RESOLUTION AUTHORIZING THE CHAIRMAN TO SIGN THE 2017 JUVENILE SERVICES COMMUNITY
BASED AID GRANT APPLICATION (LB561) AND ASSURANCES

WHEREAS, pursuant to Neb. Rev. Stat. §23-104(6) (Reissue 2012), 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 (Reissue 2012), 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 January 9, 2017; 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 2017 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 20th day of December, 2016.

Sarpy County Board Chairman

ATTEST:

Sarpy County Clerk
MEMO

To: Sarpy County Board

From: Lisa A. Haire

Re: 2017 State Community Based Juvenile Services Grant Application (L.B. 561)

On December 20, 2016 the County Board will be asked to authorize the Chairman to sign the application and assurances for the 2017 State Community Based Juvenile Services Grant (L.B. 561). Sarpy County has been allocated $571,773 in funding from the Nebraska Crime Commission to assist in the implementation and operation of programs or 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 services for juveniles in Sarpy County.

There is a County match of $63,530, which will be met with the salary/benefits from two Juvenile Diversion Officers.

Please contact me with any questions.

December 16, 2016

cc: Mark Wayne
    Brian Hanson
    Scott Bovick
    Tami Steensma
    Michelle Siders
    Carisa Gosda
    Deb Houghtaling

Lisa A. Haire

593-1565
lhaire@sarpy.com
NEBRASKA CRIME COMMISSION
2017 Community-based Juvenile Services Aid Application [CB]
Nebraska Revised Statute §43-2404.02

**Section I: Applicant Information**

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

**Project Director:**

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

**Project Coordinator:**

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

**Fiscal Officer:**

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

**Authorized Official:**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Don Kelly</th>
<th>Telephone: (402) 593-4155</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title:</td>
<td>Chairman, Board of Commissioners</td>
<td>Fax: (402) 593-4304</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:donkelly@sarpy.com">donkelly@sarpy.com</a></td>
<td></td>
</tr>
<tr>
<td>Address:</td>
<td>1210 Golden Gate Drive</td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Papillion</td>
<td>State: NE</td>
</tr>
</tbody>
</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>$422,112</td>
<td>$63,530</td>
<td>$485,642</td>
</tr>
<tr>
<td>B. Consultants/Contracts</td>
<td>$130,280</td>
<td>$0</td>
<td>$130,280</td>
</tr>
<tr>
<td>C. Travel</td>
<td>$1,125</td>
<td>$0</td>
<td>$1,125</td>
</tr>
<tr>
<td>D. Operating Expenses</td>
<td>$18,256</td>
<td>$0</td>
<td>$18,256</td>
</tr>
<tr>
<td><strong>TOTAL AMOUNT</strong></td>
<td><strong>571,773</strong></td>
<td><strong>$63,530</strong></td>
<td><strong>$635,303</strong></td>
</tr>
</tbody>
</table>

% Contribution

| % Contribution | 90% | 10% | 100% |

### CERTIFICATION:

I hereby 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:**

**Date:** December 20, 2016
Section III: Program Summary
Complete the table below to identify the primary goal of each program, service, or system improvement for which you are requesting funds; and select the program type with which it best aligns. The first line includes an example. Do not include match dollars. Round up or down to the nearest dollar. Program types and definitions are located at [http://www.unomaha.edu/college-of-public-affairs-and-community-service/juvenile-justice-institute/resources/evidence-based-nebraska.php](http://www.unomaha.edu/college-of-public-affairs-and-community-service/juvenile-justice-institute/resources/evidence-based-nebraska.php).

<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/Tracker/Reporting Center Youth Attendants</td>
<td>Improve school attendance, provide direct supervision of youth in programming at the Juvenile Justice Center</td>
<td>Direct Intervention</td>
<td>School-based</td>
<td>Truancy/Reporting Centers</td>
<td>$137,570</td>
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<tr>
<td>Teacher for Reporting Center</td>
<td>To educate youth and improve school performance</td>
<td>Direct Intervention</td>
<td>Community</td>
<td>Reporting Centers</td>
<td>$46,970</td>
</tr>
<tr>
<td>Truancy/Tracker/Reporting Center Supervisor and Juvenile Services Officers</td>
<td>To provide direct supervision of youth at the Juvenile Reporting Center</td>
<td>Direct Intervention</td>
<td>Community</td>
<td>Truancy/Reporting Centers</td>
<td>$237,572</td>
</tr>
<tr>
<td>Day/Evening Reporting Center Classes</td>
<td>To educate youth on various issues including abstinence, decision making, anger management, wellness, and assist in developing tolerance</td>
<td>Direct Events</td>
<td>Community</td>
<td>Reporting Centers</td>
<td>$8,290</td>
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<tr>
<td>Service Type</td>
<td>Description</td>
<td>Category</td>
<td>Program/Event</td>
<td>Amount</td>
<td></td>
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<tr>
<td>--------------------------------------</td>
<td>------------------------------------------------------------------------------</td>
<td>---------------------------------</td>
<td>------------------------</td>
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<tr>
<td>Drug Testing Supplies - JJC</td>
<td>To hold youth accountable.</td>
<td>Direct Events</td>
<td>Prevention Promotion</td>
<td>$3,000</td>
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<tr>
<td>Juvenile Diversion Classes</td>
<td>To educate and inform youth on substance abuse issues, conflict resolution, and decision making</td>
<td>Direct Events</td>
<td>Juvenile Diversion</td>
<td>$7,200</td>
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<tr>
<td>Juvenile Diversion Class Supplies</td>
<td>To hold youth accountable and educate and inform youth on various topics</td>
<td>Direct Events</td>
<td>Diversion</td>
<td>$1,000</td>
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<tr>
<td>Teen Court Supplies/Teen Court Law Academy Supplies</td>
<td>To hold youth accountable.</td>
<td>Direct Events</td>
<td>Juvenile Diversion</td>
<td>$3,500</td>
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<tr>
<td>Victim Impact Panel</td>
<td>To promote restorative goals and values in youth offenders.</td>
<td>Direct Intervention</td>
<td>Diversion</td>
<td>$150</td>
<td></td>
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<tr>
<td>Concord Mediation Services</td>
<td>To give youth and parents an opportunity for mediation services in order to come to successful resolutions.</td>
<td>Direct Service</td>
<td>Crisis Response</td>
<td>$9,885</td>
<td></td>
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<tr>
<td>Mental/Behavior/Substance Abuse Evaluations/Therapy</td>
<td>To provide youth struggling with substance abuse, behavioral, and mental</td>
<td>Direct Intervention</td>
<td>Mental Health</td>
<td>$6,120</td>
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<tr>
<td>Program</td>
<td>Interventions</td>
<td>Funding Source</td>
<td>Budget</td>
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<tr>
<td>------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------</td>
<td>------------------------------</td>
<td>--------------</td>
<td></td>
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<tr>
<td>Drug and alcohol testing supplies for Juvenile Diversion</td>
<td>To hold youth accountable</td>
<td>Direct Events, Prevention</td>
<td>$5,250</td>
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<tr>
<td>Refugee Juvenile Justice Advocate Program</td>
<td>To assist youth and their families</td>
<td>Family Support, Advocacy</td>
<td>$3,920</td>
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<tr>
<td>Crisis Mediation Team</td>
<td>To provide youth and their family intervention assistance during conflicts</td>
<td>Crisis Response &amp; Mental Health, Crisis Respite &amp; Assessment</td>
<td>$50,000</td>
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<tr>
<td>Judges Referral Services – Pre-adjudicated</td>
<td>To provide youth detention alternatives, programming, services, and treatment during the pre-adjudication period.</td>
<td>ATD Monitoring, EM, Home Confinement Tracking, Advocacy Social Worker</td>
<td>$39,715</td>
<td></td>
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<tr>
<td>JDAI Data Assistance</td>
<td>To assist with the collection of juvenile data, analyze juvenile data and suggest possible reforms</td>
<td>System Improvement, Administration, JDAI</td>
<td>$5,000</td>
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<tr>
<td>Program</td>
<td>To provide training to staff</td>
<td>System Improvement</td>
<td>Training</td>
<td>NA</td>
<td>Amount</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>------------------------------</td>
<td>--------------------</td>
<td>----------</td>
<td>-----</td>
<td>--------</td>
</tr>
<tr>
<td>NJJA Conference</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$1,125</td>
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<tr>
<td>HJSA Conference</td>
<td></td>
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<td></td>
<td></td>
<td>$1,495</td>
</tr>
<tr>
<td>Juvenile Diversion Staff Training</td>
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<td></td>
<td></td>
<td>$1,250</td>
</tr>
<tr>
<td>Utilities</td>
<td>Utilities for office space</td>
<td></td>
<td></td>
<td></td>
<td>$2,761</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*

| Total                           | $571,773                      |
PROGRAM TITLE: Truancy/Tracker/Reporting Center Youth Attendants

1. Is this program or service funded in the 2016 [CB] or [EB] application: ☑ Yes ☐ No

If this program or service is not funded in the 2016 [CB] or [EB] application then provide current, local data that demonstrates the need for this position in your community (only use local data – do not use national data):

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

   **Truancy Program**

Absenteeism and truancy contribute to students falling behind in schoolwork, failing grades, and dropping out of school, resulting in an increase in criminal behavior, alcohol, and drug usage. An increased dropout rate negatively impacts the community as youth lack the skills to find and maintain employment which contributes to delinquency and welfare dependency. In many cases, truancy from school is the common denominator in crime being committed by youth.

In a recent study of juvenile offenders in Nebraska, the impact of truancy in particular became very clear. The study showed that 84% of juvenile offenders did not attend school, or had severe problems attending school. Youth who are involved in the Sarpy County juvenile justice system are at risk of school and job failure due to their absenteeism and repeated truancy resulting in poor academic success. Failure in school can lead to poor social coping skills and affiliations with deviant peers.

According to the Office of Juvenile Justice and Delinquency Prevention (OJJDP), “Truancy may be the beginning of a lifetime of problems for students who routinely skip school” ([http://www2.ed.gov](http://www2.ed.gov)). Truant behavior as an adolescent has been shown to have a direct connection to problems in adulthood such as: violence, marital troubles, job problems, criminal behavior, and incarceration. Research has shown that truancy interventions demonstrate a significant overall positive effect on attendance. The interventions improved attendance by an average of 4.69 days and post-intervention absenteeism rates remained above desirable levels ([www.crimesolutions.gov](http://www.crimesolutions.gov)).

The Sarpy County Truancy Program is a comprehensive, individualized approach which develops strategies to reduce and prevent truancy in the County. Critical components identified by the National Center for School engagement are 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.

In Sarpy County, youth can be diverted away from the formal court process if they agree to the terms of the Truancy Program. 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. It is crucial that the Truancy Program in Sarpy County continue to be maintained so youth can be given less restrictive options, diverted from the formal court process, and helped to achieve school success with the ultimate goal of reducing future contacts with the criminal justice system.
The Juvenile Reporting Center

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). The Sarpy County Juvenile 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 (http://www.crimesolutions.gov/ProgramDetails.aspx?ID=253)

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, 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 teachers, tutors, and therapists on site for those youth who may require these services.

Tracker Program

The Sarpy County Tracker Program began serving youth on July 23, 2014. The Tracker Program is 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 (www.ojjdp.gov/mpg/litreviews/AlternativesToDetentionandConfinement.pdf).

CARE/EM

Electronic Monitoring (EM) Programs closely monitor 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).

The Sarpy County Juvenile Justice Center operates an EM program whereby juveniles may be placed under a structured supervision program called CARE (Children at Risk Education Program). CARE is a home based electronic monitoring system 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, 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.

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.
### Targeted Truancy Interventions:

**Evidence Rating:** Effective  
**Day/Evening Reporting Centers:** [http://www.ojjdp.gov/mpg/Topic/Details/41](http://www.ojjdp.gov/mpg/Topic/Details/41)  
**Evidence Rating:** Very Promising  

### 3. List the priority in your community plan that is being addressed by this program or service: Priority Three (3) – Improve System Operation and Coordination – Ensure adequate staffing levels for Sarpy County Juvenile Justice Agencies. Additionally, this program address Priority One (1) – Expand, Enhance, and Maintain Juvenile Services in Sarpy County.

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

If no, then electronically submit the revised community plan that includes this request as a strategy. The community plan must be submitted with your application.

### 5. Provide a brief description of the program or service:

#### Truancy Program

By decision of a Juvenile Court Judge, County Attorney, or recommendation by the school, a student is referred to the Truancy Program. Truancy staff members serve as a liaison with the schools and other appropriate individuals involved with the student. Truancy staff make contact with the referred family and arrange to meet the youth and family in their home. 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. Upon successful completion of the Program, a youth’s truancy charge can be dismissed.

Youth Attendants working in the Truancy Program do personal checks with the youth and meet with the parents for follow-up visits. When a youth is initially placed on the Truancy program there is a minimum of 1.5 hours spent for intake and conducted at the youth’s residence.

#### Tracker Program

Youth Attendants also provide supervision assistance in the Sarpy County Tracker Program. The Tracker Program provides youth with 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. The Tracker Program is considered an ATD Program and offers another programming option to help keep youth out of detention.

#### The Juvenile Reporting Center

The Sarpy County Juvenile Reporting Center offers supervision services for youth and utilizes several components which are outlined by OJJDP, 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 and therapists on site for those youth who may require these services. Youth are required to report to the facility at specified times for a certain length of time.
Youth Attendants 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 one (1) Youth Attendant and one (1) JSO are required during Reporting Center operating hours. Youth Attendants are crucial to the success of these programs.

**CARE/EM**

CARE is a home based electronic monitoring system which uses GPS to assist staff members who monitor the activities of youths who are on the program. Staff 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.

The Truancy Program, Tracker Program (CARE/EM), and Reporting Centers will assist Sarpy County in achieving objectives under Priority (1) which seeks to: Implement alternatives to detention for juveniles in Sarpy County. Under Priority (1), Sarpy County will work to offer alternatives in an effort to provide juveniles with the least restrictive appropriate environment and becoming incrementally more restrictive only as absolutely necessary. The Truancy Program diverts youth from entering the Juvenile Court System which may result in placement at the Juvenile Justice Center and/or the CARE Program. In addition, Priority (3) will also be addressed by ensuring adequate staffing levels for Sarpy County Juvenile Justice Agencies.

<table>
<thead>
<tr>
<th>6. Describe the target population being served by this program or service:</th>
<th>All youth ages 13-18 who have been referred to Truancy, Tracker, the Reporting Center, or CARE in Sarpy County. Youth referred to these services can be at various stages in the juvenile justice system (pre-adjudicated, diversion, no-law contact, and adjudicated). The Juvenile Justice Center Staff are responsible for supervision.</th>
</tr>
</thead>
<tbody>
<tr>
<td>7. List the referral source(s) for this program or service:</td>
<td>Juvenile Court, County Attorney, Probation, Diversion, DHHS, Teen Court, Drug Court, and schools can make recommendations.</td>
</tr>
</tbody>
</table>
| 8. Provide the number of youth served from July 1, 2015 – June 30, 2016: | Day Reporting Center – 287 youth  
Evening Reporting Center – 293 youth  
CARE (EM) – 154 youth  
Tracker – 25  
Truancy - 66 |
| 9. If the program or service is newly funded, provide the number of youth served from July 1, 2016 – current: | N/A |

*REFER TO PAGE 10 OF THE RFA FOR INSTRUCTIONS*
1. Is this program or service funded in the 2016 [CB] or [EB] application: X Yes   □ No

If this program or service is not funded in the 2016 [CB] or [EB] application then provide current, local data that demonstrates the need for this position in your community (only use local data – do not use national data):

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

The Sarpy County Juvenile Reporting Centers 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, 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 teachers, tutors, and therapists on site for those youth who require these services. Youth who have been expelled, suspended, or on the Truancy Program may attend school at the Day Reporting Center so as to not fall behind or to help them complete all necessary credits in order to graduate. The Teacher working in the Reporting Center will utilize all components of school-based curriculums in the classroom. All areas of study are taught which include: Science, Math, English, History, PE, and Health.

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). The Sarpy County Juvenile Reporting Centers offer treatment programs that provide community-based interventions while allowing youth to reside at home as they attend the daily services such as, school. 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 (http://www.crimesolutions.gov/ProgramDetails.aspx?ID=253).

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

3. List the priority in your community plan that is being addressed by this program or service: Priority Three (3) – Improve System Operation and Coordination – Ensure adequate staffing levels for Sarpy County Juvenile Justice Agencies. Additionally, this program address Priority One (1) – Expand, Enhance, and Maintain Juvenile Services in Sarpy County.

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

If no, then electronically submit the revised community plan that includes this request as a strategy. The community plan must be submitted with your application.
5. **Provide a brief description of the program or service:**
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 student learning. The Teacher promotes the goals of the school through the implementation of the policies and procedures of the Sarpy County Sheriff’s Office. In addition, the Teacher provides the resources to youth in order to promote and secure the achievement of pupils while also providing an environment in which staff and youth are able to achieve their full potential.

Priority (1) and Priority (3) will be addressed with this request by ensuring adequate staffing levels for Sarpy County Juvenile Justice Agencies and by maintaining the current level of Juvenile Justice Services for youth in Sarpy County.

6. **Describe the target population being served by this program or service:** All youth ages 13-18 who have been referred to the Reporting Center for services in Sarpy County. Youth referred to these services can be at various stages in the juvenile justice system (pre-adjudicated, diversion, no-law contact, and adjudicated). The Juvenile Justice Center Staff and the Teacher are responsible for supervision.

7. **List the referral source(s) for this program or service:** Juvenile Court, County Attorney, Probation, Diversion, and schools can make recommendations.

8. **Provide the number of youth served from July 1, 2015 – June 30, 2016:**

   Day Reporting Center – 287 youth

9. **If the program or service is newly funded, provide the number of youth served from July 1, 2016 – current:** N/A

*REFER TO PAGE 10 OF THE RFA FOR INSTRUCTIONS*
**PROGRAM TITLE:** Truancy/Tracker/Reporting Center/CARE Supervisor and Juvenile Services Officers (JSOs)

1. Is this program or service funded in the 2016 [CB] or [EB] application: **X** Yes  □ No

   If this program or service is not funded in the 2016 [CB] or [EB] application then provide current, local data that demonstrates the need for this position in your community *(only use local data – do not use national data)*:

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

   **Truancy Program**

   Absenteeism and truancy contribute to students falling behind in schoolwork, failing grades, and dropping out of school, resulting in an increase in criminal behavior, alcohol, and drug usage. An increased dropout rate negatively impacts the community as youth lack the skills to find and maintain employment which contributes to delinquency and welfare dependency. In many cases, truancy from school is the common denominator in crime being committed by youth.

   In a recent study of juvenile offenders in Nebraska, the impact of truancy in particular became very clear. The study showed that 84% of juvenile offenders did not attend school, or had severe problems attending school. Youth involved in the Sarpy County juvenile justice system are at risk of school and job failure due to their absenteeism and repeated truancy which results in poor academic success. Failure in school can lead to poor social coping skills and affiliations with deviant peers.

   According to the Office of Juvenile Justice and Delinquency Prevention (OJJDP), “Truancy may be the beginning of a lifetime of problems for students who routinely skip school” *(http://www2.ed.gov)*. Truant behavior as an adolescent has been shown to have a direct connection to problems in adulthood such as: violence, marital troubles, job problems, criminal behavior, and incarceration. Research has shown that truancy interventions demonstrate a significant overall positive effect on attendance. Overall, the interventions improved attendance by an average of 4.69 days and post-intervention absenteeism rates remained above desirable levels *(www.crimesolutions.gov)*.

   The Sarpy County Truancy Program is a comprehensive, individualized approach which develops strategies to reduce and prevent truancy within the County. Critical components identified by the National Center for School Engagement are 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.

   In Sarpy County, youth can be diverted away from formal court processing if they agree to complete the terms of the Truancy Program. Monitoring of 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 the juvenile court when needed. Upon successful completion of the program, the youth’s truancy charge may be dismissed. It is crucial that the Truancy Program in Sarpy County continue to be maintained so youth can be given less restrictive options, diverted from the formal court process, and helped to achieve school success with the ultimate goal of reducing future contacts with the criminal justice system.
The Juvenile Reporting Center

The 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). The Sarpy County Juvenile 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 (http://www.crimesolutions.gov/ProgramDetails.aspx?ID=253)

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, 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 and therapists on site for those youth who require these services.

The Tracker Program

The Sarpy County Tracker Program is 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. 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. The Sarpy County Tracker Program began serving youth on July 23, 2014. Home Confinement (Tracker) Programs are considered an Alternative to Detention (ATD) by OJJDP (www.ojjdp.gov/mpg/litreviews/AlternativesToDetentionandConfinement.pdf).

CARE/EM

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).

The Sarpy County Juvenile Justice Center operates an EM program whereby juveniles may be placed under a structured supervision program called CARE (Children at Risk Education Program). CARE is a home based electronic monitoring system 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, 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.

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.
3. List the priority in your community plan that is being addressed by this program or service: Priority Three (3) – Improve System Operation and Coordination – Ensure adequate staffing levels for Sarpy County Juvenile Justice Agencies. Additionally, this program address Priority One (1) – Expand, Enhance, and Maintain Juvenile Services in Sarpy County.

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

If no, then electronically submit the revised community plan that includes this request as a strategy. The community plan must be submitted with your application.

5. Provide a brief description of the program or service:

   **Truancy Program**

   By decision of a Juvenile Court Judge, County Attorney, or recommendation by the school, a student is referred to the Truancy Program. Truancy staff members serve as a liaison with the schools and other appropriate individuals involved with the student. Truancy staff make contact with the referred family and arrange to meet the youth and family in their home. 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.

   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 intake and conducted at the youth’s residence.

   The Supervisor for Program Services is responsible for supervising the Truancy, Tracker, and the Evening Reporting Center. The Supervisor also assists in both the CARE Program, Court services programming, and SCEP and Day School operations when needed. The Supervisor is responsible for direct supervision of the individuals’ assigned to evening Reporting Center, Truancy, and Tracker Programs.

   **Tracker Program**

   JSOs provide supervision for youth referred to the Tracker Program. The Tracker 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.

   **The Reporting Center**

   The Sarpy County Juvenile Reporting Center offers supervision services for youth and utilizes several components which are outlined by OJJDP, 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 and therapists on site for those youth who may require these services. Youth are required to report to the facility at specified times for a certain length of time.
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 one (1) Youth Attendant and one (1) JSO are required during Reporting Center operating hours. Youth Attendants and JSOs are crucial to the success of these programs.

**CARE/EM**

CARE is a home based electronic monitoring system 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, 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.

The Truancy Program, Tracker Program (CARE/EM), and Reporting Centers will assist Sarpy County in achieving objectives under Priority (1) which seeks to: Implement alternatives to detention for juveniles in Sarpy County. Under Priority (1), Sarpy County will work to offer alternatives in an effort to provide juveniles with the least restrictive appropriate environment and becoming incrementally more restrictive only as absolutely necessary. The Truancy Program diverts youth from entering the Juvenile Court System which may result in placement at the Juvenile Justice Center and/or the CARE Program.

Priority (3) will also be addressed by ensuring adequate staffing levels for Sarpy County Juvenile Justice Agencies. The Supervisor oversees all operations of the Day and Evening Reporting Center by providing assistance to JSOs. JSOs and Youth Attendants provide direct supervision over youth attending classes during the evening hours.

6. Describe the target population being served by this program or service: All youth ages 13-18 who have been referred to Truancy, Tracker, the Reporting Center, or CARE in Sarpy County. Youth referred to these services can be at various stages in the juvenile justice system (pre-adjudicated, diversion, no-law contact, and adjudicated). The Juvenile Justice Center Staff are responsible for supervision.

7. List the referral source(s) for this program or service: Juvenile Court, County Attorney, Probation, Diversion, and schools can make recommendations.

8. Provide the number of youth served from July 1, 2015 – June 30, 2016:

Day Reporting Center – 287 youth  
Evening Reporting Center – 293 youth  
CARE (EM) – 154 youth  
Tracker – 25  
Truancy - 66

9. If the program or service is newly funded, provide the number of youth served from July 1, 2016 – current: N/A

*REFER TO PAGE 10 OF THE RFA FOR INSTRUCTIONS*
## PROGRAM TITLE: Day/Evening Reporting Center Classes

1. Is this program or service funded in the 2016 [CB] or [EB] application: **X Yes   □ No**

   If this program or service is not funded in the 2016 [CB] or [EB] application then provide current, local data that demonstrates the need for this position in your community (only use local data – do not use national data):

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

   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)). The Sarpy County Juvenile 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 ([http://www.crimesolutions.gov/ProgramDetails.aspx?ID=253](http://www.crimesolutions.gov/ProgramDetails.aspx?ID=253)).

   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 as promising by OJJDP, 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 and therapists on site for those youth who require 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

   **Day/Evening Reporting Centers:** [http://www.ojjdp.gov/mpg/Topic/Details/41](http://www.ojjdp.gov/mpg/Topic/Details/41)

3. List the priority in your community plan that is being addressed by this program or service:

   This funding request addresses Priority (1) – Expand, enhance, and maintain juvenile services and programming for youth in Sarpy County. 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.

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

   If no, then electronically submit the revised community plan that includes this request as a strategy. The community plan must be submitted with your application.
5. Provide a brief description of the program or service: Sarpy County currently operates several programs that either divert youth from formal court processing, or provide an alternative to residential placements. As part of this priority, Sarpy County will focus on the continuation of programs as well as the enhancement and expansion of existing programs. It is imperative that current programming be maintained and enhanced to ensure proper service provision to Sarpy County youth and their families.

The Sarpy County Juvenile Reporting Center was developed with varying levels of program duration for both pre-adjudicated and adjudicated juvenile offenders. The per diem cost is substantially lower than detention and the Reporting Center provides a highly structured intermediate sanction alternative.

After initial implementation of the Evening Reporting Center, Sarpy County received notice from the United States Department of Justice that they were being nominated for the Office of Juvenile Justice and Delinquency Prevention’s (OJJDP) Model Program Guide. Additionally, the Program was recommended for OJJDP publications and/or reports for best practices to reduce juvenile offending. Due to the success of the Center, it is imperative that the program continue to be an alternative programming option for juveniles in avoiding further penetration into the system.

The Sarpy County Juvenile Reporting Center offers supervision services for youth and utilizes several components which are outlined by OJJDP, 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 and therapists on site for those youth who may require these services. Youth are required to report to the facility at specified times for a certain length of time.

Classes which are offered at the Reporting Center include: A World of Difference Class, Substance Abuse Classes, Tobacco Cessation Classes, Navigator Abstinence Classes, Wellness Classes, and Anger Management Classes. All of these classes are listed as Important Program Components of Successful Reporting Centers by OJJDP.

The Sarpy County Juvenile Reporting Center Classes will assist to address Priority (1) of the Community Plan. Priority (1) states that it is imperative that current programming be maintained and enhanced to ensure proper service provision to Sarpy County youth and their families. In addition, the Reporting Centers are an important tool in reducing the number of youth in detention by providing supervision of youth in a community based alternative which offers individual case management and diverts youth from out of home placements.

6. Describe the target population being served by this program or service: All youth ages 13-18 who have been referred to Truancy or the Reporting Center in Sarpy County. Youth referred to these services can be at various stages in the juvenile justice system (pre-adjudicated, adjudicated, diversion, no-law contact). As required, for adjudicated youth services, Sarpy County utilizes Probation’s voucher system. The Juvenile Justice Center Staff are responsible for supervision.

7. List the referral source(s) for this program or service: Juvenile Court, County Attorney, Probation, Diversion, and schools can make recommendations.

8. Provide the number of youth served from July 1, 2015 – June 30, 2016:

Day Reporting Center – 287 youth
Evening Reporting Center – 293 youth
9. If the program or service is newly funded, provide the number of youth served from July 1, 2016 – current: N/A

*REFER TO PAGE 10 OF THE RFA FOR INSTRUCTIONS*

**PROGRAM TITLE:** Drug Testing Supplies - JJC

1. Is this program or service funded in the 2016 [CB] or [EB] application: **X** Yes □ No
   If this program or service is not funded in the 2016 [CB] or [EB] application then provide current, local data that demonstrates the need for this position in your community (only use local data – do not use national data):

2. Describe how this program or service uses practices that are supported by evidence-based research:
   Drug and Alcohol testing supplies are a very important tool in helping to hold youth accountable. Sarpy County youth have a high risk for alcohol/substance abuse issues as demonstrated in the District #2 YLS/CMI data. Drug and alcohol testing are deterrents from continued drug use; therefore frequent and random drug testing of youth forces participants to make appropriate choices if they wish to successfully complete their program contract.

   The Sarpy County Juvenile Justice Center tests youth on the CARE program, Truancy program, Tracker program, and all youth detained. Frequent and random drug testing of youth on CARE, Tracker, and Truancy are deterrents from continued drug use. In addition to holding youth accountable, results may be used to assist staff in tailoring the youth’s case management plan, make referrals to treatment agencies, and to inform the court.

   OJJDP recommends drug testing at the youth’s earliest encounter with the juvenile justice system and states that drug testing provides a means for juvenile justice professionals to monitor substance-abusing behaviors and observe changes early so appropriate interventions can occur. Several benefits of drug testing as described by OJJDP include: to help identify youth who recently used drugs, to request further alcohol and other drug assessments, to make recommendations to court, to notify parents of a youth’s drug involvement, to develop treatment plans, and to make referrals to appropriate treatment agencies (www.ojjdp.gov/pubs/drugid/benefits).

3. List the priority in your community plan that is being addressed by this program or service:
   Supplies and operating expenses support Priority (1) of the Comprehensive Juvenile Services Plan. Priority One (1) 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. 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 Three (3) – Improve system operations and coordination will also be addressed by this funding request.

4. Is this program or service listed as a strategy in your community plan: **X** Yes □ No
   If no, then electronically submit the revised community plan that includes this request as a strategy. The community plan must be submitted with your application.
5. **Provide a brief description of the program or service:** The Sarpy County Juvenile Justice Center will purchase drug testing supplies to be utilized for youth on the CARE Program, Truancy Program, Tracker Program, and youth detained at the JJC during their intake screening. Frequent and random drug testing of youth on CARE, Tracker, and Truancy are deterrents from continued drug use. Drug testing supplies addresses Priority (1) and Priority (3) by maintaining the current service provision and supporting existing services. This request also helps to improve system operations by providing needed supplies for the ongoing programs at the Juvenile Justice Center.

6. **Describe the target population being served by this program or service:** Youth ages 13-18 who have been referred to CARE, Tracker, Detention or Truancy. Youth referred to these services can be at various stages in the juvenile justice system (pre-adjudicated, adjudicated, diversion, no-law contact). As required, for adjudicated youth services, Sarpy County utilizes Probation’s voucher system. The Juvenile Justice Center Staff are responsible for supervision.

7. **List the referral source(s) for this program or service:** Juvenile Court, Diversion, Probation, CARE, Tracker, and Truancy.

8. **Provide the number of youth served from July 1, 2015 – June 30, 2016:**
   A total of 1,191 youth were tested for illegal substances at the Juvenile Justice Center.

9. **If the program or service is newly funded, provide the number of youth served from July 1, 2016 – current:** N/A

*REFER TO PAGE 10 OF THE RFA FOR INSTRUCTIONS*

**PROGRAM TITLE:** Juvenile Diversion Classes

1. **Is this program or service funded in the 2016 [CB] or [EB] application:** Yes

   If this program or service is not funded in the 2016 [CB] or [EB] application then provide current, local data that demonstrates the need for this position in your community (only use local data – do not use national data):

2. **Describe how this program or service uses practices that are supported by 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 Guckenburg, 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).

   Sarpy County Juvenile Justice System’s primary goal is to provide juveniles with the least restrictive appropriate environment, becoming incrementally more restrictive only as absolutely necessary. Therefore, alternatives are needed in order to provide youth with services to divert them from detention and formal court processing by offering new and innovative programs.
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.

Over 8,000 youth and their families have participated in Sarpy County Juvenile Diversion Programs. 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 arrested youth from processing in the juvenile justice system and provides them with community-based services and programs. 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 offered in Juvenile Diversion include: Young Men’s Work, Class Action Education, and Young Women’s Class. Youth are referred to the appropriate classes based on their assessments and evaluations.

Evidence Rating: Effective – More than one study

3. List the priority in your community plan that is being addressed by this program or service:

Priority One (1) – Expand, Enhance, and Maintain juvenile services and programming for youth in Sarpy County. 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.

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

   If no, then electronically submit the revised community plan that includes this request as a strategy. The community plan must be submitted with your application.

5. Provide a brief description of the program or service:

   Youth will be referred to Juvenile Diversion Classes based on their initial assessments and evaluations. Classes are offered at various times during the year and youth are required to attend if they are referred 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. This funding request will address Priority (1) of the Community Plan which seeks to offer alternatives to detention by diverting youth from formal court processing and maintains the current level of juvenile services to ensure proper service provision to Sarpy County youth and their families.

6. Describe the target population being served by this program or service: All youth ages 13-18 who have been referred to Juvenile Diversion by the County Attorney. Juvenile Diversion serves pre-adjudicated youth. Juvenile Diversion Staff are responsible for supervision.
7. **List the referral source(s) for this program or service:** Schools (Truancy) and County Attorney.

8. **Provide the number of youth served from July 1, 2015 – June 30, 2016:**
   Total number of youth participating in Juvenile Diversion Classes: **365**

9. **If the program or service is newly funded, provide the number of youth served from July 1, 2016 – current:** N/A

*REFER TO PAGE 10 OF THE RFA FOR INSTRUCTIONS*

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**PROGRAM TITLE:** Juvenile Diversion Class Supplies

1. **Is this program or service funded in the 2016 [CB] or [EB] application:** ☑ Yes ☐ No
   If this program or service is not funded in the 2016 [CB] or [EB] application then provide current, local data that demonstrates the need for this position in your community (*only use local data – do not use national data*):

2. **Describe how this program or service uses practices that are supported by 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 Guckenburg, 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).

Sarpy County Juvenile Justice System’s primary goal is to provide juveniles with the least restrictive appropriate environment, becoming incrementally more restrictive only as absolutely necessary. Therefore, alternatives are needed in order to provide youth with services to divert them from detention by offering new and innovative programs.

The Sarpy County Attorney’s Office implemented the Juvenile Diversion Program in 1979 as a way to divert juveniles from the formal court processing offering classes, drug testing, and an opportunity for juveniles to participate in Teen Court.

Over 8,000 youth and their families have participated in Juvenile Diversion programs. 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 arrested youth from formal processing in the justice system and provides them with community-based services and programs. 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 offered in Juvenile Diversion include: Young Men’s Work, Class Action Education, and Young Women’s Class. Youth are referred to the appropriate classes based on their assessments and evaluations.

Evidence Rating: Effective – More than one study

### 3. List the priority in your community plan that is being addressed by this program or service:

Supplies and operating expenses support Priority One (1) of the Comprehensive Juvenile Services Plan. Priority (1) 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 Three (3) – Improve system operations and coordination will also be addressed by this funding request. Supplies aid the overall operation of the Program to ensure youth have the proper classroom books, workbooks, writing utensils, and curriculum information to fulfill their Diversion requirements.

### 4. Is this program or service listed as a strategy in your community plan:

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

If no, then electronically submit the revised community plan that includes this request as a strategy. The community plan must be submitted with your application.

### 5. Provide a brief description of the program or service:

Juvenile Diversion will purchase class supplies in order to successfully facilitate Diversion classes. Supplies such as; workbooks, DVDs, notebooks, pens, pencils, potter’s, and class books.
Youth will be referred to Juvenile Diversion Classes based on their initial assessments and evaluations. Classes are offered at various times during the year and youth are required to attend if they are referred 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. This request will address Priority (1) of the Community Plan which seeks to offer alternatives to detention by diverting youth from formal court processing and maintains the current juvenile services to ensure proper service provision to Sarpy County youth and their families. Additionally, Priority Three (3) – Improve system operations and coordination will also be addressed by this funding request by purchasing supplies in order for Juvenile Diversion to successfully facilitate youth classes.

### 6. Describe the target population being served by this program or service:

All youth ages 13-18 who have been referred by the County Attorney. Juvenile Diversion serves pre-adjudicated youth. Juvenile Diversion Staff are responsible for supervision.

### 7. List the referral source(s) for this program or service:

- Schools (Truancy) and County Attorney
8. Provide the number of youth served from July 1, 2015 – June 30, 2016:
   Total number of youth participating in Juvenile Diversion Classes - 395

9. If the program or service is newly funded, provide the number of youth served from July 1, 2016 – current: N/A

**PROGRAM TITLE:** Teen Court Supplies

1. Is this program or service funded in the 2016 [CB] or [EB] application:  
   [ ] Yes  [ ] No
   If this program or service is not funded in the 2016 [CB] or [EB] application then provide current, local data that demonstrates the need for this position in your community (*only use local data – do not use national data*):

2. Describe how this program or service uses practices that are supported by evidence-based research:
   According to OJJDP, Teen Courts are designed to divert youth first-time offenders from formal juvenile court proceedings to an informal process that incorporates components of restorative justice to hold youth accountable for their offenses and prevent future delinquency ([www.ojjdp.gov](http://www.ojjdp.gov)). Teen and Youth Courts are structured to provide positive alternative sanctions for first-time offenders by providing a peer-driven sentencing mechanism that allows young people to take responsibility, to be held accountable, and to make restitution, resulting in reduced recidivism rates (National Association of Youth Courts, 2011).

   There are many theories which have been outlined by OJJDP supporting the use of young people in the teen court process. One of these theories is that youth will respond better to prosocial peers than to adult authority figures ([www.ojjdp.gov/mpg/litreviews/Teen_Youth_Courts.pdf](http://www.ojjdp.gov/mpg/litreviews/Teen_Youth_Courts.pdf)). Sarpy County incorporates this theory in to the Sarpy County Teen Court Program which is run through Juvenile Diversion. Teen volunteers (who are sometimes former Teen Court clients) are the Judge, jury, and attorneys. The court is run very similar to how regular court would be run, however peers listen to the charges and hand down the consequences. The primary goal is to determine a fair and appropriate consequence for the youth who has already admitted to the charge. Teen Court is categorized as a Restorative Justice model by OJJDP. Restorative Justice emphasizes repairing the harm caused by criminal behavior. Restorative Justice includes an emphasis on community-based sanctions, a non-adversarial and informal process, and decision-making by consensus. The Sarpy County Teen Court Program utilizes all of these components by being facilitated through Diversion, run by peers, and by having the “jury” hand down a unanimous decision.

   Sarpy County Teen Court is an important tool in decreasing youth recidivism rates. National research has been done to rate the effectiveness of the Teen Court Program. Nationally, recidivism rates for Teen Court vary between 7% and 8%. If the same offenders were handled in the legal system by adults, the recidivism rate would be 30% (Butts, Buck, and Coggeshall, 2002). In addition, the research thus far suggests teen courts are a promising alternative for the juvenile justice system with relatively low recidivism rates. In two of the four sites that were examined by Butts, Buck, and Coggeshall, youth were significantly less likely to be re-referred to the juvenile justice system for a new offense within 6 months of the original offense ([www.ojjdp.gov/mpg/litreviews/Teen_Youth_Courts.pdf](http://www.ojjdp.gov/mpg/litreviews/Teen_Youth_Courts.pdf)).
3. List the priority in your community plan that is being addressed by this program or service: Supplies and operating expenses support Priority One (1) of the Comprehensive Juvenile Services Plan. Priority One 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 Three (3) – Improve system operations and coordination will also be addressed by this funding request.

4. Is this program or service listed as a strategy in your community plan: [X] Yes  [ ] No
If no, then electronically submit the revised community plan that includes this request as a strategy. The community plan must be submitted with your application.

5. Provide a brief description of the program or service:
The Sarpy County Teen Court Program has been serving youth since 1995. Sarpy County Juvenile Diversion is responsible for running the Teen Court Program in Sarpy County. Teen Court has been very successful in Sarpy County as an alternative program for juveniles who have first-time offenses such as shoplifting or other non-violent misdemeanors.

Teen volunteers will be the Judge, jury, and attorneys. The primary goal is to determine a fair and appropriate consequence for the youth who has already admitted to the charge. Additionally, many youth from area schools volunteer to assist in Teen Court. Youth who may be interested in pursuing a law degree or who are interested in a career in juvenile justice will volunteer in Teen Court.

Teen Court supplies are needed in order to successfully run the Teen Court Program. Items such as: tee-shirts, pens, and trophies will be purchased in order to give teens incentive to participate as volunteers in the Teen Court process. Sarpy County tries to recruit former Teen Court graduates to return as a judge, prosecutor, public defender, or jury member. The incentives/supplies will be given to teens who either volunteer or successfully graduate from the Program.

Teen Court will address Priority (1) of the Community plan by diverting youth from detention through alternatives and programs that will ultimately dismiss their charges and enhancing and maintaining current juvenile services. Teen Court is a successful program for Sarpy County and this request will help to maintain the current level of services offered to youth in Sarpy County. In addition, supplies assist in addressing Priority (3) which aims to improve overall juvenile justice system operations. Supplies are used as incentives for both the volunteers and the offenders.

6. Describe the target population being served by this program or service: Youth ages 13-18 who have been referred by the County Attorney. Teen court is facilitated through Juvenile Diversion and serves pre-adjudicated youth. Juvenile Diversion Staff are responsible for supervision.

7. List the referral source(s) for this program or service: County Attorney and schools for volunteers.
8. Provide the number of youth served from July 1, 2015 – June 30, 2016:
Total number of youth participating in Teen Court - 97

9. If the program or service is newly funded, provide the number of youth served from July 1, 2016 – current: N/A

<table>
<thead>
<tr>
<th>PROGRAM TITLE: Victim Impact Panel</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Is this program or service funded in the 2016 [CB] or [EB] application: X Yes  □ No</td>
</tr>
<tr>
<td>If this program or service is not funded in the 2016 [CB] or [EB] application then provide current, local data that demonstrates the need for this position in your community (only use local data – do not use national data):</td>
</tr>
</tbody>
</table>

2. Describe how this program or service uses practices that are supported by 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 Guckenburg, 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).

Sarpy County Juvenile Justice System’s primary goal is to provide juveniles with the least restrictive appropriate environment, becoming incrementally more restrictive only as absolutely necessary. Therefore, alternatives are needed in order to provide youth with services to divert them from detention by offering new and innovative programs.

The Sarpy County Victim Impact Panel, facilitated through Juvenile Diversion, utilizes the Restorative Justice Model by bringing together the offender, victims, and community members in order to encourage offender accountability and repair harms resulting from the crime. Restorative Justice seeks to repair the harm done by involving the community in holding offenders accountable for their behavior. According to OJJDP, the most common programs associated with restorative justice are mediation, family group conferences, victim-impact panels, victim-offender mediation, circle sentencing, and community reparative boards (www.ojjdp.gov/mpg/litreview/Restorative_Justice/pdf).

Diversion’s Victim Impact Panel has been proven very effective in promoting restorative goals and values. “Restitution, community service, victim impact panels, victim-offender mediation and similar practices link the sanction directly to the crime and the victim ensuring that offenders take action toward making amends” (www.ncjrs.gov/pdffiles/framwork.pdf). According to the Office of Juvenile Justice and Delinquency Prevention (OJDP), “Victims and community members can play an active role in holding young offenders accountable through mediation, victim awareness classes and victim impact panels, mentoring and other projects” (www.ncjrs.gov/pdffiles/framwork.pdf).
3. **List the priority in your community plan that is being addressed by this program or service:**

   Priority 1 – Expand, Enhance, and Maintain juvenile services and programming for youth in Sarpy County. 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.

4. **Is this program or service listed as a strategy in your community plan:**  
   - Yes  
   - No

   If no, then electronically submit the revised community plan that includes this request as a strategy. The community plan must be submitted with your application.

5. **Provide a brief description of the program or service:**

   Through this grant request, Sarpy County Diversion Services will contract with community speakers to present three Victim Impact Panel (VIP) presentations. The Sarpy County Juvenile Intake/Teen Court VIP is a forum of 2 to 3 speakers whose lives have been affected negatively by alcohol or drugs. The panel of speakers consists of people who have lost a family member by a driver under the influence of drugs or alcohol or they themselves have injured or killed someone while they were driving under the influence.

   Priority (1) of the Community Plan will be addressed by this request. Priority (1) states that Sarpy County will maintain, enhance, and expand juvenile services and programming in Sarpy County. 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.

6. **Describe the target population being served by this program or service:**

   All youth ages 13-18 who have been referred to Juvenile Diversion by the County Attorney. The Victim Impact Panel is facilitated through Juvenile Diversion. Juvenile Diversion serves pre-adjudicated youth. Juvenile Diversion Staff are responsible for supervision.

7. **List the referral source(s) for this program or service:**

   County Attorney

8. **Provide the number of youth served from July 1, 2015 – June 30, 2016:**

   Victim Impact Panel – **24 youth**

9. **If the program or service is newly funded, provide the number of youth served from July 1, 2016 – current:**

   N/A

*REFER TO PAGE 10 OF THE RFA FOR INSTRUCTIONS*
**PROGRAM TITLE:** Concord Mediation Services

1. **Is this program or service funded in the 2016 [CB] or [EB] application:**
   - Yes [X]
   - No [ ]

   If this program or service is not funded in the 2016 [CB] or [EB] application then provide current, local data that demonstrates the need for this position in your community (only use local data – do not use national data):

<table>
<thead>
<tr>
<th>2. <strong>Describe how this program or service uses practices that are supported by evidence-based research:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>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. As part of Priority (1), Sarpy County will work to involve parents/guardians in their child’s programming. 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.</td>
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   Mediation is a voluntary and 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 will contract with the Concord Mediation Center to provide youth/family mediation services for clients involved in Juvenile Diversion. Many times, youth are having difficulties with parents or other family members which has led to the behaviors that brought them to Juvenile Diversion 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).

   Sarpy County Juvenile Justice System’s primary goal is to provide juveniles with the least restrictive appropriate environment, becoming incrementally more restrictive only as absolutely necessary. Therefore, alternatives are needed in order to provide youth with services to divert them from detention by offering new and innovative programs. Juvenile Diversion will work with the mediation service to provide another option through Juvenile Diversion by helping youth and parents/guardians come to resolutions outside of the court system. If youth are referred to Mediation services, it is a requirement of the youth’s Diversion contract in order for their charges to be dismissed.


<table>
<thead>
<tr>
<th>3. <strong>List the priority in your community plan that is being addressed by this program or service:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>This request addresses Priority 1 – Expand, Enhance, and Maintain juvenile services programming in Sarpy County. In addition, this request addresses Priority 2 – Establish mental health services and programming and provide behavioral health services for youth involved in the Sarpy County Juvenile Justice System.</td>
</tr>
</tbody>
</table>
4. Is this program or service listed as a strategy in your community plan: [X] Yes   [ ] No

   If no, then electronically submit the revised community plan that includes this request as a strategy. The community plan must be submitted with your application.

5. Provide a brief description of the program or service: Mediation is a voluntary, confidential problem-solving process that promotes respectful, constructive communication between two or more persons experiencing a conflict. When persons in conflict cannot resolve their differences alone, mediation provides a framework for sharing each person’s point of view. Specially trained and neutral third parties help the participants communicate effectively as they work toward a mutually agreeable and realistic resolution to their conflict.

   Through mediation with the juvenile and parents/guardian, an agreement will be a signed and agreed upon between the parent(s) and youth, outlining the steps to avoid future and potentially more severe behavioral issues. The Mediation Center will provide signed agreements to Sarpy County’s Juvenile Justice Departments, or will report back if an agreement was not reached.

   This request will address Priority (1) which is to help enhance and maintain juvenile services throughout the county and Priority (2) of the Community Plan which states that Sarpy County will establish mental health services and programming and provide behavioral health services for youth involved in the Sarpy County Juvenile Justice System. This is accomplished through the mediation services offered to youth which will improve family relationships in the home and decreasing future delinquent behaviors of the youth.

6. Describe the target population being served by this program or service: All youth ages 13-18 who are participating in Juvenile Diversion. Juvenile Diversion serves pre-adjudicated youth. Juvenile Diversion Staff are responsible for supervision while on a Diversion contract.

7. List the referral source(s) for this program or service: Youth participating in Juvenile Diversion in Sarpy County are referred by the County Attorney.

8. Provide the number of youth served from July 1, 2015 – June 30, 2016:
   Concord Mediation Services – 19 youth

9. If the program or service is newly funded, provide the number of youth served from July 1, 2016 – current: N/A

*REFER TO PAGE 10 OF THE RFA FOR INSTRUCTIONS*
<table>
<thead>
<tr>
<th>PROGRAM TITLE: Mental/Behavior/Substance Abuse – Evaluations, Therapy, Treatment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Is this program or service funded in the 2016 [CB] or [EB] application:  ✔ Yes   ☐ No</td>
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If this program or service is not funded in the 2016 [CB] or [EB] application then provide current, local data that demonstrates the need for this position in your community (only use local data – do not use national data): |

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

Under Priority Two (2) of the Comprehensive Juvenile Services Plan, Sarpy County will: Establish Mental/Behavioral alternatives for juveniles in Sarpy County. Juvenile Diversion requests funding for a contract with a Licensed Mental Health Provider to give counseling services to youth referred by Sarpy County Juvenile Diversion experiencing Mental/Behavior health issues and co-occurring substance abuse problems. These services may include: evaluations, counseling, and possible therapy for mental, behavioral, and substance abuse issues.

In an effort to help youth struggling with family, substance abuse, behavioral, emotional, or psychological problems, a licensed mental health therapist will collaborate closely with Diversion personnel to meet the youth’s needs through the course of brief counseling. Services provided will be offered at a rate based upon the youth’s eligibility.

Evidence shows that youth with behavioral and mental health problems are more likely to have troublesome life outcomes, 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).

Screening and assessment of mental health/behavioral issues is crucial in identifying service needs of youth who present in the early stage of the system, such as Juvenile Diversion. Early interventions such as screening, assessment, therapy, and counseling can help to decrease future contacts in the system. The JDAI/SAFE Committee will work with the JDAI Coordinator, Sarpy County agencies, and mental health treatment providers to expand services to juvenile offenders exhibiting these issues. Extensive assessments will be a part of this effort to identify those youth who may require a higher level of care.

Mental/Behavioral Health Services and co-occurring substance abuse:  
http://www.ojjdp.gov/mpg/Topic/Details/25  
Evidence Rating: Effective and Promising

3. List the priority in your community plan that is being addressed by this program or service:  This request addresses Priority 1 – Expand, Enhance, and Maintain juvenile services programming in Sarpy County. In addition, this request addresses Priority 2 – Establish mental health services and programming and provide behavioral health services for youth involved in the Sarpy County Juvenile Justice System.

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

If no, then electronically submit the revised community plan that includes this request as a strategy. The community plan must be submitted with your application.
5. **Provide a brief description of the program or service:** Many youth in the Sarpy County Juvenile Justice system have mental health and behavioral health treatment needs. Based on Sarpy County Juvenile Justice Center data, seven (7) out of ten (10) youths in staff-secure detention require mental health medications. This program will help to identify those youth who require additional mental and behavioral health services. Sarpy County Juvenile Diversion will contract with various state approved providers to assist in the early identification of substance abuse, mental and behavior health issues in Juvenile Diversion youths. Assessments, evaluations, counseling, therapy, and treatment plans will be a part of this contract. This request will address Priority (2) which establishes mental health services and programming and provide behavioral health services for youth involved in the Sarpy County Juvenile Justice System.

6. **Describe the target population being served by this program or service:** Youth, ages 13-18 participating in Juvenile Diversion who have been identified through their intake screening that they require mental health and behavioral health therapy and/or treatment. Juvenile Diversion serves pre-adjudicated youth. Juvenile Diversion is responsible for supervision while a youth is on a Diversion contract.

7. **List the referral source(s) for this program or service:** All youth participating in Juvenile Diversion in Sarpy County are referred by the County Attorney’s Office. Juvenile Diversion serves pre-adjudicated youth.

8. **Provide the number of youth served from July 1, 2015 – June 30, 2016:** From July 1, 2015 – June 30, 2016 two (2) youth were provided with mental/behavior health services. There were issues finalizing a contract for these services and the funds were utilized in other categories during the previous grant year. The contract has now been finalized and Juvenile Diversion will serve more youth in the program this grant year.

9. **If the program or service is newly funded, provide the number of youth served from July 1, 2016 – current:** N/A

*REFER TO PAGE 10 OF THE RFA FOR INSTRUCTIONS*
**PROGRAM TITLE:** Drug and Alcohol Testing Supplies for Juvenile Diversion

1. **Is this program or service funded in the 2016 [CB] or [EB] application:** [X] Yes  □ No

   If this program or service is **not** funded in the 2016 [CB] or [EB] application then provide current, local data that demonstrates the need for this position in your community (only use local data – do not use national data):

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

   Drug and Alcohol testing supplies are a very important tool in helping to hold youth accountable. Sarpy County youth have a high risk for alcohol/substance abuse issues as demonstrated in the YLS/CMI data provided by District #2 Probation. Drug and alcohol testing are deterrents from continued drug use; therefore frequent and random drug testing of youth forces participants to make appropriate choices if they wish to complete their program contract.

   OJJDP recommends drug testing at the youth’s earliest encounter with the juvenile justice system and states that drug testing provides a means for juvenile justice professionals to monitor substance-abusing behaviors and observe changes early so appropriate interventions can occur. Several benefits of drug testing described by OJJDP include: to help identify youth who recently used drugs, to request further alcohol and other drug assessments, to make recommendations to court, to notify parents of a youth’s drug involvement, to develop treatment plans, and to make referrals to appropriate treatment agencies ([www.ojjdp.gov/pubs/drugid/benefits](http://www.ojjdp.gov/pubs/drugid/benefits)).

3. **List the priority in your community plan that is being addressed by this program or service:**

   Priority 1 – Expand, Enhance, and Maintain juvenile services and programming for youth in Sarpy County. Additionally, Priority 3 – Improve system operation and coordination will also be addressed with this funding request.

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

   If no, then electronically submit the revised community plan that includes this request as a strategy. The community plan must be submitted with your application.

5. **Provide a brief description of the program or service:**

   Drug and alcohol testing supplies will be purchased and utilized during random testing in Juvenile Diversion. Juvenile Diversion randomly tests youth participating in the program for drug and alcohol use. It is against the Juvenile Diversion contract for youth to use drugs or alcohol during their time in the program.

   Drug testing supplies addresses Priority (1) and Priority (3) by maintaining the current service provision and supporting existing services. This request also helps to improve system operations by providing supplies for the ongoing programs at offered to juveniles in Sarpy County.

6. **Describe the target population being served by this program or service:**

   All youth, ages 13-18 participating in Juvenile Diversion Programs. Juvenile Diversion serves pre-adjudicated youth. Juvenile Diversion is responsible for supervision.

7. **List the referral source(s) for this program or service:**

   Juvenile Diversion – County Attorney is the referral source for Juvenile Diversion in Sarpy County.
### 8. Provide the number of youth served from July 1, 2015 – June 30, 2016:

Juvenile Diversion Drug and Alcohol Testing - **285 youth were tested during July 1, 2015 – June 30, 2016.**

### 9. If the program or service is newly funded, provide the number of youth served from July 1, 2016 – current:

N/A

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**PROGRAM TITLE:** Crisis Mediation Team

<table>
<thead>
<tr>
<th>1. Is this program or service funded in the 2016 [CB] or [EB] application:</th>
<th>□ Yes</th>
<th>□ No</th>
</tr>
</thead>
</table>

If this program or service is **not** funded in the 2016 [CB] or [EB] application then provide current, local data that demonstrates the need for this position in your community (**only use local data – do not use national data**):

<table>
<thead>
<tr>
<th>2. Describe how this program or service uses practices that are supported by evidence-based research:</th>
</tr>
</thead>
<tbody>
<tr>
<td>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 (<a href="http://www.njja.org/">http://www.njja.org/</a>) and was asked by the Casey Foundation to give a presentation at the annual Juvenile Detention Alternatives Initiative (JDAI) Conference in 2015. According to YLS/CMI data received 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. As part of Priority (1), Sarpy County will work to involve parents/guardians in their child’s programming. 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 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 (<a href="http://www.ojjdp.gov/mpg/litreview/Family_Therapy.pdf">www.ojjdp.gov/mpg/litreview/Family_Therapy.pdf</a>). Mediation: <a href="http://www.crimesolutions.gov/ProgramDetails.aspx?ID=333">http://www.crimesolutions.gov/ProgramDetails.aspx?ID=333</a> Evidence Rating: Promising</td>
</tr>
</tbody>
</table>
3. **List the priority in your community plan that is being addressed by this program or service:**

   Priority (1) – Expand, Enhance, and Maintain juvenile services and programming for youth in Sarpy County. Priority (2) will also be addressed with this request. Priority (2) of the Comprehensive Juvenile Services Plan states: Sarpy County will establish Mental/Behavioral alternatives for juveniles in Sarpy County. Many of youth that enter the juvenile justice system in Sarpy County have mental health and behavioral treatment needs. Screening and assessment of mental health/behavioral issues is critical to identifying service needs.

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

   **If no, then electronically submit the revised community plan that includes this request as a strategy.**

   The community plan must be submitted with your application.

5. **Provide a brief description of the program or service:** Sarpy County is requesting funds to continue the Family Crisis Mediation Response Team. 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 that may not be necessary.

   Through services provided by the Family Crisis Mediation Response Team; police officers, probation 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. 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.

   Priority (2) will be addressed with this request. Priority (2) of the Comprehensive Juvenile Services Plan states: Sarpy County will establish Mental/Behavioral alternatives for juveniles in Sarpy County. Many of youth that enter the juvenile justice system in Sarpy County have mental health and behavioral treatment needs. Screening and assessment of mental health/behavioral issues is critical to identifying service needs. In addition, Priority (1) will also be addressed by maintaining current services and diverting youth from out of home placements.
through the at home mediation services. Many of these youth would have been brought to detention if it were not for the Crisis Response Team.

6. **Describe the target population being served by this program or service:** Any youth, ages 13-18, in Sarpy County. This service is a crisis service, therefore, calls are taken on all youth and responded to by the HFS Staff. At the time the call is received, it is unknown what point a youth may be in the system or if they have ever had any law contact. The CMT serves pre-adjudicated youth but there are times when a call comes in on a youth that may have been adjudicated or is currently on Probation for a charge. Heartland Family Service is responsible for supervision during the call along with a law enforcement officer who will stay on the scene for the safety of everyone involved.

7. **List the referral source(s) for this program or service:** Law Enforcement, Schools, Parents, Probation, and Juvenile Justice Center.

8. **Provide the number of youth served from July 1, 2015 – June 30, 2016:**

   **Total Calls from July 1, 2015 - June 30, 2016:** 109
   - Face to Face Assessments – 101
   - Telephone Consult – 5
   - Canceled Call – 3

   **Recommended Disposition:**
   - Remained in Community – 97
   **Placed out of home – 0**
   - Remained in Community with additional interventions – 2
   - Removal of home by CPS – 1
   - Immediate Evaluation by Medical – 1

   **Total Interventions:**
   - Day Assessments – 26
   - Night/Weekend Assessments – 75

   **Call Location:**
   - Residence – 80
   - Community – 9
   - School – 12

   **Additional Services/Referrals made:**
   - Region 6 – 51
   - Mental Health Referrals – 86
   - Substance Abuse Referrals – 27
   - Housing Assistance – 1
   - Financial Needs Assistance – 0
   - State Assistance – 1
   - Other – 8

   Average response time of CMT Therapist to location of crisis: 23 minutes
NOTE: Of the 101 fact to face assessments (therapist on the scene), 0 youth were placed out of the home through an Intake Process facilitated by Probation. This a very successful program which keeps youth from receiving charges from law enforcement and is also a significant diversion from staff-secure placement. A majority of the calls are received from local law enforcement officers that have been dispatch to specific location for assistance with a juvenile.
*Source of data: Heartland Family Service

9. If the program or service is newly funded, provide the number of youth served from July 1, 2016 – current: N/A

*REFER TO PAGE 10 OF THE RFA FOR INSTRUCTIONS*

PROGRAM TITLE: Judges Referral Services – Pre-adjudicated

1. Is this program or service funded in the 2016 [CB] or [EB] application: □ Yes  □ No

If this program or service is not funded in the 2016 [CB] or [EB] application then provide current, local data that demonstrates the need for this position in your community (only use local data – do not use national data):

2. Describe how this program or service uses practices that are supported by 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.

Alternatives to Detention/Placement: http://www.ojjdp.gov/mpg/Topic/Details/36
Evidence Rating: Effective

Listed below are services that the Juvenile Court may refer youth to attend on a pre-adjudicated basis:

In an effort to help youth struggling with family, substance abuse, behavioral, emotional, or psychological problems, Sarpy County Juvenile Court may refer juveniles to Licensed Mental Health Therapist to meet the youth’s needs through the course of counseling.

Evidence shows that youth with behavioral and mental health problems are more likely to have troublesome life outcomes, 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).

Screening and assessment of mental health/behavioral 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. The JDAI/SAFE Committee will work with the JDAI Coordinator, Sarpy County agencies, and mental health treatment providers to expand services to juvenile
offenders exhibiting these issues. 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.

Court ordered Assisted Outpatient Treatment:  
https://www.crimesolutions.gov/ProgramDetails.aspx?ID=228  
Evidence Rating: Effective – More than one study

Mental/Behavioral Health Services: http://www.ojjdp.gov/mpg/Topic/Details/25  
Evidence Rating: Effective and Promising

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. 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:  
https://www.crimesolutions.gov/ProgramDetails.aspx?ID=192  
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). The Sarpy County Juvenile 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 (http://www.crimesolutions.gov/ProgramDetails.aspx?ID=253)

Day/Evening Reporting Centers: http://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. As part of Priority (1), Sarpy County will work to involve parents/guardians in their child’s programming. 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 voluntary and 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).

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 time. 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

Additionally, one of the more significant problems identified by the JDAI/SAFE Committee was transportation for youth to needed services. Opportunities for transportation are limited aside from youth and/or a youth’s relatives. Transportation will be offered if needed in order to successfully complete required programs.

3. **List the priority in your community plan that is being addressed by this program or service:**
Priority (1) – Expand, Enhance, and Maintain juvenile services and programming for youth in Sarpy County. Sarpy County will provide new programming opportunities system wide for youth involved in the Sarpy County Juvenile Justice System and transportation opportunities for youth and families. In addition, many of the youth entering the juvenile justice system have mental health and behavioral treatment needs. Screening and assessment of mental health/behavioral issues is critical to identifying service needs. Extensive assessments will be a part of this effort to identify those youth requiring a higher level of care. This request will also address Priority (2) – Establish mental health services and programming and provide behavioral health services for youth involved in the Sarpy County Juvenile Justice System.
4. Is this program or service listed as a strategy in your community plan: [X] Yes  □ No

If no, then electronically submit the revised community plan that includes this request as a strategy. The community plan must be submitted with your application.

<table>
<thead>
<tr>
<th>5. Provide a brief description of the program or service:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sarpy County is requesting funds for services, programming, and treatment to youth and families during the Pre-Adjudication process. The services, programming and treatment are initiated to provide front-end supervision, and used as a detention alternative or aid to a detention alternative.</td>
</tr>
</tbody>
</table>

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. Also during this stage, transportation sometimes become a barrier preventing success. The use of community resources to provide these services and possible transportation in order to keep appointments/visits/court appearances will facilitate positive change. These services are utilized when the family has no other resources. Sarpy County Juvenile Court requests funding in order to appropriately order youth to begin services when needed.

Various service providers will be utilized. All Service Providers will be on the State approved 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. Services can include: transportation, tracker/electronic monitoring, Victim Offender Mediation, Family Group Conference, Intensive Family Preservation (IFP), Supervised Visitation, Family Support Workers, Educational Tutoring, Substance Use Disorder Counseling Treatment – Intensive Outpatient and Outpatient, Mental Health Counseling Treatment – Intensive Outpatient, Outpatient, Partial Hospitalization, and Day/Evening Reporting Center Services.

These services will address Priority (1) and Priority (2) of the Comprehensive Juvenile Services Plan. Sarpy County will provide new programming opportunities system wide for youth involved in the Sarpy County Juvenile Justice System as well as maintain current programs and services for youth and families. In addition, many of the youth entering the juvenile justice system have mental health and behavioral treatment needs. Screening and assessment of mental health/behavioral issues is critical to identifying service needs. Extensive assessments will be a part of this effort to identify those youth requiring a higher level of care. Priority (2) – of the Plan states that Sarpy County will: Establish mental health services and programming and provide behavioral health services for youth involved in the Sarpy County Juvenile Justice System. Through this funding request, Sarpy County will work to address this Priority by offering several opportunities during the pre-adjudication stage for youth to be assessed, evaluated and to attend therapy and counseling sessions.

<table>
<thead>
<tr>
<th>6. Describe the target population being served by this program or service:</th>
</tr>
</thead>
<tbody>
<tr>
<td>All youth ages 13-18 referred by Juvenile Court to services during the pre-adjudication stage of the juvenile justice system. Many times, the Juvenile Court Judge will refer a youth to services such as those described above during the pre-adjudication stage of the juvenile justice system. In the event a youth is still receiving a service after adjudication, the funding source changes to Probation. Juvenile Court is responsible for overseeing the youth during the recommended services, however the agency where the youth was referred is responsible for supervision of the youth’s services, such as, therapists and counselors.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>7. List the referral source(s) for this program or service:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Juvenile Court</td>
</tr>
</tbody>
</table>

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8. Provide the number of youth served from July 1, 2015 – June 30, 2016:

Total number of youth served (unduplicated): 17

<table>
<thead>
<tr>
<th></th>
<th>July-September*</th>
<th>October-December*</th>
<th>January-March*</th>
<th>April – June*</th>
</tr>
</thead>
<tbody>
<tr>
<td>EM</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Tracker</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>IFP</td>
<td>1</td>
<td>3</td>
<td>3</td>
<td>7</td>
</tr>
<tr>
<td>IOP</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>OP</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>

*Includes duplicates carried over from one quarter to the next quarter and youth in multiple services.

9. If the program or service is newly funded, provide the number of youth served from July 1, 2016 – current:  N/A

*REFER TO PAGE 10 OF THE RFA FOR INSTRUCTIONS*

PROGRAM TITLE: JDAI Data Assistance

1. Is this program or service funded in the 2016 [CB] or [EB] application: [X] Yes   [ ] No

If this program or service is not funded in the 2016 [CB] or [EB] application then provide current, local data that demonstrates the need for this position in your community (only use local data – do not use national data):

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

The Annie E. Casey Foundation’s JDAI is a nationally renowned reform process that effectively: lowers detention populations, enhances public safety, saves tax payer money, reduces the overrepresentation of minority youth, and introduces overall juvenile justice system improvements.

Detention and out of home placements result in high costs for the taxpayer through a lack of focus, misplaced priorities, and egregious inefficiencies. One example is that many minors are held too long, waiting for an evaluation that takes only a few hours and could be conducted before being referred to treatment or placements. As a consequence, the overly long average length of stay coupled with inadequate treatment and rehabilitation problems lead to inefficient and ineffective sanctions being issued for juveniles. Prior to JDAI, youth in Sarpy County waited on average 20-30 days for an evaluation.

The Annie E. Casey Foundation’s JDAI Core strategies promote smarter, fairer, efficient and more effective systems. By employing the strategies below, JDAI sites: lower detention populations, enhances public safety, saves tax payer money, and improves the juvenile justice system overall:

1. Collaboration between major juvenile justice agencies, governmental entities, and community organizations.
2. Use of accurate data to diagnose the system’s problems and identify real solutions.
3. Objective admissions criteria and instruments to replace subjective decisions that inappropriately place children in custody.
4. Alternatives to detention to increase the options available for arrested youth.
5. Case processing reforms to speed up the flow of cases so that youth don’t languish in detention.
6. Reducing the use of secure confinement for special cases like technical probation violations.
7. Deliberate commitment to reducing racial disparities by eliminating biases and ensuring a level playing field.
8. Improving conditions of confinement through routine inspections.

The Annie E. Casey Foundation’s Juvenile Detention Alternatives Initiative (JDAI) is a model program under the OJJDP’s DMC Reduction Best Practices Database: [http://www2.dsgonline.com/mpg/dmc_default.aspx](http://www2.dsgonline.com/mpg/dmc_default.aspx).

3. **List the priority in your community plan that is being addressed by this program or service:**
   Priority 1 – Expand, Enhance, and Maintain juvenile services and programming for youth in Sarpy County. Additionally, Priority 3 – Improve System Operation and Coordination, Priority 4 – Reduce Disproportionate Minority Contact (DMC) in Sarpy County, and Priority 5 – Improve Collaboration among members of the Community are also addressed by this funding request.

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

   If no, then electronically submit the revised community plan that includes this request as a strategy. The community plan must be submitted with your application.

5. **Provide a brief description of the program or service:** Sarpy County will contract with the University of Nebraska at Omaha’s Juvenile Justice Institute for assistance with collecting and analyzing data for the purpose of informing the Sarpy County Juvenile Justice Agencies and the Nebraska State JDAI Collaborative in order to propose new detention alternatives for youth in Sarpy County. JDAI will help to enhance and expand juvenile services programming by analyzing data to see what works and what still needs to be done. System improvement will take place as a result of data analysis. JDAI is also key component in reducing DMC issues which is Priority (4) of the Sarpy County Comprehensive Plan. Additionally, through data analysis and work groups, collaboration among members of the community will also occur.

6. **Describe the target population being served by this program or service:** N/A

7. **List the referral source(s) for this program or service:** N/A.

8. **Provide the number of youth served from July 1, 2015 – June 30, 2016:** JDAI does not directly serve youth. This contract is for data collection assistance for the purposes of informing Sarpy County Juvenile Justice system and state JDAI.

9. **If the program or service is newly funded, provide the number of youth served from July 1, 2016 – current:** N/A

*REFER TO PAGE 10 OF THE RFA FOR INSTRUCTIONS*
PROGRAM TITLE: Refugee Juvenile Justice Advocate Program

1. Is this program or service funded in the 2016 [CB] or [EB] application:  [ ] Yes  [X] No  
   As of the writing of this grant application, a request is being made for an adjustment to the budget for the implementation of this program.

If this program or service is not funded in the 2016 [CB] or [EB] application then provide current, local data that demonstrates the need for this position in your community (only use local data – do not use national data): According to a recent article in the Omaha World Herald, Nebraska led the nation in resettling the most refugees per capita in the last year (Buhr, *Omaha World Herald*, December 8, 2016). According to the Pew Research Center, the State of Nebraska resettled 1,441 refugees between October 2015 and September 2016. Of those 1,441 refugees, Lutheran Family Services resettled 1,000 from 12 different countries into the Omaha metro and Lincoln areas alone during 2015-2016 (Buhr, *Omaha World Herald*, December 8, 2016).

2. Describe how this program or service uses practices that are supported by evidence-based research: This Program will aim to help the growing refugee population in Sarpy County. Advocacy and assistance are challenging with this population of the community. There is a language barrier as well as cultural differences which makes communication difficult.

   Assistance, advocacy, and case management services are needed to assist this population of youth and their parents in navigating the juvenile justice system. A liaison between the system and the refugee family will be helpful in order to remind the juvenile and his/her family of any appointments and actions that need to be taken.

   Advocates will speak common refugee languages which is an important part of having a Limited English Proficiency Plan (LEP) in place. LEPs are considered a best practice and consistent with requirements of the United States Department of Justice under Executive Order #13166. This Executive Order seeks to improve access to services for persons with Limited English Proficiency. Through the Refugee Advocate Program, Sarpy County will improve access and assistance to juvenile justice services for the growing refugee population throughout the county.

3. List the priority in your community plan that is being addressed by this program or service: Priority (1) Expand, Enhance, and Maintain Juvenile Services and Programming in Sarpy County and Priority (4) – Reduce DMC issues in Sarpy County.

4. Is this program or service listed as a strategy in your community plan:  [X] Yes  [ ] No  
   If no, then electronically submit the revised community plan that includes this request as a strategy. The community plan must be submitted with your application.

5. Provide a brief description of the program or service: Sarpy County Juvenile Diversion is requesting funds to support the expansion of the Heartland Family Service Refugee Juvenile Justice Advocate program into Sarpy County. This expansion will provide support for refugee youth and families involved in the juvenile justice system and work to further reduce disproportionate minority contact and/or underserved populations. The program will offer individual support for refugee youth and parents...
annually in an effort to reduce criminal behaviors and decrease disproportionate minority contact in the community.

The **Refugee Juvenile Justice Advocate (RJJA) Coordinator** will be in charge of managing this program and program expansion as well as providing services for Arabic and Dinka speaking youth and families. She will also provide supervision to the RJJA Advocates. This is an existing part time staff that will be increased to full-time as a result of the funding of this project.

The **Community Education Director** will provide direct supervision to the RJJA Coordinator and lead the RJJA Advisory Group. She will also be responsible for completing required grant reports.

This service will address both Priority (1) and Priority (4) of the Juvenile Services Plan. This Program is an expansion of services in Sarpy County. This is a new service that has been implemented in the last six months. It is an expansion into Sarpy County from Douglas County where it began through Heartland Family Services. In addition, this service will address Priority (4) by helping to reduce DMC issues throughout the County. There is an increase in refugee populations throughout the state of Nebraska. With Sarpy County’s close proximity to Omaha, many refugees have moved to Sarpy County. This growing population is in need of assistance with navigating through the juvenile justice system. Cultural and language barriers prevent many of the youth from successfully completing case management plans and diversion contracts which can lead to further problems with the justice system. Advocates will assist youth and families in accessing services and successfully completing juvenile justice court requirements, with the goal of reducing future contacts with the system.

6. **Describe the target population being served by this program or service:** Youth that have been referred to Juvenile Diversion by the County Attorney or have been identified through local schools as needing assistance with understanding the juvenile justice system. Juvenile Diversion serves pre-adjudicated youth.

7. **List the referral source(s) for this program or service:** County Attorney, Heartland Family Service, Schools.

8. **Provide the number of youth served from July 1, 2015 – June 30, 2016:** This is a new program in 2016. A SGA was requested on November 29, 2016 to begin this program. As of the writing of this grant application, that SGA request has not been approved and is still pending. Therefore, no youth have been served at this time.

9. **If the program or service is newly funded, provide the number of youth served from July 1, 2016 – current:** N/A – at the time of this grant proposal, the SGA for this program has not been approved. Therefore, no youth have been served.

*REFER TO PAGE 10 OF THE RFA FOR INSTRUCTIONS*
**PROGRAM TITLE:** HJSA and NJJA Conferences

<table>
<thead>
<tr>
<th>10. Is this program or service funded in the 2016 [CB] or [EB] application:</th>
<th>☑ Yes ☐ No</th>
</tr>
</thead>
</table>

If this program or service is **not** funded in the 2016 [CB] or [EB] application then provide current, local data that demonstrates the need for this position in your community (*only use local data – do not use national data*):

<table>
<thead>
<tr>
<th>11. Describe how this program or service uses practices that are supported by evidence-based research:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continuing education and training are key components for effective and successful programs. Staff training is crucial to the success of juvenile programs and is a best practice for juvenile services staff.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>12. List the priority in your community plan that is being addressed by this program or service:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Priority 3 – Improve System Operation and Coordination: Ensure adequate staffing levels and provide training for Sarpy County Juvenile Justice staff.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>13. Is this program or service listed as a strategy in your community plan:</th>
<th>☑ Yes ☐ No</th>
</tr>
</thead>
</table>

If no, then electronically submit the revised community plan that includes this request as a strategy. The community plan must be submitted with your application.

<table>
<thead>
<tr>
<th>14. Provide a brief description of the program or service:</th>
</tr>
</thead>
<tbody>
<tr>
<td>The purpose of this funding request is for staff members to attend the annual NJJA State Conference and the Heartland Juvenile Services Conference for training on juvenile justice. Training is imperative to ensure staff is knowledgeable in laws and appropriate detection of current juvenile justice trends. Continuing education and training allows team members to bring back new, innovative ideas, and competencies to share. An ever-changing youth population requires staff that can accommodate with appropriate strategies, outlined, and explained by experts in the field.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>15. Describe the target population being served by this program or service:</th>
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<tbody>
<tr>
<td>Juvenile Diversion and Juvenile Justice Center/Reporting Center Staff.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>16. List the referral source(s) for this program or service:</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>17. Provide the number of youth served from July 1, 2015 – June 30, 2016:</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>18. If the program or service is newly funded, provide the number of youth served from July 1, 2016 – current:</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
</tr>
</tbody>
</table>

*REFER TO PAGE 10 OF THE RFA FOR INSTRUCTIONS*
### PROGRAM TITLE:  Juvenile Diversion Staff Training

1. **Is this program or service funded in the 2016 [CB] or [EB] application:**  
   - [X] Yes  
   - [ ] No  
   
   **If this program or service is not funded in the 2016 [CB] or [EB] application then provide current, local data that demonstrates the need for this position in your community (only use local data – do not use national data):**

2. **Describe how this program or service uses practices that are supported by evidence-based research:**
   
   Training is imperative to ensure staff is knowledgeable in laws and appropriate detection of current juvenile justice trends. Continuing education and training allows team members to bring back new, innovative ideas, and competencies to share. An ever-changing youth population requires staff that can accommodate with appropriate strategies, outlined, and explained by experts in the field. Continuing education and training are key components for effective and successful programs. Training is crucial to the success of programs and is a best practice for juvenile services staff.

3. **List the priority in your community plan that is being addressed by this program or service:**  
   - Priority 3 – Improve System Operation and Coordination: Ensure adequate staffing levels and provide training for Sarpy County Juvenile Justice staff.

4. **Is this program or service listed as a strategy in your community plan:**  
   - [X] Yes  
   - [ ] No  
   
   **If no, then electronically submit the revised community plan that includes this request as a strategy. The community plan must be submitted with your application.**

5. **Provide a brief description of the program or service:**  
   Provide targeted training for Juvenile Diversion Officers.

6. **Describe the target population being served by this program or service:**  
   Juvenile Diversion Staff.

7. **List the referral source(s) for this program or service:**  
   N/A

8. **Provide the number of youth served from July 1, 2015 – June 30, 2016:**  
   N/A

9. **Provide the number of youth served from July 1, 2016 – current:**  
   N/A

*REFER TO PAGE 10 OF THE RFA FOR INSTRUCTIONS*
**PROGRAM TITLE:** Utilities

<table>
<thead>
<tr>
<th>1. <strong>Is this program or service funded in the 2016 [CB] or [EB] application:</strong></th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

If this program or service is not funded in the 2016 [CB] or [EB] application then provide current, local data that demonstrates the need for this position in your community *(only use local data – do not use national data):*

<table>
<thead>
<tr>
<th>2. <strong>Describe how this program or service uses practices that are supported by evidence-based research:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>This does not provide direct services to youth.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3. <strong>List the priority in your community plan that is being addressed by this program or service:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating expenses support Priority (1) of the Comprehensive Juvenile Services Plan. Priority (1) 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 (3) – Improve system operations and coordination will also be addressed by this funding request.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4. <strong>Is this program or service listed as a strategy in your community plan:</strong></th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

If no, then electronically submit the revised community plan that includes this request as a strategy. The community plan must be submitted with your application.

<table>
<thead>
<tr>
<th>5. <strong>Provide a brief description of the program or service:</strong></th>
</tr>
</thead>
</table>
| Utilities – $2,761  
$230/month x 12 months = $2,761  
Utilities include: Gas, Electric, Internet, Water, Phone, and Trash removal. |

<table>
<thead>
<tr>
<th>6. <strong>Describe the target population being served by this program or service:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>7. <strong>List the referral source(s) for this program or service:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>8. <strong>Provide the number of youth served from July 1, 2015 – June 30, 2016:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>9. <strong>If the program or service is newly funded, provide the number of youth served from July 1, 2016 – current:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
</tr>
</tbody>
</table>
Section IV: Budget Breakdown
### CATEGORY A – PERSONNEL

#### PERSONNEL TABLE (COUNTRY/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>Reporting Center Supervisor</td>
<td>FT</td>
<td>E</td>
<td>$65,747</td>
<td>$65,747</td>
<td>47%</td>
<td>$31,317</td>
<td>$13,728</td>
<td>$45,045</td>
<td>$0</td>
<td>$0</td>
<td>$45,045</td>
</tr>
<tr>
<td>Juvenile Services Officer</td>
<td>FT</td>
<td>E</td>
<td>$42,013</td>
<td>$44,552</td>
<td>100%</td>
<td>$44,552</td>
<td>$26,283</td>
<td>$70,835</td>
<td>$0</td>
<td>$0</td>
<td>$70,835</td>
</tr>
<tr>
<td>Juvenile Services Officer</td>
<td>FT</td>
<td>E</td>
<td>$51,554</td>
<td>$52,567</td>
<td>100%</td>
<td>$52,567</td>
<td>$8,663</td>
<td>$61,230</td>
<td>$0</td>
<td>$0</td>
<td>$61,230</td>
</tr>
<tr>
<td>Truancy Tracker Reporting Center Youth Attendant</td>
<td>FT</td>
<td>E</td>
<td>$40,972</td>
<td>$43,236</td>
<td>100%</td>
<td>$43,236</td>
<td>$16,537</td>
<td>$59,773</td>
<td>$0</td>
<td>$0</td>
<td>$59,773</td>
</tr>
<tr>
<td>Truancy Tracker Reporting Center Youth Attendant</td>
<td>PT</td>
<td>E</td>
<td>$24,131</td>
<td>$24,614</td>
<td>100%</td>
<td>$24,614</td>
<td>$3,544</td>
<td>$28,158</td>
<td>$0</td>
<td>$0</td>
<td>$28,158</td>
</tr>
<tr>
<td>Day Reporting Center JSO</td>
<td>FT</td>
<td>E</td>
<td>$51,554</td>
<td>$52,567</td>
<td>100%</td>
<td>$52,567</td>
<td>$7,895</td>
<td>$60,462</td>
<td>$0</td>
<td>$0</td>
<td>$60,462</td>
</tr>
<tr>
<td>Truancy Tracker Day Reporting Center YA</td>
<td>PT</td>
<td>E</td>
<td>$22,472</td>
<td>$22,922</td>
<td>100%</td>
<td>$22,922</td>
<td>$3,301</td>
<td>$26,223</td>
<td>$0</td>
<td>$0</td>
<td>$26,223</td>
</tr>
<tr>
<td></td>
<td>FT</td>
<td>E</td>
<td>$39,997</td>
<td>$40,797</td>
<td>100%</td>
<td>$40,797</td>
<td>$6,173</td>
<td>$46,970</td>
<td>0</td>
<td>0</td>
<td>$46,970</td>
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</tr>
<tr>
<td>Teacher Day Reporting</td>
<td></td>
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<tr>
<td>Center</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Truancy Tracker YA</td>
<td>PT</td>
<td>E</td>
<td>$20,064</td>
<td>$20,466</td>
<td>100%</td>
<td>$20,466</td>
<td>$2,950</td>
<td>$23,416</td>
<td>0</td>
<td>0</td>
<td>$23,416</td>
</tr>
<tr>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

| PERSONNEL TOTAL          | Requested | Requested | Requested | Match | Match | Total |
|                          | Wages      | Fringe     | Total     | Wages | Fringe | Project |
|                          | $333,038   | $89,074    | $422,112  | $0    | $0     | $422,112 |

2017 Community-based Juvenile Services Aid Application | Page 50 of 72
### PERSONNEL TABLE BUDGET BREAKDOWN

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

<table>
<thead>
<tr>
<th>1. Is this position new or existing: ☐ New ☑ Existing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Juvenile Reporting Center Supervisor</td>
</tr>
</tbody>
</table>

| 2. If existing, describe how this position was previously funded: | Previously funded by grants from the Community Based Aid Grant, Title II Truancy Grant, or County Aid Grant. |

| 3. Briefly describe how this request complies with the non-supplanting requirement: | When responsibilities of this position increased due to adding Truancy and Tracker, this position was added with the assistance of Community Based Aid grant funds. |

| 4. 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 |

<table>
<thead>
<tr>
<th>5. Provide a personnel budget breakdown on the following:</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Breakdown of wages for this position: $31,317 (47% of total salary) + Benefits ($13,728) = $45,045</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>b. Breakdown of fringe benefits for this position: (47% of total Benefits)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Retirement $2,114 (47%)</td>
</tr>
<tr>
<td>Social Security $2,396 (47%)</td>
</tr>
<tr>
<td>Health $8,842 (47%)</td>
</tr>
<tr>
<td>Dental $189 (47%)</td>
</tr>
<tr>
<td>Life/ADD $29 (47%)</td>
</tr>
<tr>
<td>LTD $158 (47%)</td>
</tr>
<tr>
<td>TOTAL BENEFITS $13,728</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*

<p>| | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>6. Is this position new or existing:</td>
<td>☑ New</td>
<td>☑ Existing</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Juvenile Services Officer (JSO)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<p>| | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>7. 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>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<p>| | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>8. 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>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<p>| | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>9. 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>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<p>| | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>10. Provide a personnel budget breakdown on the following:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>c. Breakdown of wages for this position:</td>
<td>Annual Salary ($44,552) + Benefits ($26,283) = $70,835</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>d. Breakdown of fringe benefits for this position:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Retirement</td>
<td>$ 3,007</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Social Security</td>
<td>$ 3,408</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Health</td>
<td>$18,814</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Dental</td>
<td>$ 768</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Life/ADD</td>
<td>$ 61</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>LTD</td>
<td>$ 225</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>TOTAL BENEFITS</td>
<td>$26,283</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>11. Is this position new or existing:</th>
<th>☐ New</th>
<th>☑ Existing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Juvenile Services Officer (JSO)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| 12. If existing, describe how this position was previously funded: | Previously funded by grants from the County Aid Grant and then Community Based Aid. |

| 13. Briefly describe how this request complies with the non-supplanting requirement: | Position has been grant funded from the beginning. |

| 14. 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 |

<table>
<thead>
<tr>
<th>15. Provide a personnel budget breakdown on the following:</th>
</tr>
</thead>
<tbody>
<tr>
<td>e. Breakdown of wages for this position: <strong>Annual Salary</strong> ($52,567) + <strong>Benefits</strong> ($8,663) = <strong>$61,230</strong></td>
</tr>
<tr>
<td>f. Breakdown of fringe benefits for this position:</td>
</tr>
<tr>
<td>Retirement $3,548</td>
</tr>
<tr>
<td>Social Security $4,021</td>
</tr>
<tr>
<td>Health $0</td>
</tr>
<tr>
<td>Dental $768</td>
</tr>
<tr>
<td>Life/ADD $61</td>
</tr>
<tr>
<td>LTD $265</td>
</tr>
<tr>
<td><strong>TOTAL BENEFITS</strong> $8,663</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>16. Is this position new or existing:</th>
<th>☐ New       ☑ Existing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Truancy/Tracker/Reporting Center Youth Attendant (FT)</td>
<td></td>
</tr>
</tbody>
</table>

| 17. If existing, describe how this position was previously funded: | Previously funded by grants from the Community Based Aid Grant. |

| 18. Briefly describe how this request complies with the non-supplanting requirement: |

| 19. 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 |

| 20. Provide a personnel budget breakdown on the following: |

- **g.** Breakdown of wages for this position: **Annual Salary ($43,236) + Benefits ($16,537) = $59,773**

- **h.** Breakdown of fringe benefits for this position:
  - Retirement: $2,918
  - Social Security: $3,308
  - Health: $9,629
  - Dental: $403
  - Life/ADD: $61
  - LTD: $218
  - TOTAL BENEFITS: $16,537

*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>21. Is this position new or existing:</th>
<th>□ New</th>
<th>✗ Existing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Truancy/Tracker/Reporting Center Youth Attendant (PT)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| 22. If existing, describe how this position was previously funded: | Previously funded by grants from the Community Based Aid Grant. |

| 23. Briefly describe how this request complies with the non-supplanting requirement: | Grant funded from the beginning. |

| 24. 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 |

| 25. Provide a personnel budget breakdown on the following: |

| i. Breakdown of wages for this position: Annual Salary ($24,614) + Benefits ($3,544) = $28,158 |

| j. Breakdown of fringe benefits for this position: |
| Retirement | $1,661 |
| Social Security | $1,883 |
| Health | $0 |
| Dental | $0 |
| Life/ADD | $0 |
| LTD | $0 |
| TOTAL BENEFITS | $3,544 |

*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>Position</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>26. Is this position new or existing:</td>
<td>□ New □ Existing</td>
</tr>
<tr>
<td>Day Reporting Center JSO (FT)</td>
<td></td>
</tr>
<tr>
<td>27. If existing, describe how this position was previously funded:</td>
<td>Previously funded by grants from the Community Based Aid Grant and Sherwood Grant.</td>
</tr>
<tr>
<td>28. Briefly describe how this request complies with the non-supplanting requirement:</td>
<td>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.</td>
</tr>
<tr>
<td>29. 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>
</tr>
<tr>
<td>30. Provide a personnel budget breakdown on the following:</td>
<td></td>
</tr>
<tr>
<td><strong>k. Breakdown of wages for this position:</strong></td>
<td>Annual Salary ($52,567) + Benefits ($7,895) = $60,462</td>
</tr>
<tr>
<td><strong>l. Breakdown of fringe benefits for this position:</strong></td>
<td></td>
</tr>
<tr>
<td>Retirement</td>
<td>$3,548</td>
</tr>
<tr>
<td>Social Security</td>
<td>$4,021</td>
</tr>
<tr>
<td>Health</td>
<td>$ 0</td>
</tr>
<tr>
<td>Dental</td>
<td>$ 0</td>
</tr>
<tr>
<td>Life/ADD</td>
<td>$ 61</td>
</tr>
<tr>
<td>LTD</td>
<td>$ 265</td>
</tr>
<tr>
<td><strong>TOTAL BENEFITS</strong></td>
<td>$7,895</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>31. Is this position new or existing:</th>
<th>☐ New</th>
<th>☑ Existing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tracker/Truancy/Day Reporting Center Youth Attendant (PT)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| 32. If existing, describe how this position was previously funded: | Previously funded by grants from the Community Based Aid Grant and Sherwood Grant. |

| 33. 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. |

| 34. 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 |

| 35. Provide a personnel budget breakdown on the following: |

| m. Breakdown of wages for this position: | Annual Salary ($22,922) + Benefits ($3,301) = $26,223 |

| n. Breakdown of fringe benefits for this position: |
|---------------------------------|-----------|
| Retirement                      | $1,547    |
| Social Security                 | $1,754    |
| Health                          | $ 0       |
| Dental                          | $ 0       |
| Life/ADD                        | $ 0       |
| LTD                             | $ 0       |
| **TOTAL BENEFITS**              | **$3,301** |

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

36. Is this position new or existing:  □ New  ☑ Existing

Day Reporting Center Teacher (FT)

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

38. 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.

39. 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

40. Provide a personnel budget breakdown on the following:

   o. Breakdown of wages for this position:  Annual Salary ($40,797) + Benefits ($6,173) = $46,970

   p. Breakdown of fringe benefits for this position:

      Retirement  $2,754
      Social Security  $3,121
      Health  $0
      Dental  $0
      Life/ADD  $92
      LTD  $206
      TOTAL BENEFITS $6,173

*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>41. Is this position new or existing:</th>
<th>□ New</th>
<th>X Existing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Truancy/Tracker Youth Attendant (PT)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| 42. If existing, describe how this position was previously funded: |
| This position was previously funded by the Title II Federal grant managed through the Crime Commission for five years. After the five years expired, a request was made to fund this position through the CBA funds. That request was approved and this position has been funded for the last year through CBA funds. |

| 43. Briefly describe how this request complies with the non-supplanting requirement: |
| This was previously a grant funded position through the Sarpy County Truancy grant. That grant has expired and a request was made to fund this position out of the CBA grant. This position has been grant funded from the beginning. |

| 44. 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 |

| 45. Provide a personnel budget breakdown on the following: |
| q. Breakdown of wages for this position: Annual Salary ($20,466) + Benefits ($2,950) = $23,416 |
| r. Breakdown of fringe benefits for this position: |
| Retirement $1,383 |
| Social Security $1,567 |
| Health $0 |
| Dental $0 |
| Life/ADD $0 |
| LTD $0 |
| TOTAL BENEFITS $2,950 |

*REFER TO PAGE 12 OF THE RFA FOR INSTRUCTIONS*
## 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></td>
<td>$50,000</td>
<td>$0</td>
<td>$50,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$50/day for service</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>*Approx x. 1.5 calls per week</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>365 days/year</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Judges Referral Services</td>
<td>Various providers approved on the State Contract</td>
<td>varies depending on the service</td>
<td></td>
<td>$39,640</td>
<td>$0</td>
<td>$39,715</td>
</tr>
<tr>
<td>Diversion Mediation Service</td>
<td>Concord Center</td>
<td>$450/young family</td>
<td></td>
<td>$9,925</td>
<td>$0</td>
<td>$9,885</td>
</tr>
<tr>
<td>Mental/Behavioral/Substance Abuse Evals. and Therapy</td>
<td>Various providers approved by the State Contract</td>
<td>$105 per session/ $120 per 1st evals.</td>
<td></td>
<td>$6,120</td>
<td>$0</td>
<td>$6,120</td>
</tr>
<tr>
<td>Program</td>
<td>Instructor</td>
<td>Fee</td>
<td>Hours</td>
<td>Days</td>
<td>Rate</td>
<td>Contract Fee</td>
</tr>
<tr>
<td>---------------------------------------------------</td>
<td>-------------------------------------</td>
<td>-----------</td>
<td>-------</td>
<td>------</td>
<td>------</td>
<td>--------------</td>
</tr>
<tr>
<td>Refugee Juvenile Justice Advocate Program</td>
<td>Heartland Family Service Coordinator and Supervisor</td>
<td>$50/hr 60/hr</td>
<td>56</td>
<td>12</td>
<td></td>
<td>$2,800 $720</td>
</tr>
<tr>
<td>A World of Difference Class</td>
<td>Plains States Region, Anti-Defamation League</td>
<td>$55 x 2 ($110)</td>
<td>24</td>
<td></td>
<td></td>
<td>$2,640</td>
</tr>
<tr>
<td>Substance Abuse Class</td>
<td>Collette Wagner</td>
<td>$50</td>
<td>32</td>
<td></td>
<td></td>
<td>$1,600</td>
</tr>
<tr>
<td>Tobacco Cessation</td>
<td>Bill York</td>
<td>$50</td>
<td>26</td>
<td></td>
<td></td>
<td>$1,300</td>
</tr>
<tr>
<td>Navigator Abstinence</td>
<td>Male - Jason Workman, Female - Melissa Kokenge</td>
<td>$50</td>
<td>24</td>
<td></td>
<td></td>
<td>$1,200</td>
</tr>
<tr>
<td>Wellness Class</td>
<td>Peter Pellerito</td>
<td>$50</td>
<td>15</td>
<td></td>
<td></td>
<td>$750</td>
</tr>
<tr>
<td>Anger Management</td>
<td>Jason Workman</td>
<td>$50</td>
<td>16</td>
<td></td>
<td></td>
<td>$800</td>
</tr>
<tr>
<td>Victim Impact Panel</td>
<td>Various</td>
<td>$50</td>
<td>3</td>
<td></td>
<td></td>
<td>$150</td>
</tr>
<tr>
<td>Young Men’s Work</td>
<td>Phil Tackett</td>
<td>$40</td>
<td>84</td>
<td></td>
<td></td>
<td>$3,360</td>
</tr>
<tr>
<td>Class Action Education</td>
<td>Phil Tackett</td>
<td>$70</td>
<td>24</td>
<td></td>
<td></td>
<td>$1,680</td>
</tr>
<tr>
<td>Young Women’s Class</td>
<td>Brandy Soto</td>
<td>$40</td>
<td>54</td>
<td></td>
<td></td>
<td>$2,160</td>
</tr>
<tr>
<td>JDAI Data Assistance</td>
<td>University of Nebraska at Omaha, Juvenile Justice Institute</td>
<td>Approx. $35</td>
<td>Approx 140</td>
<td></td>
<td></td>
<td>$5,000</td>
</tr>
</tbody>
</table>

**Contract Fees Total** | **$129,880** | **$0** | **$129,880**

*Refer to Page 13 of the RFA for Instructions*
**2) TRAVEL EXPENSES OF CONSULTANT/CONTRACT**

*Fill out separate table for each travel purpose*

**Travel Purpose:** Local travel to provide services in the community

**Type of Travel:**
- [ ] Local
- [x] In-State
- [ ] Out-of-State

**Justification for Travel:** Provide support for refugee youth and families involved in the juvenile justice system and work to reduce DMC in Sarpy County.

**Position(s) which will be traveling for this purpose:**
- RJJA Coordinator
- Supervisor very minimally

<table>
<thead>
<tr>
<th>Cost Breakdown:</th>
<th>Amount Requested</th>
<th>Applicant’s Match</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Mileage</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Miles</td>
<td>740</td>
<td>x 0.54</td>
<td>$400</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>$400</strong></td>
</tr>
<tr>
<td>Total Miles</td>
<td>x 0.54</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td><strong>Airfare</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>From</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>to</td>
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<td></td>
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<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>From</td>
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<td>to</td>
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<td>From</td>
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<tr>
<td>to</td>
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<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Lodging</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># of nights</td>
<td>x $</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td># of nights</td>
<td>x $</td>
<td></td>
<td>$</td>
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<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td># of nights</td>
<td>x $</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td><strong>Meals</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># of days</td>
<td>x $</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td># of days</td>
<td>x $</td>
<td></td>
<td>$</td>
</tr>
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<td></td>
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<td></td>
<td>$</td>
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<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td># of days</td>
<td>x $</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td><strong>Other Costs</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
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<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

| **TRAVEL TOTAL**  | $400            | $0                | **$400**   |

*REFER TO PAGE 14 OF THE RFA FOR INSTRUCTIONS*
<table>
<thead>
<tr>
<th>Category</th>
<th>Amount Requested</th>
<th>Applicant’s Match</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>CONTRACT FEES</td>
<td>$129,880</td>
<td>$0</td>
<td>$129,880</td>
</tr>
<tr>
<td>PERSONNEL FEES</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>TRAVEL FEES</td>
<td>$400</td>
<td>$0</td>
<td>$400</td>
</tr>
<tr>
<td>OPERATING FEES</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$130,280</strong></td>
<td><strong>$0</strong></td>
<td><strong>$130,280</strong></td>
</tr>
</tbody>
</table>
**CATEGORY C – TRAVEL**

*Fill out separate table for each travel purpose*
This section is travel requested for county/tribe employees.

<table>
<thead>
<tr>
<th>Travel Purpose:</th>
<th>NJJA Conference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Travel:</td>
<td>[ ] Local [X] In-State [ ] Out-of-State</td>
</tr>
<tr>
<td>Justification for Travel:</td>
<td></td>
</tr>
<tr>
<td>Position(s) which will be traveling for this purpose:</td>
<td>Three (3) Juvenile Diversion Officers</td>
</tr>
<tr>
<td>Juvenile Diversion Officer</td>
<td></td>
</tr>
<tr>
<td>Juvenile Diversion Officer</td>
<td></td>
</tr>
<tr>
<td>Juvenile Diversion Officer</td>
<td></td>
</tr>
</tbody>
</table>

**Cost Breakdown:**

<table>
<thead>
<tr>
<th></th>
<th>Amount Requested</th>
<th>Applicant’s Match</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Mileage</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Miles</td>
<td>x 0.54</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Total Miles</td>
<td>x 0.54</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Airfare</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>From to</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>From to</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>From to</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Meals</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># of days</td>
<td>2</td>
<td>x $41.00</td>
<td>$246</td>
</tr>
<tr>
<td># of days</td>
<td></td>
<td>x $</td>
<td>$</td>
</tr>
<tr>
<td># of days</td>
<td></td>
<td>x $</td>
<td>$</td>
</tr>
<tr>
<td><strong>Lodging</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># of nights</td>
<td>2</td>
<td>x $84.00</td>
<td>$504</td>
</tr>
<tr>
<td># of nights</td>
<td></td>
<td>x $</td>
<td>$</td>
</tr>
<tr>
<td># of nights</td>
<td></td>
<td>x $</td>
<td>$</td>
</tr>
<tr>
<td><strong>Other Costs</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conference Registration</td>
<td>$125 x 3</td>
<td>$0</td>
<td>$375</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>TRAVEL TOTAL</strong></td>
<td>$1,125</td>
<td>$0</td>
<td>$1,125</td>
</tr>
</tbody>
</table>

*REFER TO PAGE 16 OF THE RFA FOR INSTRUCTIONS*
**CATEGORY D – OPERATING EXPENSES**

This section is operating expenses requested for county/tribe employees.

<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</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Communication</td>
<td>NA</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Utilities</td>
<td>$230</td>
<td>$2,761</td>
<td>$2,761</td>
</tr>
<tr>
<td>Conference</td>
<td>NA</td>
<td>$2,745</td>
<td>$2,745</td>
</tr>
<tr>
<td>Educational</td>
<td>NA</td>
<td>$4,500</td>
<td>$4,500</td>
</tr>
<tr>
<td>Auditing</td>
<td>NA</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Food for Youth</td>
<td>NA</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Incentives for</td>
<td>NA</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Scholarships for</td>
<td>NA</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Drug/Alcohol</td>
<td>NA</td>
<td>$8,250</td>
<td>$8,250</td>
</tr>
</tbody>
</table>

**OPERATING EXPENSES TOTAL**

$18,256 | $0 | $18,256

*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:**
   Supplies for Juvenile Diversion and Teen Court will be purchased in order to facilitate these programs. Supplies such as: pens, pencils, notebooks, paper, posters, workbooks, DVDs, t-shirts, awards, and instructor manuals may be included.

2. **Provide research that supports the selection of the educational materials:** DVDs, manuals, workbooks, and posters have not been selected at this time. Juvenile Diversion will submit information on the materials upon selection of supplies.

3. **Explain how each operating expense listed above will benefit a program or service listed in this grant application:** Class supplies are an important tool and will assist instructors with successfully facilitating the programs. Items such as notebooks, workbooks, and DVDs are needed for each curriculum. Drug and alcohol testing supplies are required for youth participating in Juvenile Diversion and for 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.

   In addition, it is imperative that juvenile staff attend conferences and training. Funding for registrations is important in order for staff to receive continuing education credits and to learn new trends in juvenile justice.
Utilities are required in order to have lights, air conditioning, heat, phone service and internet service available during office hours when youth are meeting with staff.

4. **Provide a breakdown of costs for each line item above:**

**Educational Materials:**
- Diversion Class Supplies - $1,000
- Teen Court/Law Academy Supplies – $3,500

**Utilities:**
- $2,761 – Electricity, Gas, Trash Removal, Internet, Phone

**Conference Registrations:**
- HJSA - $1,495
- Additional Diversion Staff Trainings - $1,250

*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.

### Category | Budget Breakdown Examples
---|---
Personnel | Wages, Fringe Benefits, etc.
Consultants/Contracts | Rate per hour/day, Wages, Fringe Benefits, etc.
Travel | Mileage, Lodging, Meals, Airfare, etc.
Operating Expenses | Postage, Communication, Utilities, Registration, Educational Materials, Office Supplies, Office Equipment, Office Rent, Auditing, etc.

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget Breakdown</th>
<th>Match Amount</th>
</tr>
</thead>
</table>
| Personnel         | Salary and benefits for one (1) Juvenile Diversion Officer<br>
                     | Annual Salary = $56,755<br>
                     | Retirement = $3,831<br>
                     | Social Security = $4,342<br>
                     | Health = $21,384<br>
                     | Dental = $768<br>
                     | Life = $61<br>
                     | LTD = $287<br>
                     | TOTAL Annual Salary + Benefits = $87,427<br>
                     | TOTAL Match required = $63,530                                                   | $63,530      |
| Consultant/Contracts | NA                                                                              | $0           |
| Travel            | NA                                                                              | $0           |
| Operating Expenses | NA                                                                              | $0           |
| **Total Match Amount** |                                                                                 | **$63,530**  |

*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 on file at the Nebraska Crime Commission. The applicant should review their progress related to community engagement and document obstacles and solutions below. The timeframe for new plans is July 1, 2015 – June 30, 2018.

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

**If no, explain the barriers that prevented regular community meetings:** The Community Planning team did not meet regularly this year since the Community Plan was submitted last year and Sarpy County does not need to update the plan until 2018. In addition, Sarpy County is participating in JDAI and many of the same committee members also attend State and Local JDAI meetings and subcommittee meetings where many of the same topics are discussed.

**Please describe the proposed solutions to the barriers discussed above:** There are not any barriers for the Community Planning Committee. Sarpy County JDAI Committees do continue to meet and these committees include all the members of the Community Planning team. When the next Community Plan is due, Sarpy County Community Planning team will begin to meet again to discuss updating the Plan for 2019. In the meantime, the Sarpy County JDAI Committees will meet on a regular basis.

**List the regular stakeholders at community team meetings:** Sarpy County Grant Coordinator/JDAI Data Coordinator, Juvenile Court Judges, Probation, JJC Staff, Juvenile Diversion, Sarpy County Administration, Sarpy County Fiscal Administration, County Attorney, Public Defender, and Heartland Family Service.

**Provide dates that the community planning team met since July 1, 2015:** JDAI/Sarpy Steering Committee Meetings: October 2, October 29, December 3, March 3, July 7, and September 22. Subcommittees also met several times throughout the year.

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

**If yes, please list regular items on the agenda. If no, please explain the reasoning:** Subcommittee updates, State Juvenile Justice Updates, New Items, Updates from previous meetings, and next meeting dates.

**Did the community team vote and approve the requests in this application:** ☐ Yes | ☑ No

No formal vote was taken but was approved via email communications.

**If no, how was this decision made:** A draft of this application was sent to committee members via email for feedback and revisions. Committee members had opportunities to send additions and revisions to be included in the application. Upon receiving feedback, changes were made and approved again by each person requesting the change. If no other revisions were requested, the application was agreed to be approved.

*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 on 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. By checking the box below, I certify and acknowledge this requirement for electronic submission.

Lisa Haire
December 16, 2016

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 kind 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 grantee or subgrantee 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 (EEOP) in accordance with 28 CFR 42.301 et seq. The applicant will then submit a certification to the state that it has a current EEOP 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 there under 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

[Date]
December 20, 2016
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 - LLI, "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 of 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 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 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 public transactions (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;

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, Board of Commissioners
Typed Name and Title of Authorized Official

Signature of Authorized Official Date

2017 Community-based Juvenile Services Aid Application | Page 72 of 72
Class Title: Youth Attendant Support Services
Department: Sheriff
Division: Juvenile Justice Center
Date: August 2015

GENERAL PURPOSE
Works under the direction of the Programs Supervisor providing direct supervision and using independent judgment in regards to the care of juveniles who are placed on the PASS Program for truancy or Tracker Program for supervision and when needed may be assigned to the housing unit to work in the holdover.

ESSENTIAL DUTIES AND RESPONSIBILITIES
Review rules with parents/guardian of juvenile and ensure understanding prior to being placed in the Truancy/Tracker 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/Tracker Program.
Meet with school counselors, teachers, probation and other professionals as needed.
Prepare reports on each client in the Pass/Tracker program
Collect specimens as needed to screen for substance abuse
Conduct phone checks of clients, approve outings and make necessary schedule changes.
Process all juveniles and instructors for intake into the facility for classes held in the Evening 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 Evening reporting center with tutoring, meals and when if the situation warrants medical or therapeutic services available at the JJC
Adhere strictly to established departmental policies, procedures, and orders.
Ensure the confidentiality of all departmental communications, documents, and correspondence.
Review all previous checks on clients to keep updated on all current information
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.
Route/handle juvenile requests.
Complete incident, damage, discipline, and/or emergency medical reports as well as other records.
HOLDOVER FACILITY

Coordinate, direct and monitor the daily activities of juveniles in the Holdover Facility.

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

Maintain security, order and discipline to prevent disturbance, escapes and ensure the safety of residents, staff and the community.

Perform intake and orientation functions according to established procedures including interviewing, booking and establishing criteria for admittance or release from detention.

Search and remove personal property from detained youth providing approved clothing and hygiene articles and bed assignments.

Maintain documentation of behavioral incidents and observation of residents and monitor residents physical location at all times.

Review resident information from the previous shift and report activities to next shift.

Ensure documentation (e.g., behavior, evaluations, booking sheets, etc.) on residents is up to date and accessible to staff.

Ensure visitors are authorized and monitor activities during visiting hours, searching detainees after visitation.

Respond to calls and route or handle detainee requests.

Release juveniles and return personal property according to established procedures.

Maintain and enforce security procedures for youth and staff.

Resolve differences and disagreements among youths, and intervene in youth altercations.

Peripheral Duties

Attend meetings, training sessions, and team conferences, as directed.

Perform other duties as assigned.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience

Minimum of a senior standing in college* while pursuing a Bachelor's Degree in Social Service, Criminal Justice, Psychology, Sociology, Education with specialization in working with juveniles, or other related field of study.
Approved combination of education and experience that would provide equivalent knowledge, skills, and abilities may be substituted for the stated education and/or experience.

Special Requirements
Must be at least 21 years of age at time of application
Must possess and maintain throughout employment a valid driver’s license without record of suspension or revocation in any state
Must be able to successfully complete an extensive criminal background check

Necessary Knowledge, Skills and Abilities
Knowledge of or ability to learn departmental standard operating procedures (SOP) and general orders
Knowledge of and ability to perform input and retrieval functions utilizing a variety of computer programs
Ability to use independent judgment
Ability to learn and use Sheriff’s records and apply them to the resolution of problem issues
Ability to communicate effectively, both verbally and in writing using correct grammar, spelling, and punctuation
Ability to work flexible hours and mandatory overtime
Ability to understand and follow both verbal and written instructions
Ability to operate standard office equipment, such as computer, specialized software, multi-line phone, copier, scanner, fax, and calculator
Ability to operate law enforcement equipment, such as radio, handcuffs, breathalyzer, and first aid equipment

PHYSICAL DEMANDS AND WORK ENVIRONMENT
The physical demands and work environment characteristics 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 functions.

Incumbents are required to physically engage juveniles in order to protect the juvenile, themselves, and others. This may involve subduing and restraining one or more juvenile while calling for backup. Incidents requiring physical intervention may arise occasionally and while these incidents do not consume much time, they do require incumbents to exert physical effort.

Youth Attendants must be able to:
Standing/Walking/Bending: Constant, up to 80% of shirt of as needed
Running: Occasional, typically one to two minute duration
Kneeling/Stooping/Crouching: Occasional
Balance: When restraining combative juveniles
JOB DESCRIPTION

Ability to Quickly Change Position: From kneeling to standing
Lifting: Frequent up to 20 lbs., Occasional up to 200 lbs., as a team
Visual: Constant near, far, and peripheral vision plus depth perception
Auditory: Frequent to constant moderate sound with occasional loud sound

Work that may be performed in a detention setting is generally performed indoors on an assigned shift supporting a 24 hour, 7 day a week operation. Incumbents must be willing and able to work any shift, including weekends, holidays, and overtime. Work involves the potential for contact with or exposure to blood borne pathogens or other body fluids and infectious materials. Work requires close interaction with juveniles and may be difficult or emotionally challenging when dealing with those who are irate or verbally abusive, their family members, or when dealing with critical situations.

An incumbent must possess the hand-eye coordination and manual dexterity necessary to operate computers, control panels, radios, locking/unlocking doors, alarms, and other equipment used to perform the essential functions of this job. Communication abilities include the ability to talk with co-workers, detainees, and their family members, superiors, etc.

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.
JOB DESCRIPTION

Class Title: Juvenile Justice Center; Reporting Center Program Instructor
Date: December 1, 2014

GENERAL PURPOSE
Works as scheduled under the direction of the Supervisor of Support Services and provides grant funded program classes to youth in attendance at the Pat Thomas Juvenile Justice Center; Reporting Center.

ESSENTIAL DUTIES AND RESPONSIBILITIES
Coordinate, direct, monitor and educate youth in assigned classes.
Adhere strictly to established policies, and procedures.
Communicate and establish rapport and trust with juveniles to facilitate meaningful interactions, problem solving, and exchange of ideas.
Ensure the confidentiality of all communications, documents, and correspondence.

Peripheral Duties
Attended meetings, training sessions, and team conferences, as directed.
Perform other duties as assigned.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience
Minimum of a senior standing in college* while pursuing a Bachelor's Degree in Social Service, Criminal Justice, Psychology, Sociology, Education with specialization in working with juveniles, or other related field of study.

*Approved combination of education and experience that would provide equivalent knowledge, skills, and abilities may be substituted for the stated education and/or experience.

Special Requirements
Must be at least 21 years of age at time of application
Must be able to successfully complete a criminal background check

Necessary Knowledge, Skills and Abilities
Ability to use independent judgment
Ability to communicate effectively, in English, both verbally and in writing using correct grammar, spelling, and punctuation
Ability to understand and follow both verbal and written instructions
POSITION DESCRIPTION

Class Title: Teacher
Department: Sheriff
Division: Juvenile Services
Date: July 1, 2013

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 Day School at appropriate grade level.
• 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 Holdover Facility and accounts for all material sued 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.

• 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.

• 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 correctional community, co-workers, residents 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 a detention/jail 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.
JOB DESCRIPTION

CLASS TITLE: Juvenile Services Officer
DEPARTMENT: Sheriff
DIVISION: Juvenile Justice Center (JJC)
DATE: March 2006
REVISED DATE: 3/13; 7/14
GRADE: Juvenile Services Officer
FLSA: Non-Exempt
UNION: FOP Non-Sworn
LOCATION: JJC
CLASS #:  

GENERAL PURPOSE

Under the general supervision of the Shift Supervisor or designee, performs a variety of semi-skilled administrative and supervisory work for the juveniles detained or on release requiring moderate responsibility and independent judgment.

ESSENTIAL FUNCTIONS

HOLDOVER FACILITY

Coordinate, direct and monitor the daily activities of juveniles in the Holdover Facility.

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

Maintain security, order and discipline to prevent disturbance, escapes and ensure the safety of residents, staff and the community.

Perform intake and orientation functions according to established procedures including interviewing, booking and establishing criteria for admittance or release from detention.

Search and remove personal property from detained youth providing approved clothing and hygiene articles and bed assignments.

Maintain documentation of behavioral incidents and observation of residents and monitor residents physical location at all times.

Review resident information from the previous shift and report activities to next shift.

Ensure documentation (e.g., behavior, evaluations, booking sheets, etc.) on residents is up to date and accessible to staff.

Ensure visitors are authorized and monitor activities during visiting hours, searching detainees after visitation.

Respond to calls and route or handle detainee requests.

Release juveniles and returns personal property according to established procedures.

Maintain and enforce security procedures for youth and staff.

Resolve differences and disagreements among youths, and intervene in youth altercations.
JOB DESCRIPTION

Restrain youths and deals with behavior problems as necessary in accordance with prescribed guidelines.

Conduct searches of youth and rooms to locate contraband, and conducts night perimeter checks to identify unusual situations and ensure building security.

Observe youth behavior and maintain awareness of juvenile’s emotional and physical needs including, but not limited to, signs of depression, suicide, disturbances or escape plans.

Complete documentation as needed for any incidents or damage that occurs.

Control noise level, behavior, and diffuse potentially escalating situations.

Expose youth to adaptive and social skills training, and teaches and mentors responsibility and self-control and ensures youth attend required educational classes.

Maintain “watch sheet” for designated clients who are identified as high risk (acting out behavior, medical conditions, etc.) reporting any unusual behavior, conditions or activities to the supervisor.

Coordinate, direct, and monitor individual and group activities and appointments (e.g., mealtime, court appearance, medical appointments, recreation, group leisure, classroom education/training, work assignments, etc.).

May escort detainees off campus to appointments, court dates or for other matters.

Demonstrate and provide environment that promotes accountability and appropriate consequences for delinquent behavior.

Monitor medication intake and alert nurse to any detainee medical issue.

Respond to medical emergencies, consult with supervisor, and take appropriate action in strict accordance with establish procedures.

CARE PROGRAM

Review rules with parent/guardian of juvenile and ensure understanding prior to being placed in the program.

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

Prepare reports on each client in the CARE Program.

Collect specimens as needed to screen for substance abuse.

Establish and monitor tracking equipment for each client in the program based on predetermined schedules.

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

Monitor alarms and make changes to schedule as needed.

Serve as a member of various committees as assigned.

Perform other duties as directed and assigned.
MINIMUM QUALIFICATIONS

Education and Experience*:
High School diploma or GED equivalent required
Successful completion of training for the Youth Attendant Position required.
*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 be 21 years or older at time of employment
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
Knowledge of and ability to enforce and apply departmental Standard Operating Procedures (SOP) and general orders
Knowledge of the use of Sheriff’s Office records and their application to the solution of problem issues
Knowledge of Sheriff’s Office responsibilities and ability to use independent judgment in the performance of duties
Ability to operate Electronic Monitoring equipment and GPS
Ability to accept direction from a supervisor
Ability to work flexible hours and over-time
Ability to work with juveniles who are at risk
Ability to operate standard office equipment and other equipment relating to a comprehensive law enforcement program
Ability to prepare of clear, accurate and comprehensive recommendations and reports
Ability to perform basic mathematical calculations, utilize correct grammar, spelling and punctuation
Ability to maintain the confidentiality of all departmental communications, documents and correspondence
Ability to deal with the general public in a courteous and tactful manner
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, printer, scanner, copier, and fax

PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demands and working 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 functions.

Work is performed indoors in a Staff secure detention facility on an assigned shift supporting a 24 hour, 7 day a week operation as well as outdoors in varying weather conditions when assigned home visit duties. Outdoor work involves exposure to temperature extremes, high humidity, adverse weather conditions, dirt, dust, and loud noise. Work involves the potential for contact with or exposure to infectious/communicable diseases, blood borne pathogens, and infectious materials. Work requires close interaction with juveniles and may be difficult or physically/emotionally challenging when dealing with those who are irate or verbally abusive, their family members, or when dealing with critical situations. The noise level is typically moderate with occasional exposure to loud noise.

Work hours include holidays, weekends, call-ins, and irregular duty assignments. Work may be fast-paced when dealing with multiple priorities and time constraints as well as interruptions. Work hours are subject to call 24 hours a day, 7 days a week in the event of a crisis. During an emergency as declared by the Sheriff, employees' shifts, hours, and duties may be established and leave provisions may be cancelled or restricted.

Work requires some physical activity including frequent periods of standing/remaining upright and walking/moving about as well as occasional sitting/remaining stationary, bending, twisting, stooping, running and reaching as well as balancing and shifting from knees to standing position when restraining combative juveniles. The incumbent must possess the hand-eye coordination and manual dexterity necessary to operate/manipulate equipment (use hands to finger, handle, or feel objects/tools). The employee must occasionally lift and/or move up to 25 pounds or up to 200 pounds as a team when assisting in the physical restraint of a combative juvenile.

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

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: 9/3/14

Human Resources Director: [Signature] Date: 9/30/14
POSITION DESCRIPTION

Class Title: Supervisor-Programs
Department: Sheriff
Division: Juvenile Services
Date: 08-06-2015

GENERAL PURPOSE

The Supervisor for Program Services is responsible for supervising the Truancy, Tracker, Volunteer Programs and Evening Reporting Center. The Supervisor will also assist in both the CARE Program, Court Services Programming and SCEP and Day School operations when needed. The Supervisor is responsible for performing all essential functions and possessing the knowledge, skills and abilities required of the rank of Sr. Juvenile Service Officer, JSO and CARE Officers.

SUPERVISION RECEIVED

Works under the direct supervision of the Coordinator-Support Services in conjunction with the Deputy Director and Director.

SUPERVISION EXERCISED

Exercises direct supervision of the individuals' assigned to Evening Reporting Center, Truancy and Tracker Programs as well as all volunteers.

ESSENTIAL ADMINISTRATIVE DUTIES AND RESPONSIBILITIES AS Supervisor-Programs.

- Assists the Coordinator in the operation of the Truancy and Tracker Programs, Evening Reporting Center Programming as well as all volunteers in accordance with the policies and procedures of the Sarpy County Sheriff's Department and Juvenile Services Division.

- Assists with general court and Drug Court Hearings when directed.

- Provides training for probationary JSO’s and Youth Attendants, when assigned.

- Directs and assist in the coordination of the educational and recreational programming for the youth assigned to Truancy, Tracker, and CARE Programs.
• Plans, organizes and directs gender-responsive programs and volunteer services.

• Develop, plan and implement programs to address areas of need and at-risk populations identified through data analyses.

• Collaborate and coordinate with courts, probation, community and school personnel responsible for the provision of education and related services to youth placed on Truancy, Tracker and CARE Program. Maintain appropriate documentation.

• Review and evaluate individual student's progress in the various program components and maintain a file of each student's initial evaluation, progress, grades, and all required reports and records as required.

• Confers with the Coordinator on unusual or difficult situations or issues. Provide updates of the progress of programs. Must be familiar with all aspects of Court Services and assist when needed.

• Must be familiar with all aspects of the CARE Unit including the Electronic Monitoring equipment and assist in the supervision of the unit when needed.

• Coordinates the placement, interview and orientation of any juvenile being placed on the Truancy and Tracker Programs. Also assists with CARE Program intakes when needed.

• Coordinates the upkeep, maintenance, repair, and inventory of assigned vehicles, assigned portable computers, alco sensors and other equipment and supplies used for the operation of the Truancy and Tracker Program.

• When needed, assists in the coordination, assessment and evaluation of youth brought into detention by law enforcement to ensure youth meet mandatory guidelines for admittance. Supervise, coordinate, assess, evaluate, and authorize detainee intake, custody, care, and release.

• Perform assigned personnel functions including training and orientation of new employees; provide recommendations on disciplinary action, commendations, and scheduling.

• Responsible for assisting in the review, evaluation, and development of programs, policies and procedures for various department duties and operations.
• Completes detailed and accurate reports and other official records that document activity or involvement in all incidents; reviews subordinate reports to ensure the content and form are detailed, accurate and complete according to departmental procedures, forwards reports to appropriate personnel.

• Composes and responds to correspondence related to assigned division activities, personnel, policies and procedures.

• Completes findings reports concerning actions of subordinates within the assigned division; or when directed by the Division Commander.

• Insure that staff and clients adhere to all security procedures and those clients in the Evening Reporting Center or Housing are inspected for contraband upon arrival, following court hearings, recreation and visitation.

• Compile information, Prepare reports, attend meetings, training sessions, team conferences, etc... as directed.

• When required, conducts shift roll call in accordance with directives stipulate by the departmental Standard Operating Procedures (SOP).

• Insure that staff and clients adhere to all security procedures and those clients in the holdover are inspected for contraband upon arrival, following court hearings, recreation and visitation.

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

• Respond to all “assistance needed” calls as well as emergencies such as fire, medical and security, by following established policies and procedures; report such action to the Coordinator.

• Performs other related duties as assigned by the Coordinator, Deputy Director/Director.

DESIRED MINIMUM QUALIFICATIONS

A) Must possess all qualifications of a Juvenile Service Officer.
B) Must have one (1) year of experience as a Sr. JSO with the Juvenile Services Division.

Necessary Knowledge, Skills and Abilities

1. Ability to accept direction from a supervisor.
2. Ability to provide leadership to the Juvenile Services Staff.
3. Knowledge of the Juvenile Justice System and the Sheriff’s Department policies and procedures.
4. Ability to communicate with the public, clients and staff members.
5. Ability to plan, organize, and guide individuals to accomplish various tasks.
6. Ability to maintain effective working relationships with supervisors, subordinates, the general public, and representatives from other components of the criminal justice system.
7. Ability to exercise sound judgment and respond appropriately to emergency situations.
8. Ability to supervise the work activities of subordinates and operate within defined organizational structure.
9. Ability to communicate effectively, which includes both oral and written reports.
10. Ability to work flexible hours and over-time.
11. Ability to work with juveniles who are at risk.
12. Knowledge of and ability to enforce and apply departmental Standard Operating Procedures (SOP) and general orders.
13. Knowledge of and ability to perform input and retrieval functions utilizing a variety of computer programs pertaining to the duties performed.
14. Ability to operate standard office equipment and other equipment relating to a comprehensive law enforcement program.
15. Ability to prepare clear, accurate, and comprehensive recommendations and reports.
16. Ability to perform basic mathematical calculations, utilize correct grammar, spelling, and punctuation.
17. Ability to maintain the confidentiality of all departmental communications, documents, and correspondence.
18. Ability to deal with the general public in a courteous and tactful manner.
19. Ability to perform job duties efficiently while managing frequent interruptions.
20. Ability to plan and organize a personal work schedule, set priorities, and meet deadlines.
21. Ability to understand and follow both oral and written instructions.
22. Ability to communicate effectively, verbally, and in writing.
TOOLS AND EQUIPMENT USED

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

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 a detention/jail 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.

EDUCATION REQUIREMENT

This position requires 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, and teaching, specialization dealing with juveniles or related social service area.

Job related training and/or previous work experience will be considered in lieu of pursuing or having a Bachelor's Degree.
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: ___________________