

AGENDA ITEM 36

Consider approving 2 continuation grant applications for Juvenile Services:

- 1.) Justice of the Peace/JPO (Taylor Annex/JP Court).
- 2.) Juvenile Accountability Incentive Block Grant (JAIBG).

Moved: Commissioner Heiligenstein

Seconded: Commissioner Hays

Motion: To approve 2 continuation grant applications for Juvenile Services:

- 1.) Justice of the Peace/JPO (Taylor Annex/JP Court).
- 2.) Juvenile Accountability Incentive Block Grant (JAIBG).

Vote: 5 - 0

< Attachment >

GRANT APPLICATION C OVER SHEET

<p>1. Legal name of organization applying: Williamson County, Texas</p> <p>2. Division or unit within the applicant organization to administer the project: Juvenile Services Department</p> <p>3. Official applicant organization mailing address: 2423 Williams Drive, Suite E</p> <p>4. Choose up to five of the following that best describe the project:</p> <table style="width: 100%;"> <tr> <td><input type="checkbox"/> Alternative education program</td> <td><input type="checkbox"/> Parole</td> </tr> <tr> <td><input type="checkbox"/> Child abuse</td> <td><input checked="" type="checkbox"/> Probation</td> </tr> <tr> <td><input type="checkbox"/> Community policing</td> <td><input type="checkbox"/> Prosecution</td> </tr> <tr> <td><input type="checkbox"/> Community-based prevention</td> <td><input type="checkbox"/> Purchase of Juvenile Services (probation)</td> </tr> <tr> <td><input checked="" type="checkbox"/> Courts</td> <td><input type="checkbox"/> Renovation and retrofitting (juvenile detention beds)</td> </tr> <tr> <td><input checked="" type="checkbox"/> Crime prevention</td> <td><input checked="" type="checkbox"/> School-based prevention</td> </tr> <tr> <td><input type="checkbox"/> Diversion</td> <td><input type="checkbox"/> Sexual assault</td> </tr> <tr> <td><input type="checkbox"/> Driving While Intoxicated</td> <td><input type="checkbox"/> Substance abuse treatment</td> </tr> <tr> <td><input type="checkbox"/> Family and domestic violence</td> <td><input type="checkbox"/> Technology improvement</td> </tr> <tr> <td><input checked="" type="checkbox"/> Intervention (w/offenders)</td> <td><input type="checkbox"/> Training conferences</td> </tr> <tr> <td><input type="checkbox"/> Investigative</td> <td><input type="checkbox"/> Victim assistance</td> </tr> <tr> <td><input type="checkbox"/> Law enforcement</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Law enforcement training</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Narcotics task force</td> <td></td> </tr> </table> <p>5. Person who CJJD should contact to answer specific questions about the application.</p> <p>Name: Robyn Murray</p> <p>Title: Business Manager</p> <p>Address: 2423 Williams Drive Suite E Georgetown, Texas 78628</p> <p>Telephone number: (512) 930 - 3333</p> <p>Fax number: (512) 930 - 3329</p> <p>e-mail address: rmurray@wilco.org</p> <p>6. Agency's State Payee Identification Number: 1-74-6000978-4000</p> <p>7. Is the applicant organization delinquent on any state or federal debt? <input type="checkbox"/> Yes (If "Yes", attach an explanation.) <input checked="" type="checkbox"/> No</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">8. Requested Funds</th> <th style="width: 30%;">Amount of CJJD Funds Requested</th> <th style="width: 50%;">Grantee Total Match</th> </tr> </thead> <tbody> <tr> <td>FY2003 request</td> <td style="text-align: center;">7,413.00</td> <td style="text-align: center;">29,654.00</td> </tr> <tr> <td>FY2004 request (if applicable)</td> <td></td> <td></td> </tr> <tr> <td>FY2005 request (if applicable)</td> <td></td> <td></td> </tr> </tbody> </table> <p>To the best of my knowledge, all information in this application is true and correct. The application has been duly authorized by the governing body of the applicant and agrees to comply with all CJJD rules, including the attached assurances, if awarded.</p> <p>Typed Name of Authorized Official: Judge John C. Doerfler</p> <p>Signature of Authorized Official: <i>John C. Doerfler</i></p> <p>Date Signed: January 29, 2002</p>	<input type="checkbox"/> Alternative education program	<input type="checkbox"/> Parole	<input type="checkbox"/> Child abuse	<input checked="" type="checkbox"/> Probation	<input type="checkbox"/> Community policing	<input type="checkbox"/> Prosecution	<input type="checkbox"/> Community-based prevention	<input type="checkbox"/> Purchase of Juvenile Services (probation)	<input checked="" type="checkbox"/> Courts	<input type="checkbox"/> Renovation and retrofitting (juvenile detention beds)	<input checked="" type="checkbox"/> Crime prevention	<input checked="" type="checkbox"/> School-based prevention	<input type="checkbox"/> Diversion	<input type="checkbox"/> Sexual assault	<input type="checkbox"/> Driving While Intoxicated	<input type="checkbox"/> Substance abuse treatment	<input type="checkbox"/> Family and domestic violence	<input type="checkbox"/> Technology improvement	<input checked="" type="checkbox"/> Intervention (w/offenders)	<input type="checkbox"/> Training conferences	<input type="checkbox"/> Investigative	<input type="checkbox"/> Victim assistance	<input type="checkbox"/> Law enforcement		<input type="checkbox"/> Law enforcement training		<input type="checkbox"/> Narcotics task force		8. Requested Funds	Amount of CJJD Funds Requested	Grantee Total Match	FY2003 request	7,413.00	29,654.00	FY2004 request (if applicable)			FY2005 request (if applicable)			<p>9. Title of Project Justice of the Peace/JPO</p> <p>10. Application for (check only one): <input type="checkbox"/> Criminal Justice Planning Fund (state) <input type="checkbox"/> Juvenile Justice and Delinquency Prevention Act Fund (federal) CFDA-16.540 <input checked="" type="checkbox"/> Safe and Drug-Free Schools and Communities Act Fund (federal) CFDA-84.186</p> <p>11. County where headquarters are based: Williamson</p> <p>12. Population of the county where the headquarters are based: 230,000</p> <p>13. All cities and counties in the service area of the project and the population of each: Williamson County, Texas</p> <p>14. Grant Start Date: December 1, 2002</p> <p>15. Is this an application for first-year funding? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "No", complete the following: Year of funding for this application (check one): <input type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 <input checked="" type="checkbox"/> Year 4 <input type="checkbox"/> Year 5 <input type="checkbox"/> Year ____ Current Grant #: JA-01-J20-14848-03</p> <p>16. Date and city of application workshop attended:</p> <p>17. If a local application, COG to which application is submitted: #12 CAPCO - Austin, Texas Is this application in response to a local/regional Request for Applications? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>18. If project is statewide, on what date was a copy of the applications submitted for TRACS Review? Is this application in response to a statewide Request for Applications? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <div style="border: 1px solid black; padding: 5px;"> <p>FOR COG USE ONLY</p> <p>Is this application shared with another COG? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <table style="width: 100%;"> <tr> <td style="width: 50%;">CPTNR:</td> <td style="width: 50%;">Region:</td> </tr> <tr> <td>Priority#:</td> <td></td> </tr> <tr> <td colspan="2">COG Application Identifier:</td> </tr> </table> </div>	CPTNR:	Region:	Priority#:		COG Application Identifier:	
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DESIGNATION OF GRANT OFFICIALS

LEGAL NAME OF AGENCY: Williamson County Juvenile Services DepartmentPROJECT TITLE: Justice of the Peace/Juvenile Probation Officer

- ☒ Mr.
☐ Ms.

Charles M. SkaggsProject Director Name (Type or Print)
Juvenile Services ChiefTitle and Agency
2423 Williams Drive, Suite E, Georgetown, Texas 78628Official Agency Mailing Address
(512) 930 - 3333 City **(512) 930 - 3329** ZipDaytime Telephone Number
cskaggs@wilco.org Fax Number

E-Mail Address

- ☒ Mr.
☐ Ms.

David U. FloresFinancial Officer Name (Type or Print)
Williamson County AuditorTitle and Agency
710 Main Street, 3rd Floor, Georgetown, Texas 78626Official Agency Mailing Address
(512) 943 - 1500 City **(512) 943 - 1567** ZipDaytime Telephone Number
dflores@wilco.org Fax Number

E-Mail Address

- ☒ Mr.
☐ Ms.

Judge John C. DoerflerAuthorized Official Name (Type or Print)
Williamson County JudgeTitle and Agency
710 Main Street, Suite 201, Georgetown, Texas 78626Official Agency Mailing Address
(512) 943 - 1550 City **(512) (512) 943 - 1662** ZipDaytime Telephone Number
jdoerfler@wilco.org Fax Number

E-Mail Address

COMPREHENSIVE CERTIFICATION
(page 1 of 2)

This certification is a material representation of fact upon which reliance was placed with the agency determined to award the grant. If it is later determined that the grantee knowingly rendered an erroneous certification, the agency, in addition to any other remedies available to the federal government, may take available action.

If this application is for federal funds in excess of \$100,000, I certify to the best of my knowledge and belief:

- 1. no 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 the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement;
- 2. if any non-federal 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 contract, grant, loan, or cooperative agreement, the undersigned shall check here _____ and contact CJD on your local council of governments for the "Disclosure Form to Report Lobbying," and
- 3. the undersigned shall require that the language of this certification be included in the award documents for all sub-awards, and that all sub-recipients shall certify accordingly.

If this application is for federal funds, I certify that to the best of my knowledge and belief:

- I. The applicant certifies that it will provide a drug-free workplace by:
 - A. Publishing a statement notifying employees that an 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 a drug-free awareness program to inform employees about:
 - 1. the dangers of drug abuse in the workplace;
 - 2. the applicant's policy of maintaining a drug-free workplace;
 - 3. any available drug counseling, rehabilitation, and employee assistance programs; and
 - 4. the penalties that may be imposed upon employees for drug abuse violations.
 - C. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (A).
 - D. Notifying the employee in the statement required by paragraph (A) that as a condition of employment under the grant, the employee will:
 - 1. abide by the terms of the statement; and
 - 2. notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.
 - E. Notifying the agency within ten days after receiving notice under subparagraph (D)(2) from an employee or otherwise receiving actual notice of such conviction.
 - F. Taking one of the following actions with respect to any employee who is so convicted:
 - 1. taking appropriate personnel action against such an employee, up to and including termination; or
 - 2. requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.
 - G. Making a good faith effort to continue to maintain a drug-free workplace through the implementation of paragraphs (A), (B), (C), (D), (E), and (F).

COMPREHENSIVE CERTIFICATION

(This form must be resubmitted each year.)

(page 2 of 2)

Please read carefully: initial in appropriate spaces.

AUDIT CERTIFICATION- ANNUAL REPORTING REQUIREMENT**Federal***If this application is for federal funds, I certify (initial the appropriate choice):*

The applicant agency currently expends combined federal funding of \$300,000 or more and, therefore, is required to submit an annual single audit by an independent auditor made in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133.

Yes XX The applicant agency currently expends combined federal funding of less than \$300,000 and therefore is exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. I understand, however, that CJD may require a limited scope audit as defined in OMB Circular A-133.**State***If this application is for state funds, I certify (initial the appropriate choice):*

The applicant agency currently expends combined state funding of \$300,000 or more and, therefore, is required to submit an annual single audit by an independent auditor made in accordance with the Uniform Grant Management Standards (UGMS).

The applicant agency currently expends combined state funding of less than \$300,000 and therefore is exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. I understand, however, that CJD may require a limited scope audit as defined in OMB Circular A-133 adopted by reference in Texas Administrative Code section 3.19 (see also UGMS State Single Audit).

EQUAL OPPORTUNITY PLAN (EEO/PC) CERTIFICATION- ANNUAL REPORTING REQUIREMENT**Definitions:**

- n Type I Entity**
Educational/medical/non-profit institution/Native American Tribe—certification required (initial below); EEO/PC NO T required;
- n Type II Entity**
All other recipients receiving more than \$25,000, but not more than \$500,000—certification required (initial below); organizations must maintain EEO Plan for possible audit if the organization has more than 50 employees; and
- n Type III Entity**
Entities and state and local governments receiving \$500,000 or more—certification required (initial below); the organization must submit an EEO Plan to Office for Civil Rights (OCR) for approval. For-profit

If your organization is a Type I, II, or III Entity, please initial one of the following:

I certify this organization is a Type I Entity. This entity will comply with the prohibitions against discrimination in any program or activity (28 CFR §42.203), is not required to maintain an Equal Employment Opportunity Plan, but will comply with equal employment opportunity program guidelines of the Department of Health and Human Services (28 CFR 42.302).

I certify this organization is a Type II Entity that employs less than 50 people. This entity will comply with the prohibitions against discrimination in any program or activity (28 CFR §42.203), but is not required to maintain an Equal Employment Opportunity Plan (28 CFR 42.301 *et seq.*).*Yes XX* I certify this organization is a Type II Entity that employs 50 or more people. This entity will comply with the prohibitions against discrimination in any program or activity (28 CFR §42.203) and has formulated an equal employment opportunity program (28 CFR 42.301 *et seq.*), that is on file in the office of Human Resources Department.I certify this organization is a Type III Entity. This entity will comply with the prohibitions against discrimination in any program or activity (28 CFR §42.203) and has formulated an equal employment opportunity program (28 CFR 42.301 *et seq.*), that will be submitted to the Office for Civil Rights, Office of Justice Programs, Department of Justice, for approval upon award of grant.**DEBARMENT CERTIFICATION- ANNUAL REPORTING REQUIREMENT***If this application is for federal funds in excess of \$25,000, I certify that (initial the appropriate choice):**Yes XX* By submission of this proposal, that neither the applicant agency nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency. If I am unable to certify:

I am unable to certify the above statement and have attached an explanation to this application.

Williamson County, Texas

Applicant's Organization

Judge John C. Doerfler

Printed Name and Title of Authorized Official

Justice of the Peace/JPO

Project Title

Signature of Authorized Official John C. Doerfler Date 1/29/02

CERTIFIED ASSURANCES

(PAGE 1 OF 2)

Applicants must complete this form before they will receive state and/or federal funds. Recipients of state and/or federal funds must fully understand and comply with these requirements. Failure to comply may result in the withholding of funds, termination of the award, or other sanctions.

smustfully
rd, or other

FEDERAL ASSURANCES

The applicant hereby assures and certifies compliance with all federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars No. A-21, A-110, A-122, A-128, A-87, Office of Justice Programs (OJP) Financial Regulations, Education Department General Administrative Regulations (EDGAR), E.O. 12372 and Uniform Administrative Requirements for Grants and Cooperative Agreements—28CFR, Part 66, Common Rule, that govern the application, acceptance and use of Federal funds for this project. Also, the Applicant assures and certifies that:

1. **LEGAL AUTHORITY**—It possesses legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. **DISPLACED PERSONS**—It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions (42 USC §§4601-4655) which provides for fair and equitable treatment to persons displaced as a result of Federal and Federally-assisted programs.
3. **POLITICAL ACTIVITY**—It will comply with provisions of Federal law which limit certain political activities of employees of a State or local unit of government whose principal employment is in connection with a activity financed in whole or in part by Federal grants (5 USC §1501, et seq.).
4. **FAIR LABOR STANDARDS ACT**—It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act (29 USC §§201-219) if applicable.
5. **CONFLICT OF INTEREST**—It will establish safeguards to prohibit employees from using their positions for a purpose that gives rise to the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
6. **EXAMINATION OF RECORDS**—It will give the sponsoring agency or the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
7. **COMPLIANCE WITH REQUIREMENTS**—It will comply with all requirements imposed by the Federal sponsoring agency concerning special requirements of law, program requirements, and other administrative requirements.
8. **EPA VIOLATING FACILITIES**—It will ensure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed in the Environmental Protection Agency's (EPA's) list of Violating Facilities, and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
9. **FLOOD INSURANCE**—It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act (Ch. 50 USC §4001). This section requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance, or any other form of direct or indirect Federal assistance.
10. **HISTORIC PRESERVATION**—It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 USC §470), Executive Order 11593 and the Archeological and Historical Preservation Act of 1966, (16 USC §569a-1, et seq.) by (a) consulting with the State Historic Preservation Officer (SHPO) on the conduct of investigation, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid, mitigate, and adverse effects upon such properties.
11. **COMPLIANCE WITH LAWS AND GUIDES**—It will comply and assure the compliance of all its subgrantees and contractors, with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act, as appropriate; the provisions of the current edition of the Office of Programs Financial and Administrative Guide for Grants, M7100.1, and all other applicable Federal laws, orders, circulars, or regulations.
12. **COMPLIANCE WITH CODE OF FEDERAL REGULATIONS**—It will comply with the provisions of 28CFR applicable to grants and cooperative agreements including Part 18, Administrative Review Procedure; Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 42, Nondiscrimination/Equal Employment Opportunity Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures, and Federal laws or regulations applicable to Federal Assistance Programs.

CERTIFIED ASSURANCES

(PAGE 1 OF 2)

13. **NONDISCRIMINATION**—
- A It will comply, and all its contractors will comply, with the nondiscrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, (42 USC § 3789(d)), or Victims of Crime Act (as appropriate); Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; Subtitle A, Title II of the Americans With Disabilities Act (ADA) (1990); Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, Subparts C, D, E, and G; and Department of Justice regulations on disability discrimination, 28 CFR Part 35 and Part 39.
- B In the event a federal or state court or federal or state administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to the Office for Civil Rights, Office of Justice Programs.
- C It will provide an Equal Employment Opportunity Program (EEO) if required to maintain one, where the application is for \$500,000 or more.
14. **COASTAL BARRIERS**— It will comply with the provisions of the Coastal Barrier Resources Act (16 USC § 3501, et seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.
15. **SUPPLANTING PROHIBITION**— It will use funds to supplement existing funds for program activities and may not replace (supplant) non-Federal funds that have been appropriated for the same purpose. The Applicant understands that potential supplanting will be the subject of monitoring and audit. Violations can result in a range of penalties, including suspension of future funds under this Program, suspension or debarment from Federal grants, recoupment of monies provided under this grant, and civil and/or criminal penalties.

STATE ASSURANCES

The applicant hereby assures and certifies compliance with all state statutes, regulations, policies, guidelines, and requirements including the Title 1, Chapter 3, of the Texas Administrative Code and the Uniform Grant Management Standards (UGMS), as they relate to the application, acceptance and use of funds for this project. Also, the applicant assures and certifies that:

1. **LEGAL AUTHORITY**— It possesses legal authority in the State of Texas to apply for the grant; that a resolution, motion or similar action has been adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including a full understanding and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. **CONFLICT OF INTEREST**— It will establish a safeguard to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
3. **NONDISCRIMINATION**— It will comply with all State and Federal statutes relating to nondiscrimination.
4. **TAXES**— It will comply with all State and Federal tax laws and is solely responsible for filing all required State and Federal tax forms.
5. **GRANT ADMINISTRATION**— It will maintain an appropriate grant administration system to ensure that all terms, conditions and specifications of the grant, including these standard assurances, are met.
6. **EXAMINATION OF RECORDS**— It will give the sponsoring agency or the Office of the Governor, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
7. **PUBLIC INFORMATION**— It will ensure that all information collected, assembled or maintained by the applicant relative to a project will be available to the public during normal business hours in compliance with Texas Government Code, Chapter 552, unless otherwise expressly prohibited by law.
8. **CHILD SUPPORT PAYMENTS**— It will comply with Section 231.006, Texas Family Code, which prohibits payments to a person who is in arrears on child support payments.
9. **SUSPECTED CHILD ABUSE**— It will comply with the Texas Family Code, Section 261.101 which requires reporting of all suspected cases of child abuse to local law enforcement authorities and to the Texas Department of Child Protective and Regulatory Services. Grantees shall also ensure that all program personnel are properly trained and aware of this requirement.
10. **RELATIVES**— It will comply with Texas Government Code, Chapter 573, by ensuring that no officer, employee, or member of the applicant's governing body or of the applicant's contractor shall vote or confirm the employment of any person related within the second degree of affinity or the third degree of consanguinity to any member of the governing body or to any other officer or employee authorized to employ or supervise such person. This prohibition shall not prohibit the employment of a person who shall have been continuously employed for a period of two years, or such other period stipulated by local law, prior to the election or appointment of the officer, employee, or governing body member related to such person in the prohibited degree.
11. **OPEN MEETINGS**— If the applicant is a governmental entity, it will comply with Texas Government Code, Chapter 551, which requires all regular, special or called meeting of governmental bodies to be open to the public, except as otherwise provided by law or specifically permitted in the Texas Constitution.
12. **HEALTH, HUMAN SERVICES, PUBLIC SAFETY OR LAW ENFORCEMENT AGENCY**— If the applicant is a health and human services agency or public safety or law enforcement agency, it will not contract with or issue a license, certificate or permit to the owner, operator or administrator of a facility if the license, permit or certificate has been revoked by another health and human services agency or public safety or law enforcement agency.
13. **LAW ENFORCEMENT AGENCY**— If the applicant is a law enforcement agency regulated by Texas Government Code, Chapter 415, it will comply with all rules adopted by the Texas Commission on Law Enforcement Officer Standards and Education pursuant to Texas Government Code, Chapter 415, on its must provide the Criminal Justice Division with a certification from the Texas Commission on Law Enforcement Officer Standards and Education that the agency is in the process of achieving compliance with such rules.

Williamson County, Texas

Applicant's Organization

Judge John C. Doerfler

Printed Name and Title of Authorized Official

Justice of the Peace/JPO

Project Title

John C. Doerfler 1/29/02

Signature of Authorized Official Date

JUSTICE OF THE PEACE JUVENILE PROBATION OFFICER
BUDGET SUMMARY FY 2002 - 2003

CATEGORIES

	<i>CJD</i>	<i>Grantee</i>	<i>In-Kind</i>	<i>Total</i>
<i>Personnel</i>	7,413.00	29,654.00		37,067.00
<i>Professional & Contractual</i>	0	0	0	0
<i>Travel & Training</i>	0	0	0	0
<i>Equipment</i>	0	0	0	0
<i>Supplies</i>	0	0	0	0
 <i>Total Direct Charges</i>	7,413.00	29,654.00	0	37,067.00
<i>Indirect Charges</i>	0	0	0	0
 <i>TOTAL</i>	7,413.00	29,654.00	0	37,067.00

ESTIMATED PROGRAM INCOME

TOTAL PROGRAM INCOME: \$0

The project does not anticipate earning any program income.

PERSONNEL

TOTAL PERSONNEL: \$37,067.00

Salaries: \$30,291.00

Justice of the Peace Juvenile Probation Officer \$31,828.00 x 100% of time = \$30,291.00

This full-time position will provide the following services: This officer will be assigned to the Justice Court and will act as a case manager for all cases coming before the Court with special emphasis placed on repeat offenders, those at risk of being transferred to the Juvenile Court and those at risk of having contempt charges filed. The officer will educate youth of the consequences of truancy, failure to attend, penal code violations of the grade of Class C Misdemeanor and contempt.

Fringe Benefits: \$8,413.00

<i>Retirement @ .1011</i>	<i>\$3,063.00</i>
<i>FICA @ .0765</i>	<i>\$2,317.00</i>
<i>Health Insurance @ 230/month</i>	<i>\$3,600.00</i>
<i>Total</i>	<i>\$8,980.00</i>

The annual fringe difference of \$2,204.00 for this full-time officer will be covered as an in-kind cost within the Williamson County Juvenile Services Department 2002 – 2003 fiscal year general fund budget.

PROFESSIONAL AND CONTRACTUAL SERVICES

TOTAL PROFESSIONAL AND CONTRACTUAL SERVICES: \$0

The project does not anticipate providing any professional or contractual services.

JUSTICE OF THE PEACE JUVENILE PROBATION OFFICER
BUDGET SUMMARY CONTINUED

TRAVEL AND TRAINING

TOTAL TRAVEL AND TRAINING: \$0

Local Mileage: \$0

Cost of local mileage reimbursement will be provided as an in-kind cost within the Williamson County Juvenile Services Department 2002 – 2003 fiscal year general fund budget.

In-State Training: \$0

Costs for training will be provided as an in-kind contribution within the Williamson County Juvenile Services Department 2002 - 2003 fiscal year general fund budget.

Costs will be used to send project staff to training conferences within Texas that will teach skills related to juvenile services and truancy issues and laws effecting both Juvenile and Justice Courts under the Criminal Justice System. Costs will be expended using agency travel policy, which includes \$28.00 per diem over-night, \$14.00 per diem day trip and 32.5 cents per mile for personal car usage.

Out of State Mileage/Training – 0

EQUIPMENT

TOTAL EQUIPMENT: \$0

The project does not anticipate having any equipment purchases.

SUPPLIES

TOTAL SUPPLIES: \$0

The project does not anticipate having any supply purchases.

Office Supplies	\$0
Furniture	\$0
Project Supplies	\$0
Vehicle Operating Costs	\$0
Costs for Space	\$0
Communication Costs	\$0
Services and Other Costs	\$0

INDIRECT COSTS

TOTAL INDIRECT COSTS: \$0

No amount requested for indirect costs.

Additionally, the Williamson County Juvenile Services Department will provide office space, utilities, telephone, computer, postage, office supplies and office furniture for this position.

PROJECT NARRATIVE

Problem statement:

Experience has taught us that youth who commit Class-C offenses, such as truancy, are at a considerably greater risk of entering the juvenile justice system if they are not introduced to supervision programs at the time of their offending.

Goal statement:

By providing a probation officer to supervise the youth referred to the Justice Court, we intend to reduce the number of youth who violate the Justice Orders of Sanctions, thus positively affecting the attendance rate and juvenile services referral rate.

Target Group:

School age youth in seven school districts in precinct four will receive the prevention services by way of classroom presentation. Approximately 4,800 students will be educated regarding the consequences of choosing not to attend school, or committing class-C offenses. Each youth who is referred to the Justice Court will receive a six-month supervision program. The last reporting period reflected that 52 youth received the supervision program. 227 youth received supervision services since the inception of the program in 1998/99.

Project Activities:

- Coordinate collaboration between local schools, resource agencies, law enforcement, and the Justice Court in an effort to efficiently and effectively utilize resources while at the same time providing quality services to at-risk youth.
- Provide age appropriate classroom presentations discussing consequences of making choices both positive and negative.
- Provide a monitoring/supervision program to those youth referred to the Justice Court who are at risk of continued truancy, eventual drop out, and further penetration into the juvenile justice system.

Project Objectives:

Output Measures:

- Present prevention information in the form of 190 individual presentations to individual classes of 25 students.
 - Provide monitoring/ supervision to a caseload of at least 25 youth who have been placed on an order of sanctions by the justice court for a period not to exceed six months. We expect at least 50 youth to be served per year.
 - Organize and coordinate collaboration with local agencies to prepare awareness presentations at specific times of the year regarding specific issues, ie: working with schools, TABC, local law enforcement and Justice Court to raise awareness regarding school prom and alcohol abuse.
-

- Approximately six special events will be organized per year.
- Weekly contact with youth and their parents while they are on supervision.
- Conduct routine attendance checks on youth.
- Conduct urinalysis on youth.
- Refer to resources issue specific, ie: counseling, Child Protective Services, Alcoholics Anonymous, Narcotics Anonymous, Mental Health Mental Retardation.

Outcome Measures:

- Reduce the number of referrals to the justice court for offenses such as failure to attend school and other class C misdemeanors by 40%. Since the beginning of this program in 1998/99 the number of referrals has dropped from 91 to 52 in 2000/2001.
- Reduce the number of referrals to the juvenile court for failure to meet the obligations of the orders of sanctions. We expect an 85% success rate. In 2000 our success rate was 86.7%.
- Increase the average daily attendance of the youth on sanctions. The average number of absences prior to the implementation of this program was 25. We intend to decrease that number to an average of two absences per youth.
- Increase the grade point average of those youth on sanctions. We have recorded an average increase of 17 points on those youth who we have monitored under sanctions. We intend to record an average increase of 20 points in this upcoming reporting period.

Project Summary:

The Justice of the Peace Probation Program consists of an officer assigned to the Precinct Four Justice of the Peace. This precinct has seven rural independent school districts which the probation officer serves. It has been documented in the past that youth who were truant or found guilty of other class C misdemeanors in the justice court were given sanctions as consequences for their actions. It was further documented that many of the youth did not comply with the sanctions and were found in contempt and transferred to the juvenile court further penetrating into the juvenile justice system. As we began to look at some of the causes, we found that these youth would be placed on sanctions and then return to court months later to show how well they had followed them. We found that these youth had not followed up with improved attendance or higher grades, nor had they followed curfews or refrained from substance abuse. We believed that if we monitored them weekly and provided them with direction, immediate consequences, and a case management plan, they would be successful in completing their order of sanctions.

As an accessory to this program we developed a prevention and education program that provides age appropriate materials to address issues experienced by youth at various stages of their growth and development while focusing on both positive and negative consequences of their actions. This program reviews the Student School Code of Conduct and discusses the youth's responsibilities in their educational community. The focus then shifts to an explanation of the possible social and legal consequences of truancy, substance abuse and running away from home. The program concludes by tying the Education Code, Student Code of Conduct, Penal Code and the Family Code together to set a guideline for expected behaviors.

We believe that the combination of the two programs outlined above has helped to reduce the number of overall more serious referrals to the Juvenile Court in Williamson County. We further believe that this combination of programs has assisted us in early detection of at risk youth who are beginning to spiral out of control.

In conclusion, we believe that the prevention education component allows many of the youth to reflect on cause and effect, thus diverting them from the possible negative consequences that may result from acting without the knowledge that not only do we care about their quality of life, but why they should also care.

RESOLUTION**STATE OF TEXAS****COUNTY OF WILLIAMSON**

WHEREAS, The Williamson County Commissioners Court finds it in the best interest of the citizens of Williamson County, that the Justice of the Peace Juvenile Probation Officer Program be operated for the 4th year; and

WHEREAS, Williamson County Commissioners Court has considered the proposed application for State and Federal Assistance for said project, in the amount of \$7,413.00 to be submitted to the Office of the Governor, Criminal Justice Division, Fund JJDP Program; and

WHEREAS, The Williamson County Commissioners Court has agreed to provide matching moneys for the said project in the amount of \$29,654.00, or an amount equal to one-fourth of the total project cost, as required by the grant application; and

WHEREAS, The Williamson County Commissioners Court has agreed that in the event of loss or misuse of the Criminal Justice Division funds, Williamson County Commissioners Court assures that the funds will be returned to the Criminal Justice Division in full.

NOW THEREFORE, BE IT RESOLVED that the Williamson County Commissioners Court approves submission of the grant application for the Justice of the Peace Juvenile Probation Officer Program in the amount of \$37,067.00.

Signed by the County Judge

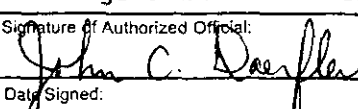
John C. Doerfler 1-29-02
John C. Doerfler

Passed and Approved on this the 29 day of JANUARY, 2002.

Attest: Signed by the County Clerk

Nancy E. Rister
Nancy Rister

GRANT APPLICATION COVER SHEET

1. Legal name of organization applying. Williamson County, Texas			9. Title of Project Substance Abuse "PROUD" Program																										
2. Division or unit within the applicant organization to administer the project. Juvenile Services Department			10. Application for: Juvenile Accountability Incentive Block Grant CFDA 16.523																										
3. Official applicant organization mailing address. 2423 Williams Dr., Suite E, Geotwn 78628			11. County where headquarters are based: Williamson County, Texas																										
4. Choose up to five of the following that best describe the project: <table border="0"><tr><td><input type="checkbox"/> Alternative education program</td><td><input type="checkbox"/> Law enforcement training</td></tr><tr><td><input type="checkbox"/> Child abuse</td><td><input type="checkbox"/> Narcotics task enforcement</td></tr><tr><td><input type="checkbox"/> Community policing</td><td><input type="checkbox"/> Parole</td></tr><tr><td><input type="checkbox"/> Community-based prevention</td><td><input type="checkbox"/> Probation</td></tr><tr><td><input type="checkbox"/> Courts</td><td><input type="checkbox"/> Prosecution</td></tr><tr><td><input type="checkbox"/> Crime prevention</td><td><input type="checkbox"/> Purchase of juvenile services (probation)</td></tr><tr><td><input type="checkbox"/> Diversion</td><td><input type="checkbox"/> Renovation and retrofitting (juvenile detentionbeds)</td></tr><tr><td><input type="checkbox"/> Driving While Intoxicated (DWI)</td><td><input type="checkbox"/> Sexual assault</td></tr><tr><td><input type="checkbox"/> Family and domestic violence</td><td><input type="checkbox"/> Substance abuse treatment</td></tr><tr><td><input checked="" type="checkbox"/> Intervention (w/offenders)</td><td><input type="checkbox"/> Technology improvement</td></tr><tr><td><input type="checkbox"/> Investigative</td><td><input type="checkbox"/> Training conferences</td></tr><tr><td><input type="checkbox"/> Law enforcement</td><td><input type="checkbox"/> Victim assistance</td></tr></table>			<input type="checkbox"/> Alternative education program	<input type="checkbox"/> Law enforcement training	<input type="checkbox"/> Child abuse	<input type="checkbox"/> Narcotics task enforcement	<input type="checkbox"/> Community policing	<input type="checkbox"/> Parole	<input type="checkbox"/> Community-based prevention	<input type="checkbox"/> Probation	<input type="checkbox"/> Courts	<input type="checkbox"/> Prosecution	<input type="checkbox"/> Crime prevention	<input type="checkbox"/> Purchase of juvenile services (probation)	<input type="checkbox"/> Diversion	<input type="checkbox"/> Renovation and retrofitting (juvenile detentionbeds)	<input type="checkbox"/> Driving While Intoxicated (DWI)	<input type="checkbox"/> Sexual assault	<input type="checkbox"/> Family and domestic violence	<input type="checkbox"/> Substance abuse treatment	<input checked="" type="checkbox"/> Intervention (w/offenders)	<input type="checkbox"/> Technology improvement	<input type="checkbox"/> Investigative	<input type="checkbox"/> Training conferences	<input type="checkbox"/> Law enforcement	<input type="checkbox"/> Victim assistance	12. Population of the county where the headquarters are based. 235,000		
<input type="checkbox"/> Alternative education program	<input type="checkbox"/> Law enforcement training																												
<input type="checkbox"/> Child abuse	<input type="checkbox"/> Narcotics task enforcement																												
<input type="checkbox"/> Community policing	<input type="checkbox"/> Parole																												
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<input type="checkbox"/> Investigative	<input type="checkbox"/> Training conferences																												
<input type="checkbox"/> Law enforcement	<input type="checkbox"/> Victim assistance																												
5. Person CJD should contact to answer specific questions about the application. Name: Charles M. Skaggs Title: Chief Executive Officer Address: 2423 Williams Drive Suite E Georgetown, Texas 78628 Telephone number: (512) 930-3333 Fax number: (512) 930-3329 e-mail address: cskaggs@wilco.org			13. All cities and counties in the service area of the project and the population of each. Williamson County, Texas																										
6. Agency's State Payee Identification Number: 74-6000978-4000			14. Grant Period: August 1, 2002 - July 31, 2003																										
7. Is the applicant organization delinquent on any state or federal debt? <input type="checkbox"/> Yes (If "Yes", attach an explanation.) <input type="checkbox"/> No			15. Is this an application for first-year funding? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "No", complete the following Year of Funding for this application (check one): <input type="checkbox"/> Year 2 <input checked="" type="checkbox"/> Year 3 <input type="checkbox"/> Year 4 <input type="checkbox"/> Year 5 <input type="checkbox"/> Year ____ Current Grant #: JB-2000-J20-13308-03																										
8. Amount of CJD Funds Requested	Allocation	Cash Match	16. Date and city of application workshop attended:																										
FY 2002	\$44,164.00	\$4,907.00																											
Waived from other jurisdictions (please provide a list to CJD)			17. If a local application, COG to which application is submitted. CAPCO - Austin, Texas																										
TOTAL	\$44,164.00	\$4,907.00																											
To the best of my knowledge, all information in this application is true and correct. The application has been duly authorized by the governing body of the applicant and agrees to comply with all CJD rules, including the attached assurances, if awarded.			FOR COG USE ONLY Is this application shared with another COG?																										
Typed Name of Authorized Official: Judge John C. Doerfler			CPTN #																										
Signature of Authorized Official: 			Region #																										
Date Signed: January 29, 2002			Priority #																										
			COG Application Identifier:																										

DESIGNATION OF GRANT OFFICIALS

LEGAL NAME OF AGENCY: Williamson County Juvenile Services DepartmentPROJECT TITLE: Substance Abuse "PROUD" Program☒ Mr.☐ Ms.**Charles M. Skaggs**

Project Director Name (Type or Print)

Chief Executive Officer - Williamson County Juvenile Services

Title and Agency

2423 Williams Drive, Suite E, Georgetown, Texas 78628

Official Agency Mailing Address

(512) 930-3333

City

(512) 930-3329

Zip

Daytime Telephone Number

Fax Number

cskaggs@wilco.org

E-Mail Address

☒ Mr.☐ Ms.**David U. Flores**

Financial Officer Name (Type or Print)

County Auditor - Williamson County, Texas

Title and Agency

710 South Main Street, Georgetown, Texas 78626

Official Agency Mailing Address

(512) 943-1500

City

(512) 943-1567

Zip

Daytime Telephone Number

Fax Number

dflores@wilco.org

E-Mail Address

☒ Mr.☐ Ms.**John C. Doerfler**

Authorized Official Name (Type or Print)

County Judge - Williamson County, Texas

Title and Agency

710 South Main Street, Georgetown, Texas 78626

Official Agency Mailing Address

(512) 943-1550

City

(512) 943-1662

Zip

Daytime Telephone Number

Fax Number

jdoerfler@wilco.org

E-Mail Address

COMPREHENSIVE**CERTIFICATION**

(page 1 of 2)

Office of the Governor
Criminal Justice Division
P.O. Box 12428
Austin, Texas 78711
512/463-1919
Fax: 512/475-2042
www.governor.state.tx.us

This certification is a material representation of fact upon which reliance was placed with the agency determined to award the grant. If it is later determined that the grantee knowingly rendered an erroneous certification, the agency, in addition to any other remedies available to the federal government, may take any available action.

o

If this application is for federal funds in excess of \$100,000, I certify to the best of my knowledge and belief:

1. no 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 the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement;
2. if any non-federal 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 contract, grant, loan, or cooperative agreement, shall ☒ check here ☐ and the undersigned shall contact CJD or your local council of governments for the "Disclosure Form to Report Lobbying," and
3. the undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers and that all sub-recipients shall certify accordingly.

cer

If this application is for federal funds, I certify that to the best of my knowledge and belief:

1. The applicant certifies that it will 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 a drug-free awareness program to inform employees about:
 1. the dangers of drug abuse in the workplace;
 2. the applicant's policy of maintaining a drug-free workplace;
 3. any available drug counseling, rehabilitation, and employee assistance programs; and
 4. the penalties that may be imposed upon employees for drug abuse violations.
 - C. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (A).
 - D. Notifying the employee in the statement required by paragraph (A) that, as a condition of employment under the grant, the employee will:
 1. abide by the terms of the statement, and
 2. notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.
 - E. Notifying the agency within ten days after receiving notice under subparagraph (D)(2) from an employee or otherwise receiving actual notice of such conviction.
 - F. Taking one of the following actions with respect to any employee who is so convicted:
 1. taking appropriate personnel action against such an employee, up to and including termination; or
 2. requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.
 - G. Making a good faith effort to continue to maintain a drug-free workplace through the implementation of paragraphs (A), (B), (C), (D), (E), and (F)

COMPREHENSIVE CERTIFICATION(This form must be submitted each year)
(page 2 of 2)

Please read carefully and place initials in appropriate spaces below

PART I: AUDIT CERTIFICATION - ANNUAL REPORTING REQUIREMENT❖ NOTE: Make only one selection under either "Federal" or "State".**Federal**

If this application is for federal funds, I certify (initial one only):

The applicant agency currently expends combined federal funding of \$300,000 or more and, therefore, is required to submit an annual single audit by an independent auditor made in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133.

The applicant agency currently expends combined federal funding of less than \$300,000 and therefore is exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. I understand, however, that CJD may require a limited scope audit as defined in OMB Circular A-133.

OR**State**

If this application is for state funds, I certify (initial one only):

The applicant agency currently expends combined state funding of \$300,000 or more and, therefore is required to submit an annual single audit by an independent auditor made in accordance with the Uniform Grant Management Standards (UGMS).

The applicant agency currently expends combined state funding of less than \$300,000 and, therefore, is exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. I understand, however, that CJD may require a limited scope audit as defined in OMB Circular A-133, adopted by reference in Texas Administrative Code section 3.19 (see also UGMS State Single Audit).

PART II: EQUAL OPPORTUNITY PLAN (EEO) CERTIFICATION - ANNUAL REPORTING REQUIREMENT

To identify your type of organization, please initial one of the following:

Type I Entity: Educational/medical/non-profit institution/Native American Tribe—certification required (initial below); EEO NOT required.

I certify this organization is a Type I Entity. This entity will comply with the prohibitions against discrimination in any program or activity (28 CFR § 42.203), is not required to maintain an Equal Employment Opportunity program guidelines of the Department of Health and Human Services (28 CFR 42.302).

OR

I am unable to certify the above statement and have attached an explanation.

Type II Entity: All other recipients receiving less than \$25,000—certification required.

I certify this organization is a Type II Entity. This entity will comply with the prohibitions against discrimination in any program or activity (28 CFR § 42.203), but is not required to maintain an Equal Employment Opportunity Plan.

Type III Entity: All other recipients receiving more than \$25,000, but not more than \$500,000—certification required. This entity must maintain EEO on file for possible audit if the organization has more than 50 employees.

I certify this organization is a Type III Entity that employs less than 50 employees and is not required to maintain an equal employment opportunity program against discrimination in any program or activity (28 CFR § 42.203), but is not required to maintain an equal employment opportunity program (28 CFR 42.301 et seq.).

OR

I certify this organization is a Type III Entity that employs 50 or more employees and has formulated an equal employment opportunity program that is on file in the office of (insert organization name here) Human Resources.

Type IV Entity: For-profit entities and state and local governments receiving \$500,000 or more—certification required. This entity must submit an EEO to Office for Civil Rights (OCR) for approval.

I certify this organization is a Type IV Entity. This entity will comply with the prohibitions against discrimination in any program or activity (28 CFR § 42.203), and has formulated an equal employment opportunity program for Civil Rights, Office of Justice Programs, Department of Justice, for approval upon award of a grant.

PART III: DEBARMENT CERTIFICATION - ANNUAL REPORTING REQUIREMENT

If this application is for federal funds in excess of \$25,000, I certify that (initial one only):

By submission of this proposal, that neither the applicant agency nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

I am unable to certify the above statement and have attached an explanation to this application.

PART IV: SIGNATURE PAGE

Applicants must complete this form and submit it to CJD before they will receive state and/or federal funds. Recipients of state and/or federal funds must fully understand and comply with the requirements listed on pages 1 and 2 of this document. Failure to comply may result in the withholding of funds, termination of the award, or other sanctions.

Williamson County, Texas

Applicant's Organization

Judge John C. Doerfler

Printed Name and Title of Authorized Official

JAIBG Substance Abuse Program

Project Title

Signature of the Authorized Official

Date

CERTIFIED**ASSURANCES**

(page 1 of 3)

Office of the Governor
Criminal Justice Division
P.O. Box 12428
Austin, Texas 78711
512/463-1919
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This certification is a material representation of fact upon which reliance was placed with the agency determined to award the grant. If it is later determined that the grantee knowingly rendered an erroneous certification, the agency, in addition to any other remedies available, may take available action.

grant. If it is later determined that the grantee knowingly rendered an erroneous certification, the agency, in addition to any other remedies available, may take available action.

The applicant hereby assures and certifies compliance with all federal and state statutes, regulations, policies, guidelines and requirements, including OMB Circulars No. A-21, A-110, A-122, A-128, A-87, A-133; Office of Justice Programs (OJP) Financial Regulations; Education Department General Administrative Regulations (EDGAR); E.O. 12372 Uniform Administrative Requirements for Grants and Cooperative Agreements—28 CFR, Part 166, Common Rule, and Title 1, Part 1, Chapter 3 of the Texas Administrative Code, that govern the application, acceptance and use of Federal and State funds for this project. In instances where both federal and state requirements apply to a grantee, the more restrictive requirement applies.

PART I: FEDERAL & STATE ASSURANCES

The applicant assures and certifies that:

1. **CONFLICT OF INTEREST**—It will establish safeguards to prohibit employees from using their positions for purposes that is, or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties. y
2. **EXAMINATION OF RECORDS**—It will give the sponsoring agency, the Office of the Governor, or the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant. he grant.
3. **TAXES**—It will comply with all State and Federal tax laws and is solely responsible for filing all required State and Federal tax forms.
4. **SUPPLANTING PROHIBITION**—It will use funds to supplement existing funds for program activities and may not replace (supplant) non-Federal funds that have been appropriated for the same purpose. The applicant understands that potential supplanting will be the subject of monitoring and audit. Violations can result in a range of penalties, including suspension of future funding under this Program, suspension or debarment from Federal grants, recoupment of monies provided under this grant, and civil and/or criminal penalties. nting under this
5. **NONDISCRIMINATION**—
 - A. It will comply, and all its contractors will comply, with the nondiscrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, (42 USC § 3789(d)), or Victims of Crime Act (as appropriate); Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; Subtitle A, Title I of the Americans With Disabilities Act (ADA) (1990); Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, Subparts C, D, E, and G; and Department of Justice regulations on disability discrimination, 28 CFR Part 35 and Part 39.
 - B. 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 ground of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to the Office of Justice Programs, Office for Civil Rights.
 - C. It will provide an Equal Employment Opportunity Program (EEOP) if required to maintain one, where the application is for \$500,000 or more.

PART II: FEDERAL ASSURANCES

The applicant assures and certifies that:

1. **LEGAL AUTHORITY**—It possesses legal authority to apply for the grant; a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application (including all standings and assurances contained therein), and directing and authorizing the person identified as the official representative designee of the organization to act in connection with the application and to provide such additional information as may be required. lunder-, or their uired.
2. **DISPLACED PERSONS**—It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions (42 USC §§ 4601-4655) which provide for fair and equitable treatment to persons displaced as a result of and Federally assisted programs. f Federal
3. **POLITICAL ACTIVITY**—It will comply with provisions of Federal law which limit certain political activities of employees of a State or local unit of government whose principal employment is in connection with an activity financed in whole or in part by Federal grants. (5 USC § 1501, et seq.)
4. **FAIR LABOR STANDARDS ACT**—It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act (29 USC §§ 201-219) if applicable.

CERTIFIED ASSURANCES

(page 2 of 3)

5. **COMPLIANCE WITH REQUIREMENTS**— It will comply with all requirements imposed by the Federal sponsoring agency concerning special requirements of law, program requirements, and other administrative requirements.
6. **EPA VIOLATING FACILITIES**— It will ensure that the facilities under its ownership, lease or supervision, which shall be utilized in the accomplishment of the project, are not listed in the Environmental Protection Agency's (EPA's) list of Violating Facilities, and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
7. **FLOOD INSURANCE**— It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act (50 USC § 4001), which states that, on or after March 2, 1975, communities must purchase flood insurance, where insurance is available in those communities. This requirement is a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
8. **HISTORIC PRESERVATION**— It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 USC § 470), Executive Order 11593, and the Archeological and Historical Preservation Act of 1974, as amended (16 USC § 469a-1, et seq.) by (a) consulting with the State Historic Preservation Officer (SHPO) on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
9. **COMPLIANCE WITH LAWS AND GUIDES**— It will comply and assure the compliance of all its subgrantees and contractors, with the applicable provisions of Title of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act, as appropriate; the provisions of the current edition of the Office of Justice Programs Financial and Administrative Guide for Grants, M7100.1 and all other applicable Federal laws, orders, circulars, or regulations.
10. **COMPLIANCE WITH CODE OF FEDERAL REGULATIONS**— It will comply with the provisions of 28 CFR applicable to grants and cooperative agreements including Part 18, Administrative Review Procedure; Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 42, Nondiscrimination/Equal Employment Opportunity Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures; and Federal laws or regulations applicable to Federal Assistance Programs.
11. **COASTAL BARRIERS**— It will comply with the provisions of the Coastal Barrier Resources Act (16 USC § 3501, et seq.) which prohibits the expenditure of most new Federal funds within the unit of the Coastal Barrier Resources System.

PART III: STATE ASSURANCES

The applicant assures and certifies that:

1. **LEGAL AUTHORITY**— It possesses legal authority in the State of Texas to apply for the grant; a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application (including all understandings and assurances contained therein), and directing and authorizing the person identified as the official representative, or their designee of the organization to act in connection with the application and to provide such additional information as may be required.
2. **GRANT ADMINISTRATION**— It will maintain an appropriate grant administration system to ensure that all terms, conditions and specifications of the grant, including these standard assurances, are met.
3. **PUBLIC INFORMATION**— It will ensure that all information collected, assembled or maintained by the applicant relative to a project will be available to the public during normal business hours in compliance with Texas Government Code, Chapter 552, unless otherwise expressly prohibited by law.
4. **CHILD SUPPORT PAYMENTS**— It will comply with Section 231.006 of the Texas Family Code, which prohibits payments to a person who is in arrears on child support payments.
5. **SUSPECTED CHILD ABUSE**— It will comply with Section 261.101 of the Texas Family Code, which requires reporting of all suspected cases of child abuse to local law enforcement authorities and to the Texas Department of Child Protective and Regulatory Services. Grantees shall also ensure that all program personnel are properly trained and aware of this requirement.

CERTIFIED ASSURANCES

(page 3 of 3)

6. **RELATIVES**—It will comply with Texas Government Code, Chapter 573, by ensuring that no officer, employee, or member of the applicant's governing body or of the applicant's contractor shall vote or confirm the employment of any person related within the second degree of affinity or the third degree of consanguinity to any member of the governing body, or to any other officer or employee authorized to employ or supervise such person. This prohibition shall not prohibit the employment of a person who shall have been continuously employed for a period of two years, or such other period stipulated by local law, prior to the election or appointment of the officer, employee, or governing body member related to such person in the prohibited degree.
7. **OPEN MEETINGS**—If the applicant is a governmental entity, it will comply with Texas Government Code, Chapter 551, which requires all regular, special or called meetings of governmental bodies to be open to the public, except as otherwise provided by law or specifically excluded in the Texas Constitution.
8. **HEALTH/HUMAN SERVICES/PUBLIC SAFETY OR LAW ENFORCEMENT AGENCY**— If the applicant is a health and human services agency or public safety or law enforcement agency, it will not contract with or issue a license, certificate or permit to the owner, operator or administrator of a facility if the license, permit or certificate has been revoked by another health and human services agency.
9. **LAW ENFORCEMENT AGENCY**—If the applicant is a law enforcement agency regulated by Texas Government Code, Chapter 415, it will comply with all rules adopted by the Texas Commission on Law Enforcement Officer Standards and Education pursuant to Texas Government Code, Chapter 415, or it must provide the Criminal Justice Division with a certification from the Texas Commission on Law Enforcement Officer Standards and Education stating that the agency is in the process of achieving compliance with such rules.

Please read carefully and complete the signature block

PART III: SIGNATURE PAGE

Applicants must complete this form and submit it to CJD before they will receive state and/or federal funds. Recipients of state and/or federal funds must fully understand and comply with the requirements listed for Federal and State Assurances. Failure to comply may result in the withholding of funds, termination of the award, or other sanctions.

Williamson County, Texas
Applicant's Organization
Judge John C. Doerfler
Printed Name and Title of Authorized Official

JAIBG Substance Abuse Program
Project Title
John C. Doerfler 1-29-02
Signature of the Authorized Official Date

JAIBG
Program Information

1. *List the cities, counties, or parts thereof covered by the Coordinated Enforcement Plan for Reducing Juvenile Crime.*

Williamson County, Texas

2. *List the members of Juvenile Crime Enforcement Coalition and their position titles.*

Stan Simpson-Captain, Round Rock Police Department
 John Maspero-Sheriff, Williamson County
 Gene Taylor-County Attorney, Williamson County
 Donna Gafford- Juvenile Prosecutor, Williamson County
 Charly Skaggs-Director of Juvenile Services, Williamson County
 Judge Burt Carnes-Chairman of the Williamson County Juvenile Board
 Frances Lesak-Secondary Staffing Student Services, LISD
 Linda Taylor-JJAEP Administrator
 Doak Fling-Edward D. Jones Investment Consultant
 Robert Wood-Physical Therapist
 Leslie Hill-Administrator, Texas Utilities
 Dean Higginbotham-Coordinator of Religious Program Volunteers, Juvenile Detention
 Robbie Fuller-Director of Services to At Risk and Runaway Youth
 Scott Matthew-Manager of Don't Choose Crime Program
 Anita Anderson-Gang Officer, Williamson County Juvenile Services
 Linda Bloomquist-JPO Supervisor

This group has representation from police, sheriff, prosecutors, local probation, the juvenile court, schools, business, religion, social service, crime prevention and gang prevention.

3. *Explain which of the 12 purpose areas your Coordinated Enforcement Plan will address and why.*

The purpose areas where funds will be allocated are Purpose Area 2, 35% for juvenile accountability based sanctions and Purpose Area 3, 65% for the continued employment of a Juvenile Probation Officer.

With growth in population exploding in Williamson County, the need for a specialized substance abuse program is immediate. Purpose Area 2 funds will be utilized in the area of juvenile accountability based sanctions. Caseload probationers will be held accountable for their actions and success and out of county residential placement will be the last sanction sought by the Officer. An out of county residential therapeutic placement of a juvenile for substance abuse related offenses at a Level V for a minimum of 160 days or successful completion of the program.

The remaining 65% of allocated funds will address the need for a Juvenile Probation Officer. As the correlation between drug use and crime becomes more apparent, it makes sense that this JPO must be specialized in working with this targeted population. This JPO caseload will consist primarily of youth who have drug issues and have been placed on formal probation by a Juvenile Court. This JPO will lead groups that focus on the drug offender. By having a JPO who is specialized in drug issues, we hope to reduce offenders by focusing on their drug use. This JPO will work with those youth who have severe issues as well as regular caseload youth who require education and intervention.

List of Members of the Juvenile Crime Enforcement Coalition

POLICE:

Stan Simpson Captain, Round Rock Police Department

SHERIFF:

John Maspero Sheriff, Williamson County

PROSECUTOR:

Gene Taylor County Attorney, Williamson County

Donna Gafford Juvenile Prosecutor, Williamson County

LOCAL PROBATION:

Charly Skaggs Director of Juvenile Services, Williamson County

JUVENILE COURT:

Judge Burt Carnes, Chairman of the Williamson County Juvenile Board

SCHOOL:

Frances Lesak Secondary Staffing Student Services, LISD

Linda Taylor JJAEP Administrator

BUSINESS:

Doak Fling Edward D. Jones Investment Consultant

Robert Wood Physical Therapist

Leslie Hill Administrator, Texas Utilities

RELIGIOUS:

Dean Higginbotham, Coordinator of Religious Program Volunteers, Juvenile Detention

SOCIAL SERVICE:

Robbie Fuller Director of Services to At Risk and Runaway Youth

CRIME PREVENTION:

Scott Matthew Manager of Don't Chose Crime Program

GANG PREVENTION:

Anita Anderson Gang Officer, Williamson County Juvenile Services

PROBATION

Linda Bloomquist, JPO Supervisor

J A I B G

CERTIFICATIONS FOR

PROGRAM PURPOSE AREAS

.....
The applicant hereby assures and certifies that the project will comply with the regulations, policies, guidelines, and requirements; including OMB Circulars A-87, Cost Principles for State, Local and Indian Tribal Governments, A-102, Grants and Cooperative Agreements with State and Local Governments; and A-133, Audits of States, Local Governments and Non-Profit Organizations; as they may relate to the application, acceptance and use of funds for this project.

Check the applicable box:

- r In accordance with federal law, the grantee assures that not less than 45% of the funds received under this grant will be expended for purpose areas three through nine stated below and not less than 35% will be expended for purpose areas one, two, and ten. The remaining 20% will be spent on any combination of the remaining purpose areas.

- r In accordance with federal law, the grantee certifies that the interest of public safety and juvenile crime control would be better served by expending funds in a proportion other than the 45% and 35% minimums. Please provide justification concerning the availability of existing structures or initiatives to meet local needs in federally-prescribed purpose areas. State the reasons for the alternative use of funds.

Program Purpose Areas

- 1. Building, expanding, renovating, or operating temporary or permanent juvenile correction or detention facilities, including training of correctional personnel.
- 2. Developing and administering accountability-based sanctions for juvenile offenders.
- 3. Hiring additional juvenile judges, probation officers, and court-appointed defenders, and funding pretrial services for juveniles to ensure the smooth and expeditious administration of the juvenile justice system.
- 4. Hiring additional prosecutors so that more cases involving violent juvenile offenders can be prosecuted.
- 5. Providing funding to enable prosecutors to address drug, gang, and youth violence problems more effectively.
- 6. Providing funding for technology, equipment, and training to assist prosecutors in identifying and expediting the prosecution of violent juvenile offenders.
- 7. Providing funding to enable juvenile courts and juvenile probation departments to be more effective and efficient in holding juvenile offenders accountable and reducing recidivism.
- 8. The establishment of court-based juvenile justice programs that target young firearms offenders through the establishment of juvenile gun courts for the adjudication and prosecution of juvenile firearms offenders.
- 9. The establishment of drug court programs for juveniles as to provide continuing judicial supervision over juvenile offenders with substance abuse problems and to provide the integrated administration of other sanctions and services.
- 10. Establishing and maintaining interagency information-sharing programs that enable the juvenile and criminal justice systems, schools, and social service agencies to make more informed decisions regarding the early identification, control, supervision, and treatment of juveniles who repeatedly commit serious delinquent or criminal acts.
- 11. Establishing and maintaining accountability-based programs that work with juvenile offenders who are referral by law enforcement agencies, or which are designed in cooperation with law enforcement officials, to protect students and school personnel from drug, gang, and youth violence.
- 12. Implementing a policy of controlled substance abuse testing for appropriate categories of juveniles within the juvenile justice system.

John C. Daerfler
Signature of Authorized Official

1-29-02
Date

JB-2000-J20-13308-03
Williamson County, Texas

JAIBG Purpose Area Allocation Sheet

Purpose Area #2: 35%

Developing and administering accountability based sanctions for juvenile offenders.

Purpose Area #3: 65%

Hiring additional juvenile judges, probation officers, and court appointed defenders, and funding pre-trial services for juveniles to ensure the smooth and expeditious administration of the juvenile justice system.

JAIBG Substance Abuse “PROUD” Program
BUDGET SUMMARY

CATEGORIES

	CJD	Grantee	In-Kind	Total
Personnel	28,706.00	3,190.00		31,896.00
Professional & Contractual	15,458.00	1,717.00		17,175.00
Travel & Training				
Equipment				
Supplies				
Total Direct Charges	44,164.00	4,907.00		49,071.00
TOTAL	\$44,164.00	\$4,907.00		\$49,071.00

ESTIMATED PROGRAM INCOME

The project does not anticipate earning any program income.

PERSONNEL

Salaries: \$30,291.00

Substance Abuse Juvenile Probation Officer x 100% of time = \$30,291.00

Fringe Benefits: \$8,008.00

Retirement @ .1011	\$3,063.00
FICA @ .0765	\$2,317.00
Health Insurance @ 300/month	\$3,600.00
Total	\$8,980.00

Salary and fringe benefits amounts funded through the JAIBG in the amount of \$31,896.00. The salary difference of \$7,375.00 will be an in-kind contribution funded through the Williamson County Juvenile Probation Department’s General Fund Budget.

This full-time position will provide the following services: working with adjudicated juveniles who have been placed on formal probation for substance abuse related offenses or any formal probation juvenile who tests positive while on probation, working with the juvenile and their families to educate in the areas of health, prevention training, and education concerning the nature and quality of communication and relationships between family members and the juvenile.

PROFESSIONAL AND CONTRACTUAL SERVICES

Drug Education Class: \$600.00
30 youth at \$20.00/session

This program is a one time only class. The class is 8 hours on one Saturday in which the youth will be educated about Drug Use. Each youth will be assigned to attend this class after being assigned to the Substance Abuse Juvenile Probation Officer. Each class is usually \$40.00 per session, but we are requesting that each youth be responsible for half the cost of the class with the remainder being paid for by JAIBG. It is estimated that thirty youth will be assigned to this class by the Substance Abuse Juvenile Probation Officer at \$20.00 paid for by the JAIBG for a total of \$600.00.

JAIBG Substance Abuse "PROUD" Program
BUDGET SUMMARY CONTINUED

PROFESSIONAL AND CONTRACTUAL SERVICES CONTINUED

Intensive Outpatient Drug Program: \$3,500.00
10 youth at \$350.00/program

This program is a 6 - week program in which the youth will attend 10 hours per week in session. The youth will meet 5 times per week for approximately 2 hours a session for 6 weeks. The program usually costs \$750.00 per youth and we are requesting that each youth be responsible for \$400.00 of the program and the JAIBG will pay the remainder per youth in the amount of \$350.00 for each program for 10 youth for a total of \$3,500.00.

Out Patient Substance Abuse Counseling: \$8,660.00
16 youth at \$35.00/group session - \$3,360.00

This is a program that is a Drug Therapy Group in which the youth will attend the program one time per week for one and a half hours for approximately 6 - weeks. Each session cost is \$35.00 in which 16 youth will attend the group 6 times for a total of \$3,360.00 that the JAIBG would be responsible.

8 youth at \$75.00/individual session - \$1,200.00

This is a program in which some of the youth that attend the Group Sessions may be asked to attend up to two individual sessions as well. This is a 1 - hour session with the Therapist and the youth one on one discussing drug abuse issues. The sessions cost \$75.00 each and it is estimated that 8 youth will be required to attend 2 sessions for a cost of \$1,200.0 that the JAIBG would be responsible.

Out of County Residential Placement: \$4,415.00

A juvenile placed on probation with the Substance Abuse Officer will attend the Drug Education class, Drug Therapy, Intensive Outpatient and if needed the juvenile will be placed in residential drug treatment program. The JAIBG will be responsible for \$4,415.00 of the total cost for one juvenile.

©

TRAVEL AND TRAINING

Local Mileage: \$0

Local mileage reimbursement of Substance Abuse Officer as related to performing duties and responsibilities as assigned in project narrative providing proper documentation is submitted will be provided by the Williamson County Juvenile Probation Department as an in-kind contribution funded through the General Fund Budget.

EQUIPMENT

The project does not anticipate having any equipment purchases.

SUPPLIES

Urinalysis Drug Testing Kits: \$0

The cost of monthly urinalysis drug testing kits to be utilized by the "PROUD" officer in conducting on-site random testing of juveniles under the "PROUD" Program will be provided by the Williamson County Juvenile Probation Department as an in-kind contribution funded through the General Fund Budget.

Additionally, the Williamson County Juvenile Services Department will provide office space, utilities, computer, telephone, postage, and office furniture for this position.

SECTION ONE: PROBLEM STATEMENT AND DATA:

Problem Statement:

Drug related offenses represent a significant percentage of referrals to Williamson County Juvenile Services. Juveniles on probation who violate by using drugs require intensive supervision, education and/or sanctions to reduce the probability of moving deeper into the justice system.

Data:

In 2000, as published in the Williamson County Juvenile Services Annual Report, **10.2% of all referrals** made to Williamson County Juvenile Services were for drug related offenses (1613 total referrals /164 drug related offenses).

In 2000, according to the Williamson County Business Office, the number of juveniles removed from their home and placed in residential drug treatment programs equaled **20%** of court ordered placements outside of Williamson County. In 2001, thus far, the percentage is **15%**. (**Note:** This statistic does not count court ordered placements into the Williamson County Academy residential program).

On December 21, 2001, a survey was conducted of all field juvenile probation officers in Williamson County. The findings of this survey revealed that **33%** of all adjudicated juveniles currently on formal probation (court ordered) have tested positive for drug usage. (192 formal probation juveniles currently being supervised /65 produced at least one positive urinalysis drug test on current term of probation).

# of positive drug tests produced on current probation term	1	2	3	4	5	6+	TOTAL
# OF JUVENILES	33	12	4	4	3	9	65

A total of **163 positive drug screens** have been produced by the current formal juvenile probation caseload in Williamson County.

With the "PROUD" ("*Personal Responsibility Over Using Drugs*") program currently in place, **35 of the 65 juveniles** have been served by it.

SECTION TWO: GOAL STATEMENT:

To provide structured support for juveniles on probation for drug offenses and/or those with a history of drug use. Juveniles shall be held accountable for their drug usage and provided with an organized program of structural guidance and sanctions.

RECORDS MEMORANDUM
Some parts of the text on this page was not
clearly legible for satisfactory recordation.

SECTION THREE: TARGET GROUP:

The target group of this program shall be:

- Any juvenile (10 -16 years of age) placed on probation by the Williamson County Juvenile Court or Juvenile Services, and
- Currently resides in Williamson County and is being supervised by a Williamson County field probation officer, and
- Has shown some type of drug use/abuse in the past or is on probation for a drug offense.

SECTION FOUR: PROJECT ACTIVITIES:

Under the proposed PROUD program, when a youth is placed on probation, the PROUD officer will take the following actions with the youth:

- If a S.A.S.S.I. assessment has not been conducted on the juvenile, the juvenile shall be referred to a qualified and trained person to conduct the assessment. Note: If the PROUD officer has not already been trained in conducting and interpreting the S.A.S.S.I. instrument, they shall receive the necessary training to do so within the scope of their employment.

In addition to all standard conditions of probation, the PROUD officer shall hold the juvenile probationer accountable in the following areas:

- Juveniles may be required to attend the Drug Awareness/Education Class given by the designated agency.
- If there is a determined need, the juvenile may be required to attend a weekly Drug Therapeutic Group given by the designated agency.
- *If there is a determined need, the juvenile may be required to attend and successfully complete an Intensive Outpatient Drug Program.*
- If there is a determined need, the juvenile may be required to seek admittance into a Residential Drug Treatment Program.

The PROUD officer may hold the **juvenile's parent(s) accountable** in the following areas:

- The PROUD officer will suggest that parents incorporate positive, structured, family/child centered activities within the home of no less than two (2) thirty (30) minute period each week.
 - If the juvenile does not possess a valid driver's license, parents may be required to provide, facilitate or arrange transportation for their juvenile to drug classes or drug counseling meetings as needed.
-

- Parents may be requested to attend counseling with their child.

The **PROUD program officer qualifications and experience** shall include, but not be limited to:

- The PROUD officer shall possess a bachelor's degree and meet the essential criteria to be certified as a Juvenile Probation Officer in the state of Texas.
- The PROUD officer shall be familiar with and have work experience within the realm of substance abuse treatment as well as knowledge and familiarity with the recognized treatment modalities of dealing with addiction and substance abuse.
- The PROUD officer will be knowledgeable of local AA/NA resources and meetings in which to refer juveniles. The PROUD officer shall monitor required attendance at the Drug Classes, Drug Therapy or IOP of juveniles they are working with.
- The PROUD officer shall be available 24/7 as needed via digital pager.
- The PROUD officer shall be familiar with basic group dynamics concepts and have experience in facilitating group discussions.
- The PROUD officer shall be knowledgeable of local substance abuse outpatient & in-patient treatment providers. These providers may be called upon or utilized by the PROUD officer if under the PROUD program the juvenile continues to use drugs/test positive.

SECTION FIVE: PROJECT OBJECTIVES:

1. **Decrease of probationer drug usage:** The primary objective of the PROUD program shall be to deal directly with juveniles that continue to use drugs while on formal probation; specifically to reduce the number of juveniles who have more than one positive drug test. To date, as of the active formal probation caseload on 12/26/01, of the 65 juveniles who have tested positive for drugs on probation, **52 % (26 juveniles)** have tested positive more than one time. The objective will be to see a **50 % reduction** (13 juveniles) of this percentage (*more than one positive U.A.*) at the end of one year.
 2. **Decrease in % of probationers placed in residential drug treatment programs:** After one year of operation, it is anticipated that the program will reduce the percentage of juveniles being removed from their home and placed in residential drug treatment programs **by 25 %**, (3 Juveniles).
 3. **Improved family communication & relationships:** The PROUD officer will maintain monthly contact with the parents in order to monitor family activities and involvement in the juvenile's progress. If the juvenile is required to attend the Intensive Outpatient Drug Program, the parents may be required to attend a limited number of hours per week in the program.
 4. **Availability and resources made to at-risk youth and families:** In addition to directly supervising and managing the outlined aspects of the PROUD Program, the officer shall be utilized as a primary resource/information person for Williamson County Juvenile Services., parents, and any other community citizens needing information on AA/NA resources, intervention approaches, warning signals of drug usage, etc. The PROUD officer will
-

document all intervention contacts in line with this objective that would otherwise not be available.

PLAN SUMMARY:

Through the PROUD program, Williamson County Juvenile Services will have an intensive, organized, and consistent intervention to deal with and respond to juveniles on probation that test positive for drugs and/or are on probation for a drug offense. The need for this program is evident by the significant percentage of referrals made to Williamson County Juvenile Services in 2000 that were drug related, as well as, the significant percentage of juveniles testing positive for drug use while on probation.

The PROUD program will emphasize the critical need for juveniles to be personally responsible for their choice to use drugs. The juveniles will be closely monitored and shall be required to attend and successfully complete a Drug Education Class. If the juvenile continues to use drugs the juvenile may be required to attend, complete and apply techniques used in a Drug Therapy Group, Intensive Outpatient Drug Program and possibly Residential Drug Treatment. Parents may also be held accountable and responsible for providing necessary transportation for their child, establishing a pattern of positive, family based activities with their child, attending scheduled meetings.

The anticipated outcomes of the program will be to see a 50 % (13 Juveniles) reduction in the number of juveniles that test positive for drugs more than once while on probation; to see a 25 % reduction in the percentage of juveniles being removed from their home and placed into residential drug treatment programs; to see a marked improvement in the juvenile's family in communication and personal relationships; and to have available a specific person to offer intervention and information to parents and community members that are concerned about at risk behavior of their youth which may involve drug usage.

BudgetAllocationForm

The purpose of the JAIBG Program is to provide funds to develop programs to promote greater accountability in the juvenile justice system. Funds are available for the following 12 program purpose areas. Federal rules require that 45% of the total grant funds be expended for purpose areas (3) through (9) and 35% for purpose areas (1), (2), and (10). Additionally, the remaining 20% may be used for any combination of the 12 purpose areas.

PurposeArea	Percentage of total project budget used this reporting period
PurposeArea1: Construction of Facilities. Building, expanding, renovating, or operating temporary or permanent juvenile correction or detention facilities, including training of correctional personnel.	% <input type="text"/>
PurposeArea2: Accountability-Based Sanctions. Developing and administering accountability-based sanctions for juvenile offenders.	% <input type="text" value="35"/>
PurposeArea3: Hiring Judges/Probation Officers. Hiring additional juvenile judges, probation officers, and court-appointed defenders, and funding pre-trial services for juveniles, to ensure the smooth and expeditious administration of the juvenile justice system.	% <input type="text" value="65"/>
PurposeArea4: Hiring Prosecutors .Hiring additional prosecutors so that more cases involving violent juvenile offenders can be prosecuted and backlogs reduced.	% <input type="text"/>
PurposeArea5: Prosecution of Drugs/Gangs/Violence. Providing funding to enable prosecutor to address drug, gang, and youth violence problems more effectively.	% <input type="text"/>
PurposeArea6: Technology/Training for Prosecutors. Providing funding for technology, equipment, and training to assist prosecutors in identifying and expediting the prosecution of violent juvenile offenders.	% <input type="text"/>
PurposeArea7: Courts and Probation. Providing funding to enable juvenile courts and juvenile probation offices to be more effective and efficient in holding juvenile offenders accountable and reducing recidivism	% <input type="text"/>
PurposeArea8: Gun Courts .The establishment of court-based juvenile justice programs that target young firearm offenders through the establishment of juvenile gun courts for the adjudication and prosecution of juvenile firearm offenders.	% <input type="text"/>

PurposeArea9:DrugCourts. Theestablishmentofdrug courtprogramsforjuvenilessoastoprovidecontinuingjudicial supervisionoverjuvenileoffenderswithsubstanceabuseproblems andtoprovidetheintegratedadministrationofothersanctionsand services.	% <input type="text"/>
PurposeArea10:Information-SharingSystem. Establishingandmaintaininginteragencyinformation-sharing programsthatenablethejuvenileandcriminaljusticesystem,schools, andsocialservicesagenciestomakemoreinformeddecisions regardingtheearlyidentification,control,supervision,andtreatment ofjuvenileswhorepeatedlycommitseriousdelinquentorcriminal acts.	% <input type="text"/>
PurposeArea11:LawEnforcement/Student/School. Establishingandmaintainingaccountability-basedprogramsthat workwithjuvenileoffenderswhoarereferredbylawenforcement agencies,orwhicharedesigned,incooperationwithlawenforcement officials,toprotectstudentsandschoolpersonnelfromdrug,gang, andyouthviolence.	% <input type="text"/>
PurposeArea12:ControlledSubstanceTesting. Implementingapolicyofcontrolledsubstance testingforappropriate categoriesofjuvenileswithinthejusticesystem.	% <input type="text"/>
Administration	% <input type="text"/>

WaiverofPurposeAreas --Ifthelocalunitofgovernmentcancertifythattheinterestof publicsafetyandjuvenilecrimecontrolwouldbebetterservedbyexpendingitsfunds in aproportionotherthanthe45%and35%minimums,writtenjustificationmustbe providedtoCJD.

IfanyofyourJAIBGfundshavebeenwaivedtoanotherjurisdiction,pleaseprovidethe followinginformation:	
NameofJurisdiction	
AmountWaived	\$
NameofJurisdiction	
AmountWaived	\$

RESOLUTION**STATE OF TEXAS****COUNTY OF WILLIAMSON**

WHEREAS, The Williamson County Commissioners Court finds it in the best interest of the citizens of Williamson County, that the JAIBG Substance Abuse "PROUD" Program be operated for the 4th year; and

WHEREAS, Williamson County Commissioners Court has considered the proposed application for State and Federal Assistance for said project, in the amount of \$44,164.00 to be submitted to the Office of the Governor, Criminal Justice Division, Fund JJDP Program; and

WHEREAS, The Williamson County Commissioners Court has agreed to provide a ten - percent (10%) matching moneys for the said project in the amount of \$4,907.00, or an amount equal to one-fourth of the total project cost, as required by the grant application; and

WHEREAS, The Williamson County Commissioners Court has agreed that in the event of loss or misuse of the Criminal Justice Division funds, Williamson County Commissioners Court assures that the funds will be returned to the Criminal Justice Division in full.

NOW THEREFORE, BE IT RESOLVED that the Williamson County Commissioners Court approves submission of the grant application for the JAIBG Substance Abuse "PROUD" Program in the amount of \$49,071.00.

Signed by the County Judge

John C. Doeffler 1-29-02
John C. Doeffler

Passed and Approved on this the 29 day of JANUARY, 2002.

Attest: Signed by the County Clerk

Nancy E. Rister
Nancy Rister

AGENDA ITEM 37

Note in minutes the recognition of Mark Birchard and Carole Akers by Justice of the Peace & Constables Association of Central Texas.

Precinct 4 Constable Marty Ruble read resolutions in recognition of Mark Birchard and Carole Akers.

< Attachment >