming project. Additionally, Truancy staff members serve as a liaison with the schools and other appropriate individuals involved with the student such as teachers, counselors, and coaches. Communication between the school, parents, and student is established for monitoring the truancy problem. Upon successful completion of the Program, a youth’s truancy charge can be dismissed.

Targeted Truancy Interventions: [https://www.crimesolutions.gov/PracticeDetails.aspx?ID=10](https://www.crimesolutions.gov/PracticeDetails.aspx?ID=10)
Evidence Rating: Effective

2. List the priority in your community plan that is being addressed by this program or service: Priority 3 – Expand, enhance, and maintain Juvenile Justice Services and Programs in Sarpy County

3. Is this program or service listed as a strategy in your community plan: ☑ Yes  ☐ No

4. Provide a description of the program or service by answering the following:

**Explain the purpose of the program:** The purpose of the Truancy/PASS Program is to keep youth in school and to assist youth in earning school credits to keep them on track to graduate.

**List the skills and knowledge to be gained by the youth participants:** Youth remain in school and/or continue to earn credits to graduate. Time Management, tutoring, positive role models, personal development, life skills, and additional supports through weekly contact with staff.

**Describe the key activities or services:** By decision of a Juvenile Court Judge, County Attorney, Diversion, or recommendation by the school, a student is referred to the Truancy/PASS Program. Truancy/PASS staff members serve as a liaison with the schools and other appropriate individuals involved with the student. The juvenile and parents/guardians agree to participate in the program. Truancy staff make contact with the referred family and arrange to meet the youth and family either in their home or at the Reporting Center. If the family agrees to the program conditions, the Truancy Program contract is signed and is provided to the Juvenile Court. Communication between the school, parents, and student is established for monitoring the truancy problem. Upon successful completion of the Program, a youth’s truancy charge can be dismissed.
Juvenile Services Officers (JSOs) working in the Truancy Program do personal checks with the youth and meet with the parents for follow-up. When a youth is initially placed on the Truancy program there is a minimum of 1.5 hours spent for the intake and is conducted at the youth’s residence or the Reporting Center.

The Supervisor for Community Programs is responsible for supervising the Truancy Program. The Supervisor is responsible for the direct supervision of the individuals assigned to the Truancy Program.

Below is a list of some of the services provided by Truancy/PASS Staff:
- Call youth at home in morning/wake up telephone call.
- Assisting with transportation as available.
- Provide the youth a mentor when needed.
- Assisting family with financial needs by setting up contacts for parents to receive services or resources needed for the home.
- Providing youth with new or gently used clothing, hygiene supplies, backpacks and school supplies.
- Tutoring with a certified teacher.
- Medical Services, by providing community referrals or a visit with an onsite nurse.
- Mental Health Services, onsite therapist that can provide community referrals for services and crisis prevention.
- Individual coaching and engagement in youth success.
- Relationship-building: building communication with school professionals such as counselors and attendance professionals.
- Collaborative meetings with parents, youth and school professionals to create individualized plans to get the youth back on track with grades and attendance.
- Relationship-building: youth need individualized attention, and staff that build strong relationships based on mutual trust and respect.
- Contacting parents regarding absenteeism, creating meaningful incentives for parental responsibility, and including parents in all truancy prevention activities.
- Strong and clear attendance expectations.
- Promoting health and wellness activities.
- 24-hour access for parent and youth to contact staff or come to our facility.

Youth served by Truancy/PASS Program (calendar year):

<table>
<thead>
<tr>
<th>Year</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>46</td>
</tr>
<tr>
<td>2016</td>
<td>68</td>
</tr>
<tr>
<td>2017</td>
<td>79</td>
</tr>
</tbody>
</table>

List the expected changes that the program will likely bring to your community: Youth remain in school. Less youth are truant from school and more youth earn credits to graduate. Improved family relationships, student teacher relationships and improved school attachment.

5. Describe the target population being served by this program or service by answering the following:

**Age, Gender, and Race/Ethnicity:** All youth ages 11 – 18. All gender, races, and ethnicities.

**Juvenile Justice System Point:** Youth served are pre-adjudicated however, on occasion, there may be a youth that has been adjudicated and is referred to the program or a youth is finishing the program and was...
adjudicated while finishing. In the event an adjudicated youth is served, Sarpy County will invoice State Probation for those services.

**List the risk and criminogenic need factors being targeted by this program:** Drug/Alcohol use, Learning disability, Anxiety/Depression, Mental Health Disorder, Antisocial attitudes, Sensation seeking, Defiance of authority, Lack of concern for others, Inappropriate use of time, Lack of discipline, Low parental warmth, Parental hostility, Truancy, Low achievement, Low attachment, Low literacy, Deviant peer groups.

**List the protective factors and assets being strengthened that address the risk and criminogenic need factors identified above:** Positive attitudes, values, and beliefs, High personal drive/self-esteem, Positive mental, physical, and emotional health, Use of positive coping skills, Well-developed communication skills, Self-regulation, Positive attitudes/relations with authoritative figures, Compassion for others, Constructive use of time, Problem solving skills, Consistent discipline, Positive student-parent bond, Language-based discipline, Positive adult role models, Clear expectation of prosocial behavior, Supportive adult within the home, Regular attendance and engagement in school, High academic standards, Positive teacher relationships, Access to academic support, and access to physical and mental healthcare.

6. **Explain the referral process by answering the following:**

**List the agencies and/or individuals who refer youth to this program or service:** Juvenile Court, County Attorney, Probation, and Diversion.

**Explain the process used to determine appropriateness of youth for the program:**

The initial screening of truancy referral begins with the Sarpy County Attorney’s Office. This office determines whether what the school district has provided as truancy is legally sufficient. If the documentation is sufficient then the County Attorney reviews the youth’s circumstances to determine if the youth has a criminal history, prior court involvement, or a current diversion case. If they do not, the truancy case will be sent to Juvenile Diversion first. There are a few exceptions or considerations that may deviate from this process but this is the general rule.

When a truancy case is referred to the juvenile courts, juvenile court will staff the case and determine what, if any services are best for the family. If this team determines the Truancy/PASS Program would benefit the youth, the recommendation is made to the judge. If the judge agrees, the youth will be court ordered to participate and cooperate with the program. The goal is for the youth to successfully complete the Truancy/PASS Program by attending school and passing their classes so the truancy petition can be dismissed.

**List the screening and/or assessment tools used to determine eligibility and appropriateness:**

There are no tools or assessments utilized by the County Attorney’s office. However, the office considers prior criminal history or court involvement, age, circumstances of the truancy, or unusual situations to assist in determining if the youth cases will be best served by Diversion, or if the County Attorney will file a truancy petition.

When a truancy case is referred to Diversion, Diversion will meet with the school, youth and parent/guardian. Together they will review the schools’ referral and discuss the PASS Program. If the family agrees to cooperate with the PASS Programs, they are then referred to the PASS Program for school truancy assistance and support.

**Do all referrals get accepted?**  
[X] Yes  [ ] No  
If no, explain:
7. Is this program or service funded in the 2018 [CB] application: [X] Yes  [ ] No

If this program or service is not funded in the 2018 [CB] application then provide current, local data that demonstrates this need in your community (do not use national data):

8. Describe how this program or service uses practices that are supported by current evidence-based research:

The Sarpy County Juvenile Reporting Centers (Day and Evening) offer treatment programs that provide community-based interventions while allowing youth to reside at home as they attend the daily programs. According to the OJJDP Model Programs Guide, youth who attended a Day/Evening Reporting Center were significantly less likely to be adjudicated or convicted for an offense within 12 months of release compared with youths who complete residential programming (https://www.ojjdp.gov/mpg/Topic/Details/41)

The Sarpy County Juvenile Reporting Centers (Day and Evening) are highly structured, community based, and provide supervision by offering a wide range of services to help prevent future delinquent behavior. Youth are required to report to the facility at specified times for a certain length of time. According to OJJDP, Day and Evening Reporting Centers are being widely implemented throughout the United States. The Sarpy County Juvenile Reporting Center offers supervision services for youth and utilizes several components which are outlined by OJJDP as best practices, such as: motivational interviewing, mental health services, substance abuse classes, and classes that address anger, mental health, behavior, and substance use treatment needs, and life skills classes. The Centers also provide tutors for credit recovery enabling youth to graduate on time when they are behind. The Centers also provide therapists on site for those youth who are in need of these services.

The Sarpy County Juvenile Justice Reporting Centers offer a safe and structured environment for juvenile law offenders who are awaiting court ordered placement and/or court hearing. Juveniles are continually assessed and their progress monitored while in each program. The staff is dedicated to working in a professional and individually tailored manner to provide youth an environment that is proactive, safe, caring, and responsive.

Juvenile Day/Evening Reporting Centers have a current evidence rating of Very Promising with the Office of Juvenile Justice and Delinquency Prevention (https://www.ojjdp.gov/mpg/Topic/Details/41). In addition, Santa Cruz County, California is an Annie E. Casey Foundation Model Juvenile Detention Alternative Initiative (JDAI) Site. Santa Cruz County has a similar Evening Reporting Center for youth http://www.co.santa-cruz.ca.us/Departments/ProbationDepartment/JDAIModelSite/EveningCenter.aspx

Santa Cruz County, California (Model JDAI Site) Evening Reporting Center: http://www.co.santa-cruz.ca.us/Departments/ProbationDepartment/JDAIModelSite/EveningCenter.aspx

Day/Evening Reporting Centers: http://www.ojjdp.gov/mpg/Topic/Details/41
Evidence Rating: Very Promising

9. List the priority in your community plan that is being addressed by this program or service: Priority 2 – Reduce the number of youth entering detention in Sarpy County and explore alternatives to detention
10. Is this program or service listed as a strategy in your community plan: ☑ Yes ☐ No

11. Provide a description of the program or service by answering the following:

Explain the purpose of the program:

The Sarpy County Juvenile Reporting Center was developed with varying levels of program duration. The per diem cost is substantially lower than detention and the Reporting Center provides a highly structured intermediate sanction alternative. The purpose of the Reporting Center is to offer alternatives to detention and provide youth with services such as: mental health services, tutoring, and supervision. Juvenile Day/Evening Reporting Centers have a current evidence rating of *Very Promising* with the Office of Juvenile Justice and Delinquency Prevention ([https://www.ojjdp.gov/mpg/Topic/Details/41](https://www.ojjdp.gov/mpg/Topic/Details/41)).

The Day Reporting Center was implemented in 2013 as way to meet the growing needs of youth in Sarpy County. The Day Reporting Center is available for youth who need additional supervision during the day time hours. There is a Teacher assigned to the Center that works with youth so they may continue to earn their high school credits. The Juvenile Court, Probation, schools, or County Attorney may refer youth to the Day Reporting Center if they are having difficulties in their home school or need additional supervision during the day.

Juvenile Service Officers (JSOs) work with Reporting Center youth to ensure youth are following rules, attending required programs, monitoring youth during classes, ensuring the safety of all youth attending, covering for breaks and lunches, providing assistance to both youth and teachers when needed. A minimum of two (2) JSOs are required during Reporting Center operating hours. JSOs are crucial to the success of these programs.

List the skills and knowledge to be gained by the youth participants: Youth gain knowledge through the various classes they are referred. Life Skills such as cooking, resume and application writing, are learned by youth attending the Center. In addition, tutoring, positive role models and time management skills are offered to youth while being supervised during the day and evening hours. Many youth are assigned for education and receive credits toward graduation.

Describe the key activities or services:

The Sarpy County Juvenile Reporting Centers (Day and Evening) offer treatment programs that provide community-based interventions while allowing youth to reside at home as they attend the daily services. According to the OJJDP Model Programs Guide, youth who attended a Day/Evening Reporting Center were significantly less likely to be adjudicated or convicted for an offense within 12 months of release compared with youths who complete residential programming ([https://www.ojjdp.gov/mpg/Topic/Details/41](https://www.ojjdp.gov/mpg/Topic/Details/41)).

Classes which are offered at the Evening Reporting Center include: A World of Difference Class, Substance Abuse Classes, MADD (Mothers Against Drunk Driving), Connect the Dots, Goodwill Legacy Program, Wellness Classes, and Anger Management Classes. Classes similar to these are listed as Important Program Components of Successful Reporting Centers by OJJDP.

Youth served by Reporting Centers (calendar year):
2015 856
2016 605
2017 514
List the expected changes that the program will likely bring to your community: Prevent delinquent behavior by offering structured services. Decrease in youth entering detention and increase in youth remaining with families in the community. Youth receive services such as tutoring, credit recovery, mental health services, resume and job application writing, substance abuse classes, and positive adult role models and support for families during parent working hours.

12. Describe the target population being served by this program or service by answering the following:

| Age, Gender, and Race/Ethnicity | All youth ages 11 – 18. All gender, races, and ethnicities. |
| Juvenile Justice System Point | Pre-adjudicated and adjudicated. In the event adjudicated youth are served, Sarpy County sends an invoice to State Probation for those youth services. |

List the risk and criminogenic need factors being targeted by this program: Drug/Alcohol use, Learning disability, Anxiety/depression, Mental health disorder, Antisocial attitudes, Defiance of authority, Lack of concern for others, Inappropriate use of time, Lack of supervision, Lack of discipline, Low parental warmth, Truancy, Low achievement, Low literacy, Deviant peer groups.

List the protective factors and assets being strengthened that address the risk and criminogenic need factors identified above: Positive attitudes, High personal self-esteem, Positive mental, physical, and emotional health, Use of positive coping skills, Well-developed communication skills, Positive attitudes, Compassion for others, Constructive use of time, Problem-solving skills, Adequate parental monitoring, Consistent discipline, Positive adult role models, Clear expectations, Regular attendance in school, High academic standards, Positive Teach relationships, Access to academic support, Access to physical and mental healthcare, Community values youth, Healthy/ Positive peer relationships, Supportive social group.

13. Explain the referral process by answering the following:

List the agencies and/or individuals who refer youth to this program or service: Juvenile Court, County Attorney, Schools, Diversion, HHS, or Probation.

Explain the process used to determine appropriateness of youth for the program:

Youth can be referred by CARE, Truancy, Teen Court, Juvenile Probation, Health and Human Services, Juvenile Court, and Diversion. Once a youth is referred, the type of service needed is determined and a schedule is developed for the youth. When youth that are referred to the Center by the previously listed agencies for ongoing daily services, such as supervision or education, a meeting with the family is scheduled. The agency will advise what service is needed for the youth and inform Center staff. During the family meeting, basic rules of the Reporting Center are reviewed; these rules may include hours or operation, behavior expectations, along with the basic goal of the youth’s referral from the requesting agency. Youth will be provided services based on need and age; life skills, cooking, job application assistance, or assistance to further education after graduation like college applications. The basic youth plan could be: attending the Reporting Center daily as their assigned educational site, to earn needed credits and to return to their mainstream high school during the next semester. Youth may also have a service plan to attend daily for supervision.

List the screening and/or assessment tools used to determine eligibility and appropriateness:

Youth who are referred to the Reporting Center are given screening and assessment tools by the agency that referred the youth for services. All youth referred are accepted. Youth in need of a simple screening assessment will be provided a packet of screening tools that include: Maysi-2, Suicide Risk Inventory, Substance Abuse Subtle Screening Inventory (SASSI) and Strength Based Questionnaire. A trained staff member will also sit with youth and provide a one on one interview. This allows the youth to express their interests and help build goals for success.
**PROGRAM TITLE:** Juvenile Diversion

14. Is this program or service funded in the 2018 [CB] application:  
   - Yes [X]  
   - No [ ]
   
   If this program or service is not funded in the 2018 [CB] application then provide current, local data that demonstrates this need in your community (do not use national data):

15. Describe how this program or service uses practices that are supported by current evidence-based research:

   According to national research, the negative impacts of formal system processing and results of the risk/need/responsivity model provide support for the use of Juvenile Diversion. Research indicates that the likelihood of reoffending increases as a youth is further processed into the juvenile justice system, supporting the idea of diverting youths away from the court system (Petrosino, Turpin-Petrosino, and Guckenb Berg, 2010). In addition, intensive services should be reserved for high-risk youth so that limited resources can be directed to more appropriate juvenile offenders (Andrews and Bonta, 2010).

   The Sarpy County Attorney’s Office implemented the Juvenile Diversion Program in 1979 as a way to divert juveniles from formal court processing offering classes, drug testing, and an opportunity for juveniles to participate in Teen Court. Juvenile Diversion is recognized by OJJDP as an “Exemplary Program” (https://www.ojjdp.gov/pubs/jaibgbulletin/exemp.html).

   Sarpy County Juvenile Diversion is a voluntary pre-trail program for minors, offered by the Sarpy County Attorney's Office. Instead of filing criminal charges in one of the court systems in Sarpy County, the Juvenile Diversion Program offers youth the opportunity to participate in community-based programs as an alternative to court process.

   Sarpy County Juvenile Diversion diverts youth from processing in the juvenile justice system and provides them with community-based services and programs. Sarpy County Juvenile Diversion Officers work one on one with youth in order to provide them with services tailored to their specific needs. Officers focus on improving skills, relationships, school work, and free time. Youth who successfully complete their program have their charges dismissed. Sarpy County Juvenile Diversion utilizes the Youth Level of Services (YLS) risk/needs assessment which is an effective tool that helps identify the youth’s major needs, strengths, barriers, and incentives to help select the most appropriate goals for them. In addition, youth are referred to various Diversion classes which are offered as part of their case management plan. Classes and services offered in Juvenile Diversion include: Young Men’s Work, Class Action Education, Young Women’s Class, Victim Impact Panels, Mental/Behavioral Health assistance, and Mediation Services. Youth are referred to the appropriate classes based on their charges, assessments, and evaluations.


   Evidence Rating: Effective – More than one study
Diversion, Mediation, Restitution Programs are identified by OJJDP as Exemplary Programs:
https://www.ojjdp.gov/pubs/jaibgbulletin/exemp.html

16. List the priority in your community plan that is being addressed by this program or service: Priority 1 – Identify, implement, and maintain appropriate mental health, behavioral health, substance abuse, and crisis intervention services for youth in Sarpy County, Priority 2 – Reduce the number of youth entering detention in Sarpy County and explore alternatives to detention programs and services, and Priority 3 – Expand, enhance, and maintain Juvenile Justice Services and Programs in Sarpy County

17. Is this program or service listed as a strategy in your community plan: X Yes  □ No

18. Provide a description of the program or service by answering the following:

Explain the purpose of the program: The purpose is to divert youth from formal court processing allowing them to participate in community based programs that are individualized, age appropriate, and goals based. Upon successful completion of the Diversion program, the youth’s charges are dismissed.

List the skills and knowledge to be gained by the youth participants: Classes and programs will vary depending on the youth’s individual contract. Youth’s attendance at school will increase, youth will improve relationships, gain time-management skills, and gain an understanding of how their offenses impact the community, their families and themselves. Youth will have a chance to meet regularly with positive role models and have an opportunity for mental and behavioral health services if needed.

Describe the key activities or services: Programs and Services which may be a part of the youth’s Diversion contract include: Drug/Alcohol testing, Mental/behavioral health services, Mediation services, Young Women’s classes, Class Action classes, Victim Impact Panels, and Young Men’s Work classes.

Youth served by Juvenile Diversion (calendar year):
2015  568
2016  590
2017  747

List the expected changes that the program will likely bring to your community: More youth stay in school. Less youth entering detention, more youth having their charges dismissed and diverted from court processing.

19. Describe the target population being served by this program or service by answering the following:

Age, Gender, and Race/Ethnicity: All youth ages 11-18. All gender, races, and ethnicities.

Juvenile Justice System Point: Pre-adjudicated

List the risk and criminogenic need factors being targeted by this program: Drug/Alcohol Use, Mental Health Disorder, Anxiety/Depression, Antisocial Attitudes, Sensation Seeking, Defiance of Authority, Lack of Concern for Others, Inappropriate Use of Time, Lack of Supervision, Lack of Discipline, Truancy, Low Achievement, Low Attachment, and Deviant Peer Groups.

List the protective factors and assets being strengthened that address the risk and criminogenic need factors identified above: Positive Attitudes, Values, and Beliefs, High Personal Drive/Self-Esteem, Positive Mental, Physical, and Emotional Health, Use of Positive Coping Skills, Well-Developed Communication Skills, Impulse Control, Positive Attitudes/Relations with Authoritative Figures, Compassion for Others, Constructive Use of Time, Problem Solving Skills, Consistent Discipline, Positive Student-Parent Bond, Positive Adult Role Models, Clear Expectations of Prosocial Behaviors, Supportive Adult in the Home, Regular Attendance and Engagement in School, High Academic Standards, Positive Teacher Relationships,
Access to Academic Support, Access to Physical and Mental Healthcare, Community Values youth, Healthy/Positive Peer Relationships, Supportive Social Group.

20. Explain the referral process by answering the following:

List the agencies and/or individuals who refer youth to this program or service: County Attorney or Schools

Explain the process used to determine appropriateness of youth for the program: Youth will be referred to Juvenile Diversion Classes and Programs based on their charges, initial assessments, and evaluations. Classes are offered at various times during the year and youth are required to attend as part of their Diversion contract. Class facilitators are trained and certified in the class they are teaching. Upon successful completion of all requirements of their Diversion contract, a youth’s charges will be dismissed.

List the screening and/or assessment tools used to determine eligibility and appropriateness: Juvenile Diversion uses the SASSI indicating risk level of a youth’s alcohol/drug used and they use the MAYSI (Mental Health Screening Tool) as well as the YLS (Youth Level of Service/Case Management Inventory).

Do all referrals get accepted? ☒ Yes ☐ No If no, explain:

*REFER TO PAGE 13 OF THE RFA FOR INSTRUCTIONS*

PROGRAM TITLE: Crisis Mediation

21. Is this program or service funded in the 2018 [CB] application: ☒ Yes ☐ No

If this program or service is not funded in the 2018 [CB] application then provide current, local data that demonstrates this need in your community (do not use national data):

22. Describe how this program or service uses practices that are supported by current evidence-based research:

Research indicates that detaining low risk youth actually increase their likelihood of recidivism, is more expensive than alternatives to detention, and takes resources away from youth who need more intense supervision and services. A significant number of detained youth are low risk and would present little risk to the community if released to their own homes or a lesser level of supervision. The Crisis Mediation Team implements strategies that are used on site to de-escalate the crisis situation and bring a resolution to the family in order to avoid charges and possible detention at the Juvenile Justice Center. The Sarpy County Crisis Mediation Team (CMT) has received recognition from Nebraska Juvenile Justice Association (http://www.njja.org/juvenile-justice-program-highlight-2/) and was asked by the Casey Foundation to give a presentation at the annual Juvenile Detention Alternatives Initiative (JDAI) Conference in 2015. Sarpy County CMT is currently being used as a model program across the State of Nebraska.

Mediation is confidential problem-solving process that promotes respectful, constructive communication between two or more people experiencing conflict. Research suggests that improving family functioning should in turn reduce problem behaviors in children and adolescents from dysfunctional families. Many times, youth are having difficulties with parents or other family members which can lead to behaviors that bring a youth into the juvenile justice system. Mediation services help to strengthen family functioning and prevent future problem behaviors. According to OJJDP, Family Mediation Services are an important tool in overcoming dysfunction in the home (https://www.ojjdp.gov/mpg/litreviews/Family_Therapy.pdf).

Crisis Intervention Programs: https://www.ncjrs.gov/pdffiles1/Digitization/57730NCJRS.pdf

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Crisis Response: [https://www.jjinebraska.org/crisis-response/](https://www.jjinebraska.org/crisis-response/)

Mediation is listed as an Exemplary Program by OJJDP: [https://www.ojjdp.gov/pubs/jailgbulletin/exemp.html](https://www.ojjdp.gov/pubs/jailgbulletin/exemp.html)

23. List the priority in your community plan that is being addressed by this program or service:  Priority 1-
Identify, implement, and maintain appropriate mental health, behavioral health, substance abuse, and crisis intervention services for youth in Sarpy County.

24. Is this program or service listed as a strategy in your community plan:  
[X] Yes  [ ] No

25. Provide a description of the program or service by answering the following:

**Explain the purpose of the program:**  Through services provided by the Family Crisis Mediation Response Team; police officers and other juvenile agencies will assist the family in crisis. The project is designed to provide youth who may otherwise be placed under the Juvenile Court System, with services that divert them from the criminal justice or social services systems. Family Crisis Mediation Response team members will assess the nature of the crisis and provide immediate de-escalation and conflict resolution. A safety plan is developed and the family is provided additional community resources and support. The main goal of this program is to keep the family intact and the youth either at home or in the community with specific safety measures in place.

**List the skills and knowledge to be gained by the youth participants:**  Keep families together and youth in the home or in the community. Keep youth in school, divert youth from intake and detention.

**Describe the key activities or services:**

At times, families encounter conflicts that can escalate to the point that an intervention is necessary. A Family Mediation Crisis Response Team member is called when situations arise such as children running away, physical altercations, and issues regarding parents and children respecting one another. The Crisis Mediation Team’s goal is to see a decline in youth being detained or placed in a higher level of care than is necessary.

Family Crisis Mediation Response team members will assess the nature of the crisis and provide immediate de-escalation and conflict resolution. A safety plan is developed and the family is provided additional community resources and support.

The main goal of this program is to keep the family intact and the youth either at home or in the community with specific safety measures in place. If the mediation team member assesses that the child is too much of a risk to remain home, they will explore the options of placing the child in an unbiased home, such as a friend or family member’s home for the night. If/when this option is unsuccessful it would be the probation officer’s job to find immediate placement for the child.

There is immediate response by a therapist to the location of the crisis. Law Enforcement remains on the scene for the protection of the therapist. On site therapist completes an assessment. Therapist reviews community options for youth to remain in home or alternative community placement. There is a 24 hour follow-up and another 30 day follow-up completed. For those eligible, a referral for wrap-around case management through Professional Partners Program with initial contact in 24-48 hours.

**Youth served by Crisis Mediation (calendar year):**

2016  114
List the expected changes that the program will likely bring to your community: Keeping families together, keeping youth in their homes, diverting youth from detention, lower detention rates, and providing services to youth at the front end of the justice system.

26. Describe the target population being served by this program or service by answering the following:

**Age, Gender, and Race/Ethnicity:** All youth ages 11 – 18. All genders, all races, all ethnicities.

**Juvenile Justice System Point:** Pre-adjudicated however, due to the nature of the 24/7 call center, there may be times when a call comes in on a youth that has been adjudicated or is currently on Probation for a charge.

**List the risk and criminogenic need factors being targeted by this program:** Anxiety/Depression, Mental Health disorders, Defiance of authority, Lack of concern for others, Lack of supervision, Lack of discipline, Parental hostility, Family violence, Abusive parents, and Truancy.

**List the protective factors and assets being strengthened that address the risk and criminogenic need factors identified above:** Positive attitudes, Positive mental, physical, and emotional health, Use of positive coping skills, Well-developed communications skills, Self-regulation, Positive attitudes/relations with authoritative figures, Problem-solving skills, Adequate parental monitoring, Consistent discipline, Positive student-parent bond, Clear expectations, Supportive adult in the home, Access to physical and mental healthcare.

27. Explain the referral process by answering the following:

**List the agencies and/or individuals who refer youth to this program or service:** Law Enforcement, Schools, Parents, Probation, and Juvenile Justice Center.

**Explain the process used to determine appropriateness of youth for the program:** The Crisis Line accepts phone calls 24/7. A majority of the time, Parents call law enforcement and law enforcement will make the call to the Crisis Line. Schools, Probation, and the Juvenile Justice Center can also call the Crisis Line. Upon receipt of the call, a therapist is dispatched to the location of the youth.

**List the screening and/or assessment tools used to determine eligibility and appropriateness:** Phone call to the Crisis Line is taken and a therapist is dispatched to the location of the youth. Heartland Family Service provides the therapists for the Program.

Do all referrals get accepted? **X Yes** **☐ No** If no, explain:

*REFER TO PAGE 13 OF THE RFA FOR INSTRUCTIONS*

**PROGRAM TITLE:** Judges Pre-adjudicated Referral Services (EM/Tracker, IFP, Family Support, MST, Screening/Assessments, Reporting Center, Day Treatment, Mediation, Ecological In Home Therapy)

28. Is this program or service funded in the 2018 [CB] application? **X Yes** **☐ No**

If this program or service is **not** funded in the 2018 [CB] application then provide current, local data that demonstrates this need in your community (do not use national data):

29. Describe how this program or service uses practices that are supported by current evidence-based research:

Research indicates that detaining low risk youth actually increases their likelihood of recidivism, is more expensive than alternatives to detention, and takes resources away from youth who need more intense...
supervision and services. A significant number of detained youth are low risk and would present little risk to the community if released to their own homes or a lesser level of supervision.

Evidence Rating: Effective

In Sarpy County, Pre-adjudicated Judges services, programming, and treatment are initiated in order to provide front-end supervision, and are used as a detention alternative or aid to a detention alternative. During the pre-adjudication process, a youth and family may be ordered by the Juvenile Court to detention alternatives and/or additional programming, services, and treatment. These programs and services are used to divert youth from entering detention, allowing them to remain in their home and in school with additional supervision and supports in place. Services are provided by consultants and not directly by Sarpy County. The Juvenile Court Judges refer youth to the services. The youth and family members can choose the consultant they would like to work with for each service as long as the consultant is on the State Registered Provider List. There are numerous consultants that are approved on the State Registered Provider List. In many cases, a youth is referred by the Judge to multiple services at the same time. For example: a youth may referred to EM, Tracker, and IFP at the same time. Below is a list of the practices that are involved with each service:

**Screening and Assessment of mental health/behavioral** problems is crucial to identify service needs of youth who present in the pre-adjudication stage of the system. Early interventions such as screening, assessment, therapy, and counseling can help to decrease future contacts in the system. Extensive assessments will be a part of this effort to identify those youth who may require a higher level of care. In addition, upon completion of evaluations, assessments or at the Judge’s discretion, the Court may refer a juvenile to Intensive Outpatient (IOP) or Outpatient (OP) Treatment services.

Evidence also shows that youth with behavioral and mental health problems are more likely to have troublesome life out-comes, including court involvement. Youth diagnosed with a psychiatric disorder have higher arrest rates than undiagnosed youth. Researchers have also shown that the presence of co-occurring disorders increases the chances of criminal involvement in emerging adulthood ([www.ojjdp.gov/pubs/242440](http://www.ojjdp.gov/pubs/242440)).

**Court ordered Assisted Outpatient Treatment:**
Evidence Rating: Effective – More than one study

Evidence Rating: Effective and Promising

**Day Treatment** provides a community based, coordinated set of individualized, intensive services to youth with mental health and behavioral health issues whose symptoms are interfering with daily functioning and who are in need of additional structured treatment interventions. Services are family centered, culturally competent, and developmentally appropriate. Services may involve family assessment, treatment planning, updating treatment plans, and therapy.

**Intensive Family Preservation** services are family-focused, community-based crisis intervention services designed to maintain youth safely in their homes and prevent the unnecessary separation of families. Therapists work with youth and families teaching them new behaviors and helping them to make better choices ensuring their safety. Staff work to make sure youth attend school, comply with court orders, and offer them skills to avoid further problems. IFP services are often offered to families as an alternative to out of
home placement. According to OJJDP and Crime Solutions, IFP and Family Reunification services are rated as Effective and were shown to significantly reduce the rate of out of home placements.

Intensive Family Preservation:  
Evidence Rating: Effective – More than one study

Evidence Rating: Effective – More than one study

**Juvenile Day/Evening Reporting Centers** have a current evidence rating of *Very Promising* with the Office of Juvenile Justice and Delinquency Prevention ([www.ojjdp.gov](http://www.ojjdp.gov)). Reporting Centers offer treatment programs that provide community-based interventions while allowing youth to reside at home as they attend the daily services. According to the OJJDP Model Programs Guide, youth who attended a Day/Evening Reporting Center were significantly less likely to be adjudicated or convicted for an offense within 12 months of release compared with youths who complete residential programming [https://www.ojjdp.gov/mpg/Topic/Details/41](https://www.ojjdp.gov/mpg/Topic/Details/41).

Evidence Rating: Very Promising

According to YLS data obtained from District #2 Probation, Family Relationships are a significant risk factor for youth in Sarpy County. Leisure/Recreation, Behavior, and Attitudes have been identified as a high risk factor for youth in Sarpy County. These risk factors can be directly tied to a youth’s family relationships. Time spent with family during leisure/recreation activities affects attitudes and behaviors. Sarpy County will encourage active involvement with their child through various services including but not limited to: Family/Crisis Mediation Services, Family Group Conferences, Intensive Family Preservation (IFP), Supervised Visitation, and Family Support Workers.

**Mediation** is a confidential problem-solving process that promotes respectful, constructive communication between two or more people experiencing conflict. Research suggests that improving family functioning should in turn reduce problem behaviors in children and adolescents from dysfunctional families. Sarpy County may refer youth/family to mediation services. Many times, youth are having difficulties with parents or other family members which has led to the behaviors that brought them into the juvenile justice system in the first place. Mediation services help to strengthen family functioning and prevent future problem behaviors. According to OJJDP, Family Mediation Services are an important tool in overcoming dysfunction in the home ([www.ojjdp.gov/mpg/litreview/Family_Therapy.pdf](http://www.ojjdp.gov/mpg/litreview/Family_Therapy.pdf)).

Evidence Rating: Promising

**Tracker Programs** (Home Confinement) are a supervision program without the use of electronic monitoring. The purpose of the Program is to provide one-on-one interaction with a staff person which includes; daily school attendance, abiding by curfew and probation guidelines, as well as to give the youth’s parent/guardians some assistance with day to day activities and expectations. Youth stay in their home, attend school or work, and fulfill other responsibilities but they are closely monitored with frequent contact from staff. Home Confinement (Tracker) Programs are considered an Alternative to Detention (ATD) by OJJDP. Offenders must maintain a strict schedule, leaving their residences only for essential activities, for varying lengths of
Youth are closely monitored by staff to ensure that they comply with the conditions that the court has set. (www.ojjdp.gov/mpg/litreviews/AlternativesToDetentionandConfinement.pdf).

**Electronic Monitoring (EM)** monitors a youth’s location using phone calls and GPS through ankle or wrist bracelets connected to a central computer which is monitored 24 hours per day. EM is considered less restrictive than detention as the youth can remain in the home and continue attending school. Additionally, EM costs significantly less than traditional detention. For these reasons, EM is considered an Alternative to Detention (ATD) by OJJDP (www.ojjdp.gov/mpg/litreviews/AlternativesToDetentionandConfinement.pdf).

Evidence Rating: Promising

**Multi-Systemic Therapy (MST)** is an intensive family and community-based treatment program that focuses on addressing all environmental systems that impact chronic and violent juvenile offenders – their homes and families, schools and teachers, neighborhoods and friends. MST providers work intensively with parents and caregivers to put them in control. Therapist work to keep the youth focused on school and gaining job skills. They also introduce youth to sports and other recreational activities as an alternative to past activities. “MST is based on 30 years of research and over 18 studies. Results have shown to keep kids in their home, reducing out of home placements up to 50 percent, keep kids in school, keep kids out of trouble, reducing re-arrest rates by up to 70 percent, improve family relations, decrease adolescent psychiatric symptoms, and decrease drug and alcohol use” (http://mstservices.com/what-is-mst/what-is-mst).

**Family Support** - This service may be used when a family is struggling with healthy functioning and/or struggling to work together to help the youth reduce their risk and meet probation goals. Improving family functioning and reducing problem behaviors in adolescents. The service should impact the family functioning as a whole as well as the youth’s individual functioning. “Improving family engagement in the juvenile justice system and in prevention programs has been an increasing focus for many researchers and practitioners” (https://www.ojjdp.gov/mpg/litreviews/Family-Engagement-in-Juvenile-Justice.pdf).

**Ecological In Home Family Therapy** – Boys Town will help family members of youth work through conflicts. Ecological In Home Therapy is based on the Ecological In Home Treatment Model (EIHFT). “EIHFT is a strength-based in home and community based intervention designed to reduce youth and family risk factors contributing to delinquent behaviors while increasing youth and family protective factors. The service works with both youth and families to enhance and improve functionality in the home (https://supremecourt.nebraska.gov/sites/default/files/Probation/servicedef/EcologicalIn-HomeFamilyTreatmentBoystownModel-SDL.pdf).”

30. **List the priority in your community plan that is being addressed by this program or service:**
   - Priority 1 – Identify, implement, and maintain appropriate mental health, behavioral health, substance abuse, and crisis intervention services for youth in Sarpy County.
   - Priority 2 – Reduce the number of youth entering detention in Sarpy County and explore alternatives to detention programs and services.
   - Priority 3 – Expand, enhance, and maintain Juvenile Justice Services and Programs in Sarpy County.
   - Priority 4 – Improve system operation, collaboration, and coordination for Juvenile Justice Services in Sarpy County.

31. **Is this program or service listed as a strategy in your community plan:**
   - Yes
   - No
32. Provide a description of the program or service by answering the following:

**Explain the purpose of the program:** The purpose of the Judges pre-adjudicated services is to offer alternatives to detention and support services for pre-adjudicated youth in Sarpy County. Sarpy County Separate Juvenile Court has the authority to refer pre-adjudicated youth to any of the services prior to, during, or after court proceedings before adjudication in order to divert youth from the detention center. Many times, multiple services are ordered simultaneously. For example: a youth may be referred to EM, Tracker, and IFP at the same time. The purpose of each service is listed below:

**Screening/Assessments Outpatient Mental/Behavioral Health Counseling** - To help youth struggling with family, substance abuse, behavioral, emotional, or psychological problems, Sarpy County Juvenile Court may refer juveniles to Licensed Mental Health Therapists to meet the youth’s needs through the course of counseling.

**Intensive Family Preservation (IFP)** - Intensive Family Preservation Services are family-focused, community-based crisis intervention services designed to maintain children safely in their homes and prevent the unnecessary separation of families. IFP services are often offered to families as an alternative to out of home placement.

**Reporting Centers** - Offer treatment programs that provide community-based interventions and supervision while allowing youth to reside at home as they attend the daily services.

**Mediation** - Mediation is a confidential problem-solving process that promotes respectful, constructive communication between two or more people experiencing conflict. Many times, youth are having difficulties with parents or other family members which has led to the behaviors that brought them into the juvenile justice system in the first place.

**EM/Tracker** - Tracker Programs (Home Confinement) are a supervision program without the use of electronic monitoring. The purpose of the Program is to provide one-on-one interaction with a staff person which includes; daily school attendance, abiding by curfew and probation guidelines, as well as to give the youth’s parent/guardians some assistance with day to day activities and expectations.

**Electronic Monitoring (EM)** monitors a youth’s location using phone calls and GPS through ankle or wrist bracelets connected to a central computer which is monitored 24 hours per day.

**Multi-Systemic Therapy (MST)** - An intensive family and community-based treatment program that focuses on addressing all environmental systems that impact chronic and violent juvenile offenders – their homes and families, schools and teachers, neighborhoods and friends.

**Family Support** - Family support services offer face-to-face goal-driven support for youth and family/guardian to enhance family functionality. This service may be used when a family is struggling with healthy functioning and/or struggling to work together to help the youth reduce their risk and meet probation goals.

**Day Treatment** - Intensive level of mental health services offered to youth who are experiencing emotional and behavioral challenges.

**Ecological In Home Family Therapy** – The purpose of the program is keep youth in their homes and in the community avoiding unnecessary out of home placements and/or detention. Youth can stay in school and family members are provided additional resources and supports while working through conflict. Services are
design to address behavioral problems of the youth, Improve family functionality and stability, and increase youth and community safety

List the skills and knowledge to be gained by the youth participants:

**Screening/Assessments Outpatient Mental/Behavioral Health Counseling** - Screening and assessment of mental health/behavioral/substance abuse issues is crucial in identifying service needs of youth who present in early stages of the system. Early interventions such as screening, assessment, therapy, and counseling can help to decrease future contacts in the system.

**Intensive Family Preservation (IFP)** - Improve communication and home life between parents and youth. Improve parental skills, parental capabilities, family interactions, and ensure family safety.

**Reporting Centers** - Depending on classes that are attended, youth can gain substance abuse assistance, tutoring and school work assistance, mental and behavioral health assistance, mentoring, life skills such as cooking, gardening, resume writing, and physical activity.

**Mediation** - Mediation services help to strengthen family functioning and prevent future problem behaviors. According to OJJDP, Family Mediation Services are an important tool in overcoming dysfunction in the home (www.ojjdp.gov/mpg/litreview/Family_Therapy.pdf).

**Electronic Monitoring (EM)/Tracker** - Youth remain in their homes. Offenders must maintain a strict schedule, leaving their residences only for essential activities, for varying lengths of time. Youth are closely monitored by staff to ensure that they comply with the conditions that the court has set.

**Multi-Systemic Therapy (MST)** - Keep youth focused on school and job skills, introduce youth to activities they may not have been involved with before such as sports, choir, band, dance, or other organizations. MST also works with parents to give them strategies for remaining household control.

**Family Support** - Increase the strength and resilience of the family, support parents as they help their children achieve their potential, improve community capacity to serve youth, provide individualized, family driven support that respects family culture, values, and preferences.

**Day Treatment** - Support for youth who struggle with various levels of mental and emotional problems, increase youth’s self-esteem, encourage youth to manage feelings, improve communication between parent and youth, present alternatives to delinquent behavior patterns.

**Ecological In Home Family Therapy** – Youth and families build stronger relationship and learn to navigate through conflicts together. Life skills are taught and supports offered through identifying other resources needed in the home. Implement focused interventions and techniques to enhance skill development, such as; social skills, problem solving, decision making, risk management planning, improve communication, strengthen the family, identify and improve ineffective patterns of interactions, identify and utilize community resources, help parents/guardian learn to manage stress of raising adolescents., and develop and maintain natural supports for the youth and family.
https://supremecourt.nebraska.gov/sites/default/files/Probation/servicedef/EcologicalIn-HomeFamilyTreatmentBoystownModel-SDL.pdf
Describe the key activities or services:

**Screening/Assessments Outpatient Mental/Behavioral Health Counseling** - Extensive assessments will be a part of this effort to identify those youth who may require a higher level of care.

**Electronic Monitoring (EM)/Tracker** – Staff provide one-on-one interaction with the youth which includes; daily school attendance, abiding by curfew and probation guidelines, as well as to give the youth’s parent/guardians some assistance with day to day activities and expectations.

**Multi-Systemic Therapy (MST)** – MST providers work intensively with parents and caregivers to put them in control. Therapist work to keep the youth focused on school and gaining job skills. They also introduce youth to sports and other recreational activities as an alternative to past activities.

**Family Support** – The goals for this service are developed by probation with input from the family team. The probation officer must have regular communication with the family support worker. This would be a minimum of one time per week via face-to-face or phone. This service will intentionally target assessed high risk needs and provide skill development. It should not be used as an extension of supervision.

**Intensive Family Preservation (IFP)** – Therapists work with youth and families teaching them new behaviors and helping them to make better choices ensuring their safety. Staff work to make sure youth attend school, comply with court orders, and offer them skills to avoid further problems.

**Reporting Center** – Daily supervision provided. Youth may attend Reporting Center classes such as life skills, substance abuse classes, and field trips. Youth may receive tutoring assistance as well as additional services as identified through evaluations and assessments.

**Mediation** – Constructive communication between two or more people experiencing conflict facilitated by a neutral outside party. The goal being to keep the family intact, keep the youth in the home, and offer strategies to reduce future conflicts in the home.

**Day Treatment** - Interventions include, reinforcing positive behaviors and coping mechanisms, control anger, enhance communication and social skills, health choices and decisions, improve daily living skills, problem solving strategies, and improve overall psychological wellbeing.

**Ecological In Home Therapy** - Family consultants work with youth, schools, mental health professionals, family members and others to enhance and improve the youth and family function in the home and community to prevent the youth from being detained out of the home or referred to out-of-home setting. The service is designed to promote long-term stability and health developmental functionality of youth. Boys Town will perform assessments to determine what skills, resources and support the family needs to help them be successful. Consultants coach and guide parents and youth. Services include: Engagement, Assessment/Service Planning, Functional Life Skills training for parents/youth, Accessing resources and formal/informal supports.

Youth served by Pre-adjudicated services (calendar year):

<table>
<thead>
<tr>
<th>Year</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>38</td>
</tr>
<tr>
<td>2017</td>
<td>39</td>
</tr>
</tbody>
</table>

List the expected changes that the program will likely bring to your community:
Screening/Assessments Outpatient Mental/Behavioral Health Counseling - In addition to decreasing possible future contacts in the system, after completion of evaluations, assessments or at the Judge’s discretion, the Court may refer a juvenile to Intensive Outpatient (IOP) or Outpatient (OP) Treatment service, or treatment may conclude and the youth will complete any other court ordered programs.

Intensive Family Preservation (IFP) - Keeping children in their homes. IFP and Family Reunification services are shown to significantly reduce the rate of out of home placements.

Reporting Centers - According to the OJJDP Model Programs Guide, youth who attended a Day/Evening Reporting Center were significantly less likely to be adjudicated or convicted for an offense within 12 months of release compared with youths who complete residential programming.

Mediation - Reduce problem behaviors and conflict within the home. Research suggests that improving family functioning should in turn reduce problem behaviors in children and adolescents from dysfunctional families. Sarpy County may refer youth/family to mediation services.

Electronic Monitoring (EM)/Tracker - Youth stay in their homes, attend school or work, and fulfill other responsibilities but they are closely monitored with frequent contact from staff. Home Confinement (Tracker) Programs are considered an Alternative to Detention (ATD) by OJJDP. EM is considered less restrictive than detention as the youth can remain in the home and continue attending school. Additionally, EM costs significantly less than traditional detention. For these reasons, EM is considered an Alternative to Detention (ATD) by OJJDP.

Multi-Systemic Therapy (MST) - Results have shown to keep kids in their home, reducing out of home placements up to 50 percent, keep kids in school, keep kids out of trouble, reducing re-arrest rates by up to 70 percent, improve family relations, decrease adolescent psychiatric symptoms, and decrease drug and alcohol use” (http://mstservices.com/what-is-mst/what-is-mst).

Family Support - Improving family functioning and reducing problem behaviors in adolescents. https://www.ojjdp.gov/mpg/litreviews/Family_Therapy.pdf. The service should impact the family functioning as a whole as well as the youth’s individual functioning.

Day Treatment - Successfully address mental health, emotional, and behavioral issues and redirect problematic behaviors. An alternative to inpatient care and out of home placements while providing therapeutic programming.

Ecological In Home Family Therapy – Youth stay in the home and avoid out of home placements. Youth and family stay together and youth can remain in school. Less youth are detained.

Various service providers will be utilized. All Service Providers will be on the State Registered Provider List however, State law prohibits the County from telling the parents/guardians which provider to utilize. Therefore, it is difficult to have signed contracts for all the providers on the list as there are over 200 Providers approved by the State.

33. Describe the target population being served by this program or service by answering the following:

Age, Gender, and Race/Ethnicity: All youth ages 11-18. All gender, races and ethnicities.
Juvenile Justice System Point: Pre-adjudicated

List the risk and criminogenic need factors being targeted by this program: Drug/alcohol use, Learning disability, Anxiety/depression, Mental health disorder, Antisocial attitudes, Sensation seeking, Defiance of authority, Lack of concern for others, Inappropriate use of time, Previous victimization, Lack of supervision, Lack of discipline, Family violence, Truancy, Low achievement, Low attachment, Deviant peer groups.

List the protective factors and assets being strengthened that address the risk and criminogenic need factors identified above: Positive attitudes, values, and beliefs, High personal drive/self-esteem, Positive mental, physical, and emotional health, Use of positive coping skills, Self-regulation/Impulse control, Positive attitudes/relations with authoritative figures, Compassion for others, Constructive use of time, Problem-solving skills, Adequate parental monitoring, Consistent discipline, positive adult role models, Clear expectation of prosocial behaviors/values, Supportive adults in the home, Regular attendance and engagement in school, Access to academic support, High academic standards, Access to physical and mental healthcare, Community values youth, Health Positive peer relationships, Supportive social group.

34. Explain the referral process by answering the following:

List the agencies and/or individuals who refer youth to this program or service: Juvenile Court

Explain the process used to determine appropriateness of youth for the program: Juvenile Court Judges determine appropriateness for youth in the programs.

List the screening and/or assessment tools used to determine eligibility and appropriateness: Juvenile Court Judges review all information regarding the youth, the offense(s), the youth’s family situation and will make a determination regarding services that are appropriate for the youth and the community. Information Judges use to determine services can include: RAI score, MAYSI, Nebraska Youth Screening Instrument (NYS), and evaluations.

Do all referrals get accepted? ☑ Yes ☐ No If no, explain:

*REFER TO PAGE 13 OF THE RFA FOR INSTRUCTIONS*

**PROGRAM TITLE: CARE Program (EM and Tracker Services)**

35. Is this program or service funded in the 2018 [CB] application: ☑ Yes ☐ No

If this program or service is not funded in the 2018 [CB] application then provide current, local data that demonstrates this need in your community (do not use national data):

36. Describe how this program or service uses practices that are supported by current evidence-based research:

The Sarpy County Juvenile Justice Center operates an ATD program whereby juveniles may be placed under structured supervision. This program is called CARE (Children at Risk Education Program). CARE is a home based supervision system with varying levels; including electronic monitoring which uses GPS to assist staff members who monitor the activities of youths who are on the program. JSO’s make home visits and communicate with parents, teachers, court professionals, and school counselors as needed. The CARE Program offers four different levels and as the youth’s behavior and adherence to the CARE rules increases, their level of supervision decreases. Lower levels of the CARE Program do not use Electronic Monitoring (EM) and are very similar to Tracker Programs which have been implemented across the country.
Higher levels of CARE include Electronic Monitoring (EM). At this level, a youth’s location is monitored using phone calls and GPS through ankle bracelets connected to a central computer which is monitored 24 hours per day. EM is considered less restrictive than detention as the youth can remain in the home and continue attending school. Additionally, EM costs significantly less than traditional detention. For these reasons, EM is considered an Alternative to Detention (ATD) by OJJDP (www.ojjdp.gov/mpg/litreviews/AlternativesToDetentionandConfinement.pdf).

Juveniles are continually assessed and their progress monitored while in the program. Staff is dedicated to working in a professional and individually tailored manner to provide youth an environment that is proactive, safe, caring, and responsive.

Programs similar to the CARE Program have been implemented in Santa Cruz County, California. Santa Cruz County is an Annie E. Casey Juvenile Detention Alternatives Initiative (JDAI) Model Site. http://www.co.santa-cruz.ca.us/Departments/ProbationDepartment/JDAIModelSite/HomeSupervision.aspx


37. List the priority in your community plan that is being addressed by this program or service: Priority 2
   – Reduce the number of youth entering detention in Sarpy County and explore alternatives to detention programs and services. Priority 3- Expand, enhance, and maintain Juvenile Justice Services and Programs in Sarpy County.

38. Is this program or service listed as a strategy in your community plan: X Yes  □ No

39. Provide a description of the program or service by answering the following:

   Explain the purpose of the program:

   Alternative to Detention - The purpose of the Program is to provide one-on-one interaction with a staff person which includes; daily school attendance, assistance with tutoring/grades, mentoring, abiding by curfew and probation guidelines, as well as to give the youth’s parent/guardians some assistance with day to day activities and expectations. The Program is a community-based program which restricts some activities of the youth. Youth stay in their home, attend school or work, and fulfill other responsibilities but they are closely monitored with frequent contact from staff. Home Confinement (Tracker) and Electronic Monitoring (EM) Programs are considered an Alternative to Detention (ATD) by OJJDP.

   List the skills and knowledge to be gained by the youth participants: Youth stay in their homes and in the community. Youth can attend their home school while on the program, therefore they do not miss school work or fall behind. Youth gain life skills, personal development, are provided additional supports through daily contact with staff.

   Describe the key activities or services:

   Electronic Monitoring and Tracker Services through the Sarpy County CARE Program. JSOs provide supervision for youth referred to the Program. The Program provides the following services: Supervision, Skill building and Personal Development, Case Coordination, Parent and Family Involvement, School Collaboration, Transportation and Daily Schedule Support, Restorative Justice, Leisure and Recreational activities, and Identification of Support Systems.
CARE is a home-based monitoring system. The higher levels of CARE use GPS to assist staff members who monitor the activities of youths who are on the program. JSO’s make home visits and communicate with parents, teachers, and school counselors as needed. The CARE Program offers four different levels and as the youth’s behavior and adherence to the CARE rules increases, their level of supervision decreases.

Youth served by CARE/EM (calendar year):
2015  181
2016  145
2017  126

List the expected changes that the program will likely bring to your community: Less youth enter detention and remain in the home and in the community while being supervised by CARE staff.

40. Describe the target population being served by this program or service by answering the following:

Age, Gender, and Race/Ethnicity: All youth ages 11 – 18 year old. All gender, races, and ethnicities.

Juvenile Justice System Point: Pre-adjudicated, however from time to time, an adjudicated youth may be placed on the CARE Program but in those instances, Probation is billed.

List the risk and criminogenic need factors being targeted by this program: Drug/Alcohol use, Mental health disorder, Antisocial attitudes, Sensation Seeking, Defiance of authority, Lack of concern for others, Inappropriate use of time, Lack of discipline, Low Parental warmth, Parental hostility, Truancy, Low achievement, Low attachment, Deviant peer groups.

List the protective factors and assets being strengthened that address the risk and criminogenic need factors identified above: Positive attitudes, Positive mental, physical, and emotional health, Use of positive coping skills, Well-developed communication skills, Self-regulation, Positive attitudes, Compassion for others, Constructive use of time, Problem-solving skills, Adequate parental monitoring, Consistent discipline, Positive adult role models, Clear expectations of prosocial behaviors, Regular attendance in school, High academic standards, Positive teacher relationships, Access to academic support, Access to physical and mental healthcare, Strong neighborhood attachment, Healthy/Positive peer relationships, Supportive social group.

41. Explain the referral process by answering the following:

List the agencies and/or individuals who refer youth to this program or service: Juvenile Court Judges and Probation.

Explain the process used to determine appropriateness of youth for the program: Appropriateness for the program is determined by a Juvenile Court Judge or by Probation upon assessment with the RAI (Risk Assessment Instrument). If a youth is placed on the Program by Probation after the RAI, a Juvenile Court Judge will determine the appropriateness of the youth remaining on the Program at a detention hearing within 24 hours or the next court day if placed on the Program on a weekend or Holiday.

List the screening and/or assessment tools used to determine eligibility and appropriateness: Risk Assessment Instrument (RAI) or Judge order.

Do all referrals get accepted?  ☑ Yes  ☐ No  If no, explain:

*REFER TO PAGE 13 OF THE RFA FOR INSTRUCTIONS*
### Section IV: Budget Breakdown

**Additional Health/Dental Insurance Breakdown**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>JSO</td>
<td>Single</td>
<td>$900.61</td>
<td>$4,503.05</td>
<td>$990.67</td>
<td>$6,934.70</td>
<td>$11,437.75</td>
</tr>
<tr>
<td>JSO</td>
<td>Emp/SP-Ch</td>
<td>$1,760.23</td>
<td>$8,801.15</td>
<td>$1,936.25</td>
<td>$13,553.77</td>
<td>$22,354.92</td>
</tr>
<tr>
<td>JSO</td>
<td>Single</td>
<td>$900.61</td>
<td>$4,503.05</td>
<td>$990.67</td>
<td>$6,934.70</td>
<td>$11,437.75</td>
</tr>
<tr>
<td>JSO</td>
<td>Single</td>
<td>$900.61</td>
<td>$4,503.05</td>
<td>$990.67</td>
<td>$6,934.70</td>
<td>$11,437.75</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>$22,310.30</td>
<td>$114,377.75</td>
<td></td>
<td></td>
<td>$56,668.18</td>
</tr>
</tbody>
</table>

*Note: County's portion is 90% of single coverage and 83% of Family and Employee/Spouse and Employee/Child.

Grant application projected a 10% increase for premiums effective 1/1/19.

*Note: Premiums are paid in advance each month; July's premium is paid in June.*

<table>
<thead>
<tr>
<th>Dental</th>
<th>Coverage</th>
<th>2020 FY 5% Increase Estimated County Portion</th>
<th>Total - 12 Mos. 7/2019-6/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>JSO</td>
<td>Single</td>
<td>$33.94</td>
<td>$407.28</td>
</tr>
<tr>
<td>JSO</td>
<td>Family</td>
<td>$64.85</td>
<td>$778.20</td>
</tr>
<tr>
<td>Teacher</td>
<td>None</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>JSO</td>
<td>Family</td>
<td>$64.85</td>
<td>$778.20</td>
</tr>
<tr>
<td>JSO</td>
<td>Single</td>
<td>$33.94</td>
<td>$407.28</td>
</tr>
<tr>
<td>JSO</td>
<td>Single</td>
<td>$33.94</td>
<td>$407.28</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td>$2,778.24</td>
</tr>
</tbody>
</table>

*Note: County's portion is 100% of single; for family coverage, employee pays $19.00 and County pays remainder.

*Note: Grant application projected a 5% increase for 2020 FY premiums over 2019 FY premiums of $61.76-Family & $32.32-single.*

Life & AD&D coverage is $5.10 per month per employee and is 100% County paid. ($7.65 for teachers)

Long Term Disability coverage is 50% of employees annual base salary and is 100% County paid.
## PERSONNEL TABLE (COUNTY/TRIBE EMPLOYEES)

<table>
<thead>
<tr>
<th>Title/Position</th>
<th>Full or Part Time (F or P)</th>
<th>New or Existing (N or E)</th>
<th>Current Annual Salary</th>
<th>Projected Annual Salary</th>
<th>Percent Time Devoted</th>
<th>Requested Wages</th>
<th>Requested Fringe</th>
<th>Requested Total</th>
<th>Match Wages</th>
<th>Match Fringe</th>
<th>Total Project Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Juvenile Services Officer</td>
<td>FT</td>
<td>E</td>
<td>$48,546</td>
<td>$49,463</td>
<td>100%</td>
<td>$49,463</td>
<td>$19,279</td>
<td>$68,742</td>
<td>$0</td>
<td>$0</td>
<td>$68,742</td>
</tr>
<tr>
<td>Juvenile Services Officer</td>
<td>FT</td>
<td>E</td>
<td>$56,996</td>
<td>$57,881</td>
<td>100%</td>
<td>$57,881</td>
<td>$9,467</td>
<td>$67,348</td>
<td>$0</td>
<td>$0</td>
<td>$67,348</td>
</tr>
<tr>
<td>Truancy Reporting Center JSO</td>
<td>FT</td>
<td>E</td>
<td>$56,996</td>
<td>$57,844</td>
<td>100%</td>
<td>$57,844</td>
<td>$20,528</td>
<td>$78,372</td>
<td>$0</td>
<td>$0</td>
<td>$78,372</td>
</tr>
<tr>
<td>Day Reporting Center JSO</td>
<td>FT</td>
<td>E</td>
<td>$56,996</td>
<td>$57,881</td>
<td>100%</td>
<td>$57,881</td>
<td>$31,821</td>
<td>$89,702</td>
<td>$0</td>
<td>$0</td>
<td>$89,702</td>
</tr>
<tr>
<td>Teacher Day Reporting Center</td>
<td>FT</td>
<td>E</td>
<td>$46,673</td>
<td>$47,560</td>
<td>100%</td>
<td>$47,560</td>
<td>$7,181</td>
<td>$54,741</td>
<td>$0</td>
<td>$0</td>
<td>$54,741</td>
</tr>
<tr>
<td>Truancy Reporting Center JSO</td>
<td>FT</td>
<td>E</td>
<td>$48,132</td>
<td>$49,543</td>
<td>100%</td>
<td>$49,543</td>
<td>$19,291</td>
<td>$68,834</td>
<td>$0</td>
<td>$0</td>
<td>$68,834</td>
</tr>
<tr>
<td>Juvenile Diversion Officer</td>
<td>FT</td>
<td>E</td>
<td>$57,829</td>
<td>$60,430</td>
<td>100%</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$45,080</td>
<td>$15,878</td>
<td>$60,958</td>
</tr>
</tbody>
</table>

**PERSONNEL TOTAL**

- Requested Wages: $320,172
- Requested Fringe: $107,567
- Requested Total: $427,739
- Match Wages: $60,430
- Match Fringe: $528
- Total Project Cost: $488,697
1. **Position Title:** Juvenile Services Officer (FT JSO CARE/EM Program)

2. **Is this position new or existing:** ☒ New   ☒ Existing

3. **If existing, describe how this position was previously funded:** Previously funded by grants from the County Aid Grant and then Community Based Aid.

4. **Briefly describe how this request complies with the non-supplanting requirement:** Position has been grant funded from the beginning.

5. **Provide job description (If existing position, please attach the official job description. If new, type a brief summary of the anticipated duties):** Please see the attached Job Description

6. **Provide justification for annual salary increase:** All employees working at the Juvenile Justice Center are part of the Sheriff’s Office which follows the FOP contract for salary increases. The link to the pay scales can be found at: https://www.sarpy.com/sites/default/files/doc/Appendix%20B%20FOP%20NS%20JP%2025%2008-22-18%20FY18-19%20thru%2021-22.pdf

   A link to the FOP contract can be found at: https://www.sarpy.com/sites/default/files/doc/CLEAN%20FOP%20Non%20Sworn%20recd%2009-17-18.pdf

7. **Provide a personnel budget breakdown on the following:**
   
   **a.** Breakdown of wages for this position: $49,463 + $19,279 = $68,742
   
   $23.339/hour x 80 hours x 14 pay periods = $26,140.02 + $24.294 (after step increase) x 80 hours x 12 pay periods = $49,463. $49,463 + $19,279 (Benefits) = $68,742.
   
   **b.** Breakdown of fringe benefits for this position:
   
   - Retirement: $3,339
   - Social Security: $3,784
   - Health: $11,438
   - Dental: $407
   - Life/ADD: $61
   - LTD: $250
   
   **TOTAL BENEFITS:** $19,279

*REFER TO PAGE 12 OF THE RFA FOR INSTRUCTIONS*
## PERSONNEL TABLE BUDGET BREAKDOWN

*Fill out for each position listed in the table above*

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Position Title: Juvenile Services Officer (FT JSO CARE/EM)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Is this position new or existing:</td>
<td>□ New</td>
<td>X Existing</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>If existing, describe how this position was previously funded:</td>
<td>Previously funded by grants from the County Aid Grant and then Community Based Aid.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Briefly describe how this request complies with the non-supplanting requirement:</td>
<td>Position has been grant funded from the beginning.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Provide job description (If existing position, please attach the official job description. If new, type a brief summary of the anticipated duties):</td>
<td>Please see the attached Job Description</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Provide justification for annual salary increase:</td>
<td>All employees working at the Juvenile Justice Center are part of the Sheriff’s Office which follows the FOP contract for salary increases. The link to the pay scales can be found at: <a href="https://www.sarpy.com/sites/default/files/doc/Appendix%20B%20FOP%20NS%20JP%2025%2008-22-18%20%20FY%2018-19%20%20thru%2021-22.pdf">https://www.sarpy.com/sites/default/files/doc/Appendix%20B%20FOP%20NS%20JP%2025%2008-22-18%20%20FY%2018-19%20%20thru%2021-22.pdf</a></td>
<td></td>
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<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Provide a personnel budget breakdown on the following:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>c.</td>
<td>Breakdown of wages for this position: <strong>Annual Salary ($57,881) + Benefits ($9,467) = $67,348</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$27,402 per hour x 80 hours x 26 pay periods = $56,996.16 + $885 Longevity per FOP contract = $57,881 + $9,467 (Benefits) = $67,348</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>d.</td>
<td>Breakdown of fringe benefits for this position:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Retirement</td>
<td>$ 3,908</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Social Security</td>
<td>$ 4,428</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Health</td>
<td>$ 0</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Dental</td>
<td>$ 778</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Life/ADD</td>
<td>$ 61</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>LTD</td>
<td>$ 292</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>TOTAL BENEFITS</td>
<td>$ 9,467</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*REFER TO PAGE 12 OF THE RFA FOR INSTRUCTIONS*
PERSONNEL TABLE BUDGET BREAKDOWN
*Fill out for each position listed in the table above*

<table>
<thead>
<tr>
<th></th>
<th>Position Title: Truancy/Reporting Center Juvenile Service Officers (FT JSO)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.</td>
<td>Is this position new or existing:   ☐ New  ☑ Existing</td>
</tr>
<tr>
<td>3.</td>
<td>If existing, describe how this position was previously funded: Previously funded by grants from the Community Based Aid Grant.</td>
</tr>
<tr>
<td>4.</td>
<td>Briefly describe how this request complies with the non-supplanting requirement: Grant funded since beginning.</td>
</tr>
<tr>
<td>5.</td>
<td>Provide job description (If existing position, please attach the official job description. If new, type a brief summary of the anticipated duties): Please see the attached Job Description</td>
</tr>
<tr>
<td>6.</td>
<td>Provide justification for annual salary increase: All employees working at the Juvenile Justice Center are part of the Sheriff’s Office which follows the FOP contract for salary increases. The link to the pay scales can be found at: <a href="https://www.sarpy.com/sites/default/files/doc/Appendix%20B%20FOP%20NS%20JP%2025%2008-22-18%20FOP%20FY18-19%20thru%2021-22.pdf">https://www.sarpy.com/sites/default/files/doc/Appendix%20B%20FOP%20NS%20JP%2025%2008-22-18%20FOP%20FY18-19%20thru%2021-22.pdf</a> A link to the FOP contract can be found at: <a href="https://www.sarpy.com/sites/default/files/doc/CLEAN%20FOP%20Non%20Sworn%20recd%202009-17-18.pdf">https://www.sarpy.com/sites/default/files/doc/CLEAN%20FOP%20Non%20Sworn%20recd%202009-17-18.pdf</a></td>
</tr>
<tr>
<td>7.</td>
<td>Provide a personnel budget breakdown on the following:</td>
</tr>
</tbody>
</table>
|   | e. Breakdown of wages for this position: Annual Salary ($57,844) + Benefits ($20,528) = $78,372  
27.402 x 80 hours x 26 pay periods = $56,996 + $848 longevity per FOP contract = $57,844 + 20,528 (Benefits) = $78,372. |
|   | f. Breakdown of fringe benefits for this position: |
|   | Retirement $ 3,905 |
|   | Social Security $ 4,425 |
|   | Health $11,438 |
|   | Dental $ 407 |
|   | Life/ADD $ 61 |
|   | LTD $ 292 |
|   | TOTAL BENEFITS $20,528 |

*REFER TO PAGE 12 OF THE RFA FOR INSTRUCTIONS*
<table>
<thead>
<tr>
<th>1. Position Title: Truancy/Juvenile Service Officer (JSO) (FT)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Is this position new or existing:</td>
</tr>
<tr>
<td>3. If existing, describe how this position was previously funded:</td>
</tr>
<tr>
<td>4. Briefly describe how this request complies with the non-supplanting requirement:</td>
</tr>
<tr>
<td>5. Provide job description (If existing position, please attach the official job description. If new, type a brief summary of the anticipated duties):</td>
</tr>
<tr>
<td>6. Provide justification for annual salary increase:</td>
</tr>
<tr>
<td>7. Provide a personnel budget breakdown on the following:</td>
</tr>
<tr>
<td>g. Breakdown of wages for this position:</td>
</tr>
<tr>
<td>$27,402 x 80 hours x 26 pay periods = $56,996 + $885 Longevity per the FOP contract = $57,881 + $31,821 (Benefits) = $89,702</td>
</tr>
<tr>
<td>h. Breakdown of fringe benefits for this position:</td>
</tr>
<tr>
<td>Retirement</td>
</tr>
<tr>
<td>Social Security</td>
</tr>
<tr>
<td>Health</td>
</tr>
<tr>
<td>Dental</td>
</tr>
<tr>
<td>Life/ADD</td>
</tr>
<tr>
<td>LTD</td>
</tr>
<tr>
<td>TOTAL BENEFITS</td>
</tr>
</tbody>
</table>

*REFER TO PAGE 12 OF THE RFA FOR INSTRUCTIONS*
PERSONNEL TABLE BUDGET BREAKDOWN
*Fill out for each position listed in the table above*

1. Position Title: Day Reporting Center Teacher (FT)

2. Is this position new or existing:  □ New  X Existing

3. If existing, describe how this position was previously funded:  Previously funded by grants from the Community Based Aid Grant and Sherwood Grant.

4. Briefly describe how this request complies with the non-supplanting requirement:  When the Juvenile Justice Center implemented the Day Reporting Center, a grant was applied for through the Sherwood Foundation and was approved. When those funds were expended, a request was made in the Community Based Aid grant that year and was approved. This position has been grant funded from the beginning.

5. Provide job description (If existing position, please attach the official job description. If new, type a brief summary of the anticipated duties):  Please see the attached Job Description

6. Provide justification for annual salary increase:  Teachers at the Juvenile Justice Center are paid according to the Management and Non-Union Pay Scales approved by the County Board of Commissioners. A link to the pay scales can be found at: [https://www.sarpy.com/sites/default/files/doc/MGT-NU%20FY%2018-19%20thru%20FY%2021-22%20final.pdf](https://www.sarpy.com/sites/default/files/doc/MGT-NU%20FY%2018-19%20thru%20FY%2021-22%20final.pdf)

7. Provide a personnel budget breakdown on the following:

   i. Breakdown of wages for this position:  Annual Salary ($47,560) + Benefits ($7,181) = $54,741
      $22,440 x 80 x 26 pay periods = $46,675 + $885 Longevity per union contract = $47,560 + 7,181 (Benefits) = $54,741

   j. Breakdown of fringe benefits for this position:
      Retirement  $3,211
      Social Security  $3,638
      Health  $ 0
      Dental  $ 0
      Life/ADD  $ 92
      LTD  $ 240
      TOTAL BENEFITS  $7,181

*REFER TO PAGE 12 OF THE RFA FOR INSTRUCTIONS*
### PERSONNEL TABLE BUDGET BREAKDOWN

*Fill out for each position listed in the table above*

1. **Position Title:** Juvenile Service Officer (JSO) Truancy/Reporting Center (FT)

2. **Is this position new or existing:**
   - [ ] New
   - [x] Existing

3. **If existing, describe how this position was previously funded:** Previously funded by grants from the Community Based Aid Grant and Sherwood Grant.

4. **Briefly describe how this request complies with the non-supplanting requirement:** Position has always been funded through grants.

5. **Provide job description (If existing position, please attach the official job description. If new, type a brief summary of the anticipated duties):** Please see the attached Job Description

6. **Provide justification for annual salary increase:** All employees working at the Juvenile Justice Center are part of the Sheriff’s Office which follows the FOP contract for salary increases. The link to the pay scales can be found at:
   

   A link to the FOP contract can be found at:
   

7. **Provide a personnel budget breakdown on the following:**

   **k. Breakdown of wages for this position:**
   - Annual Salary ($49,543) + Benefits ($19,291) = $68,834
   - $23,141 x 80 x 7 pay periods = $12,959 + $24,069 x 80 hours x 19 pay periods (after step increase) = $36,584.
   - $12,959 + $36,584 = $49,543. $49,543 + $19,291 (Benefits) = $68,834

   **l. Breakdown of fringe benefits for this position:**
   - Retirement $3,344
   - Social Security $3,790
   - Health $11,438
   - Dental $408
   - Life/ADD $61
   - LTD $250
   - **TOTAL BENEFITS** $19,291

*REFER TO PAGE 12 OF THE RFA FOR INSTRUCTIONS*
### PERSONNEL TABLE BUDGET BREAKDOWN

*Fill out for each position listed in the table above*

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. Position Title:</strong> Juvenile Diversion Officer (FT) MATCH</td>
<td></td>
</tr>
<tr>
<td><strong>2. Is this position new or existing:</strong></td>
<td>☐ New  ☑ Existing</td>
</tr>
<tr>
<td><strong>3. If existing, describe how this position was previously funded:</strong></td>
<td>N/A - Match</td>
</tr>
<tr>
<td><strong>4. Briefly describe how this request complies with the non-supertanting requirement:</strong></td>
<td>N/A - Match</td>
</tr>
<tr>
<td><strong>5. Provide job description (If existing position, please attach the official job description. If new, type a brief summary of the anticipated duties):</strong></td>
<td>Please see the attached Job Description</td>
</tr>
<tr>
<td><strong>6. Provide justification for annual salary increase:</strong></td>
<td>N/A - Match</td>
</tr>
<tr>
<td><strong>7. Provide a personnel budget breakdown on the following: Annual Salary = $60,430 + $21,284 = $81,714</strong></td>
<td></td>
</tr>
<tr>
<td>A. Breakdown of wages for this position:</td>
<td></td>
</tr>
<tr>
<td>Retirement</td>
<td>$ 4,079</td>
</tr>
<tr>
<td>Social Security</td>
<td>$ 4,623</td>
</tr>
<tr>
<td>Health</td>
<td>$ 11,438</td>
</tr>
<tr>
<td>Dental</td>
<td>$ 778</td>
</tr>
<tr>
<td>Life/ADD</td>
<td>$ 61</td>
</tr>
<tr>
<td>LTD</td>
<td>$ 305</td>
</tr>
<tr>
<td><strong>TOTAL BENEFITS</strong></td>
<td>$ 21,284</td>
</tr>
<tr>
<td><strong>TOTAL MATCH REQUIRED:</strong></td>
<td>$60,958</td>
</tr>
</tbody>
</table>

*REFER TO PAGE 12 OF THE RFA FOR INSTRUCTIONS*
### Additional Salary/Benefits Breakdown

#### Salary

<table>
<thead>
<tr>
<th>Role</th>
<th>2020 FY (est.)</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>JSO</td>
<td>$49,463</td>
<td>49,463</td>
</tr>
<tr>
<td>JSO</td>
<td>$57,881</td>
<td>57,881</td>
</tr>
<tr>
<td>Teacher</td>
<td>$47,560</td>
<td>47,560</td>
</tr>
<tr>
<td>JSO</td>
<td>$57,881</td>
<td>57,881</td>
</tr>
<tr>
<td>JSO</td>
<td>$57,844</td>
<td>57,844</td>
</tr>
<tr>
<td>JSO</td>
<td>$49,543</td>
<td>49,543</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>320,172</strong></td>
</tr>
</tbody>
</table>

#### Retirement - 6.75% of salary

<table>
<thead>
<tr>
<th>Role</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>JSO</td>
<td>$3,339</td>
</tr>
<tr>
<td>JSO</td>
<td>$3,908</td>
</tr>
<tr>
<td>Teacher</td>
<td>$3,211</td>
</tr>
<tr>
<td>JSO</td>
<td>$3,907</td>
</tr>
<tr>
<td>JSO</td>
<td>$3,905</td>
</tr>
<tr>
<td>JSO</td>
<td>$3,344</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>21,614</strong></td>
</tr>
</tbody>
</table>

#### Social Security - 7.65% of salary

<table>
<thead>
<tr>
<th>Role</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>JSO</td>
<td>$3,784</td>
</tr>
<tr>
<td>JSO</td>
<td>$4,428</td>
</tr>
<tr>
<td>Teacher</td>
<td>$3,638</td>
</tr>
<tr>
<td>JSO</td>
<td>$4,428</td>
</tr>
<tr>
<td>JSO</td>
<td>$4,425</td>
</tr>
<tr>
<td>JSO</td>
<td>$3,790</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>24,493</strong></td>
</tr>
</tbody>
</table>

#### Health - See attached

<table>
<thead>
<tr>
<th>Role</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>JSO</td>
<td>$11,438</td>
</tr>
<tr>
<td>JSO</td>
<td>$22,355</td>
</tr>
<tr>
<td>Teacher</td>
<td>$11,438</td>
</tr>
<tr>
<td>JSO</td>
<td>$11,438</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>56,669</strong></td>
</tr>
</tbody>
</table>

#### Dental - See attached

<table>
<thead>
<tr>
<th>Role</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>JSO</td>
<td>$407</td>
</tr>
<tr>
<td>JSO</td>
<td>$778</td>
</tr>
<tr>
<td>Teacher</td>
<td>$778</td>
</tr>
<tr>
<td>JSO</td>
<td>$407</td>
</tr>
<tr>
<td>JSO</td>
<td>$408</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>2,778</strong></td>
</tr>
</tbody>
</table>
### Life & AD&D - $5.10 or $7.65/month - 100% County paid

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>JSO</td>
<td>$</td>
<td>61</td>
</tr>
<tr>
<td>JSO</td>
<td>$</td>
<td>61</td>
</tr>
<tr>
<td>Teacher</td>
<td>$</td>
<td>92</td>
</tr>
<tr>
<td>JSO</td>
<td>$</td>
<td>61</td>
</tr>
<tr>
<td>JSO</td>
<td>$</td>
<td>61</td>
</tr>
<tr>
<td>JSO</td>
<td>$</td>
<td>61</td>
</tr>
</tbody>
</table>

**Total** $ 397

### LTD - .505% base salary - 100% County paid

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>JSO</td>
<td>$</td>
<td>250</td>
</tr>
<tr>
<td>JSO</td>
<td>$</td>
<td>292</td>
</tr>
<tr>
<td>Teacher</td>
<td>$</td>
<td>240</td>
</tr>
<tr>
<td>JSO</td>
<td>$</td>
<td>292</td>
</tr>
<tr>
<td>JSO</td>
<td>$</td>
<td>292</td>
</tr>
<tr>
<td>JSO</td>
<td>$</td>
<td>250</td>
</tr>
</tbody>
</table>

**Total** $ 1,616

---

**GRAND TOTAL** $ 427,739

**Benefit Grand Total** $ 107,568

---

**Benefit Total by employee (including retirement & social security)**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>JSO</td>
<td>$</td>
<td>19,279</td>
</tr>
<tr>
<td>JSO</td>
<td>$</td>
<td>9,467</td>
</tr>
<tr>
<td>Teacher</td>
<td>$</td>
<td>7,181</td>
</tr>
<tr>
<td>JSO</td>
<td>$</td>
<td>31,821</td>
</tr>
<tr>
<td>JSO</td>
<td>$</td>
<td>20,528</td>
</tr>
<tr>
<td>JSO</td>
<td>$</td>
<td>19,291</td>
</tr>
</tbody>
</table>

**Total** $ 107,567

---

**Total by employee (including retirement & social security)**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>JSO</td>
<td>$</td>
<td>68,741</td>
</tr>
<tr>
<td>JSO</td>
<td>$</td>
<td>67,348</td>
</tr>
<tr>
<td>Teacher</td>
<td>$</td>
<td>54,742</td>
</tr>
<tr>
<td>JSO</td>
<td>$</td>
<td>89,702</td>
</tr>
<tr>
<td>JSO</td>
<td>$</td>
<td>78,372</td>
</tr>
<tr>
<td>JSO</td>
<td>$</td>
<td>68,834</td>
</tr>
</tbody>
</table>

**Total** $ 427,739
## CATEGORY B – CONSULTANTS/CONTRACTS

### 1) CONTRACT FEE FOR SERVICE
Maximum consultant rate is $81.25/hour or $650/day

<table>
<thead>
<tr>
<th>Service Type</th>
<th>Provider Name</th>
<th>Rate</th>
<th>Number of Hours/Days</th>
<th>Amount Requested</th>
<th>Match</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crisis Mediation Team</td>
<td>Heartland Family Service</td>
<td>$435 per Call*</td>
<td>*Approx 84 calls</td>
<td>$55,000</td>
<td>$0</td>
<td>$55,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$50/day for service</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Judges Referral Services</td>
<td>Various providers approved on the</td>
<td>Varies</td>
<td></td>
<td>$35,000</td>
<td>$0</td>
<td>$35,000</td>
</tr>
<tr>
<td></td>
<td>State Provider List</td>
<td>depending on the service</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>EM = $20/day</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Tracker = $45/Face to Face</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Contact</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>IFP = $430/week</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Family Support = $52/hour</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>MST = $38.28/15 minutes</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Day Reporting = $120/day</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Evening Reporting = $95/day</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Approx 84 calls 365 days/year
<table>
<thead>
<tr>
<th>Service Description</th>
<th>Provider</th>
<th>Cost</th>
<th>Hrs.</th>
<th>Days</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diversion Mediation Service</td>
<td>Concord Center</td>
<td>$450/youth family</td>
<td>7</td>
<td></td>
<td>$3,385</td>
</tr>
<tr>
<td>Mental/Behavioral/Substance Abuse Evals. and Therapy</td>
<td>Various providers approved by the State Contract</td>
<td>$88 per session/$190 per 1st evals.</td>
<td>32</td>
<td>22</td>
<td>$7,063</td>
</tr>
<tr>
<td>A World of Difference Class (Two instructors facilitate the class)</td>
<td>Plains States Region, Anti-Defamation League</td>
<td>$55 x 2 ($110)</td>
<td>18</td>
<td></td>
<td>$1,980</td>
</tr>
<tr>
<td>Substance Abuse Class</td>
<td>Collette Wagner</td>
<td>$50</td>
<td>24</td>
<td></td>
<td>$1,200</td>
</tr>
<tr>
<td>Connect the Dots</td>
<td>Christy Meyer</td>
<td>$75</td>
<td>18</td>
<td></td>
<td>$1,379</td>
</tr>
<tr>
<td>Wellness Class</td>
<td>Peter Pellerito</td>
<td>$50</td>
<td>15</td>
<td></td>
<td>$750</td>
</tr>
<tr>
<td>Anger Management</td>
<td>Jason Workman</td>
<td>$50</td>
<td>12</td>
<td></td>
<td>$600</td>
</tr>
<tr>
<td>Victim Impact Panel</td>
<td>Various</td>
<td>$50</td>
<td>3</td>
<td></td>
<td>$150</td>
</tr>
<tr>
<td>Young Men’s Work</td>
<td>Phil Tackett</td>
<td>$40</td>
<td>72</td>
<td></td>
<td>$2,880</td>
</tr>
<tr>
<td>Class Action Education</td>
<td>Phil Tackett</td>
<td>$40</td>
<td>42</td>
<td></td>
<td>$1,680</td>
</tr>
<tr>
<td>Young Women’s Class</td>
<td>Kelly Latimer</td>
<td>$40</td>
<td>58</td>
<td>Hrs.</td>
<td>$2,320</td>
</tr>
<tr>
<td>---------------------</td>
<td>---------------</td>
<td>-----</td>
<td>----</td>
<td>------</td>
<td>--------</td>
</tr>
<tr>
<td>Goodwill Legacy Program</td>
<td>Goodwill Program</td>
<td>$75</td>
<td>40</td>
<td>Hrs.</td>
<td>$3,000</td>
</tr>
</tbody>
</table>

**CONTRACT FEES TOTAL**  $116,387  $0  $116,387

*REFER TO PAGE 13 OF THE RFA FOR INSTRUCTIONS*
## 1) OPERATING EXPENSES OF CONSULTANT/CONTRACT

<table>
<thead>
<tr>
<th>Rate (per month)</th>
<th>Amount Requested</th>
<th>Applicant’s Match</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Postage</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Communication</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Utilities</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Conference Registration</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Educational Materials for Goodwill Legacy Program</td>
<td>NA</td>
<td>$2,000</td>
<td>$0</td>
</tr>
<tr>
<td>Auditing</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Food for Youth</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Incentives for Youth</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Scholarships for Youth</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Other:</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>OPERATING EXPENSES TOTAL</strong></td>
<td>$2,000</td>
<td>$0</td>
<td><strong>$2,000</strong></td>
</tr>
</tbody>
</table>

*REFER TO PAGE 7 OF THE RFA FOR ALLOWABLE/UNALLOWABLE EXPENSES*

## OPERATING EXPENSES BUDGET BREAKDOWN

*Fill out for each request listed in the table above*

1. **If you are requesting funds for educational materials, list the name and purpose for each material:** The Goodwill Legacy Program is requesting educational materials in or to build the curriculum and prepare all classroom materials for students which includes teacher manuals, student binders, flyers, workbooks, and materials to be kept by the students upon completion of the course.

2. **Provide research that supports the selection of the educational materials:** Sarpy County and the Sarpy County Educational Program (SCEP) School have been working on the implementation of a new Program called LEGACY (Leadership, Engaging, Guiding, Advocating, Coaching, Youth) at the Reporting Center. To accomplish this mission, Sarpy County has teamed up with Goodwill Industries. Goodwill Industries has provided a curriculum (below). There are nine modules that are presented throughout the school year to teach various Life Skills youth need in order to be successful adults.

Module 1 Social Skills and Communication in your Community
Module 2 Employment Planning
Module 3 Post-Secondary Education or Employment
Module 5 Budgeting
Module 6 Making healthier food choices
Module 7 Checking, Savings, and Credit Accounts
Module 8 Finish previous topics and open forum
Module 9   Wrap up and review

3. Explain how each operating expense listed above will benefit a program or service listed in this grant application:
   Students will be given binders and workbooks along with handouts and other supplies throughout the program to ensure they can follow along with the curriculum. In addition, copies of various articles and handouts will need to be made for presentation. Without these supplies, youth will be unable to participate in the program.

4. Provide a breakdown of costs for each line item above:
   - Photo copies for program cycle: $1,800.00
   - Educational Supplies for youth: $75.00
   - Pens: $75.00
   - Paper/Notebooks: $125.00
   - TOTAL: $2,000.00

*REFER TO PAGE 15 OF THE RFA FOR INSTRUCTIONS*

---

**CATEGORY B: CONSULTANTS AND CONTRACTS TOTAL**

<table>
<thead>
<tr>
<th></th>
<th>Amount Requested</th>
<th>Applicant’s Match</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>CONTRACT FEES</td>
<td>$116,387</td>
<td>$0</td>
<td>$116,387</td>
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<tr>
<td>PERSONNEL FEES</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>TRAVEL FEES</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>OPERATING FEES</td>
<td>$2,000</td>
<td>$0</td>
<td>$2,000</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$118,387</td>
<td>$0</td>
<td>$118,387</td>
</tr>
</tbody>
</table>
## CATEGORY D – OPERATING EXPENSES

<table>
<thead>
<tr>
<th>Rate (per month)</th>
<th>Amount Requested</th>
<th>Applicant’s Match</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Postage</td>
<td>NA $0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Communication</td>
<td>NA $0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Utilities</td>
<td>NA $0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Conference Registration</td>
<td>NA $0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Educational Materials</td>
<td>NA $0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Auditing</td>
<td>NA $0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Food for Youth</td>
<td>NA $0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Incentives for Youth</td>
<td>NA $0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Scholarships for Youth</td>
<td>NA $0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Drug/Alcohol Testing Supplies for Reporting Center/CARE</td>
<td>NA $2,500</td>
<td>$0</td>
<td>$2,500</td>
</tr>
</tbody>
</table>

**OPERATING EXPENSES TOTAL**

|                       | $2,500 | $0 | $2,500 |

*REFER TO PAGE 7 OF THE RFA FOR ALLOWABLE/UNALLOWABLE EXPENSES*

## OPERATING EXPENSES BUDGET BREAKDOWN

*Fill out for each request listed in the table above*

1. If you are requesting funds for educational materials, list the name and purpose for each material: N/A

2. Provide research that supports the selection of the educational materials

3. Explain how each operating expense listed above will benefit a program or service listed in this grant application

Drug and alcohol testing supplies are required in order to test youth participating in programs at the JJC. Random drug and alcohol testing helps to hold youth accountable to their signed contracts while on each program. Sarpy County youth have a high risk for alcohol/substance abuse issues as demonstrated in the YLS/CMI data. Drug and alcohol testing are detergents from continued drug use. Guide for Implementing the Balanced and Restorative Justice Model- [https://www.ojjdp.gov/pubs/implementing/safety.html](https://www.ojjdp.gov/pubs/implementing/safety.html)

“Random Urinalysis Conducted by Juvenile Justice Staff or Others.” Random urinalysis is conducted to monitor for offending behavior. If testing indicates a violation, juvenile justice professionals intervene. Tests are often conducted randomly on offenders whose offenses are related to drug use. Random testing acts to deter...
offending behavior while youth are being supervised.” Guide for Implementing the Balanced and Restorative Justice Model: https://www.ojjdp.gov/pubs/implementing/safety.html

“Drug Testing as a Tool-The mission of the juvenile justice system is to:
- Hold youth accountable through requiring restoration of the harm they have caused both to individual victims and to the community.
- Protect the community.
- Develop youth’s skills and competencies to promote prosocial behavior.

Drug testing is a tool that can support and further this mission by providing an efficacious method for identifying and intervening with substance-using youth, selecting appropriate services to meet their needs, and monitoring their compliance with those services.” Drug Testing in the Juvenile Justice System: A Policy Brief for Decision Makers, www.ncjrs.gov.

The Sarpy County Juvenile Justice Center will purchase drug testing supplies to be utilized for youth on the CARE, Reporting Center, and Truancy Programs. Frequent and random drug testing of youth are deterrents from continued drug use.

“The use of illicit substances is a common problem among youth in the juvenile justice system. To ensure public safety, hold youth accountable for delinquent behavior, and help them develop into healthy, productive, law abiding citizens, it is essential that the problem of illicit substance use be addressed. A program of drug testing for appropriate categories of juveniles can accomplish a variety of important purposes...combined with effective rewards and sanctions and substance abuse treatment programs, drug testing can be a powerful mechanism for decreasing substance abuse and delinquent behavior. It can also be an effective tool for monitoring substance abuse and triggering other assessments of drug-involved youth so that their health and safety, and that of members of the community is better protected.” Drug Testing in the Juvenile Justice System: A Policy Brief for Decision Makers, www.ncjrs.gov.

“…After initial determination, youth should be tested randomly to determine whether or not they are continuing to use substances.” Drug Testing in the Juvenile Justice System: A Policy Brief for Decision Makers, www.ncjrs.gov.

“Frequent and random drug testing are vital elements of a program that is designed to change behavior.….Randomness of testing is very important.” Drug Testing in the Juvenile Justice System: A Policy Brief for Decision Makers, www.ncjrs.gov.

Operating expenses support Priority 3 and 4 of the Comprehensive Juvenile Services Plan. Priority 3 states: It is imperative that current programming be maintained and enhanced to ensure proper service provision to Sarpy County youth and their families. Sarpy County will continue to seek funding to support existing services as well as implement new programming. Efforts to continue programs will include securing funding that enables them to operate at their current level of service while also looking for new and innovative ways to maintain and enhance existing programs. In addition, Priority 4 – Improve system operations and coordination will also be addressed by this funding request.

Drug Testing Supplies for Juvenile Justice Reporting Center: $2,500
$2,500 for Drug/Alcohol Testing Kits for the Juvenile Justice Reporting Center.

*REFER TO PAGE 16 OF THE RFA FOR INSTRUCTIONS*
MATCH NARRATIVE

A budget breakdown of all match dollars required by the applicant must be outlined in the table below. Account for match funds in the appropriate category in the budget summary on page two of the application. Match is financially monitored with the same requirements as the amount requested through this application. Provide a detailed description and breakdown of what the county/tribe is providing for match. Use the chart below to provide the necessary and required information. Match is any county/tribal expenditure related to juvenile services. In-kind match is unallowable.

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget Breakdown Examples</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>Salary and benefits for one (1) Juvenile Diversion Officer</td>
</tr>
<tr>
<td></td>
<td>Annual Salary = $60,430</td>
</tr>
<tr>
<td></td>
<td>Retirement = $4,079</td>
</tr>
<tr>
<td></td>
<td>Social Security = $4,623</td>
</tr>
<tr>
<td></td>
<td>Health = $11,438</td>
</tr>
<tr>
<td></td>
<td>Dental = $778</td>
</tr>
<tr>
<td></td>
<td>Life = $61</td>
</tr>
<tr>
<td></td>
<td>LTD = $305</td>
</tr>
<tr>
<td></td>
<td>TOTAL Annual Salary + Benefits = $81,714</td>
</tr>
<tr>
<td></td>
<td>TOTAL Match required = $60,958</td>
</tr>
<tr>
<td>Consultants/Contracts</td>
<td>$0</td>
</tr>
<tr>
<td>Travel</td>
<td>$0</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>$0</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget Breakdown</th>
<th>Match Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>Salary and benefits for one (1) Juvenile Diversion Officer</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Annual Salary = $60,430</td>
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<tr>
<td></td>
<td>TOTAL Annual Salary + Benefits = $81,714</td>
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</tr>
<tr>
<td>Consultants/Contracts</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Travel</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

Total Match Amount $60,958

*REFER TO PAGE 16 OF THE RFA FOR INSTRUCTIONS*
### Section V: Community Planning Team Information

**Comprehensive Juvenile Services Community Plan:** REQUIRED FOR FUNDING  
*This application is accepted only for communities who have an approved Comprehensive Juvenile Services Community Plan submitted with the Nebraska Crime Commission. The applicant should review their progress related to community engagement and document obstacles and solutions below. The timeframe for community plans is July 1, 2018 – June 30, 2021.*

<table>
<thead>
<tr>
<th>Did the community planning team meet quarterly:</th>
<th>☐ Yes</th>
<th>☒ No</th>
</tr>
</thead>
</table>

**If no, explain the barriers that prevented regular community meetings:** The Community Planning group met more regularly in early 2018 to work on the next Juvenile Services Community Plan which was due in July 2018. For the grant application, members were asked to make their requests by 10/15/2018. All requests were received by 10/15/2018. The sub-committee members received a draft of the completed grant application on 11/16/2018 for review. The group was asked to reply with a “no” or “yes” vote no later than 11/28/2018. Group members were given two weeks to review and request changes. The application was approved by a majority of the group on 11/28/2018 via email voting. The email responses are being kept on file with other grant documents. The final draft was sent to all members on 12/7/2018.

**Please describe the proposed solutions to the barriers discussed above:** The Community Plan has been written and submitted to the Crime Commission. JJI has reviewed and all three Action Items were addressed. The revised plan was submitted on 11/14/2018.

**List the regular stakeholders at community team meetings:** Administration Coordinator, Fiscal Administration, Juvenile Diversion, Juvenile Justice Center Director, Deputy Director, and Reporting Center Supervisor, Juvenile Court Judges, and Juvenile Probation.

**Provide dates that the community planning team met since July 1, 2017:**  
**Juvenile Collaborative:** January 2018, April 2018, and July 2018. The next meeting is scheduled for January 17, 2019.


<table>
<thead>
<tr>
<th>Is there an agenda created for each meeting:</th>
<th>☒ Yes</th>
<th>☐ No</th>
</tr>
</thead>
</table>

**If yes, please list regular items on the agenda. If no, please explain the reasoning:** The JDAI Steering Committee has an agenda and the Juvenile Collaborative also has an agenda. The Planning Committee does not have an agenda as the only item they discuss is the Community Plan and the strategies and priorities for the plan. Regular Agenda Items for JDAI: Subcommittee Reports (Data, Case Processing, ATD)  
Regular Agenda Items for Collaborative: Subcommittee Reports (Goals/Best Practices, JDAI, Crossover Youth, Juvenile Drug Court, Family Drug Court.

<table>
<thead>
<tr>
<th>Did the community team vote and approve the requests in this application:</th>
<th>☒ Yes</th>
<th>☐ No</th>
</tr>
</thead>
</table>

**If no, how was this decision made:** N/A

*REFER TO PAGE 17 OF THE RFA FOR INSTRUCTIONS*
Section VI: Memorandums of Understanding

Counties or tribes applying as a group must submit a current copy of the MOU signed by each participating county board chair or tribal council chair confirming their commitment to the proposed joint project(s) in this application. MOU’s must be included in the (1) original, (2) copies and (1) PDF applications.

Section VII: Required Forms
(Attached as pages 20 – 22)

Include all required forms (Budget Summary, Certified Assurances, Drug Free Workplace, Debarment, and Lobbying) with appropriate signatures in the grant application.

Section VIII: Electronic Submission

As Project Director of this grant application, I assure that this electronic PDF submitted to the Nebraska Crime Commission is the final document which will be signed by the Authorized Official. I acknowledge I am required to submit an electronic copy to the Crime Commission. I acknowledge that a scanned version of the electronic copy will not be accepted. The electronic copy must be submitted as a PDF version of the original Microsoft Word document. I acknowledge that (1) original and (2) copies must be mailed to the physical address of the Nebraska Crime Commission as stated in the Request for Application. I acknowledge that the application is not officially submitted until the Nebraska Crime Commission receives all required hard copies as stated in the 2018 Request for Application. By checking the box below, I certify and acknowledge this requirement for electronic submission.

[ ] Lisa A. Haire

December 7, 2018

Typed Name of Project Director

Date
CERTIFIED ASSURANCES

(a) THE HATCH ACT: Federal law prohibits certain partisan political activity by an officer or employee of the state or local agency if his or her principal employment is in connection with an activity which is financed in whole or part by loans or grants made by the United States or a federal agency. The law is enforced by the United States Civil Service Commission.

(b) UNIFORM RELOCATION: Pursuant to the Uniform Relocation Assistance and Real Property Acquisition Policy Act of 1970, P.L. 91-646, 84 Stat. 1984, and Guideline G 4061.1A, as amended any program which uses federal financial assistance to pay all or part of the cost of any program or project which will result in the displacement of any person shall provide that:

a. Fair and reasonable relocation payments and assistance shall be provided to or for displaced persons as are required in such regulations as are issued by the U.S. Attorney General.
b. Relocation or assistance programs shall be provided for such persons in accordance with such regulations issued by the U.S. Attorney General.
c. Within a reasonable period of time prior to displacement, decent, safe and sanitary replacement must be available to the displaced person in accordance with such regulations as issued by the U.S. Attorney General.

(c) ENVIRONMENTAL POLICY ACT: No portion of any grant which might have an effect on the environment will be approved until an environmental evaluation form has been submitted and a determination made that the project will not have an adverse effect on the environment. An environmental evaluation will be required with the grant application if the applicant’s project involves any of the following:

a. New construction projects;
b. The renovation or modification of a facility which leads to an occupancy of more than 25 persons;
c. The implementation of programs involving the use of pesticides or other harmful chemicals.
d. The implementation of programs involving the use of microwaves or radiation.
e. Research and technology whose anticipated or intended future application could be expected to have a potential effect on the environment.
f. Other actions which require the substantial commitment of resources or trigger such a substantial commitment by another as determined by the responsible federal official to possibly have a significant effect on the quality of the environment.

(d) PROCUREMENT OF SPECIAL EQUIPMENT: The Nebraska Crime Commission expects that the subgrantee will procure such special equipment being purchased in whole or in part with grant funds by that method, authorized by state law or local ordinance, which results in the lowest price for goods of the kinds or type required.

(e) NON-SUPPLANTING REQUIREMENT: The Community-based Juvenile Services Aid Program contains a non-supplanting requirement. This requirement stipulates that grant funds may not be used to supplant state and local funds that would have been available in the absence of Community-based Juvenile Services Aid. In complying with this requirement, the Nebraska Commission on Law Enforcement and Criminal Justice will rely on written certification by state agencies and local government units to the effect that grant funds have been used to increase state or local funds available.

(f) BUILDING ACCESSIBILITY AND USE BY PHYSICALLY HANDICAPPED: Any construction, design or alteration of a building or facility which will be used by the public or which may result in the employment or residence of physically handicapped persons shall provide for accessibility and use to physically handicapped persons through appropriate items such as ramps, handrails, guardrails as required by 42 U.S.C. 4152 1970 and 34 Fed. Ref. 12828 1969.

(g) CONFLICT OF INTEREST: Requests for proposals or invitations for bid issued by the grantees or subgrantees to implement the grant or subgrant project are to provide notice to prospective bidders that the Office of Juvenile Justice and Delinquency Prevention organizational conflict of interest provision is applicable in that contractors that develop or draft specifications, requirements, statements of work and/or RFA’s for a proposed procurement, shall be excluded from bidding or submitting a proposal to compete for the award of such procurement.

(h) ACCOUNTING: The applicant assures that fund accounting, auditing, monitoring, and such evaluation procedures as may be necessary will be maintained to assure fiscal control, proper management, and efficient disbursement of received funds.

(i) RECORD KEEPING: The applicant assures that it shall maintain required data and information and shall submit required reports deemed necessary by the Nebraska Commission on Law Enforcement and Criminal Justice.

(j) CERTIFICATION: The applicant certifies that the programs contained in its application meet all the requirements, that all the information is correct, that there has been appropriate coordination with affected agencies, and that the applicant will comply with all provisions of applicable federal and state laws.

(k) COMPLIANCE: The applicant assures that it will comply and all of its contractors will comply, with the non-discrimination requirements of the Juvenile Services Act; Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973 as amended; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; and the Department of Justice Non-Discrimination Regulations 28 CFR Part 42, Subparts C, D, E, and G and the Americans with Disabilities Act.

(l) REPORTING OF LEGAL ACTION: The applicant assures that 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 or sex against a recipient of funds, the recipient will forward a copy of the finding to the Crime Commission and the Office of Civil Rights Compliance (OCRC) of the Office of Justice Programs.
EQUAL EMPLOYMENT: The applicant assures that, if required, it will formulate an equal employment opportunity program (EEO) in accordance with 28 CFR 42.301 et seq. The applicant will then submit a certification to the state that it has a current EEO on file which meets the requirements therein.

SINGLE AUDIT REQUIREMENT: Pursuant to Office of Management and Budget Circular A-128, Audits of state and Local Governments: and A-133, A Private Non-Profit agencies, each applicant must comply with the Single Audit Act. A copy of the audit is to be submitted to the Crime Commission.

CONFIDENTIALITY OF INFORMATION: No recipient of monies under the Juvenile Services Act shall use or reveal any research or statistical information or other type of information acquired or furnished under this program by any person/juvenile and identifiable to any specific private person/juvenile for any purpose other than the purpose for which such information was obtained in accordance with the Act.

FINANCIAL REPORTING: The applicant agrees to submit financial reports and progress reports indicating activities undertaken, expenditures, and general progress of the project. A final report (using the same report forms) is required to be submitted at the end of the project period. The final report will include data necessary to verify the success or failure of the project.

ADHERENCE TO LAWS, RULES AND REGULATIONS: The applicant also understands and agrees: (1) that funds received are to be expended only for the purposes and activities covered by the applicant’s approved application and budget. (2) that the grant may be terminated by the Nebraska Commission on Law Enforcement and Criminal Justice if the applicant fails to comply with the provisions of the Juvenile Justice and Delinquency Prevention Act and all amendments thereto, any of the certified assurances listed above, or any other requirements of the Crime Commission.

OTHER CONDITIONS: The applicant also understands and agrees: (1) that any grant received as a result of this application shall be subject to the grant conditions and other policies, regulations, and rules issued by the Nebraska Commission on Law Enforcement and Criminal Justice and the Office of Juvenile Justice and Delinquency Prevention for the administration of grant projects under the Juvenile Justice and Delinquency Prevention Act and any other applicable Federal Acts, Executive Orders, and Guidelines; (2) that funds awarded are to be expended only for the purposes and activities covered by the applicant’s approved application and budget; (3) that the grant may be terminated in whole or in part by the Nebraska Commission on Law Enforcement and Criminal Justice at any time that the Commission finds a substantial failure to comply with the provisions of the Act or regulations promulgated thereunder including these grant conditions, or plan or application obligations but only after notice and hearing and pursuant to Juvenile Justice Advisory Group and Office of Juvenile Justice and Delinquency Prevention procedures; (4) that appropriate grant records and accounts will be maintained and made available for audit as prescribed by the Commission; and (5) that the appropriate share of the total costs of this project shall be contributed by the Applicant from non-federal funds which are not being used in connection with any other program which is receiving federal financial assistance.

CERTIFICATION

I certify that I have read and reviewed the above assurances and the applicant will comply with all provisions and requirements of the Nebraska Crime Commission, the Juvenile Justice and Delinquency Prevention Act of 1974 (as amended) and all other applicable federal and state laws.

[Signature]

Signature of Authorized Official

December 11, 2018

Date
CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTER; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over $100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form – I-LL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transaction, as defined at 28 CFR Part 67, Section 67.510-

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department of agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction, violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification, and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State or local) terminated for cause or default, and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

The applicant certifies that it will or will continue to provide a drug-free workplace by:

A. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

B. Establishing an on-going drug-free awareness program to inform employees about:

(a) The dangers of drug abuse in the workplace;

(b) The grantee's policy of maintaining a drug-free workplace;

(c) Any available drug counseling, rehabilitation, and employee assistance programs; and

(d) The penalties that may be imposed upon employees for drug abuse violation occurring in the workplace;

C. Notifying the employee in the statement that the employee will:

(a) Abide by the terms of the statement; and

(b) Notify the employer in writing of his or her conviction of a criminal drug statute occurring in the workplace no later than five calendar days after such convictions;

The subgrantee shall notify the Crime Commission in writing of any conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

The subgrantee certifies that it will take one or more of the following actions within 30 calendar days of receiving notice of the conviction:

A. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

B. Requiring such employee to participate satisfactorily in a drug abuse assistance of rehabilitation program approved for such purpose by a Federal, State or local health, law enforcement, or other appropriate agency;

The subgrantee certifies that it will make a good faith effort to continue to maintain a drug-free workplace.

Don Kelly, Chairman, Sarpy County Board of Commissioners

[Signature]

Date: 12/11/18

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POSITION DESCRIPTION

Class Title: Juvenile Service Officer (CARE)
Department: Sheriff
Division: Juvenile Services
Date: December 6, 2018

GENERAL PURPOSE

The Juvenile Service Officer is responsible for providing direct supervision for juveniles placed on the Children At Risk Education Program (CARE).

SUPERVISION RECEIVED

Works under the direction of the Shift Supervisor and/or Sr. Juvenile Services Officer.

SUPERVISION EXERCISED

None

ESSENTIAL ADMINISTRATIVE DUTIES AND RESPONSIBILITIES

- Responsible for the direct supervision and placement of juveniles on the Electronic Monitor when placed on the CARE Program and residing at home.

- Must meet with the parents (guardian) and juvenile and go over the CARE Rules in detail prior to placement of the juvenile on the monitoring equipment.

- Must have the ability to communicate effectively with both parents, and clients of the CARE program.

- Communicate regularly with parents and assist the family in establishing effective communication, structure and discipline.

- Maintain safety, security and discipline to prevent disturbances and insure the safety of juveniles, family, staff and community.

- Prepare written daily reports on each client on the CARE Program and properly document necessary information in the proper areas. When needed, prepare a report for the Juvenile Court.

- Routine and random collection of UA’s for analysis testing to screen for substance abuse and conducted PBT (Preliminary Breath Test) samples.
- Establishes individual computer schedules of juveniles on the CARE Program and monitors the computer system. Monitors the computer and surveillance equipment used on the CARE Program.

- Conduct phone checks of clients, approve outings and make necessary schedule changes.

- Monitor the alarms which are transmitted via computer and make the necessary computer changes regarding the schedules and responses.

- Familiarization with the operation of the Electronic Monitoring equipment which includes the GPS System.

- Be able to work and effectively communicate with all Professionals: Law Enforcement, Probation Officers, County Attorneys, Public Defenders and Caseworkers in a professional manner.

- Communicate regularly with education professionals and assist with positive education experience. To include attending necessary school meetings with professionals.

- Transport juveniles to and from the Reporting Center for tutoring, educational programs or supervision.

- Ability to make sound judgements in the accordance of policies and procedures of the Sarpy County Sheriff’s Department conducting CARE checks on clients.

- Ability to rationalize through complex circumstances that may involve a juvenile’s mental health and safety.

- Able to supervise and attend mentoring opportunities provided by CARE Program.

- Other duties assigned per CARE Supervisor.

- Acts as a positive role model and provides informal one-on-one counselling to assist juveniles in decision-making. Discuss various matters of concern with the youth and serves as an empathetic listener on topics such as family problems, court hearings, homework and general interpersonal relationships.

- Making daily contact with youth not in school. Ensuring youth have transportation to school. Appropriately documenting reason for youth not in attendance.
DESIRED MINIMUM QUALIFICATIONS

Education and Experience:
A) A minimum of a senior standing in College while pursing a Bachelor’s Degree and 21 years of age. Degree studies should be in social service, criminal justice, psychology, sociology, teaching, and specialization dealing with juveniles or related social service area.
B) An equivalent combination of education and experience.

General
A) Must be 21 years or older at time of employment
B) Must possess, or obtain by time of hire, a valid State driver’s license without record of suspension or revocation in any State.
C) Felony convictions and disqualifying criminal histories within the past seven years are not allowed.
D) Must be able to read and write the English language.
E) Must be of good moral character and of temperate and industrious habits.

Necessary Knowledge, Skills and Abilities

1. Ability to accept direction from a supervisor.
2. Ability to communicate effectively, which includes both oral and written reports.
3. Ability to work flexible hours and over-time.
4. Ability to communicate with the public, clients and staff members.
5. Ability to work with juveniles who are at risk.
6. Knowledge of and ability to enforce and apply departmental Standard Operating Procedures (SOP) and general orders.
7. Knowledge of the use of Sheriff’s Office records and their application to the solution of problem issues.
8. Knowledge of and ability to perform input and retrieval functions utilizing a variety of computer programs pertaining to the duties performed.
9. Knowledge of Sheriff’s Office responsibilities and ability to use independent judgment in the performance of duties.
10. Ability to operate standard office equipment and other equipment relating to a comprehensive law enforcement program.
11. Ability to prepare of clear, accurate and comprehensive recommendations and reports.
12. Ability to perform basic mathematical calculations, utilize correct grammar, spelling and punctuation.
13. Ability to maintain the confidentiality of all departmental communications, documents and correspondence.
14. Ability to deal with the general public in a courteous and tactful manner.
15. Ability to perform job duties efficiently while managing frequent interruptions.
16. Ability to plan and organize a personal work schedule, set priorities and meet deadlines.
17. Ability to understand and follow both oral and written instructions.
18. Ability to communicate effectively, verbally and in writing, in English.
19. Ability to establish and maintain effective working relationships with the general public, other employees, law enforcement agencies, governmental agencies and county officials.

TOOLS AND EQUIPMENT USED

Personal computer, including word processing and specialized software, law enforcement radio, phone, calculator, fax machine, copy machine. County vehicle, law enforcement portable radio, handcuffs, breathalyzer, and first aid equipment.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the primary functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks. While performing the duties of this job, the employee is frequently required to walk, sit, and talk, or hear. The employee is occasionally required to stand; and reach with hands and arms. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision and distance vision. The employee may be required to assist in the physical restraint of a combative minor within the Juvenile Justice Center.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the primary functions of this job within an Alternative to Detention Program, Alternative School and youth home environments. Potential problems may exist with juveniles who do not follow the rules and are subject to sanctions. The noise level in the work environment is usually moderate.
POSITION DESCRIPTION

Class Title: Day Reporting Center JSO
Department: Sheriff
Division: Juvenile Services
Date: December 6, 2018

GENERAL PURPOSE

The Juvenile Service Officer is responsible for providing direct supervision for juveniles assigned to receive service through the Sarpy County Juvenile Reporting Center.

SUPERVISION RECEIVED

Under the direction of the Education Supervisor, Day Shift Supervisor, and/or Day Shift SJSO.

SUPERVISION EXERCISED

None

ESSENTIAL ADMINISTRATIVE DUTIES AND RESPONSIBILITIES

- Must fulfill duties as outlined in the job description of a Juvenile Service Officer.

- The Juvenile Service Officer is accountable for the supervision, care, and safety of juveniles in attendance of the Reporting Center.

- Coordinates, directs, and monitors the daily activities of juveniles in the Reporting Center.

- Maintains security, order, and discipline to prevent disturbances and ensures the safety of juveniles, staff, and the community.

- Maintain a log of positive and negative behavioral incidents and observation of juveniles.

- Receives incoming calls regarding educational needs of juveniles. Re-routes to appropriate educational staff if needed.

- Compile information, prepare reports, attend meetings, training sessions, team conferences, etc., as directed.

- Communicate and establish rapport and trust with juveniles to facilitate meaningful interactions, problem solving, and exchange of ideas.

- Consult with and provide input to supervisors on matters involving discipline and take action as directed.
• Maintains daily attendance records and communicates with families during absences.

• Notifying the appropriate professionals to ensure transportation needs are met when issues arise. To include probation and programs ordered by the court for supervision.

• Organizes structured activities to include life skills for youth without educational assignments.

• Communication with school professionals to obtain youth transcripts, homework, or needed educational supplies to be successful.

• Assist the teacher in creating an effective classroom environment that is conducive to learning, appropriate to the maturing abilities of the students, and enables students to achieve their full potential.

• Works with individual students or small groups of students to reinforce learning of material or skills that have been introduced by the teacher.

• Assists the teacher in devising special strategies for reinforcing material or skills based on an understanding of individual students, their needs, interests, and abilities.

• Assists the teacher by serving as an aide in the classroom and dealing with disciplinary matters as necessary. Assists the students with their homework.

• Assist in determining the needs and behavior risk levels of each youth in attendance, to determine appropriate learning environment.

• Acts as a positive role model and provides informal one-on-one counseling to assist the student in decision-making. Discuss various matters of concern with the youth and serves as an empathetic listener on topics such as family problems, court hearings, homework and general interpersonal relationships.

• Maintains a cooperative attitude of working together with the teacher in planning and implementing activities.

• Plans and assists the teacher in preparing materials and supplies in advance for activities and shares in the development and implementation of written lesson plans with the teacher.

• Processes the students in and out when reporting to the Reporting Center which includes assigning lockers, dressings out, and pat-downs. Also assists with the students reporting to the SCEP.

• Assists with supervision of the students in the lobby when they are being released.
DESIRED MINIMUM QUALIFICATIONS

Education and Experience:
A) A minimum of a senior standing in college while pursuing a Bachelor’s Degree and 21-years-of-age. Degree studies should be in social service, criminal justice, psychology, sociology, teaching, and specialization dealing with juveniles or related social service area.
B) An equivalent combination of education and experience.

General
A) Must be 21 years or older at time of employment
B) Must possess, or obtain by time of hire, a valid State driver’s license without record of suspension or revocation in any State.
C) Felony convictions and disqualifying criminal histories within the past seven years are not allowed.
D) Must be able to read and write the English language.
E) Must be of good moral character and of temperate and industrious habits.

Necessary Knowledge, Skills and Abilities
1. Ability to accept direction from a supervisor.
2. Ability to communicate effectively, which includes both oral and written reports.
3. Ability to work flexible hours and over-time.
4. Ability to communicate with the public, clients and staff members.
5. Ability to work with juveniles who are at-risk.
6. Knowledge of and ability to enforce and apply departmental Standard Operating Procedures (SOP) and general orders.
7. Knowledge of the use of Sheriff’s Office records and their application to the solution of problem issues.
8. Knowledge of and ability to perform input and retrieval functions utilizing a variety of computer programs pertaining to the duties performed.
9. Knowledge of Sheriff’s Office responsibilities and ability to use independent judgment in the performance of duties.
10. Ability to operate standard office equipment and other equipment relating to a comprehensive law enforcement program.
11. Ability to prepare of clear, accurate and comprehensive recommendations and reports.
12. Ability to perform basic mathematical calculations, utilize correct grammar, spelling and punctuation.
13. Ability to maintain the confidentiality of all departmental communications, documents and correspondence.
14. Ability to deal with the general public in a courteous and tactful manner.
15. Ability to perform job duties efficiently while managing frequent interruptions.
16. Ability to plan and organize a personal work schedule, set priorities and meet deadlines.
17. Ability to understand and follow both oral and written instructions.
18. Ability to communicate effectively, verbally and in writing, in English.
19. Ability to establish and maintain effective working relationships with the general public, other employees, law enforcement agencies, governmental agencies and county officials.

TOOLS AND EQUIPMENT USED

Personal computer, including word processing and specialized software, law enforcement radio, phone, calculator, fax machine, copy machine, county vehicle, breathalyzer, and first aid equipment.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the primary functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks. While performing the duties of this job, the employee is frequently required to walk, sit, and talk, or hear. The employee is occasionally required to stand, and reach with hands and arms. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision and distance vision. The employee may be required to assist in the physical restraint of a combative minor within the Juvenile Justice Center, Reporting Center.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the primary functions of this job within an alternative school. Potential problems may exist with juveniles who do not follow the rules and are subject to sanctions. The noise level in the work environment is usually moderate.
POSITION DESCRIPTION

Class Title: Teacher
Department: Sheriff
Division: Juvenile Services
Date: December 6, 2018

GENERAL PURPOSE
The Teacher is responsible for providing a flexible educational program in order to meet the needs of the diverse student population through exemplary teaching and ensuring that a positive, strong professional culture supports students learning. The Teacher promotes the aims of the school through implementation of the policies and procedures of the Sarpy County Sheriff’s Department in addition to providing the resources so as to promote and secure the achievement of pupils. Provide an environment in which staff and pupils are enabled to achieve their full potential.

SUPERVISION RECEIVED
Works under the immediate supervision of the Head Teacher.

SUPERVISION EXERCISED
None

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Must have dependable and reliable attendance.
- Follow the Code of Ethics adopted by the Nebraska State Board of Education.
- Effectively apply professional competencies to meet the minimum standards as adopted by the Nebraska State Board of Education.
- Know and follow all policies, rules, regulations and directives of the Sarpy County Juvenile Justice Center.
- Foster and maintain a positive relationship with students in daily work activities.
- Demonstrate the ability to implement an individualized education plan for each student taking into account the student’s learning style, strengths and weaknesses.
- Assists in coordinating the transition of students into the Reporting Center at appropriate grade level.
- Ensures youth transition successfully back to their home school by communicating with appropriate professions and providing the documentation of credits earned while participating in the program.
- Creates a classroom environment that is conducive to learning and appropriate to the maturing and abilities of the students. Encourage students to set and maintain standards of classroom behavior.

- Enforces safety and security rules of the Reporting Center and accounts for all material used for instructional purposes at the end of each class period.

- Oversees student use of computers and of software. Monitors progress of students in the various program components. Reviews student files.

- Assume administrative responsibilities in the absence of the Head Teacher and support professional development efforts.

- Maintains security, order, and discipline to prevent disturbances and ensures the safety of juveniles, staff, and the community.

- Maintain a log of positive and negative behavioral incidents and observation of juveniles.

- To monitor, evaluate and review classroom practice and promote improvement strategies to ensure that underperformance is challenged at all levels and ensure effective corrective action and follow up.

- Maintains daily attendance records and communicates with families during absences.

- Exhibit character and moral standards, and personal habits that are temperate in nature, and are such that they may be emulated by the youth of our community.

- Exhibit conduct both in and out of school that avoids reflecting discredit upon the school or the employee.

- Maintain mental and physical health adequate to meet the responsibilities of the position held.

- Fulfill the responsibilities of teaching as defined in state law.

- Respond to emergencies, such as fire, medical and security, by following established policies and procedures.

- Submit maintenance work order for any item that needs repair.

- Performs special assignments as requested.

- Perform related work as required.
DESIRED MINIMUM QUALIFICATIONS

- Must possess qualifications of a Teacher.
- Must possess a current and active State of Nebraska Teacher Certification.

Necessary Knowledge, Skills and Abilities

1. Ability to establish and maintain effective working relationships with representatives for the juvenile and community, co-workers, youth, youth family members, school professionals and the general public.
2. Ability to plan and organize a personal work schedule, set priorities and meet deadlines.
3. Ability to work as a Team.
4. Seek advice and support when necessary.
5. Ability to work under pressure and to meet deadlines.
6. Ability to maintain the confidentiality of all department communications documents and correspondence.
7. Ability to perform job duties efficiently while managing frequent interruptions.
8. Ability to understand and follow both oral and written instructions.
9. Ability to communicate effectively, verbally and in writing.
10. Knowledge of principles and techniques of basic education and/or special education.

SPECIAL REQUIREMENTS:
Must possess, or be able to obtain by time of hire, a valid State Driver’s License without record of suspension or revocation in any state.

TOOLS AND EQUIPMENT USED
Personal computer, including word processing and specialized software, phone, typewriter, calculator, fax machine, copy machine, county vehicle, law enforcement radio.

PHYSICAL DEMANDS
They physical demands described here are representative of those that must be met by an employee to successfully perform the primary functions of this job. While performing the duties of this job, the employee is frequently required to walk, sit, and talk; or hear. The employee is occasionally required to stand; and reach with hands and arms. The employee must occasional lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision and distant vision.

WORK ENVIRONMENT
The work environment characteristics described here are representative of those an employee encounters while performing the primary functions of this job within an alternative education environment. Potential problems may exist with juveniles who do not follow the rules and are subject to sanctions. The noise level in the work environment is usually moderate.
Class Title: Juvenile Service Officer for Community Programs  
Department: Sheriff  
Division: Juvenile Justice Center  
Date: December 2018

GENERAL PURPOSE
Works under the direction of the Programs Supervisor providing direct supervision and using independent judgment in regards to the care of juveniles referred to the PASS Program for truancy. In addition, provide direct supervision for youth receiving services through the Reporting Center.

ESSENTIAL DUTIES AND RESPONSIBILITIES HOME PROGRAMS

- Review rules with parents/guardian of juvenile and ensure understanding prior to being placed in the PASS Program.
- Communicate regularly with clients and establish rapport and trust with juveniles and parents to facilitate meaningful interactions, problem solving, discipline and exchange of ideas to help clients in improving their grades, attendance and behavior issues.
- Work in resolving differences and disagreements between juveniles, parents, and when needed assign appropriate consequences for infractions pertaining to the Truancy Program.
- Establish appropriate rewards and incentives for positive behavior, attendance and school success.
- Meet with school counselors, teachers, probation and other professionals as needed.
- Contact schools daily to ensure attendance.
- Assist juveniles with transportation as needed to school or activities when available.
- Attend scheduled meetings with youth and family.
- Provide mentoring opportunities for youth and attend these outings.
- Prepare reports on each client in the Pass Program.
- Collect specimens as needed to screen juvenile identifies as high risk for substance abuse.
- Enter data into appropriate systems as needed for Crime Commission.

ESSENTIAL DUTIES AND RESPONSIBILITIES REPORTING CENTER

- Process all juveniles and instructors for intake into the facility for classes held in the Reporting Center, assisting instructor’s needs and upon completion escort all individuals out of facility returning secured personal property according to established procedures.
- Supervise and assist juveniles assigned the Reporting Center with tutoring, meals and if the situation warrants, medical or therapeutic services available at the JJC.
- Resolve differences and disagreements among youths, and intervene in youth altercations.
JOB DESCRIPTION

- Ensure the confidentiality of all departmental communications, documents, and correspondence.

- Maintain security, order, and discipline to ensure the safety of all clients, staff, and the community.

- Receive incoming phone calls, and interact with the general public in a courteous and tactful manner.

- Complete incident, damage, discipline, and/or emergency medical reports as well as other records.

- Establish and maintain effective working relationships with clients, supervisors, County employees, elected officials, attorneys, law enforcement, judges, other agencies and the general public.

Peripheral Duties

Attend meetings, training sessions, and team conferences, as directed.
Perform other duties as assigned.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:
A) A minimum of a senior standing in college while pursuing a Bachelor’s Degree and 21-years-of-age. Degree studies should be in social service, criminal justice, psychology, sociology, teaching, and specialization dealing with juveniles or related social service area.
B) An equivalent combination of education and experience.

General
A) Must be 21 years or older at time of employment
B) Must possess, or obtain by time of hire, a valid State driver’s license without record of suspension or revocation in any State.
C) Felony convictions and disqualifying criminal histories within the past seven years are not allowed.
D) Must be able to read and write the English language.
E) Must be of good moral character and of temperate and industrious habits.

Necessary Knowledge, Skills and Abilities

1. Ability to accept direction from a supervisor.
2. Ability to communicate effectively, which includes both oral and written reports.
3. Ability to work flexible hours and over-time.
4. Ability to communicate with the public, clients and staff members.
5. Ability to work with juveniles who are at-risk.
6. Knowledge of and ability to enforce and apply departmental Standard Operating Procedures (SOP) and general orders.
7. Knowledge of the use of Sheriff’s Office records and their application to the solution of problem issues.
8. Knowledge of and ability to perform input and retrieval functions utilizing a variety of computer programs pertaining to the duties performed.
9. Knowledge of Sheriff’s Office responsibilities and ability to use independent judgment in the performance of duties.
10. Ability to operate standard office equipment and other equipment relating to a comprehensive law enforcement program.
11. Ability to prepare of clear, accurate and comprehensive recommendations and reports.
12. Ability to perform basic mathematical calculations, utilize correct grammar, spelling and punctuation.
13. Ability to maintain the confidentiality of all departmental communications, documents and correspondence.
14. Ability to deal with the general public in a courteous and tactful manner.
15. Ability to perform job duties efficiently while managing frequent interruptions.
16. Ability to plan and organize a personal work schedule, set priorities and meet deadlines.
17. Ability to understand and follow both oral and written instructions.
18. Ability to communicate effectively, verbally and in writing, in English.
19. Ability to establish and maintain effective working relationships with the general public, other employees, law enforcement agencies, governmental agencies and county officials.

TOOLS AND EQUIPMENT USED

Personal computer, including word processing and specialized software, law enforcement radio, phone, calculator, fax machine, copy machine, county vehicle, breathalyzer, and first aid equipment.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the primary functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks. While performing the duties of this job, the employee is frequently required to walk, sit, and talk, or hear. The employee is occasionally required to stand, and reach with hands and arms. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision and distance vision. The employee may be required to assist in the physical restraint of a combative minor within the Juvenile Justice Center, Reporting Center.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the primary functions of this job within an Alternative to Detention Program, Alternative School and youth home environments. Potential problems may exist with juveniles who do not follow the rules and are subject to sanctions. The noise level in the work environment is usually moderate.

SELECTION GUIDELINES

Formal application, rating of education and experience, interview, reference check, credit check, and criminal record check as well as other job related tests may be required.
DISCLOSURE

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.
GENERAL PURPOSE

Under the general supervision of the Deputy Director or designee, performs a variety of skilled administrative and professional work related to the supervision of court referred clients requiring considerable responsibility and independent judgment.

ESSENTIAL FUNCTIONS

Provide for education and rehabilitation of juvenile and adult offenders based on participation in plans and programs offered.

Establish and maintain effective working relationships with clients, supervisors, County employees, elected officials, attorneys, law enforcement, judges, other agencies, and the general public.

Perform comprehensive intake and assessment services to clients and/or families, taking inventory of issues that may affect them (e.g., alcohol, tobacco, drug abuse/addiction, depression, interpersonal conflict, etc.).

Conduct, score and interpret assessment and evaluation tools (e.g., Substance Abuse Subtle Screening Inventory (SASSI), Addiction Severity Index (ASI), etc.).

Create an individualized Diversion Contract based on intake interview and applicable assessments to give participant greatest opportunity for success in the program.

Provide direction, encouragement, and guidance to clients in early stages of the program, referring clients to outside agencies for services as needed.

Maintain appropriate documentation of clients’ assessments and evaluation of their progress following established policies and procedures.

Collaborate with Diversion Staff and provide periodic updates of client’s progress to the Sarpy County Attorney’s Office.

Design, develop, coordinate, and conduct training and educational classes on a variety of topics to address clients’ problems

Conduct and participate in Random Breath/Drug Testing of Diversion clients.

Maintain current knowledge of community and educational resources as well as regulatory, professional and clinical advances to aide in meeting clients’ needs.

Report to work with regular, predictable, and consistent attendance.

Peripheral Duties

Serve as a member of various employee committees as assigned.
Perform other duties as directed or assigned.

MINIMUM QUALIFICATIONS

**Education and Experience**

Bachelor’s degree from an accredited college or university in psychology, criminal justice, social work, counseling, marriage and family relations or a related clinical field required. *

Two (2) years of experience with at risk youth, residential treatment or social work required. *

Licensed Alcohol and Drug Counselor (LADC) designation preferred.

Must obtain and maintain certification for drug testing within 6 months of hire.

Must type 50 net words per minute (nwpm)

*Approved education or work experience beyond that required which provides equivalent knowledge, skills, and abilities may be considered and substituted for the stated education or experience.*

**Special Requirements**

Must have and maintain throughout employment a valid Driver’s License, as well as meet eligibility requirements of “acceptable driver standards” as defined by the County.

**Necessary Knowledge, Skills and Abilities**

Considerable knowledge of assessment methods and techniques

Considerable knowledge of principles of human development; addictions, alcohol/drug related issues, criminal behavior, and mental health issues

Working knowledge of legal and referral processes as well as community resources

Considerable skill in crisis intervention, assessment tools, and drug testing

Ability to maintain and protect confidential and sensitive information and situations

Ability to work independently or as part of a team

Ability to conduct presentations using a variety of learning techniques

Ability to work under pressure and/or frequent interruptions

Ability to navigate stressful situations while maintaining composure

Ability to understand and follow exacting verbal and written instructions

Ability to prioritize work and carry out assigned projects to completion

Ability to communicate effectively, in English, both verbally and in writing

Ability to operate equipment including, but not limited to, multiline phone, computer, multifunction printer and drug testing tools
PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

Work requires some physical activity including frequent periods of sitting/remaining stationary with occasional periods of walking/moving about, bending, and reaching. The incumbent must possess the hand-eye coordination and manual dexterity necessary to frequently operate/manipulate equipment (use hands to finger, handle, or feel objects/tools). The employee must occasionally lift and/or move up to 30 pounds.

Required sensory abilities include vision and hearing. Visual abilities, correctable to normal ranges include close and color vision as well as the ability to adjust focus. Communication abilities include the ability to talk (verbal exchange) and hear within normal ranges.

Work hours may include nights, early mornings, weekends, and holidays. Work is performed in an office setting and may be fast-paced when dealing with multiple priorities as well as interruptions. Noise levels are typically moderate.

SELECTION GUIDELINES

Formal application, rating of education and experience, interview, reference checks, successful completion of a national criminal background check, successful completion of a pre-employment drug screen, and other job related tests or checks as may be required.

DISCLAIMER

The job description is current as of the date signed. Any omission of specific statements does not exclude them from the position if they are similar, related, or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Department Head Signature: ___________________________ Date: __________________