



**OJJDP Formula II Funding
2018 Juvenile Review Board Grant Program**

**Certification of Compliance
JRB Scope of Services**

July 13, 2018

The _____ agrees to the following terms and conditions presented below and agrees to comply with all requirements of this grant funding. Failure to comply may result in the termination of the **2018 Juvenile Review Board Grant**, return of any unspent funds previously distributed, and loss of future funding. This document will become effective and enforceable upon the successful completion and acceptance of the complete application package.

SCOPE OF SERVICES:

- Agree to serve a target population of children and youth, ages 7-17 from the town(s) your JRB serves. Target population is either first-time offenders who have committed a misdemeanor or who qualify under the Family with Service Needs (FWSN) statute. Youth who are second time offenders may also be included on a case by case basis.
- Operate your JRB based on a service delivery model that is community based.
- Demonstrate meeting on a regular basis and servicing youth
- Require that the youth and family acknowledge responsibility
- Require that the youth/parent enter into a contract with the JRB to make reparations for their referred behavior
- Make recommendations for the youth that may include but are not limited to: community service, positive youth development activities, mental health or substance abuse assessment and/or treatment, restitution, apology letter, mediation.
- JRB will help the youth develop competencies in the areas of education, social skills, problem solving, employment/vocational opportunities, and life skills.
- JRB members will become trained in and will utilize the Balanced and Restorative Justice model and principles whenever appropriate.
- Ensure that contract completion will be monitored by the JRB case manager and/or Board members.
- JRB will have police departments refer cases to the JRB as well as participate as members of the Board.
- JRB will encourage elementary, middle and high schools to refer cases (if capacity at the JRB exists to accommodate this) as well as to participate as members of the Board.
- JRB will use the funds to expand case management services to increase capacity and/or enhance current services.
- JRB will coordinate interventions with other service providers whenever possible to minimize costs and to make sure services are not already available “in kind” or “at no cost”.

FUNDING MAY BE USED FOR:

- Case management hours for the JRB to increase referral capacity and success rates by providing a qualified Case Manager to the JRB for an agreed amount of time or to increase hours devoted to JRB duties by an existing JRB Case Manager.
- Memberships or scholarships for Pro Social activities that foster positive development such as youth development programs, clubs, leagues, gyms, etc. These should be organized to provide structure and opportunity for social skills building, for sustained benefit.
- Direct Service Funding in the following categories:
 - *Transportation* for youth and family to participate in the JRB or Board recommended activities and services.
 - *Youth Employment Services*, stipends or funded worksite, or other subsidized employment opportunities not otherwise available in the community. Existing, federally or locally funded programs should be exhausted first.
 - *Treatment Services* which may include evaluation, counseling services, mentoring and mediation services not otherwise available in the community.
 - *Tutoring*

DATA REQUIREMENTS:

- JRB will collect and report on required data in a format provided by Connecticut Youth Services Association (CYSA). Data collection may include, but will not be limited to the following:
 - Fiscal accounting for support and enhancements;
 - Educational data for youth receiving supports or enhancements including attendance, grades, etc. (for the time period that youth has an open case);
 - Client outcomes such as recidivism, attendance, academic success (for the time period that youth has an open case);
 - Demographic information
 - Other required data to be determined
 - Performance measures for the above mentioned data points to include:
 - Percentage of youth who had no further involvement with the Juvenile Justice System (during the time period youth had an open JRB case)
 - Percentage of youth who had an increase in school attendance (during the time period youth had an open JRB case)
 - Percentage of youth who had a reduction in school suspensions or negative behavior in school (during the time period youth had an open JRB case)
 - Percentage of caretakers reporting improved functioning of the youth (during the time period youth had an open JRB case)

OTHER REQUIREMENTS:

- All JRB cases must remain open for a MINIMUM of 6 months in order to more appropriately measure success.
- Parent and youth must sign a contract requiring them to be present at a case closing hearing and to complete all necessary paperwork before case is officially closed.

- JRB must conduct a “case closing” hearing with youth and parent/guardian in attendance (case manager can conduct the case closing if full board cannot meet).
- Parent and youth must be “strongly encouraged” to complete the provided exit survey at case closing as a part of the case completion requirements.

By signing this document, I, _____, certify that I have read, understand and agree with all of the requirements of this compliance statement. I also certify that I am authorized to sign this statement on behalf of the _____.

APPLICANT AGENCY SIGNATURE:

Name and Title

Date

Signature