

REQUEST FOR BOARD ACTION

**HENDERSON COUNTY
BOARD OF COMMISSIONERS**

MEETING DATE: May 4, 2009
SUBJECT: Juvenile Justice and Delinquency Prevention Grants
ATTACHMENTS: Yes - Local Grant Applications

SUMMARY OF REQUEST:

The Henderson County Juvenile Crime Prevention Council (J.C.P.C.) has approved funding for local juvenile crime prevention programs. These funds for Fiscal Year 2009-2010 in the amount of \$209,672, are available for this purpose through the State of North Carolina. Each program is required to provide a 30% match.

The programs approved by the J.C.P.C. are as follows:

1. J.C.P.C. Administrative Expenses	- \$ 3,500
2. DJJDP/29 th Henderson County Emergency Temp Shelter	- \$ 9,175
3. DJJDP/29 th Henderson County Psychological Services	- \$ 8,650
4. Henderson County Public Schools/C-Stop Counselor	- \$25,000
5. Project Challenge (Restitution)	- \$72,179
6. Boys & Girls Club of Henderson County	- \$47,293
7. Dispute Settlement Center	- \$43,875
TOTAL	\$209,672

These grant applications have been recommended for approval to the Board of Commissioners by the J.C.P.C.

BOARD ACTION REQUESTED:

The Board is requested to approve the J. C. P. C. recommendations, so they may be forwarded to Raleigh before the May 14, 2009 deadline.

Suggested Motion:

I move the Board of Commissioners approve the J.C.P.C. recommendations for distribution of the FY 2009 Juvenile Crime Prevention Program funds.

North Carolina Department of Juvenile Justice and Delinquency Prevention
JCPC PROGRAM AGREEMENT
 (Submit three (3) copies with original signatures and two additional copies of the signed agreement.)

REVISED 12/04/2008

Date received in the Area Office: _____

SECTION I A		SPONSORING AGENCY AND PROGRAM INFORMATION	
FUNDING PERIOD:	2009-2010	DJJD FUNDING # (cont. only):	145000
COUNTY:	Henderson	AREA:	WESTERN
Multi-County:	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, signed agreement for multi-county must be attached.	Multi-Components	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, multi-component page(s) must be attached.
NAME OF PROGRAM:	JCPC Administration		

SPONSORING AGENCY:	Henderson County JCPC		
SPONSORING AGENCY PHYSICAL ADDRESS:	Street: 113 North Main Street, Historic Courthouse Annex City: Hendersonville State: NC Zip Code: 28792		
SPONSORING AGENCY MAILING ADDRESS:	<input checked="" type="checkbox"/> Same as physical address. Street/PO Box: City: _____ State: NC Zip Code: _____		
Please check type:	<input type="checkbox"/> Public	<input checked="" type="checkbox"/> Non-Profit	Federal ID # 56-1904030

[Section I B, MUST BE COMPLETED TO PROVIDE A BRIEF DESCRIPTION OF EACH PROGRAM COMPONENT LISTED BELOW.]

DJJD COMPONENT ID #	NAME OF PROGRAM COMPONENT	PROGRAM TYPE	TOTAL COST OF EACH COMPONENT
1. 145000	JCPC Administration	.	\$3,500.00
2.		.	
3.		.	
4.		.	
5.		.	
TOTAL COST OF COMPONENTS			\$3,500.00

Program Manager Name & Address (same person on signature page)

Name:	Mary Murray	Title:	JCPC Chairman		
Mailing Address:	<input type="checkbox"/> Same as agency address listed above. 109 Elissa Way	City:	Hendersonville	Zip:	28739
Phone:	(828)778-7303	Fax:	(828)696-3805	E-mail:	marystewartm@bellsouth.net

Contact Person (if different from program manager)

Name:	Kathy Nash	Title:	JCPC Clerk		
Mailing Address:	<input type="checkbox"/> Same as agency address listed above. 2110 Woodridge Drive	City:	Hendersonville	Zip:	28739
Phone:	(828)697-4919	Fax:	(828)697-4712	E-mail:	nashk@hendersoncountydss.org

Program Fiscal Officer (cannot be program manager)

Name:	J. Carey McLelland	Title:	Financial Director		
Mailing Address:	<input type="checkbox"/> Same as agency address listed above. 113 North Main Street; Historic Courthouse Annex	City:	Hendersonville	Zip:	28792
Phone:	(828)697-4821	Fax:	(828)697-4569	E-mail:	carey@hendersoncountync.org

SECTION VI BUDGET NARRATIVE

JCPC Administration

Fiscal Year

2009-2010

Provide justification of each line item entry in the Budget Information section.

Indicate In-Kind by:

Item #	Justification	Expense	In-Kind?
260	Office Supplies	\$100	<input type="checkbox"/> Yes
310	Travel & Transportation	\$100	<input type="checkbox"/> Yes
320	Communications	\$400	<input type="checkbox"/> Yes
380	Data Processing	\$200	<input type="checkbox"/> Yes
390	Other Services	\$100	<input type="checkbox"/> Yes
430	Equipment Rental	\$2,600	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
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			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
TOTAL		\$3,500	<input type="checkbox"/> Yes

For each employee list the following information

Job Title	Annual or Hourly Wage	Months of Employment

SECTION VII

Program: _____

JCPC AdministrationFiscal Year 2009-2010Number of months 12

	Cash	In-Kind	Total
I. Personnel Services			
120 Salaries & Wages	_____	_____	_____
180 Fringe Benefits	_____	_____	_____
*190 Professional Services	_____	_____	_____
* Contracts MUST be attached.			
II. Supplies & Materials	\$100		\$100
210 Household & Cleaning	_____	_____	_____
220 Food & Provisions	_____	_____	_____
230 Education & Medical	_____	_____	_____
240 Construction & Repair	_____	_____	_____
250 Vehicle Supplies & Materials	_____	_____	_____
260 Office Supplies & Materials	\$100	_____	\$100
280 Heating & Utility Supplies	_____	_____	_____
290 Other Supplies & Materials	_____	_____	_____
III. Current Obligations & Services	\$800		\$800
310 Travel & Transportation	\$100	_____	\$100
320 Communications	\$400	_____	\$400
330 Utilities	_____	_____	_____
340 Printing & Binding	_____	_____	_____
350 Repairs & Maintenance	_____	_____	_____
370 Advertising	_____	_____	_____
380 Data Processing	\$200	_____	\$200
390 Other Services	\$100	_____	\$100
IV. Fixed Charges & Other Expenses	\$2,600		\$2,600
410 Rental of Real Property	_____	_____	_____
430 Equipment Rental	\$2,600	_____	\$2,600
440 Services & Maint. Contracts	_____	_____	_____
450 Insurance & Bonding	_____	_____	_____
490 Other Fixed Charges	_____	_____	_____
V. Capital Outlay			
[This Section Requires Cash Match]			
510 Office Furniture & Equipment	_____	_____	_____
530 Educational Equipment	_____	_____	_____
540 Motor Vehicle	_____	_____	_____
550 Other Equipment	_____	_____	_____
580 Buildings, Structures & Improv.	_____	_____	_____
Total	\$3,500		\$3,500

SECTION VIII

SOURCES OF PROGRAM REVENUE (ALL SOURCES)

\$	<u>3,500</u>	DJJDP/JCPC Funds	* This is the amount of your request on your application	
		Local Match Rate	Is the Local Match Rate 10%, 20% or 30%?	
		County Cash	_____	(Specify Source)
		Local Cash	_____	(Specify Source)
		Local Cash	_____	(Specify Source)
		Local In-Kind	_____	(Specify Source)
		Other	_____	(Specify Source)
		Other	_____	(Specify Source)
		Other	_____	(Specify Source)
		Other	_____	(Specify Source)
	<u>\$3,500</u>	TOTAL	\$ _____	\$ _____
			Required Local Match	Match Provided

Revenue, Budget Narrative and Budget Information Totals are equal **TRUE**

This document has been reviewed and recommended for funding.

This is to certify that the Department of Juvenile Justice and Delinquency Prevention funds in this Program Agreement will not be used to duplicate or to supplant other programs whose primary intent is to provide community based alternatives for delinquents, undisciplined youth or youth at risk of juvenile delinquency.

This agreement may be terminated in whole or in part by the Department of Juvenile Justice and Delinquency Prevention in the event that state or federal funds which have been allocated to the Department of Juvenile Justice and Delinquency Prevention are eliminated or reduced to such an extent that, in the sole determination of the Department, continuation of the obligations at the levels stated herein may not be maintained.

We, the undersigned agree to comply with the Provisions provided in Section V of this agreement, with the JCPC Policy and Procedure and North Carolina Administrative Procedures 28 NCAC 02A-03A.

Kathy Nash Kathy Nash 4.22.09 2.27.09
 Secretary, Department of Juvenile Justice and Delinquency Prevention Date

James C. McNeal _____ 4/24/09
 Chair, County Board of Commissioners or County Finance Director Date

[Signature] _____ 4/24/09
 Chair, Juvenile Crime Prevention Council Date

[Signature] _____ 4/24/09
 Program Manager Date

**North Carolina Department of Juvenile Justice and Delinquency Prevention
JCPC PROGRAM AGREEMENT**

(Submit three (3) copies with original signatures and two additional copies of the signed agreement.)

REVISED 12/04/2008	Date received in the Area Office:
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SECTION I A		SPONSORING AGENCY AND PROGRAM INFORMATION	
FUNDING PERIOD:	July 1, 2009-June 30, 2010	DJJDP FUNDING # (cont. only):	145050
COUNTY:	Henderson	AREA:	WESTERN
Multi-County:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, signed agreement for multi-county must be attached.	Multi-Components	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, multi-component page(s) must be attached.
NAME OF PROGRAM:	Temporary Shelter		

SPONSORING AGENCY:	DJJDP/29th/Henderson		
SPONSORING AGENCY PHYSICAL ADDRESS:	Street: 200 North Grove Street, Suite 36 City: Hendersonville State: NC Zip Code: 28792		
SPONSORING AGENCY MAILING ADDRESS:	<input checked="" type="checkbox"/> Same as physical address. Street/PO Box: 200 North Grove Street, Suite 36 City: Hendersonville State: NC Zip Code: 28792		
Please check type:	<input checked="" type="checkbox"/> Public	<input type="checkbox"/> Non-Profit	Federal ID #

[Section I B, MUST BE COMPLETED TO PROVIDE A BRIEF DESCRIPTION OF EACH PROGRAM COMPONENT LISTED BELOW.]

DJJDP COMPONENT ID #	NAME OF PROGRAM COMPONENT	PROGRAM TYPE	TOTAL COST OF EACH COMPONENT
1. 145050	Temporary Shelter	Temporary Shelter	\$11,928.00
2.			
3.			
4.			
5.			
TOTAL COST OF COMPONENTS			\$11,928.00

Program Manager Name & Address (same person on signature page)

Name:	Rodney C. Wesson, M. Ed.	Title:	Chief Court Counselor
Mailing Address:	<input checked="" type="checkbox"/> Same as agency address listed above.	City:	Zip:
Phone:	(828)687-4895	Fax:	(828)697-5610
E-mail:	rodney.wesson@ncmail.net		

Contact Person (if different from program manager)

Name:	Lee Bradley	Title:	Court Counselor
Mailing Address:	<input checked="" type="checkbox"/> Same as agency address listed above.	City:	Zip:
Phone:	(828)697-4895	Fax:	(828)697-5610
E-mail:	lee.bradley@ncmail.net		

Program Fiscal Officer (cannot be program manager)

Name:	Carey McLelland	Title:	Finance Director
Mailing Address:	<input checked="" type="checkbox"/> Same as agency address listed above. 113 North Main Street	City:	Zip: 28792
Phone:	(828)697-4821	Fax:	(828)697-4569
E-mail:	carey@hendersoncountync.org		

COPY THIS PAGE AS NEEDED.

[The below component numbers must be numbered to match the component numbers in Section IA.

SECTION I B	PROGRAM COMPONENT DESCRIPTION
DJJDP COMPONENT ID #	COMPONENT INFORMATION
1. 145050	NAME OF COMPONENT: Temporary Shelter BRIEF DESCRIPTION: This program enables the court counselor to broker residential services exclusively for court involved juveniles and their families in need of an alternative to living at home for varying lengths of stay attributed to risk factors or problems connected to the needs of the juvenile or family.

DJJDP COMPONENT ID #	COMPONENT INFORMATION
2.	NAME OF COMPONENT: BRIEF DESCRIPTION:

DJJDP COMPONENT ID #	COMPONENT INFORMATION
3.	NAME OF COMPONENT: BRIEF DESCRIPTION:

DJJDP COMPONENT ID #	COMPONENT INFORMATION
4.	NAME OF COMPONENT: BRIEF DESCRIPTION:

DJJDP COMPONENT ID #	COMPONENT INFORMATION
5.	NAME OF COMPONENT: BRIEF DESCRIPTION:

SECTION II		COMPONENT STATISTICAL INFORMATION			
Multi-Components: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>					
If YES, please attach Component Statistical Information, Component Summary, and Component Narrative pages for each. Additional pages are available on the Department's web-site www.ncdjjdp.org entitled <i>FY 2009-10 JCPC Program Agreement Additional Component Pages.</i>					
Component Service Statistics		PROGRAM COMPONENT INFORMATION - APPLICATION YEAR			
Component Name: 145050 [EACH COMPONENT MUST BE NUMBERED TO MATCH SECTION I B.]					Component ID #: 145050
What is this component's maximum client capacity at any given time?					10
Frequency of client per month:	1	Anticipated Average Length of Stay:		30	Days
Total Component Cost:	11928	÷ by	Estimated # to be served during funding period:		10
Estimated Average Cost per Youth:		\$1192.80			
Applies to continuation programs only.	Actual number of youth admitted last fiscal year:		3		
	3 #	of admissions Juvenile Court referred		100 % of total admissions	
	0 #	of admissions law enforcement referred		0 % of total admissions	

REPORT OF MEASURABLE OBJECTIVES	
For Continuation Program(s) <u>ATTACH</u> a copy of the Measurable Objectives Status Report (Form JCPC/MOR 001) that was submitted reporting the objectives from the previous fiscal year.	
For New Applicant(s) Please <u>list each Measurable Objective</u> in the current program agreement and indicate the degree (%) to which your program has been successful in achieving each during the first six months of the current fiscal year. These objectives should include reductions in court referrals, runaway behavior, disruptive behavior in school, and improvement in school attendance and academic achievement.	
MEASURABLE OBJECTIVES	RESULTS
1-Of the youth admitted to program for delinquent and/or undisciplined behavior, 50% will show reduction in court referrals for six months after completion of program.	3 clients served as of 2/9/09 1) 08-09: 100% Objective met;
2-Of youth admitted for runaway behavior, 50% will show reduction in court referrals for runaways for six months after completion of program.	2) 08-09: No juvenile has been admitted for runaway behavior;
3-Of youth admitted to program, 60% will have improved school attendance and improved academic achievement for twelve months after completion of program.	3) 08-09: 100% juveniles in school but not long enough to measure this objective;
4-50% of your referred in program will have no	4) 08-09: 100% no new charges;

school.

NAME OF COMPONENT: Temporary Shelter

1. Statement of the Problem: *In concise terminology, describe how the program will address continuum need(s) in the county.*

There is need for alternative to detention placement for juveniles in Henderson County of the 29th District Court District. Juveniles sometimes need alternatives to living at home to deescalate problems with themselves and/or their family systems. Many of these juveniles who meet the criteria for secure detention would be better served in a nonsecure placement.

2. Target Population: *Describe the target population, including age, level of court involvement or at-risk of court involvement.*

Juveniles age 7-17 who are referred by Court and Juveniles Court Counselor of the 29th District Court District, Henderson County. These juveniles will meet the criteria for secure custody, but will be served in an appropriate non-secure placement. Juvenile court referrals will be given precedence.

3. Program Goal(s): *Provide a brief statement to describe the overall purpose of the program.*

1 - To reduce the number of juveniles in secure custody.

2 - To provide an appropriate alternative placement for juveniles who meet the criteria for secure custody as evidenced by a 30% reduction in the number of juveniles placed in secure custody by June 30, 2010.

4. Measurable Objective(s): *State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.*

1. Juveniles who participate in this program have a 50% reduction in Court referrals for six months following their participation in this program as evidenced by a follow up with the Juvenile Court counselors records.

2. 50% of juveniles who participate in this program will show improvement in the areas of school attendance, academic achievement, and no disruptive behaviors at school as evidenced by information obtained by the school.

3. Juveniles who participate in this program will show improved behaviors outside of school and compliance with conditions of Court ordered supervision by June 30, 2009 as evidenced by a 50% reduction in probation violations and out of school suspensions.

4. 100% of participants maintained in a stabilizing environment while transitioning to appropriate intensity of intervention...as evidenced by court counselor's observations, placement resource's assessment, juvenile's assessment and parent(s)' assessment.

5. Elevated Risk and Needs: *Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.*

This program reduces the impact of the risk factors and changes the way the juvenile responds to them. The non-secure placements offer foster parents or authority figures who establish clear rules, clear boundaries, high expectations for success, etc. They communicate healthy beliefs and serve as positive role models. Authority figures bond with the juveniles and note their strengths or positive individual characteristics. The strengths of the child combined with new skills, recognition of success and opportunities to be successful lead to better relationships than healthier behaviors. Under the peer domain, it promotes social competency, self-efficacy, interpersonal skills, etc. Under the individual domain it promotes positive relationships with peers. Under the family domain it promotes effective family supervision, family connectedness and communication. Under the school domain it promotes school connectedness and involvement in prosocial school activities.

in home, parent supervision skills, sub abuse in home, school behavior/adjustment & academic functioning. It impacts these issues derived from peer domain, indiv domain, family domain and school domain by matching juveniles with best available/quailified non-secure placement. For ex., Crossnore Schools provides wholistic approach with education, counseling, vocational services, positive peer opportunities, etc. During juvenile's stay, necessary services are secured by DJJDP to address identified needs such as MH services, sub abuse tx services, medical attention, etc. individual domain, family domain and school domain by matching juveniles with the best available/quailified resources.

NAME OF COMPONENT: Temporary Shelter

1) **Location:** *List physical address (es) and describe where program services are delivered.*

Each residential facility contracted with is licensed by North Carolina standards and guidelines through the Department of Health & Human Services (DSS or Mental Health). Facilities, foster homes or group homes, have the room and space to provide services to meet basic needs and more.

Note: DJJDP reserves the right to use this money with other residential providers not identified currently, but who might during the funding period agree to non-secure placement as documented in this agreement.

2) **Operation:** *Describe the daily/weekly schedule of program operation.*

Each residential provider has direct frontline staff providing structure and supervision. Their certificates, education and work experience varies. They are all supported by administrative staff with undergraduate and master level education. Their job titles could include but not be limited to therapist, social worker, supervisor, director, etc.

3) **Staff Positions:** *Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.*

The non-secure service provider involves the family. Placement includes a placement plan that defines the roles of the juvenile and family member. The juvenile and family have contact directly and indirectly to maintain their communication. The juvenile continues to have their needs met with the understanding of what his/her exit plan is. The family continues to work with the court counselor, non-secure service provider representative, therapist, etc. It will not be unusual for the family to have site visits.

Each non-secure service provider develops appropriate structure that takes into account the needs of the juvenile including but not limited to food, clothing, shelter, education, emotional, spiritual, recreational, etc. In a therapeutic foster home the juvenile will attend public school (8am-3pm) when possible and counseling sessions as scheduled. Other appointments will be attempted after school hours. Time will be made available in the evening to study and complete homework. Supper, baths and downtime before bedtime will follow between 9pm and 10pm depending on the age and progress of the juvenile. Similar activities and schedules will take place in a group care setting except that many services will be offered on campus.

For in-kind match, this program uses the Finance Director and Assistant Finance Director to account for a \$40/hr match for approximately 4.1 hours monthly to manage the funds, disburse funds, create monthly ledger reports, etc.

4) **Service Type:** *Describe implementation to include:*

Standardized Program Evaluation Protocol (SPEP) service type:

- Indicate the primary and supplemental service(s) if applicable: _____ ; and _____ .
- This program is a STRUCTURE ONLY.
- Provides service, SPEP not available.
- SPEP scores(s) if applicable

5) **Admission Process:** *Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.*

A. Referrals are made by court counselor to appropriate contracted provider via their specific application. A decision on placement will be made no later than 24 hours.

B. 100% of referrals are from juvenile court, & screened prior to referral for appropriateness by supervising court counselor & chief court counselor.

SECTION VI: BUDGET NARRATIVE

Temporary Shelter	Fiscal Year	2009-2010
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Provide justification of each line item entry in the Budget Information section. Indicate In-Kind by:

Item #	Justification	Expense	In-Kind?
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
190	Crossnore Schools Inc. @\$60 per day (approximate)	\$9,175	<input type="checkbox"/> Yes
190	South Mountain Chikderns Home @ \$85 per day (approx)		<input type="checkbox"/> Yes
190	Omni Visions@ \$85 per day (approx)		<input type="checkbox"/> Yes
190	Caring For Children@\$65 per day (approx)		<input type="checkbox"/> Yes
390	Administration time for paperwork, budgeting & meetings	\$2,753	<input checked="" type="checkbox"/> Yes
	\$40 x 50 hours (average about 4.1 hours monthly)		<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
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			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
TOTAL		\$11,928	

For each employee list the following information

Job Title	Annual or Hourly Wage	Months of Employment
Carey McLelland (Finance Director) and Selena Coffey (Assistance Finance Director)	about \$40/hr	12

SECTION VII

Program:

Temporary Shelter

Fiscal Year 2009-2010

Number of months 12

	Cash	In-Kind	Total
I. Personnel Services	\$9,175		\$9,175
120 Salaries & Wages			
180 Fringe Benefits			
*190 Professional Services	\$9,175		\$9,175
* Contracts MUST be attached.			
II. Supplies & Materials			
210 Household & Cleaning			
220 Food & Provisions			
230 Education & Medical			
240 Construction & Repair			
250 Vehicle Supplies & Materials			
260 Office Supplies & Materials			
280 Heating & Utility Supplies			
290 Other Supplies & Materials			
III. Current Obligations & Services		\$2,753	\$2,753
310 Travel & Transportation			
320 Communications			
330 Utilities			
340 Printing & Binding			
350 Repairs & Maintenance			
370 Advertising			
380 Data Processing			
390 Other Services		\$2,753	\$2,753
IV. Fixed Charges & Other Expenses			
410 Rental of Real Property			
430 Equipment Rental			
440 Services & Maint. Contracts			
450 Insurance & Bonding			
490 Other Fixed Charges			
V. Capital Outlay			
[This Section Requires Cash Match]			
510 Office Furniture & Equipment			
530 Educational Equipment			
540 Motor Vehicle			
550 Other Equipment			
580 Buildings, Structures & Improv.			
Total	\$9,175	\$2,753	\$11,928

SECTION VIII

SOURCES OF PROGRAM REVENUE (ALL SOURCES)

\$	<u>9,175</u>	DJJDP/JCPC Funds	* This is the amount of your request on your application	
	<u>30%</u>	Local Match Rate	Is the Local Match Rate 10%, 20% or 30%?	
		County Cash	_____	(Specify Source)
		Local Cash	_____	(Specify Source)
		Local Cash	_____	(Specify Source)
\$	<u>2,753</u>	Local In-Kind	Henderson County Finance Dept. (salary) (Specify Source)	
		Other	_____	(Specify Source)
		Other	_____	(Specify Source)
		Other	_____	(Specify Source)
		Other	_____	(Specify Source)
	<u>\$11,928</u>	TOTAL	\$ <u>2,753</u>	\$ <u>2,753</u>
			Required Local Match	Match Provided

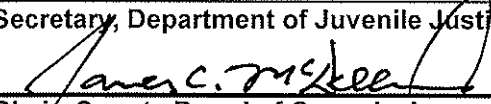

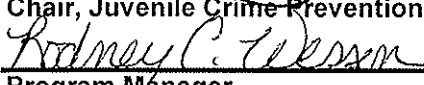
Revenue, Budget Narrative and Budget Information Totals are equal **TRUE**

This document has been reviewed and recommended for funding.

This is to certify that the Department of Juvenile Justice and Delinquency Prevention funds in this Program Agreement will not be used to duplicate or to supplant other programs whose primary intent is to provide community based alternatives for delinquents, undisciplined youth or youth at risk of juvenile delinquency.

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We, the undersigned agree to comply with the Provisions provided in Section V of this agreement, with the JCPC Policy and Procedure and North Carolina Administrative Procedures 28 NCAC 02A-03A.

Secretary, Department of Juvenile Justice and Delinquency Prevention	Date
	4/24/09
Chair, County Board of Commissioners or County Finance Director	Date
	4/24/09
Chair, Juvenile Crime Prevention Council	Date
	4/16/09
Program Manager	Date



N.C. Department of Juvenile Justice and Delinquency Prevention - Measurable Objectives Status Report

Measurable Objectives As Stated in Current Program Agreement	Six Month Measurements (July 1, 2008 – December 31, 2008) If measured results fall below the stated objective, a brief explanation is required.	End of Year Measurements (July 1, 2008 – June 30, 2009) If measured results fall below the stated objective, a brief explanation is required.
1-Of the youth admitted to program for delinquent and/or undisciplined behavior, 50% will show reduction in court referrals for six months after completion of program. 2-Of youth admitted for runaway behavior, 50% will show reduction in court referrals for runaways for six months after completion of program. 3-Of youth admitted to program, 60% will have improved school attendance and improved academic achievement for twelve months after completion of program. 4-50% of your referred in program will have no court referrals for disruptive behaviors in school.		07-08 2 clients Bank the balance to purchase voucher with provider. Objectives 1,3, and 4 met with both clients. 2 nd objective did not apply. Voucher included 3 clients- Objectives 1,3 and 4 met...2 did not apply;

List the measurable objectives from the current program agreement and indicate the degree to which the program has been successful in achieving each objective. Results must be a concise description of the objective stated in measurable terms.



N.C. Department of Juvenile Justice and Delinquency Prevention - Measurable Objectives Status Report

Sponsoring Agency:	Fiscal Year:
Temporary Shelter (Henderson County)	2008-2009
Program Name:	Component #:
Person Completing:	145050
Six Months Measurements:	Date Completed:
Person Completing:	2/16/09
End of Year Measurements:	Date Completed:

List the measurable objectives from the current program agreement and indicate the degree to which the program has been successful in achieving each objective. Results must be a concise description of the objective stated in measurable terms.

North Carolina Department of Juvenile Justice and Delinquency Prevention
JCPC PROGRAM AGREEMENT

(Submit three (3) copies with original signatures and two additional copies of the signed agreement.)

REVISED 12/04/2008

Date received in the Area Office: _____

SECTION I A		SPONSORING AGENCY AND PROGRAM INFORMATION	
FUNDING PERIOD:	July 1, 2009-June 30, 2010	DJJD FUNDING # (cont. only):	145060
COUNTY:	Henderson	AREA:	WESTERN
Multi-County:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, signed agreement for multi-county must be attached.	Multi-Components	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, multi-component page(s) must be attached.
NAME OF PROGRAM:	Psychological Services		

SPONSORING AGENCY:	DJJD/29th/Henderson County		
SPONSORING AGENCY PHYSICAL ADDRESS:	Street: 200 North Grove Street, Suite 36 City: Hendersonville State: NC Zip Code: 28792		
SPONSORING AGENCY MAILING ADDRESS:	<input checked="" type="checkbox"/> Same as physical address. Street/PO Box: City: _____ State: NC Zip Code: _____		
Please check type:	<input checked="" type="checkbox"/> Public	<input type="checkbox"/> Non-Profit	Federal ID # _____

[Section I B, MUST BE COMPLETED TO PROVIDE A BRIEF DESCRIPTION OF EACH PROGRAM COMPONENT LISTED BELOW.]

DJJD COMPONENT ID #	NAME OF PROGRAM COMPONENT	PROGRAM TYPE	TOTAL COST OF EACH COMPONENT
1. 145060	Psychological Services	Psychological Assessments	\$11,245.00
2.			
3.			
4.			
5.			
TOTAL COST OF COMPONENTS			\$11,245.00

Program Manager Name & Address (same person on signature page)

Name:	Rodney C. Wesson, M. Ed.	Title:	Chief Court Counselor
Mailing Address:	<input checked="" type="checkbox"/> Same as agency address listed above.	City:	Zip:
Phone:	(828)697-4895	Fax:	(828)697-5610
E-mail:	rodney.wesson@ncmail.net		

Contact Person (if different from program manager)

Name:	Lee Bradley	Title:	Court Counselor
Mailing Address:	<input checked="" type="checkbox"/> Same as agency address listed above.	City:	Zip:
Phone:	(828)697-4895	Fax:	(828)697-4895
E-mail:	lee.bradley@ncmail.net		

Program Fiscal Officer (cannot be program manager)

Name:	J. Carey McLelland	Title:	Finance Director
Mailing Address:	<input checked="" type="checkbox"/> Same as agency address listed above. 113 North Main Street	City:	Hendersonville
Phone:	(828)697-4821	Fax:	(828)697-4569
E-mail:	carey@hendersoncountync.org		

COPY THIS PAGE AS NEEDED.

[The below component numbers must be numbered to match the component numbers in Section IA.

SECTION I B	PROGRAM COMPONENT DESCRIPTION
DJJDP COMPONENT ID #	COMPONENT INFORMATION
1. 145060	<p>NAME OF COMPONENT: Psychological Services</p> <p>BRIEF DESCRIPTION: This program enables the court counselor to broker psychological services in the form of an assessment exclusively for court involved juveniles and their families. This facilitates identification of significant mental health needs and risk factors as well as development of appropriate recommendations to meet needs in local area. Services are provided in a more efficient timeline that is unmatched by other providers.</p>

DJJDP COMPONENT ID #	COMPONENT INFORMATION
2.	<p>NAME OF COMPONENT:</p> <p>BRIEF DESCRIPTION:</p>

DJJDP COMPONENT ID #	COMPONENT INFORMATION
3.	<p>NAME OF COMPONENT:</p> <p>BRIEF DESCRIPTION:</p>

DJJDP COMPONENT ID #	COMPONENT INFORMATION
4.	<p>NAME OF COMPONENT:</p> <p>BRIEF DESCRIPTION:</p>

DJJDP COMPONENT ID #	COMPONENT INFORMATION
5.	<p>NAME OF COMPONENT:</p> <p>BRIEF DESCRIPTION:</p>

SECTION II		COMPONENT STATISTICAL INFORMATION			
Multi-Components: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>					
If YES, please attach Component Statistical Information, Component Summary, and Component Narrative pages for each. Additional pages are available on the Department's web-site www.ncdjjdp.org entitled <i>FY 2009-10 JCPC Program Agreement Additional Component Pages.</i>					
Component Service Statistics		PROGRAM COMPONENT INFORMATION - APPLICATION YEAR			
Component Name: 145060 [EACH COMPONENT MUST BE NUMBERED TO MATCH SECTION I B.]					Component ID #: 145060
What is this component's maximum client capacity at any given time?					23
Frequency of client per month:	1	Anticipated Average Length of Stay:		20	Days
Total Component Cost:	\$11,245.00	÷ by	Estimated # to be served during funding period:	23	
Estimated Average Cost per Youth:		\$489.00			
Applies to continuation programs only.	Actual number of youth admitted last fiscal year:		5 (08-09); 24 (07-08)		
	5 #	of admissions Juvenile Court referred	100 % of total admissions		
	0 #	of admissions law enforcement referred	0 % of total admissions		

REPORT OF MEASURABLE OBJECTIVES	
For Continuation Program(s) ATTACH a copy of the Measurable Objectives Status Report (Form JCPC/MOR 001) that was submitted reporting the objectives from the previous fiscal year.	
For New Applicant(s) Please list each Measurable Objective in the current program agreement and indicate the degree (%) to which your program has been successful in achieving each during the first six months of the current fiscal year. These objectives should include reductions in court referrals, runaway behavior, disruptive behavior in school, and improvement in school attendance and academic achievement.	
MEASURABLE OBJECTIVES	RESULTS
Psychologist will administer & interpret psychological evaluations on 33 court referred clients from DJJDP. 20 evaluations will be Level II (Basic Diagnostic & Intake level evaluations), & 3 will be Level V (Sex Offender Specific Evaluation). With this service DJJDP office will be able to successfully evaluate & place 50% of youth served into appropriate treatment programs & thus divert them from more traditional consequences such as training schools & detention. Reserve right to convert 2 SOSE's to Level II's depending on needs.	For 08-09 fiscal year 5 juveniles served as of 2/9/09. For all 5 juveniles objectives have been met.

NAME OF COMPONENT: Psychological Services

1. Statement of the Problem: *In concise terminology, describe how the program will address continuum need(s) in the county.*

Frequently undisciplined and delinquent juveniles are brought into court with a need for further placement and treatment outside of their current home or county. Most placement services require an up-to-date psychological evaluation as a part of their admission requirements.

2. Target Population: *Describe the target population, including age, level of court involvement or at-risk of court involvement.*

The youth to be served are between the ages of 6 and 17 years of age who are at risk and referred to juvenile court.

3. Program Goal(s): *Provide a brief statement to describe the overall purpose of the program.*

The program goal is to provide assessments in no more than 20 days to determine placement and treatment needs of juveniles at risk or referred to juvenile court. The emergency psychological evaluations will help with the placement process and help avoid them from being committed to a Youth Development Center.

4. Measurable Objective(s): *State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.*

All 100% of referred clients will be afforded an evaluation and written report with results being returned to Court Counselor within 20 days. 90% of all clients will be referred to resources as recommended by the evaluation.

80% of reported recommendations will be meaningful in determining appropriate dispositional and programming options.

5. Elevated Risk and Needs: *Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.*

- 1) Early Initiation of conduct problems;
- 2) Early and persistent problems in school/academic failure;
- 3) Family management problems;
- 4) Parent problems/community drug and alcohol use;
- 5) Impoverished neighborhoods.

The evaluations will help court counselors and subsequent service providers to better understand the impact of the applicable risk factors while prioritizing what needs should be addressed.

Evaluations will offer direct or indirect insight as to what services are needed to address peer relationships, substance abuse issues, juveniles as parents, Mental Health issues, conflict within the home, parental supervision skills, substance abuse in the home, school behavior/adjustment and academic functioning. It has an impact on these issues derived from the peer domain, individual domain, family domain and school domain by matching juveniles with the best available/qualified resources.

NAME OF COMPONENT: Psychological Services

1) **Location:** *List physical address (es) and describe where program services are delivered.*

Services will be provided at the Henderson County Courthouse. Additionally, Sex Offender Specific Evaluations will be conducted at Tipton's Therapeutic Foster Homes' headquarters located at 1007 East Main Street, Spindale, NC 28160.

2) **Operation:** *Describe the daily/weekly schedule of program operation.*

Services will be provided at Henderson County Courthouse. Additionally, Sex Offender Specific Evaluations will be conducted at Tipton's Therapeutic Foster Homes' headquarters located at 1007 East Main Street, Spindale, NC 28160. Both facilities are set up therapeutically to accommodate the assessment/evaluation.

3) **Staff Positions:** *Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.*

John Hooper is a Licensed Psychological Associate who will perform the non-SOSE evaluations, typically WISC-R IV. His credentials do not support him conducting the Sex Offender Specific Evaluation (SOSE). This evaluation will be performed by Lori Tipton (Licensed Psychologist) of Tipton's Youth Services. Services will fall under this contract.

4) **Service Type:** *Describe implementation to include:*

Standardized Program Evaluation Protocol (SPEP) service type:

- Indicate the primary and supplemental service(s) if applicable: _____ ; and _____
- This program is a STRUCTURE ONLY.
- Provides service, SPEP not available.
- SPEP scores(s) if applicable

5) **Admission Process:** *Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.*

Referrals are made by court counselor. The psychologist, John Hooper will confirm appointment dates and times. Mr. Hooper will direct referral source to Lori Tipton of Tipton's Youth Services in the event of SOSE. Appointments will be scheduled and court counselor will communicate with family. Parent and juvenile will attend appointments. Evaluations will include from one to as many as three appointments. The written evaluation will be completed in 20 days. Upon receipt of the written evaluation, the juvenile's involvement is terminated.

6) **Termination Process:** *Describe the termination process to include the staff responsible for making decisions and the criteria for a successful termination, satisfactory termination, unsuccessful completion and non-compliant termination.*

Successful Termination-Upon receipt of the written evaluation, the juvenile's involvement is terminated.

Unsuccessful Termination-The juvenile and family might not cooperate deliberately or not so deliberately.

The assessments or evaluations could be beyond the comprehension of the juvenile and/or parent.

How is the referring agency involved with the termination process?

DJJDP makes the referral and is in contact with the provider as well as the juvenile and family throughout the period of service. The court counselor schedules the appointment, verifies that the appointment was kept, receives the documented evaluation and seeks to implement recommendations. Court counselor can consult with the provider at any time to clarify and seek a greater understanding of the evaluation, juvenile's needs and recommendations.

agencies including how client progress will be communicated.

The court counselor will be the referring agent. The referral will include information needed to support the evaluation process. The court counselor will also prepare the juvenile and family for the impending service. The court counselor will consult with the evaluator to understand the documented findings. It also puts the court counselor in an informed position to deal with other service providers who will find the evaluation helpful in providing their respective services.

8) Treatment Element: *Describe specifically what the component will do to redirect inappropriate youth behavior or how the component will address the identified needs of the youth and family. What interventions will typically be utilized in this component and how will parents/guardians be involved?*

This treatment element helps to better assess the problem behavior to build more effective treatment plans in a more timely manner. It assists the court counselor to look for signs of mental illness, emotional duress or family dysfunction. This will also help identify the juvenile's strengths. The assessment or evaluation defines the significant issues and matches the needs of the juveniles with available treatment. This insight places the court counselor in a stronger position to advocate for services with the Court, juvenile, family and local continuum of care. Timely intervention matching needs to best available resources offers the best chance to minimize inappropriate behavior.

Make appropriate referrals for court involved juveniles and receive timely psychological evaluations that result in appropriate treatment recommendations that lead to referrals to community resources.

9) Best Practice Model: *Describe what model or best practice the program is based upon.*

Psychologists involved with assessments and/or evaluations are educated, credentialed and certified appropriately in their particular field of expertise. They update their abilities and skills with available training and education annually.

SECTION VI: BUDGET NARRATIVE

PSYCHOLOGICAL SERVICES

Fiscal Year **2009-2010**

Provide justification of each line item entry in the Budget Information section. Indicate In-Kind by:

Item #	Justification	Expense	In-Kind?
190	20 Level II Psychological Evaluations @\$350	\$7,000	<input type="checkbox"/> Yes
190	3 SOSE/Level V@\$550	\$1,650	<input type="checkbox"/> Yes
410	240 Square Feet \$14.38/sq.ft. (\$3451.20 actually)	\$2,595	<input checked="" type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
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			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
TOTAL		\$11,245	

For each employee list the following information

Job Title	Annual or Hourly Wage	Months of Employment

SECTION VII

Program:

PSYCHOLOGICAL SERVICES

Fiscal Year 2009-2010

Number of months

12

	Cash	In-Kind	Total
I. Personnel Services	\$8,650		\$8,650
120 Salaries & Wages			
180 Fringe Benefits			
*190 Professional Services	\$8,650		\$8,650
* Contracts MUST be attached.			
II. Supplies & Materials			
210 Household & Cleaning			
220 Food & Provisions			
230 Education & Medical			
240 Construction & Repair			
250 Vehicle Supplies & Materials			
260 Office Supplies & Materials			
280 Heating & Utility Supplies			
290 Other Supplies & Materials			
III. Current Obligations & Services			
310 Travel & Transportation			
320 Communications			
330 Utilities			
340 Printing & Binding			
350 Repairs & Maintenance			
370 Advertising			
380 Data Processing			
390 Other Services			
IV. Fixed Charges & Other Expenses		\$2,595	\$2,595
410 Rental of Real Property		\$2,595	\$2,595
430 Equipment Rental			
440 Services & Maint. Contracts			
450 Insurance & Bonding			
490 Other Fixed Charges			
V. Capital Outlay			
[This Section Requires Cash Match]			
510 Office Furniture & Equipment			
530 Educational Equipment			
540 Motor Vehicle			
550 Other Equipment			
580 Buildings, Structures & Improv.			
Total	\$8,650	\$2,595	\$11,245

SECTION VIII

SOURCES OF PROGRAM REVENUE (ALL SOURCES)

<u>\$</u>	<u>8,650</u>	DJJDP/JCPC Funds	* This is the amount of your request on your application
	<u>30%</u>	Local Match Rate	Is the Local Match Rate 10%, 20% or 30%?
		County Cash	_____ (Specify Source)
		Local Cash	_____ (Specify Source)
		Local Cash	_____ (Specify Source)
<u>\$</u>	<u>2,595</u>	Local In-Kind	Henderson County Office Space (Specify Source)
		Other	_____ (Specify Source)
		Other	_____ (Specify Source)
		Other	_____ (Specify Source)
		Other	_____ (Specify Source)
	<u>\$11,245</u>	TOTAL	<u>\$ 2,595</u> Required Local Match
			<u>\$ 2,595</u> Match Provided

Revenue, Budget Narrative and Budget Information Totals are equal	TRUE
--	-------------

This document has been reviewed and recommended for funding.

This is to certify that the Department of Juvenile Justice and Delinquency Prevention funds in this Program Agreement will not be used to duplicate or to supplant other programs whose primary intent is to provide community based alternatives for delinquents, undisciplined youth or youth at risk of juvenile delinquency.

This agreement may be terminated in whole or in part by the Department of Juvenile Justice and Delinquency Prevention in the event that state or federal funds which have been allocated to the Department of Juvenile Justice and Delinquency Prevention are eliminated or reduced to such an extent that, in the sole determination of the Department, continuation of the obligations at the levels stated herein may not be maintained.

We, the undersigned agree to comply with the Provisions provided in Section V of this agreement, with the JCPC Policy and Procedure and North Carolina Administrative Procedures 28 NCAC 02A-03A.

_____ Secretary, Department of Juvenile Justice and Delinquency Prevention	_____ Date
_____ Chair, County Board of Commissioners or County Finance Director	_____ Date
_____ Chair, Juvenile Crime Prevention Council	_____ Date
_____ Program Manager	_____ Date



N.C. Department of Juvenile Justice and Delinquency Prevention - Measurable Objectives Status Report

Measurable Objectives As Stated in Current Program Agreement	Six Month Measurements (July 1, 2008 – December 31, 2008) If measured results fall below the stated objective, a brief explanation is required.	End of Year Measurements (July 1, 2008 – June 30, 2009) If measured results fall below the stated objective, a brief explanation is required.
Psychologist will administer and interpret psychological evaluations on 33 court referred clients from DJJDP. Thirty evaluations will be Level II (Basic Diagnostic and Intake level evaluations), and three will be a Level V (Sex Offender Specific Evaluation). With this service DJJDP office will be able to successfully evaluate and place 50% of youth served into appropriate treatment programs and thus divert them from more traditional consequences such as training schools and detention.	07-08 19 clients and a voucher to bank the balance for 5 more evaluations. All objectives met.	

List the measurable objectives from the current program agreement and indicate the degree to which the program has been successful in achieving each objective. Results must be a concise description of the objective stated in measurable terms.



N.C. Department of Juvenile Justice and Delinquency Prevention - Measurable Objectives Status Report

Sponsoring Agency: _____ Fiscal Year: 2008-2009
 Program Name: Psychological Services (Henderson County) Component #: 145060
 Person Completing _____
 Six Months Measurements: Rodney C. Wesson Date Completed: 2/16/09
 Person Completing _____
 End of Year Measurements: _____ Date Completed: _____

List the measurable objectives from the current program agreement and indicate the degree to which the program has been successful in achieving each objective. Results must be a concise description of the objective stated in measurable terms.

North Carolina Department of Juvenile Justice and Delinquency Prevention
JCPC PROGRAM AGREEMENT
 (Submit three (3) copies with original signatures and two additional copies of the signed agreement.)

REVISED 12/04/2008 Date received in the Area Office: _____

SECTION I A		SPONSORING AGENCY AND PROGRAM INFORMATION	
FUNDING PERIOD:	July 1, 2009-July 30 2010	DJJDP FUNDING # (cont. only):	145024
COUNTY:	Henderson	AREA:	WESTERN
Multi-County:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, signed agreement for multi-county must be attached.	Multi-Components	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, multi-component page(s) must be attached.
NAME OF PROGRAM:	Short Term Opportunity Program (CSTOP)		

SPONSORING AGENCY:	Henderson County Public Schools		
SPONSORING AGENCY PHYSICAL ADDRESS:	Street: 414 Fourth Ave. W. City: Hendersonville State: NC Zip Code: 28739-4261		
SPONSORING AGENCY MAILING ADDRESS:	<input checked="" type="checkbox"/> Same as physical address. Street/PO Box: City: _____ State: NC Zip Code: _____		
Please check type:	<input checked="" type="checkbox"/> Public	<input type="checkbox"/> Non-Profit	Federal ID # 56-1821543

[Section I B, MUST BE COMPLETED TO PROVIDE A BRIEF DESCRIPTION OF EACH PROGRAM COMPONENT LISTED BELOW.]

DJJDP COMPONENT ID #	NAME OF PROGRAM COMPONENT	PROGRAM TYPE	TOTAL COST OF EACH COMPONENT
1. 145024	CSTOP Interpersonal Skills Specialist	Interpersonal Skill Building	\$48,783.00
2.			
3.			
4.			
5.			
TOTAL COST OF COMPONENTS			\$48,783.00

Program Manager Name & Address (same person on signature page)

Name:	Mr. David Jones	Title:	Associate Superintendent
Mailing Address:	<input type="checkbox"/> Same as agency address listed above. 414 4th Ave. West	City:	Hendersonville Zip: 28739
Phone:	(828)697-4733	Fax:	(828)697-5541 E-mail: djones@henderson.k12.nc.us

Contact Person (if different from program manager)

Name:	Ms. Shelly Gross	Title:	CSTOP Counselor
Mailing Address:	<input type="checkbox"/> Same as agency address listed above. 2529 Asheville Highway	City:	Hendersonville Zip: 28739
Phone:	(828)697-4629	Fax:	(828)698-6130 E-mail: sgross@bal.henderson.k12.nc.us

Program Fiscal Officer (cannot be program manager)

Name:	Mrs. Kerry Shannon	Title:	Finance Director
Mailing Address:	<input type="checkbox"/> Same as agency address listed above. 414 4th Ave. West	City:	Hendersonville Zip: 28739
Phone:	(828)697-4733	Fax:	(828)697-5541 E-mail: kshannon@henderson.k12.nc.us

COPY THIS PAGE AS NEEDED.

[The below component numbers must be numbered to match the component numbers in Section IA.

SECTION I B	PROGRAM COMPONENT DESCRIPTION
DJJD COMPONENT ID #	COMPONENT INFORMATION
1. 145024	<p>NAME OF COMPONENT: CSTOP Interpersonal Skills Specialist</p> <p>BRIEF DESCRIPTION: The Interpersonal Skills Specialist will focus on providing training to the students in the area of life skills such as anger management, conflict resolution, drug and gang resistance and character education. Each student is evaluated by the Interpersonal Skills Specialist upon entry to the program and a plan is developed according to each students need. Once the need is determined, the student is sent back to the classroom to continue working on school assignments and skill building techniques. The two CSTOP classroom assistants will help guide the students through these processes.</p>

DJJD COMPONENT ID #	COMPONENT INFORMATION
2.	<p>NAME OF COMPONENT:</p> <p>BRIEF DESCRIPTION:</p>

DJJD COMPONENT ID #	COMPONENT INFORMATION
3.	<p>NAME OF COMPONENT:</p> <p>BRIEF DESCRIPTION:</p>

DJJD COMPONENT ID #	COMPONENT INFORMATION
4.	<p>NAME OF COMPONENT:</p> <p>BRIEF DESCRIPTION:</p>

DJJD COMPONENT ID #	COMPONENT INFORMATION
5.	<p>NAME OF COMPONENT:</p> <p>BRIEF DESCRIPTION:</p>

FY 2009-10 JCPC Program Agreement Additional Component Pages

SECTION II		COMPONENT STATISTICAL INFORMATION			
Multi-Components: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>					
If YES, please attach Component Statistical Information, Component Summary, and Component Narrative pages for each. Additional pages are available on the Department's web-site www.ncdjidp.org entitled <i>FY 2009-10 JCPC Program Agreement Additional Component Pages</i> .					
Component Service Statistics		PROGRAM COMPONENT INFORMATION - APPLICATION YEAR			
Component Name: Community Short Term Opportunity Program (CSTOP) [EACH COMPONENT MUST BE NUMBERED TO MATCH SECTION I B.]					Component ID #: 145024
What is this component's maximum client capacity at any given time?					18
Frequency of client per month:	8	Anticipated Average Length of Stay:		90	Days
Total Component Cost:	\$48,783.00	÷ by	Estimated # to be served during funding period:		50
Estimated Average Cost per Youth:			align="center">\$975.66		
Applies to continuation programs only.	Actual number of youth admitted last fiscal year:		align="center">44		
	0 #	of admissions Juvenile Court referred	align="center">0 % of total admissions		
	0 #	of admissions law enforcement referred	align="center">0 % of total admissions		

REPORT OF MEASURABLE OBJECTIVES	
For Continuation Program(s) ATTACH a copy of the Measurable Objectives Status Report (Form JCPC/MOR 001) that was submitted reporting the objectives from the previous fiscal year.	
For New Applicant(s) Please list each Measurable Objective in the current program agreement and indicate the degree (%) to which your program has been successful in achieving each during the first six months of the current fiscal year. These objectives should include reductions in court referrals, runaway behavior, disruptive behavior in school, and improvement in school attendance and academic achievement.	
MEASURABLE OBJECTIVES	RESULTS



N.C. Department of Juvenile Justice and Delinquency Prevention - Measurable Objectives Status Report

Measurable Objectives As Stated in Current Program Agreement	Six Month Measurements (July 1, 2007 – December 31, 2007) If measured results fall below the stated objective, a brief explanation is required.	End of Year Measurements (July 1, 2007 – June 30, 2008) If measured results fall below the stated objective, a brief explanation is required.
Forty-five of the fifty (90%) of students referred to the program will successfully complete the risk/needs assessment.		Forty-four of forty-four or (100%) of court involved referred to the program have completed the risk/needs assessment.
Twenty-five out of the fifty (50%) of students for whom an assessment is completed will be referred for additional school or community based services.		Twenty-six of forty-four (59%) students for whom a risk/needs assessment was completed were referred for additional school or community based services.
Thirty-five of the fifty (70%) of the students for whom and Individual Service Plan has been defined will not again be referred to the program within one year.		Thirty-five of the forty-four (80%) for whom an Individual Service Plan was defined were not referred a second time to the program at the twelve month mark.
Forty-two of the fifty students (approx. 85 %) for whom and Individual Service Plan has been defined will not be charged with additional offenses within one year.		Thirty-five of the forty-four (80%) for whom and Individual Service Plan was defined were not charged with additional offenses at the one year mark.

List the measurable objectives from the current program agreement and indicate the degree to which the program has been successful in achieving each objective. Results must be a concise description of the objective stated in measurable terms.



N.C. Department of Juvenile Justice and Delinquency Prevention - Measurable Objectives Status Report

Sponsoring Agency: Henderson County Schools
 Program Name: CSTOP
 Person Completing: Shelly Gross
 Six Months Measurements: Shelly Gross
 Person Completing: Shelly Gross
 End of Year Measurements: Shelly Gross

Fiscal Year: 2008-2009
 Component #: 145024
 Date Completed: 4/21/09
 Date Completed:

List the measurable objectives from the current program agreement and indicate the degree to which the program has been successful in achieving each objective. Results must be a concise description of the objective stated in measurable terms.

NAME OF COMPONENT: CSTOP Interpersonal Skills Specialist

1. Statement of the Problem: *In concise terminology, describe how the program will address continuum need(s) in the county.*

Students suspended out of school for 1-10 days are at the increased risk of demonstrating delinquent behaviors due to being unsupervised. In addition, unsupervised students who actually serve out of school suspension are losing attendance credit and have a higher risk of academic failure. The Henderson County School System realized that suspensions were increasing along with the number of students that were out of school and unsupervised. CSTOP was developed because the need was there and no other community programs were available for at risk and court involved youth. CSTOP plans to address this gap in the county's service continuum to youth by providing suspended youth the opportunity for continued educational services, drug and gang prevention and positive behavior skill development.

2. Target Population: *Describe the target population, including age, level of court involvement or at-risk of court involvement.*

The target population is juveniles ages 11-17 (grades 6-12) who are short term suspended from school for 1-10 days and who have demonstrated delinquent behavior in school. Priority for placement will be given to students who are under the supervision of the Department of Juvenile Justice. Students who are enrolled in any Henderson County Middle and High Schools are eligible for CSTOP.

3. Program Goal(s): *Provide a brief statement to describe the overall purpose of the program.*

To Decrease the cumulative number of actual out of school suspension days served by the middle and high school students; to provide suspended students attending CSTOP with life skills training in the areas of character education, conflict resolution, anger management, behavior skill development, drug abuse resistance, and gang prevention; to provide students who attend CSTOP with an opportunity to maintain attendance and academic credit; and to help students who have been suspended return to their assigned school and maintain academic and behavioral success.

4. Measurable Objective(s): *State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.*

1. By the end of each student's initial CSTOP assignment, forty-five out of fifty (90%) of students will complete a risk/needs assessment which will be evaluated by the Interpersonal Skills Specialist. A determination will be made regarding each student's need for interpersonal skills development through and Individual Service Plan and a referral will be made for other school or community based services. 2. By the end of the 2009-2010 school year, thirty-two out of fifty (64%) of CSTOP participating students for whom an Individual Service Plan has been defined will have improved school attendance (as indicated by decreased absences for disciplinary reasons than in the previous school year). 3. By the end of the 2009-2010 school year, thirty-two out of the fifty (64%) of students for whom an ISP has been completed will demonstrate fewer incidents of disruptive school behavior (as indicated by a decreased number of days out-of-school suspension). 4. By the end of the 2009-2010 school year, forty-two of the fifty students(84%) who are court involved and/or for whom an ISP has been defined, will not be charged with an additional offense within one year.

5. Elevated Risk and Needs: *Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.*

Community drug and alcohol use is a JCPC elevated risk factor in Henderson County. Data from previous CSTOP students referrals suggests that alcohol/drug use at school is a significant problem. The Interpersonal Skills Specialist will utilize literature from the Drug Enforcement

educating at risk students. We will also have group discussions on school system approved videos relating to drug and alcohol abuse as well as guest speakers from "AA". An on-site North Carolina Mentor Clinical Additction Specialist will also be available for students that have been identified as a high risk for abusing drugs/alcohol. Once the evaluation is completed, the addictions specialist will determine if further counseling is needed.

Program Specifications

1) **Location:** List physical address (es) and describe where program services are delivered.

CSTOP is located at Balfour Educational Center, 2529 Asheville Hwy, Hendersonville, NC 28791.

The classroom is located in the main school building on campus.

2) **Operation:** Describe the daily/weekly schedule of program operation.

The daily routine of the classroom begins at 8:15am with individual assessments made by the Interpersonal Skills Specialist for each new referral to CSTOP. The assessment covers such issues as reasons for referral, academic plan, parental involvement, and gang identification. Each morning the Interpersonal Skills Specialist will provide Interpersonal Skills Building for the students from 8:15-9:30. Upon returning to the classroom, the students will complete the required work that was sent by their home school. During the course of the day (8:15am-2:35), the students will receive assistance from the Positive Behavior Counselor and the CSTOP Coordinator in the areas of tutoring, character education, problem solving and drug awareness. In addition to the services provided at Balfour, the Interpersonal Skills Specialist conducts follow up visits to the eight schools we service. The school visits include checking behavioral, attendance and academic records for each student.

3) **Staff Positions:** Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.

The CSTOP Interpersonal Skills Specialist must possess a Bachelor's Degree in Social Work/Counseling. Must have prior experience working with at-risk youth in a school setting. Grant writing and administrative experience will also be required. The Positive Behavior Counselor must have extensive training in problem solving, drug prevention and gang awareness/identification techniques. Prior school based experience in dealing with at-risk youth. The CSTOP Coordinator must have a Bachelor's Degree in Social Work/Counseling with extensive training in problem solving, character building and exceptional education training. The Interpersonal Skills Specialist's responsibilities include: Keeping confidential cumulative files and discipline records on all students served. This file contains demographic information, medication needs, Individual Service Plans, Action Plans, and referral information. A Client Tracking File database is also used to track student court information. All the records assist us in tracking progress toward meeting measurable objectives. The Interpersonal Skills Specialist also interacts with students by promoting positive social interaction through conflict resolution and decision making skills. The Positive Behavior Counselor is responsible for classroom management, tutorial services, reinforcing skills building techniques as well as keeping statistical information. The CSTOP Coordinator is the liason between the schools as far as accepting referrals. He also helps maintain a positive outlook in the classroom by providing tutoring, drug prevention strategies and character education techniques through individual and group activities. The Principle will ensure that the program provides a safe and productive environment for each student attending the CSTOP. The Program Manager will oversee all fiscal and managerial functions of maintaining the program and funding opportunities.

4) **Service Type:** Describe implementation to include:

Standardized Program Evaluation Protocol (SPEP) service type:

- Indicate the primary and supplemental service(s) if applicable: Interpersonal Skills; and n/a.
- This program is a STRUCTURE ONLY.
- Provides service, SPEP not available.
- SPEP scores(s) if applicable

5) **Admission Process:** Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.

CSTOP. Court counselors and Law enforcement officers may also refer to our program if the need arises. Students who receive disciplinary short term suspension for 1 to 10 days have the opportunity to attend CSTOP. The school administrator notifies the parent/guardian of the CSTOP referral and then a call is made to see if a seat is available. Referrals are usually made the day prior to entry. Upon entering the program, students meet with the Interpersonal Skills Specialist and participate in an intake interview, risk/needs assessment, and receive an Individual Service Plan. If the student is identified as court involved, the Individual Skills Specialist will make contact with the Juvenile Court Counselor. A student will not be accepted to CSTOP if they have exceeded the maximum of 15 days per semester, 30 days a school year or if there is no available seating. In this case the administrator usually postpones the referral for a day.

6) Termination Process: *Describe the termination process to include the staff responsible for making decisions and the criteria for a successful termination, satisfactory termination, unsuccessful completion and non-compliant termination.*

Students who participate in interpersonal skill activities, cooperate with staff, complete assigned days with classroom assignments, and demonstrate appropriate behavior are successfully terminated from the program by the CSTOP staff members. If a student becomes disruptive in the classroom, refuses to complete assignments, or endangers others, the school will be contacted and the student will be unsuccessfully terminated from the program. He/She must complete the remainder of suspension at home.

How is the referring agency involved with the termination process?

If a student is unsuccessfully terminated from CSTOP, the referring school is contacted in writing by the Positive Behavior Counselor as to the reason for termination from the program. The Court Counselors are also notified of any successful or unsuccessful terminations.

7) Referring Agency Interaction: *Describe the interaction with juvenile court counselors and/or other referring agencies including how client progress will be communicated.*

The court system can refer students who are serving short-term suspensions and who are under court supervision. Juvenile court counselors provide basic information to the CSTOP Interpersonal Skills Specialist regarding court involved youth. This information is necessary for effectively serving each student for data tracking purposes (CTF). Juvenile court counselors visit CSTOP on a regular basis to check on or counsel with court involved youth. The Interpersonal Skills Specialist has frequent contact with juvenile court counselors in effort to better serve court involved youth. Daily contact is also made with school administrators as to the progress and attendance of their students.

8) Treatment Element: *Describe specifically what the component will do to redirect inappropriate youth behavior or how the component will address the identified needs of the youth and family. What interventions will typically be utilized in this component and how will parents/guardians be involved?*

Through interpersonal skill development, students are taught to respond appropriately to clearly defined rules and how violations of these rules (and laws) result in a logical consequence. Particular attention is given to discussing and redirecting student misbehavior in the classroom, home, and community. Students also learn such skills as character development, conflict resolution, and anger management. They learn interpersonal skills such as modeling of behavior, positive interaction with others and goal setting. The Interpersonal Skills Specialist will provide individual counseling to each student in the area of why they were referred to CSTOP. She also does pull-outs with individuals and groups when the need arises. The Behavior Skills Specialist and the CSTOP Coordinator are responsible for continuing the skill building process as well as providing group activities to reinforce character building.

9) Best Practice Model: *Describe what model or best practice the program is based upon.*

CSTOP was modeled by two existing programs, The ROC in Rutherford County and Cleveland County CSTOP. Both programs operate under the belief that by providing educational instruction (tutoring) and interpersonal skill development, students will have improved behavior and more

more likely to grow up to be healthy and successful adults. When a student is kept in an educational environment they are given a much greater chance of being successful academically and socially. Henderson County CSTOP has been in operation for five years and has found these practices to be very effective. To date we have served over 4,000 students and saved over 9,900 days from being OSS. CSTOP provides educational services and interpersonal skill building through classroom activities, guest speakers, and staff that models positive characteristics. The majority of CSTOP students would have been unsupervised which leads to delinquency, lack of educational services and unexcused absences.

SECTION VII

Program: _____

CSTOP

Fiscal Year 2009-2010Number of months 10

	Cash	In-Kind	Total
I. Personnel Services	\$25,000	\$23,783	\$48,783
120 Salaries & Wages	\$25,000	\$12,878	\$37,878
180 Fringe Benefits		\$10,905	\$10,905
*190 Professional Services			
* Contracts MUST be attached.			
II. Supplies & Materials			
210 Household & Cleaning			
220 Food & Provisions			
230 Education & Medical			
240 Construction & Repair			
250 Vehicle Supplies & Materials			
260 Office Supplies & Materials			
280 Heating & Utility Supplies			
290 Other Supplies & Materials			
III. Current Obligations & Services			
310 Travel & Transportation			
320 Communications			
330 Utilities			
340 Printing & Binding			
350 Repairs & Maintenance			
370 Advertising			
380 Data Processing			
390 Other Services			
IV. Fixed Charges & Other Expenses			
410 Rental of Real Property			
430 Equipment Rental			
440 Services & Maint. Contracts			
450 Insurance & Bonding			
490 Other Fixed Charges			
V. Capital Outlay			
[This Section Requires Cash Match]			
510 Office Furniture & Equipment			
530 Educational Equipment			
540 Motor Vehicle			
550 Other Equipment			
580 Buildings, Structures & Improv.			
Total	\$25,000	\$23,783	\$48,783

SECTION VIII

SOURCES OF PROGRAM REVENUE (ALL SOURCES)

\$ 25,000	DJJD/JCPC Funds	* This is the amount of your request on your application	
30%	Local Match Rate	Is the Local Match Rate 10%, 20% or 30%?	
	County Cash		(Specify Source)
	Local Cash		(Specify Source)
	Local Cash		(Specify Source)
\$ 23,783	Local In-Kind	In-kind salary and benefits	(Specify Source)
	Other		(Specify Source)
	Other		(Specify Source)
	Other		(Specify Source)
	Other		(Specify Source)
\$48,783	TOTAL	\$ 7,500	\$ 23,783
		Required Local Match	Match Provided

Revenue, Budget Narrative and Budget Information Totals are equal **TRUE**

This document has been reviewed and recommended for funding.

This is to certify that the Department of Juvenile Justice and Delinquency Prevention funds in this Program Agreement will not be used to duplicate or to supplant other programs whose primary intent is to provide community based alternatives for delinquents, undisciplined youth or youth at risk of juvenile delinquency.

This agreement may be terminated in whole or in part by the Department of Juvenile Justice and Delinquency Prevention in the event that state or federal funds which have been allocated to the Department of Juvenile Justice and Delinquency Prevention are eliminated or reduced to such an extent that, in the sole determination of the Department, continuation of the obligations at the levels stated herein may not be maintained.

We, the undersigned agree to comply with the Provisions provided in Section V of this agreement, with the JCPC Policy and Procedure and North Carolina Administrative Procedures 28 NCAC 02A-03A.

Secretary, Department of Juvenile Justice and Delinquency Prevention	Date
<i>James C. McNeill</i>	4/24/09
Chair, County Board of Commissioners or County Finance Director	Date
<i>[Signature]</i>	4/24/09
Chair, Juvenile Crime Prevention Council	Date
<i>[Signature]</i>	4/21/09
Program Manager	Date
<i>[Signature]</i>	

**North Carolina Department of Juvenile Justice and Delinquency Prevention
JCPC PROGRAM AGREEMENT**

(Submit three (3) copies with original signatures and two additional copies of the signed agreement.)

1 of 5

REVISED 12/04/2008

Date received in the Area Office:

SECTION I A

SPONSORING AGENCY AND PROGRAM INFORMATION

FUNDING PERIOD:	2009-2010	DJJD FUNDING # (cont. only):	145015
COUNTY:	Henderson	AREA:	WESTERN
Multi-County:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, signed agreement for multi-county must be attached.	Multi-Components	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, multi-component page(s) must be attached.
NAME OF PROGRAM:	Project Challenge		

SPONSORING AGENCY:	Project Challenge NC inc.		
SPONSORING AGENCY PHYSICAL ADDRESS:	Street: 7548-B Hwy 19E City: Spruce Pine State: NC Zip Code: 28777		
SPONSORING AGENCY MAILING ADDRESS:	<input checked="" type="checkbox"/> Same as physical address. Street/PO Box: City: State: NC Zip Code:		
Please check type:	<input type="checkbox"/> Public	<input checked="" type="checkbox"/> Non-Profit	Federal ID # 56-1904030

[Section I B, MUST BE COMPLETED TO PROVIDE A BRIEF DESCRIPTION OF EACH PROGRAM COMPONENT LISTED BELOW.]

DJJD COMPONENT ID #	NAME OF PROGRAM COMPONENT	PROGRAM TYPE	TOTAL COST OF EACH COMPONENT
1. 145015	Project Challenge	Restitution	\$93,833.00
2.			
3.			
4.			
5.			
TOTAL COST OF COMPONENTS			\$93,833.00

Program Manager Name & Address (same person on signature page)

Name:	Gordon Keath	Title:	President & CEO
Mailing Address:	<input type="checkbox"/> Same as agency address listed above. 7548-B Hwy 19E	City:	Spruce Pine Zip: 28777
Phone:	(828)765-0776	Fax:	(828)765-7206 E-mail: programagreements@projectchallengenc.org

Contact Person (if different from program manager)

Name:	Chris Norman	Title:	Area Administrator
Mailing Address:	<input checked="" type="checkbox"/> Same as agency address listed above.	City:	Zip:
Phone:	(828)765-0776	Fax:	(828)765-7206 E-mail: chrisnorman@projectchallengenc.org

Program Fiscal Officer (cannot be program manager)

Name:	Linda Zulfer	Title:	Chief Financial Officer
Mailing Address:	<input checked="" type="checkbox"/> Same as agency address listed above.	City:	Zip:
Phone:	(828)765-0776	Fax:	(828)765-7206 E-mail: lindazulfer@projectchallengenc.org

COPY THIS PAGE AS NEEDED.

[The below component numbers must be numbered to match the component numbers in Section IA.]

SECTION I B	PROGRAM COMPONENT DESCRIPTION
DJJDP COMPONENT ID #	COMPONENT INFORMATION
1. 145015	<p>NAME OF COMPONENT: Project Challenge</p> <p>BRIEF DESCRIPTION: Project Challenge is a dispositional option to juvenile court allowing participants to repay or give back to their community due to the impact of their damages or injury caused by their offences. Project Challenge provides participants the opportunity to fulfill their obligation to the courts by completing community service, and provides victims repayment of monetary loss. The mission of Project Challenge is to help youth become confident, productive members of their community through the offering of their time and talents and through challenging recreational activities.</p>

DJJDP COMPONENT ID #	COMPONENT INFORMATION
2.	<p>NAME OF COMPONENT:</p> <p>BRIEF DESCRIPTION:</p>

DJJDP COMPONENT ID #	COMPONENT INFORMATION
3.	<p>NAME OF COMPONENT:</p> <p>BRIEF DESCRIPTION:</p>

DJJDP COMPONENT ID #	COMPONENT INFORMATION
4.	<p>NAME OF COMPONENT:</p> <p>BRIEF DESCRIPTION:</p>

DJJDP COMPONENT ID #	COMPONENT INFORMATION
5.	<p>NAME OF COMPONENT:</p> <p>BRIEF DESCRIPTION:</p>

SECTION II		COMPONENT STATISTICAL INFORMATION			
Multi-Components: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>					
If YES, please attach Component Statistical Information, Component Summary, and Component Narrative pages for each. Additional pages are available on the Department's web-site www.ncdjjdp.org entitled <i>FY 2009-10 JCPC Program Agreement Additional Component Pages.</i>					
Component Service Statistics		PROGRAM COMPONENT INFORMATION - APPLICATION YEAR			
Component Name: Project Challenge [EACH COMPONENT MUST BE NUMBERED TO MATCH SECTION I B.]					Component ID #: 145015
What is this component's maximum client capacity at any given time?					25
Frequency of client per month:	once a week	Anticipated Average Length of Stay:		180	Days
Total Component Cost:	\$93,833.00	÷ by	Estimated # to be served during funding period:		60
Estimated Average Cost per Youth:		\$1,564.00			
Applies to continuation programs only.	Actual number of youth admitted last fiscal year:		48 - PE		
	48 PE	of admissions Juvenile Court referred	100 % of total admissions		
	#	of admissions law enforcement referred	% of total admissions		

REPORT OF MEASURABLE OBJECTIVES	
For Continuation Program(s) ATTACH a copy of the Measurable Objectives Status Report (Form JCPC/MOR 001) that was submitted reporting the objectives from the previous fiscal year.	
For New Applicant(s) Please list each Measurable Objective in the current program agreement and indicate the degree (%) to which your program has been successful in achieving each during the first six months of the current fiscal year. These objectives should include reductions in court referrals, runaway behavior, disruptive behavior in school, and improvement in school attendance and academic achievement.	
MEASURABLE OBJECTIVES	RESULTS

NAME OF COMPONENT: Project Challenge

1. Statement of the Problem: *In concise terminology, describe how the program will address continuum need(s) in the county.*

Juveniles can only discern the impact of the damages or injury caused by their offenses if they have had the opportunity to provide restoration to the victim or community through their own effort. Project Challenge provides this opportunity. Project Challenge meets the growing need for deferral agreements, as well as the need for diversion contracts, and Level I and II dispositions.

2. Target Population: *Describe the target population, including age, level of court involvement or at-risk of court involvement.*

Project Challenge has identified juveniles between the ages of 10 and 17 years of age that have been referred by the juvenile court system or the Juvenile Court Counselors as its target population. Project Challenge serves Diversions, Level I, Level II, and Level III referrals.

3. Program Goal(s): *Provide a brief statement to describe the overall purpose of the program.*

The goal of the program is to provide the Juvenile Court System and the Department of Juvenile Justice with a dispositional structure for restitution and rehabilitation in delinquent and undisciplined cases, as well as a suitable plan for deferral agreements. Project Challenge, while a service to the court, will also be providing participants and local communities a program that increases self-esteem and civic awareness.

4. Measurable Objective(s): *State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.*

1) 65% of youth served will have no new court referrals. 2) 65% of youth served will have a reduction, or no increase, in school suspensions and expulsions. 3) 95% will fulfill their obligation to the court order or diversion contract in a timely manner.

5. Elevated Risk and Needs: *Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.*

Relationships with positive peers. Project Challenge teaches social/interpersonal skills to help participants better deal with relationships and involve participants in activities that introduce them to positive peers in their own community. 2) Academic functioning. Project Challenge addresses this need by offering CS credit if a participant receives tutoring in an area of need.

Program Specifications

NAME OF COMPONENT: Project Challenge

1) **Location:** List physical address (es) and describe where program services are delivered.

Our office is located at 200 North Grove Street Suite 36 Hendersonville, NC 28792.

2) **Operation:** Describe the daily/weekly schedule of program operation.

The facilities that are utilized vary with community service activities and include but are not limited to, food drives, fire departments, nursing homes, parks and rec, and others. Project Challenge will strive to set up regular and consistent CS sites such as those listed above. Each morning staff typically completes paperwork and record keeping in the office and interacts with and updates the court counselors. Most afternoons and Saturday's community service projects are completed. Staff set up the sites, transports to and from, and supervises participants during each activity. During the summer months larger amounts of community service is completed during the day.

3) **Staff Positions:** Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.

Staff in Henderson County consists of a Program Coordinator. This position performs a college degree with work experience. Volunteers qualify by completing the DJJDP minimum standard requirements of volunteers. / mentoring. - PE

4) **Service Type:** Describe implementation to include:

Standardized Program Evaluation Protocol (SPEP) service type:

- Indicate the primary and supplemental service(s) if applicable: Restitution; and
- This program is a STRUCTURE ONLY.
- Provides service, SPEP not available.
- SPEP scores(s) if applicable 54

5) **Admission Process:** Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.

1) 100% of the participants are Juvenile Court and Juvenile Court Counselors referred. 2) All referrals are screened by the Juvenile Court Counselors for the appropriateness of our program. Project Challenge provides diversion, Level I, and Level II services to the Juvenile Court. 3) Once the referral has been made, an intake process is performed within five business days. Project challenge adheres to a no reject, eject policy.

6) **Termination Process:** Describe the termination process to include the staff responsible for making decisions and the criteria for a successful termination, satisfactory termination, unsuccessful completion and non-compliant termination.

Once the participant has fulfilled their obligation to the juvenile court and completed all required components of the program, the participant is terminated from Project Challenge and is reported to DJJ through the client tracking process.

How is the referring agency involved with the termination process?

Project Challenge communicates with court counselors, orally and in writing, before and during the termination process.

7) **Referring Agency Interaction:** Describe the interaction with juvenile court counselors and/or other referring agencies including how client progress will be communicated.

Court Counselors typically are communicated with daily, receive monthly reports on the progress of participants, as well as letters of completion and non-compliance.

8) **Treatment Element:** Describe specifically what the component will do to redirect inappropriate youth behavior or how the component will address the identified needs of the youth and family. What interventions will typically be utilized in this component and how will parents/guardians be involved?

By providing a structured supervised work environment we are able to show participants how to show respect for authority figures, responsibility, accountability, and how to better get along with their peers and parents. Wilderness trips also incorporate lifeskills and teamwork.

9) **Best Practice Model:** Describe what model or best practice the program is based upon.

has partnered with Duke University to participate in a double blind study of the program effectiveness in anticipation of becoming an emerging best practice. Project Challenge is also included in the collaborative effort of JJTC.

SECTION V	PROVISIONS
<p>Indemnification and Hold Harmless</p>	
<p>The program manager agrees at all times during the term of this agreement to indemnify and hold harmless the Department of Juvenile Justice and Delinquency Prevention (hereinafter, Department) against liability, loss, damages, costs, or expense which the Department may be requested to pay by reason of any client's suffering personal injury, death, or property loss, or damage either while participating in or receiving from the program services to be furnished by the program under this agreement, operated, leased, chartered or otherwise contracted for by the program or any employee who is furnishing services called for under this agreement; provided, however, that the provisions of the paragraph shall not apply to liabilities caused by or resulting from the acts of the Department or any of its officers, employee, agents or representatives.</p>	
<p>Audit Requirement – Grantee – County Government</p>	
<p>The Department provides Juvenile Crime Prevention Council funds to County Government to be disbursed to sub-grantees for purposes designated in JCPC program agreements. Local Government, Public Authorities or Non-State Entities/Organizations may be designated as sub-grantees by the County and Department JCPC funds.</p>	
<p>Local Government or Public Authority Requirements</p>	
<p>Local Government or Public Authorities in accordance with N.C.G.S. §159-34 must have an audit performed in conformity with generally accepted auditing standards. The audit shall evaluate the performance of a unit of local government or public authority with regard to compliance with all applicable federal and State agency regulations. This audit, combined with the audit of financial accounts, shall be deemed to be the single audit described by the "Federal Single Audit Act of 1984". At a minimum, the required report shall include the financial statements prepared in accordance with generally accepted accounting principles, all disclosures in the public interest required by law, and the auditor's opinion and comments relating to financial statements. The audit shall be performed in conformity with generally accepted auditing standards and audits of non-governmental entities, both for-profit and not-for-profit, and must meet the requirements of OMB Circular A-133. The audit report is to be submitted to the Department of Juvenile Justice and Delinquency Prevention, the appropriate County Finance Office, and to other recipients as appropriate within nine months after the end of your program's fiscal year.</p>	
<p>In accordance with the N.C.G.S. §143C 6 21-23, recipients of State funds must 1) Ensure funds received are spent in accordance with the purposes for which they were granted and be accountable for the legal and appropriate expenditure of State grant funds; 2) Maintain reports, records, and other information to properly</p>	

other information available to the Department or the State Auditor for oversight, monitoring and evaluation purposes; 3) Hold any non-State entity to which the grantee provides a grant of State funds accountable for the legal and appropriate expenditure of State grant funds.

Non-State Entities

Non-State Entities/Organizations receiving, using or expending State funds 1) less than \$25,000 are required to send in Level 1 forms or 2) \$25,000 and less than \$500,000 are required to provide Level 2 forms as identified in the N.C.G.S. §143C 6 21-23 Entities/Organizations receiving \$500,000 or more are required to prepare a financial statement/certified audit report prepared by a Certified Public Accountant (CPA); and Level 3 forms. These forms are prescribed by the Office of State Auditor and are located on the web-site (www.ncauditor.net).

Equal Employment Opportunity

The Grantee shall take affirmative action in complying with all Federal and State requirements concerning fair employment and employment of the handicapped, and concerning the treatment of all employees without regard to discrimination by reason of race, color, religion, sex, national origin, or physical handicap.

Reversion of Unexpended Funds

Any remaining unexpended grant funds awarded to the Grantee by the Department must be refunded/reverted back at the close of fiscal year or upon termination of this Agreement.

Travel Expenses

Reimbursement to the Grantee for travel mileage, meals, lodging and other travel expenses incurred in the performance of this Agreement shall be reasonable and supported by documentation. State rates should be used as guidelines. International travel shall not be reimbursed under this Agreement. The Grantee shall not pay *per diem* expenses exceeding the then current reimbursement rates in effect at the time the expense is incurred and as revised by the Director of the Budget pursuant to compliance of the N.C.G.S.

Cessation of Funds

The Grantee shall be responsible for the timely submission of all reports and understands and agrees that the State Auditor has audit oversight, with respect to State grant funds received by the grantee or subgrantee, pursuant to the N.C.G. S. of every grantee or subgrantee that receives, uses, or expends State grant funds. The Grantee and any subgrantee understands and agrees that upon request, the Grantee and any subgrantee shall furnish to the State Auditor for audit all books, records, and other information necessary for the State Auditor to account fully for the use and expenditure of State grant funds received by the Grantee or subgrantee. The Grantee and any subgrantee must furnish any additional financial or budgetary information requested by the State Auditor, including audit work papers in the possession of any auditor of a grantee or subgrantee directly related to the use and expenditure of State grant funds. Additionally, the Grantor, as the funding authority, shall have access to persons and records of the Grantee relating to this Agreement. The Department reserves the right to suspend payment to the Grantee for non-compliance with the reporting requirements set forth in the JCPC Policy and Procedures.

Disbursements

As a condition of this Agreement, the Grantee acknowledges and agrees to make disbursements in accordance with the following requirements:

- A. Implement adequate internal controls over disbursements;
- B. Pre-audit all vouchers presented for payment to determine:
 - 1) Validity and accuracy of payment; 2) Payment due date; 3) Adequacy of documentation supporting payment; and, 3) Legality of disbursement.
- C. Assure adequate control of signature stamps/plates;
- D. Assure adequate control of negotiable instruments; and
- E. Implement procedures to insure that account balance is solvent and reconcile account monthly.

Compliance with Laws

The Grantee shall be responsible for compliance with all laws, ordinances, codes, rules, regulations, licensing requirements that are applicable to the conduct of its business and work performance under this Agreement, including those of State, local, and federal agencies having jurisdiction or authority.

No Overdue Tax Debt

The Grantee shall be responsible for the payment of all State, local, and federal taxes. In accordance with N.C.G.S.143 C-6.21-22, every Grantee shall file with the Grantor a written statement completed by that Grantee's board of directors or other governing body, stating that the Grantee does not have any overdue tax debts, as defined by G.S. 105-243.1, at the federal, State, or local level. This written statement shall be completed by the Grantee as Attachment F, State Grant Certification-No Overdue Tax Debts.

SECTION VI: BUDGET NARRATIVE

Project Challenge	Fiscal Year	2009/2010
--------------------------	--------------------	------------------

Provide justification of each line item entry in the Budget Information section. Indicate In-Kind by: Yes

Item #	Justification	Expense	In-Kind?
390	Community Service & Restitution Programming	\$72,179	<input type="checkbox"/> Yes
390	Volunteer Services 752.08 hours X 17.55	\$13,199	<input checked="checked" type="checkbox"/> Yes
410	In-Kind Office Space = <i>704.58 X 12 - PE</i>	\$8,455	<input checked="checked" type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
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			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
TOTAL		\$93,833	

For each employee list the following information

Job Title	Annual or Hourly Wage	Months of Employment

SECTION VII

Program: _____

Project Challenge _____

Fiscal Year 2009/2010Number of months 12

	Cash	In-Kind	Total
I. Personnel Services			
120 Salaries & Wages	_____	_____	_____
180 Fringe Benefits	_____	_____	_____
*190 Professional Services	_____	_____	_____
* Contracts MUST be attached.			
II. Supplies & Materials			
210 Household & Cleaning	_____	_____	_____
220 Food & Provisions	_____	_____	_____
230 Education & Medical	_____	_____	_____
240 Construction & Repair	_____	_____	_____
250 Vehicle Supplies & Materials	_____	_____	_____
260 Office Supplies & Materials	_____	_____	_____
280 Heating & Utility Supplies	_____	_____	_____
290 Other Supplies & Materials	_____	_____	_____
III. Current Obligations & Services	\$72,179	\$13,199	\$85,378
310 Travel & Transportation	_____	_____	_____
320 Communications	_____	_____	_____
330 Utilities	_____	_____	_____
340 Printing & Binding	_____	_____	_____
350 Repairs & Maintenance	_____	_____	_____
370 Advertising	_____	_____	_____
380 Data Processing	_____	_____	_____
390 Other Services	\$72,179	\$13,199	\$85,378
IV. Fixed Charges & Other Expenses		\$8,455	\$8,455
410 Rental of Real Property	_____	\$8,455	\$8,455
430 Equipment Rental	_____	_____	_____
440 Services & Maint. Contracts	_____	_____	_____
450 Insurance & Bonding	_____	_____	_____
490 Other Fixed Charges	_____	_____	_____
V. Capital Outlay			
[This Section Requires Cash Match]			
510 Office Furniture & Equipment	_____	_____	_____
530 Educational Equipment	_____	_____	_____
540 Motor Vehicle	_____	_____	_____
550 Other Equipment	_____	_____	_____
580 Buildings, Structures & Improv.	_____	_____	_____
Total	\$72,179	\$21,654	\$93,833

SECTION VIII

SOURCES OF PROGRAM REVENUE (ALL SOURCES)

\$	<u>72,179</u>	DJJDP/JCPC Funds	* This is the amount of your request on your application	
	<u>30%</u>	Local Match Rate	Is the Local Match Rate 10%, 20% or 30%?	
		County Cash	_____	(Specify Source)
		Local Cash	_____	(Specify Source)
		Local Cash	_____	(Specify Source)
\$	<u>21,654</u>	Local In-Kind	<u>Office Space/Volunteer Services</u>	(Specify Source)
		Other	_____	(Specify Source)
		Other	_____	(Specify Source)
		Other	_____	(Specify Source)
		Other	_____	(Specify Source)
	<u>\$93,833</u>	TOTAL	<u>\$ 21,654</u>	<u>\$ 21,654</u>
			Required Local Match	Match Provided

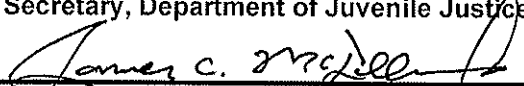


Revenue, Budget Narrative and Budget Information Totals are equal	TRUE
--	-------------

This document has been reviewed and recommended for funding.

This is to certify that the Department of Juvenile Justice and Delinquency Prevention funds in this Program Agreement will not be used to duplicate or to supplant other programs whose primary intent is to provide community based alternatives for delinquents, undisciplined youth or youth at risk of juvenile delinquency.

This agreement may be terminated in whole or in part by the Department of Juvenile Justice and Delinquency Prevention in the event that state or federal funds which have been allocated to the Department of Juvenile Justice and Delinquency Prevention are eliminated or reduced to such an extent that, in the sole determination of the Department, continuation of the obligations at the levels stated herein may not be maintained.

We, the undersigned agree to comply with the Provisions provided in Section V of this agreement, with the JCPC Policy and Procedure and North Carolina Administrative Procedures 28 NCAC 02A-03A.

Secretary, Department of Juvenile Justice and Delinquency Prevention	Date
	4/24/09
Chair, County Board of Commissioners or County Finance Director	Date
	4/24/09
Chair, Juvenile Crime Prevention Council	Date
	4/2/2009
Program Manager	Date

**MULTI-COUNTY JCPC PROGRAM AGREEMENT
DEPARTMENT OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION
FY 2009-2010**

Name of Program Project Challenge
 Sponsoring Agency Project Challenge North Carolina Inc.
 Dist. # 29 ID #'s 145015 159018 175008 181043 188007
 Program Type Restitution/Community Service

PROGRAM MANAGER name & address (should not be person on signature page)

Name Gordon Keath Title President & CEO
 Address 7548 B Hwy 19 E
 City Spruce Pine State NC Zip 28777
 Phone (828) 765-0776 Ext. Fax (828) 765-7206
 Email programagreements@projectchallengenc.org

PROGRAM FISCAL OFFICER (cannot be program manager)

Name Linda Zulfer Title Chief Financial Administrator
 Address 7548 B Hwy 19 E
 City Spruce Pine State NC Zip 28777
 Phone (828) 765-0776 Ext. Fax (828) 765-7206
 Email linda@projectchallengenc.org

MULTI-COUNTY SERVICE STATISTICS

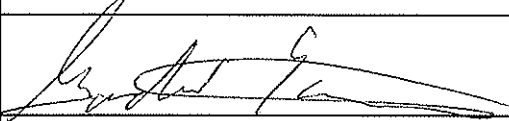
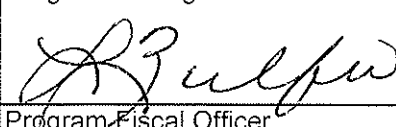
Client Capacity 125 Anticipated Average Length of Stay 180 days
 Estimated number of youth to be served during funding period 200
 Component Cost \$ 270,807 Estimated average cost per youth \$ 1,354

Applies to continuation programs only	<u>162</u>	Actual number of youth admitted last fiscal year	<u>100%</u>	% of total admissions
	<u>162</u>		<u>100%</u>	
	<u></u>		<u>0%</u>	

MULTI-COUNTY SOURCES OF REVENUE

DJJDP	<u>\$216,645</u>	Source	<u>County Match</u>	Required District Match %	<u>24%</u>
Local County	<u>\$7,655</u>	Source	<u>County Match</u>		
Local Other	<u>\$1,260</u>	Source	<u>Project Challenge Fundraising/Donations</u>		
Local In-Kind	<u>\$45,247</u>	Source	<u>In-kind rent/Volunteer services</u>		
State	<u>\$0</u>	Source	<u></u>		
Federal	<u>\$0</u>	Source	<u></u>		
Total	<u>\$270,807</u>				

This document is a true and accurate representation of the total services and budget of this program. It accurately reflects the service, revenue and expenditure totals of all counties within the district(s) funded with DJJDP funds. This information will be used by DJJDP for final accounting reports.

 Program Manager 4/6/09 Date
 Program Fiscal Officer 4/3/09 Date

MULTI-COUNTY SOURCES OF REVENUE

Name of Program											
Fiscal Year		2009-2010									
County	Required Local Match %	Required Local \$ Match	D.J.JDP	Local			Other Funds			Totals	
				County	Other	In-Kind	State	Federal			
Henderson	30%	\$21,654	\$72,179			\$21,654				\$93,833	
McDowell	20%	\$7,792	\$38,960	\$3,896		\$3,896				\$46,752	
Polk	20%	\$3,759	\$18,797	\$3,759						\$22,556	
Rutherford	20%	\$12,631	\$63,157			\$12,631				\$75,788	
Transylvania	30%	\$7,066	\$23,552			\$7,066				\$30,618	
Project Challenge funds		\$0			\$1,260					\$1,260	
		\$0								\$0	
		\$0								\$0	
Totals		\$52,902	\$216,645	\$7,655	\$1,260	\$45,247	\$0	\$0	\$0	\$270,807	

Required District Match %

Budget Narrative

Line Item			
Provide justification of each line item entry in the Budget Information section. Indicate In-Kind items by YES			
Item#	Justification	In-Kind ?	Expense
120	See Below		\$118,124
180	FICA 7.65%		\$9,036
	Retirement 3% annually		\$3,544
	Employee Insurances \$1663 per month		\$19,557
	Workers Comp / unemployment		\$4,335
190	Accounting Services \$150 per month		\$1,800
220	Community Service \$33 per month per county		\$1,980
	Food & Provisions Backpacking Trip		\$2,400
230	Staff Training \$600 annually		\$3,000
250	Fuel \$208 per month (\$3.00 per gallon X 16 gallons per week X 52 weeks per year)x4		\$9,984
260	Office supplies/ postage/ ink/ etc.		\$2,500
320	Cell Phones \$57 per month X 5 phones		\$3,420
	Internet Access / Local Long Distance \$75 per month X 4 Offices		\$3,600
340	Printing		\$500
350	Repairs & Maint. \$100 per month X 4 vans		\$4,800
380	Data Processing \$276 per month X 5 Counties		\$16,560
390	Restitution Bank		\$8,000
	Volunteer Services (Trans. 402.62) (Henderson 752.08) (Rutherford 548.77)	yes	\$29,896
410	Rent \$ per month (Henderson \$8455) (Ruth. \$3000) (McD. \$3896)	yes	\$15,351
450	Van Insurance \$1275 annually X 4 vans		\$5,100
	Participant Accident Insurance \$500 per year		\$500
	Business/General Liability Insurances \$1364 X 5 Counties		\$6,820
TOTAL			\$ 270,807

Employee		
For each employee list the following information		
Job Title	Annual or Hourly Wage	Months of Employment
District Supervisor	26104	12
Program Coordinator X 3	74880	12
Program Coordinator (Part-Time)	12480	12
Wilderness Coordinator	4660	12

LINE ITEM BUDGET

Program:

Fiscal Year: 2009-2010

Number of Months:

12

	Cash	In-Kind	Total
I. Personnel Services	\$ 156,396	\$ -	\$ 156,396
120 Salaries & Wages	\$118,124		\$ 118,124
180 Fringe Benefits	\$36,472		\$ 36,472
* 190 Professional Services	\$1,800		\$ 1,800
* Contracts MUST be Attached.			
II. Supplies & Materials	\$ 19,864	\$ -	\$ 19,864
210 Household & Cleaning			\$ -
220 Food & Provisions	\$4,380		\$ 4,380
230 Education & Medical	\$3,000		\$ 3,000
240 Construction & Repair			\$ -
250 Vehicle Supplies & Materials	\$9,984		\$ 9,984
260 Office Supplies & Materials	\$2,500		\$ 2,500
280 Heating & Utility Supplies			\$ -
290 Other Supplies & Materials			\$ -
III. Current Obligations & Services	\$ 36,880	\$ 29,896	\$ 66,776
310 Travel & Transportation			\$ -
320 Communications	\$7,020		\$ 7,020
330 Utilities			\$ -
340 Printing & Binding	\$500		\$ 500
350 Repairs & Maintenance	\$4,800		\$ 4,800
370 Advertising			\$ -
380 Data Processing	\$16,560		\$ 16,560
390 Other services	\$8,000	\$ 29,896	\$ 37,896
395 Contingency (Grp. Hm. Only)			\$ -
IV. Fixed Charges & Other Expenses	\$ 12,420	\$ 15,351	\$ 27,771
410 Rental of Real Property		\$ 15,351	\$ 15,351
430 Equipment Rental			\$ -
440 Services & Maint. Contracts			\$ -
450 Insurance & Bonding	\$12,420		\$ 12,420
490 Other Fixed Charges			\$ -
V. Capital Outlay	\$ -	\$ -	\$ -
510 Office Furniture & Equipment			\$ -
530 Educational Equipment			\$ -
540 Motor Vehicle			\$ -
550 Other Equipment			\$ -
580 Buildings, Structures & Improv.			\$ -
Total	\$ 225,560	\$ 45,247	\$ 270,807



**NORTH CAROLINA DEPARTMENT OF JUVENILE
JUSTICE AND DELINQUENCY PREVENTION**



CONFLICT OF INTEREST POLICY STATEMENT

Each private, nonprofit entity eligible to receive State funds is required to have a policy that addresses conflict of interest that may arise when members of its governing body or managing staff are involved in the disbursement of State funds; and requires the private, nonprofit entity to file with the agency that disburses State funds a notarized copy of its conflict of interest policy before any State funds can be disbursed to the entity. The policy shall address situations where any of these individuals may directly or indirectly benefit. The policy shall include actions to be taken by the entity or the individual, or both to avoid conflicts of interest and the appearance of impropriety.

Accordingly, no member or board member of the private, nonprofit entity may receive directly or indirectly, any funds received from the State of North Carolina, except for duly, authorized staff compensation and benefits, and reimbursement for expenses actually incurred in connection with the private, nonprofit entity's business and in accordance with final approved grant agreements.

WHEREAS, Project Challenge NC, Inc. (*Name of entity*) desires to require its Board of Directors and managing employees to avoid conflicts of interest or the appearance of impropriety in the disbursement of State funds;

THEREFORE, no member of the Board of Directors or staff members of said private, nonprofit entity shall participate in the solicitation, negotiation, formation, award, arbitration, modification, or settlement of any contract or grant funded in whole or in part by State funds or of any dispute arising under such contract or grant when the director or staff members stands to benefit, either directly or indirectly, from such grant or contract;

PROVIDED, no member of the Board of Directors or staff members shall be deemed to benefit directly or indirectly from any contract or grant funded in whole or in part by State funds if he/she receives only the salary or stipend due to him/her in the normal course of employment with, or service to, said private, nonprofit entity.

FURTHERMORE, said private, nonprofit entity has written conflict of interest policies and reporting procedures applicable to board members, staff members and volunteers who have any interest or any authority regarding the resources of the private, nonprofit entity. These policies have been communicated to board members, staff members and volunteers and full disclosure has been provided for any possible appearance of conflict of interest that may exist.



**NORTH CAROLINA DEPARTMENT OF JUVENILE
JUSTICE AND DELINQUENCY PREVENTION**



CONFLICT OF INTEREST POLICY STATEMENT

The following serves to identify and document any personal interest staff members, officers, and members of the Board of Directors may have. This document is also to be used to disclose any transactions that may result in personal, financial, professional and/or political gain at the expense of the NC Department of Juvenile Justice and Delinquency Prevention. The statement requires that all personal relationships that may inappropriately influence (bias) actions be disclosed. Relationships, be it personal, financial, professional and/or political are required to be disclosed to this Department. Conflict means a conflict or the appearance of a conflict between the private interests and official responsibilities of a person in a position of trust. Persons in a position of trust include staff members or the Board of Directors.

Private, nonprofit entities shall make full disclosure by notice in writing to the full Governing Board/Council all conflicts of interest, if “yes” is answered to any of the following: (Check all that apply)

	YES	NO
1. A Board member is related to a staff member.	X	
2. A staff member in a supervisory capacity is related to another staff member whom he/she supervises.		X
3. A staff member is related to another staff member.	X	
4. A board member or staff member has or may have personal, financial, professional, and/or political gain at the expense or benefit of the private, nonprofit entity.		X
5. There is a business entity in which a staff, board, or family member participates that may be viewed as having direct or indirect influence over the private, nonprofit entity’s business.		X
6. A staff, board, or family member may be viewed as having direct or indirect financial gain from personal or business investments/interest in real property held by that staff, board, or family member.		X
7. A staff or board member received honorarium or other compensation outside of the scope of employment/operations with the private, nonprofit entity that creates or appears to create bias.		X
8. A staff or board member secured employment with a competitor or other similar private, nonprofit entity.		X
9. Ongoing, paid consulting work outside of the staff member’s current employment or board member’s with your private, nonprofit entity exists.		X



**NORTH CAROLINA DEPARTMENT OF JUVENILE
JUSTICE AND DELINQUENCY PREVENTION**



CONFLICT OF INTEREST POLICY STATEMENT

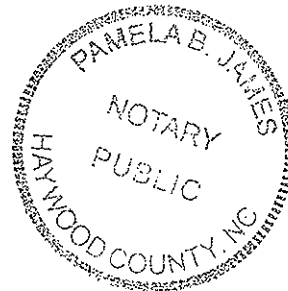
1. If you have answered, "yes" to any of the aforementioned items you are required to provide details for any transaction that exists.
2. If this statement fails to list a transaction that may exist that is non-financial in nature, please attach details.

Details must include at least the name, and, address, or persons involved, and a description of the relationship and the transaction.

Note: Failure to disclose any conflict of interest transaction that exists or is potential within your private, nonprofit entity may result in the Department's cessation of any further State funds.

County	Henderson		
Agency Name (Legal Applicant)	Project Challenge North Carolina, Inc.		
Federal Tax ID #	56-1904030		
Private, Nonprofit Entity Name	Project Challenge North Carolina, Inc.		
Executive Director's Name	Print	Gordon Keath	(DATE OF SIGNATURE)
	Sign	<i>[Signature]</i>	2-26-09
Board Chair's Name	Print	Amy C. Spivey	(DATE OF SIGNATURE)
	Sign	<i>[Signature]</i>	2-26-09

Sworn to and subscribed before me on the
Day of the date of said certification



Pamela B. James 2-26-09
(Notary Public)

My Commission Expires 2/12/2011

- 1) Board member Dan Marchesoni is the father of Joel Marchesoni who is a part-time employee working as a computer technician. Joel is supervised by the Area Administrator.
- 2) Gordon Keath is related to Jason Nicholson through marriage. Jason is working in Mecklenburg and Union Counties and is supervised by the Area Administrator.

Cody
LeGrant
McKinney
CPA, P.C.

Helping Individuals & Businesses Reach Their Financial Goals

www.highcountrycpa.com

To the Board of Directors of
Project Challenge North Carolina, Inc.

We are writing to express our intent to provide your agency accounting services for the fiscal year ending June 30, 2010.

These services will fall into two areas - compiled and audited financial statements. The compilation will be provided on a quarterly basis and will consist of our compilation report and the required basic financial statements without full note disclosures. You understand that during this process, we may suggest adjusting journal entries that may need to be posted in order for the financial statements to meet the presentation guidelines as promulgated by the American Institute of Certified Public Accountants. Acceptance of this agreement implies that you are aware that you accept responsibility for the validity of these entries. You have someone on your staff with sufficient knowledge to make these decisions with our input.

The second engagement will be for the financial audit of the organization. This engagement will be an annual audit with the expected completion date somewhere in mid-September.

We look forward to working with your staff again this year.

Cody LeGrant McKinney, CPA, P.C.

Spruce Pine, North Carolina
March 13, 2009



N.C. Department of Juvenile Justice and Delinquency Prevention - Measurable Objectives Status Report

Sponsoring Agency:	Project Challenge North Carolina, Inc	Fiscal Year:	2008-2009
Program Name:	Project Challenge	Component #:	145015 Henderson County
Person Completing Six Months Measurements:		Date Completed:	
Person Completing End of Year Measurements:	Crystal Fennell	Date Completed:	3.23.2009

Date Received in Area Office:		Date Received in State Office:	
----------------------------------	--	-----------------------------------	--

Measurable Objectives As Stated in Current Program Agreement	Six Month Measurements (July 1, 2008 – December 31, 2008) If measured results fall below the stated objective, a brief explanation is required.	End of Year Measurements (July 1, 2008 – June 30, 2009) If measured results fall below the stated objective, a brief explanation is required.
65% of youth served will have a reduction or no increase in school suspensions and expulsions		95% or 38 of 40 youth served/completed had a reduction or no increase in school disciplinary referrals
By post-test at termination 65% of youth served will demonstrate the following social skills: following instruction, accepting correction, asking permission, getting along with peers		By post-test at termination 100% or 40 of 40 youth that have completed the program have demonstrated the following social skills: following instructions, accepting correction, asking permission, getting along with peers

Attachment E

State Grant Certification – No Overdue Tax Debts [†]

Instructions: Grantee should complete this certification for all state funds received. Entity should enter appropriate data in the yellow highlighted areas. The completed and signed form should be provided to the state agency funding the grant to be attached to the contract for the grant funds. A copy of this form, along with the completed contract, should be kept by the funding agency and available for review by the Office of the State Auditor

Project Challenge NC, Inc.

07/01/2008

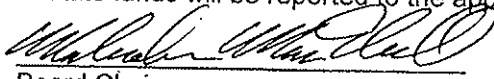
To: State Agency Head and Chief Fiscal Officer

Certification:

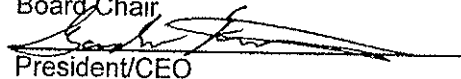
We certify that the Project Challenge NC, Inc. does not have any overdue tax debts, as defined by N.C.G.S. 105-243.1, at the federal, State, or local level. We further understand that any person who makes a false statement in violation of N.C.G.S. 143C-6-23(c) is guilty of a criminal offense punishable as provided by N.C.G.S. 143-34(b).

Sworn Statement:

Malcolm MacNeill, Jr. and Gordon Keath being duly sworn, say that we are the Board Chair and President/CEO, respectively, of Project Challenge NC, Inc. of Spruce Pine] in the State of North Carolina; and that the foregoing certification is true, accurate and complete to the best of our knowledge and was made and subscribed by us. We also acknowledge and understand that any misuse of State funds will be reported to the appropriate authorities for further action.



Board Chair



President/CEO

Sworn to and subscribed before me on the day of the date of said certification.

MY COMMISSION EXPIRES JUNE 29, 20

My Commission Expires: _____


Notary Signature and Seal

If there are any questions, please contact the North Carolina Office of the State Auditor:
Beige Ann Kerr @ (919) 807-7535 or
Harriet Abraham @ (919) 807-7673.

G.S. 105-243.1 defines: "Overdue tax debt. – Any part of a tax debt that remains unpaid 90 days or more after the notice of final assessment was mailed to the taxpayer. The term does not include a tax debt, however, if the taxpayer entered into an installment agreement for the tax debt under G.S. 105-237 within 90 days after the notice of final assessment was mailed and has not failed to make any payments due under the installment agreement."

Acknowledgement

STATE OF NORTH CAROLINA

COUNTY OF Jackson

I certify that Gordon Heath personally appeared before me this day, acknowledging to me that he or she signed the foregoing document: No Overdue Tax Debts
Name or description of attached document

I further certify that:

I have personal knowledge of the identity of the principal(s)

I have seen satisfactory evidence of the principal's identity, by a current state or federal identification with the principal's photograph in the form of a _____
type of identification

A credible witness, _____, has sworn or affirmed to me the
name of credible witness
identity of the principal, and that he or she is not a named party to the foregoing document, and has no interest in the transaction.

Date: 8-17-2008



Lacy R. Ensley
Notary Public

Lacy R. Ensley
Typed or Printed Notary Name

My commission expires: 6-29-2013

Acknowledgement

STATE OF NORTH CAROLINA

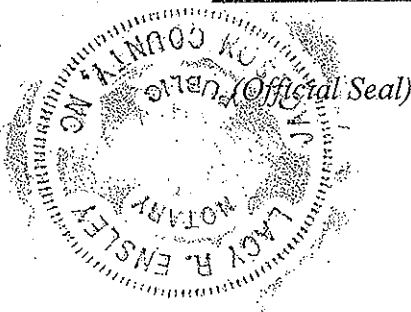
COUNTY OF Jackson

I certify that Malcolm Macneill personally appeared before me this day, acknowledging to me that he or she signed the foregoing document: No Overdue Tax Debts.
Name or description of attached document

I further certify that:

- I have personal knowledge of the identity of the principal(s)
- I have seen satisfactory evidence of the principal's identity, by a current state or federal identification with the principal's photograph in the form of a _____
type of identification
- A credible witness, _____, has sworn or affirmed to me the
name of credible witness
identity of the principal, and that he or she is not a named party to the foregoing document, and has no interest in the transaction.

Date: 8-7-08



Lacy R. Ensley
Notary Public

Lacy R. Ensley
Typed or Printed Notary Name

My commission expires: 6-29-2013

**North Carolina Department of Juvenile Justice and Delinquency Prevention
JCPC PROGRAM AGREEMENT**

(Submit three (3) copies with original signatures and two additional copies of the signed agreement.)

REVISED 12/04/2008	Date received in the Area Office:
--------------------	-----------------------------------

SECTION I A	SPONSORING AGENCY AND PROGRAM INFORMATION		
FUNDING PERIOD:	7/1/2009 - 6/30/2010	DJJDP FUNDING # (cont. only):	145070
COUNTY:	Henderson	AREA:	WESTERN
Multi-County:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <small>If yes, signed agreement for multi-county must be attached.</small>	Multi-Components	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <small>If yes, multi-component page(s) must be attached.</small>
NAME OF PROGRAM:	Education and Social Development Program		

SPONSORING AGENCY:	Boys & Girls Club of Henderson County		
SPONSORING AGENCY PHYSICAL ADDRESS:	Street: 1304 Ashe Street City: Hendersonville State: NC Zip Code: 28792		
SPONSORING AGENCY MAILING ADDRESS:	<input type="checkbox"/> Same as physical address. Street/PO Box: PO Box 1460 City:Hendersonville State: NC Zip Code: 28793		
Please check type:	<input type="checkbox"/> Public	<input checked="" type="checkbox"/> Non-Profit	Federal ID # 56-1803125

[Section I B, MUST BE COMPLETED TO PROVIDE A BRIEF DESCRIPTION OF EACH PROGRAM COMPONENT LISTED BELOW.]

DJJDP COMPONENT ID #	NAME OF PROGRAM COMPONENT	PROGRAM TYPE	TOTAL COST OF EACH COMPONENT
1. 145070	Education & Social Development Program	Interpersonal Skill Building	\$28,600.00
2.			
3.			
4.			
5.			
TOTAL COST OF COMPONENTS			

Program Manager Name & Address (same person on signature page)

Name:	Scottie Parks	Title:	Operations Director
Mailing Address:	<input checked="" type="checkbox"/> Same as agency address listed above.		
	City:	Zip:	
Phone:	(828)693-9444	Fax:	(828)693-1077
	E-mail:	bgc_sgsparks@hotmail.com	

Contact Person (if different from program manager)

Name:		Title:	
Mailing Address:	<input checked="" type="checkbox"/> Same as agency address listed above.		
	City:	Zip:	
Phone:	() -	Fax:	() -
	E-mail:		

Program Fiscal Officer (cannot be program manager)

Name:	Tammy Simpkins	Title:	Accountant
Mailing Address:	<input checked="" type="checkbox"/> Same as agency address listed above.		
	City:	Zip:	
Phone:	(828)693-9444	Fax:	(828)693-1077
	E-mail:	bgc_tsimpkins@yahoo.com	

COPY THIS PAGE AS NEEDED.

[The below component numbers must be numbered to match the component numbers in Section IA.

SECTION I B	PROGRAM COMPONENT DESCRIPTION
DJJDP COMPONENT ID #	COMPONENT INFORMATION
1. 145070	<p>NAME OF COMPONENT: Education & Social Development Program</p> <p>BRIEF DESCRIPTION: This program is an after-school and summer youth program that provides life-enhancing programs and character development experiences to at-risk youth. The program has a specific emphasis on school failure and anti-social/risky behaviors. Nationally-recognized programs from Boys and Girls Club of America and other locally-customized programs provide the building blocks of the program's foundation. On a daily basis, clients interact with mentoring adults and positive peers to develop social and life skills, improve family/peer relationships, strengthen positive character traits, receive academic tutoring, explore post high-school educational/vocational opportunities, and to learn to redirect their own negative behaviors.</p>

DJJDP COMPONENT ID #	COMPONENT INFORMATION
2.	<p>NAME OF COMPONENT:</p> <p>BRIEF DESCRIPTION:</p>

DJJDP COMPONENT ID #	COMPONENT INFORMATION
3.	<p>NAME OF COMPONENT:</p> <p>BRIEF DESCRIPTION:</p>

DJJDP COMPONENT ID #	COMPONENT INFORMATION
4.	<p>NAME OF COMPONENT:</p> <p>BRIEF DESCRIPTION:</p>

DJJDP COMPONENT ID #	COMPONENT INFORMATION
5.	<p>NAME OF COMPONENT:</p> <p>BRIEF DESCRIPTION:</p>

SECTION II		COMPONENT STATISTICAL INFORMATION			
Multi-Components: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>					
If YES, please attach Component Statistical Information, Component Summary, and Component Narrative pages for each. Additional pages are available on the Department's web-site www.ncdjjdp.org entitled <i>FY 2009-10 JCPC Program Agreement Additional Component Pages.</i>					
Component Service Statistics		PROGRAM COMPONENT INFORMATION - APPLICATION YEAR			
Component Name: Education & Social Development Program [EACH COMPONENT MUST BE NUMBERED TO MATCH SECTION I B.]					Component ID #: 145070
What is this component's maximum client capacity at any given time?					40
Frequency of client per month:	8	Anticipated Average Length of Stay:		45	Days
Total Component Cost:	\$28,600.00 + (\$32,882 JCPC Training) = \$61,482.00 Total	÷ by	Estimated # to be served during funding period:		40
Estimated Average Cost per Youth:		\$715.00			
Applies to continuation programs only.	Actual number of youth admitted last fiscal year:		22		
	0 #	of admissions Juvenile Court referred	0 % of total admissions		
	0 #	of admissions law enforcement referred	0 % of total admissions		

REPORT OF MEASURABLE OBJECTIVES	
For Continuation Program(s) ATTACH a copy of the Measurable Objectives Status Report (Form JCPC/MOR 001) that was submitted reporting the objectives from the previous fiscal year.	
For New Applicant(s) Please <u>list each Measurable Objective</u> in the current program agreement and <u>indicate the degree (%) to which your program has been successful</u> in achieving each during the first six months of the current fiscal year. These objectives should include reductions in court referrals, runaway behavior, disruptive behavior in school, and improvement in school attendance and academic achievement.	
MEASURABLE OBJECTIVES	RESULTS

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NAME OF COMPONENT: Education & Social Development Program

1. Statement of the Problem: *In concise terminology, describe how the program will address continuum need(s) in the county.*

The JCPC of Henderson County has identified six risk factors affecting youth: 1) age at first offense, 2) prior referrals, 3) substance use, 4) school behavior, 5) peer relationships, and 6) parental supervision. The Children and Family Resource Center of Henderson County has identified 4000+ youth in the county who are living in poverty and fitting the JCPC's "at-risk" profile. The United Agenda for Children prioritized the following needs for at-risk youth: mentoring programs, increased social venues for teens, drug prevention and education, parent education, and sex education. In Henderson County no other organization offers the same types after-school and summer, year-round training that addresses the issues mentioned above. Our program is free for JCPC referrals, \$5/yr for all other members, and in a location that is convenient for many youths that need our services. In many situations we are the safest, healthiest, most affordable option that Henderson County youth and parents have in the community when it comes to interpersonal skills training and tutoring.

Through a wide array of proven, nationally recognized and locally customized prevention programs, the Education & Social Development Program will address the following elevated needs identified by the JCPC: positive peer relationships, improved school behavior, reduced substance abuse, and improved parent supervision and education. Through nationally-recognized gang awareness and prevention programs, the Club will also address the growing gang issues that have begun to arise in Henderson County. The Boys & Girls Club is located in Green Meadows, the largest public housing neighborhood in Henderson County and serves at-risk youth ages 6-17 years old. The neighborhood is largely low-income with regular incidents of drug activity, violence, prostitution, gambling and broken families. The organization's targeted population is, statistically, the most vulnerable to juvenile crime, failure in school, teen pregnancy and early sexual activity, use of alcohol, tobacco and others drugs, school dropout and other anti-social behaviors. During the school year, juvenile crime and other risky youth behaviors peak within the hours from 3:00-6:00 p.m., when there is often little or no parental supervision at home. Those are the times the Club serves its maximum number of youth on a daily basis. Further, the Boys & Girls Club serves a large number of at-risk youth, with high frequency of client attendance and retention.

2. Target Population: *Describe the target population, including age, level of court involvement or at-risk of court involvement.*

The target population is 6-18 year old, low-income youth from an ethnically diverse cross-section of Henderson County- African American, Hispanic/Latino, and Caucasian. The Boys & Girls Club is already serving large numbers of these populations and has established good relationships with local law enforcement and the public schools, especially those with sizable numbers of at-risk youth. The Boys & Girls Club is also strategically located in one of the largest (mostly minority) public housing neighborhoods in the county and draws a significant portion of its membership from this community and from a nearby Title I school. Although the vast majority of Club members are considered "at-risk" and in need of the Club's services, priority will be given to those clients referred by the juvenile court services.

3. Program Goal(s): *Provide a brief statement to describe the overall purpose of the program.*

As a result of the program, clients will improve their school performance, increase their family and peer support, enhance their life skills, build resiliency to risky behaviors (such as drugs, sex, and gang activities), and strengthen their leadership skills and potential; all under the supervision of caring, mentoring adult professionals. The overall mission of the Boys & Girls Club is to inspire and enable all young people, especially those who need us most, to reach their full potential as productive, responsible and caring citizens.

4. Measurable Objective(s): *State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.*

Educational/School Grade Referrals:

-50% of clients with failing grades will improve to a "C" or better by the end of the program as evidenced by report cards.

Behavioral Related Referrals:

-60% of clients will improve knowledge and skills to resist anti-social/risky behaviors by the end of the program as evidenced by pre/post tests.

-50% of clients with demonstrated anti-social behaviors (suspensions) will have a decreased number of incidents of the same behaviors as evidenced by club behavior records.

-75% of clients will have no further court referrals during the course of the program as evidenced by juvenile court staff.

-60% of clients will improve knowledge about gangs and gain the skills needed to resist gang involvement by the end of the program as evidenced by pre/post tests.

-100% of female clients will not get pregnant during the course of the program as evidenced by staff observations/records and student surveys.

Parent/Peer Relationship/Team Building Referrals:

-15 clients will improve interpersonal skills through participation in at least one experiential skill building adventure as evidenced by staff observation and evaluations.

-3 parent/family centered special events will be conducted at the Club to include education, parenting skills, family counseling and child/parent fun.

5. Elevated Risk and Needs: *Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.*

Daily the program will provide students from ages 6-18 with healthy alternatives to risky behavior and allow them opportunities to interact with positive peers and be mentored by trained, caring, adult professionals. The program will specifically address the problems of school failure and anti-social/risky behavior in youth through the delivery of nationally-recognized and locally-customized programs. Clients will have the opportunity to develop appropriate peer and family relationships, enhance social and life skills, receive academic tutoring and redirect their own negative behaviors. Daily homework tutoring and life skills programs will address early and persistent behavior problems in school as well as early initiation of conduct problems. Targeted programs discouraging substance abuse and other risky behaviors will address the issue of personal/family drug and alcohol use. Team building and experiential outdoor learning activities will be provided to help clients enhance interpersonal skills. Gang Awareness and Resistance programs will be administered to help clients avoid the risk of joining local gangs. Appropriate parental supervision and family management problems will be addressed through the delivery of an array of family friendly educational programs and social events.

Program Specifications

NAME OF COMPONENT: Education & Social Development Program

1) **Location:** *List physical address (es) and describe where program services are delivered.*

The Boys & Girls Club is currently under construction and is approximately 2 months away from completion of a 15,000 sq. ft. expansion and 10,000 sq. ft. renovation, which includes 8 additional classrooms and a new gymnasium. When completed the campus will consist of 35,000 sq. ft. of quality programming space, including top-notch classrooms, a state-of-the-art technology center, new gymnasium, and a teen facility.

2) **Operation:** *Describe the daily/weekly schedule of program operation.*

The Boys & Girls Club's normal hours of operation during the school year are between the hours of 2:45-6:00 pm, and from 9:00-5:30 pm in the summer months of June to late August. The Club also operates till 8:00 pm various nights during the week and does some programming on the weekends. Historically these are the times that juvenile crime and other risky youth behaviors peak because there is often little or no parental supervision at home. These are also the times the Club serves its maximum number of youth on a daily basis. Further, the Boys & Girls Club serves a large number of at-risk youth, with high frequency of client attendance and retention.

3) **Staff Positions:** *Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.*

1. **Business Office Manager-** responsible for creating and monitoring the budget, keeping track of allocated funds, and financial reporting. The current Business Office Manager has a Master's degree in Business and 15+ years experience in accounting. Minimum requirements for the position are a 4 yr degree in Accounting or a related field or 4+ years relevant experience in the field.
2. **Program Director-** is responsible for tracking and managing all grant outcomes, monthly JCPC grant reporting, ensuring grant compliance and providing general component support and oversight. The current Program Manager has a Bachelor's degrees in Business Management and Computer Informations Systems & 3 years experience with B&GC. Minimum requirements for the position are a 4 yr degree in Business Management or a related field or 4+ years relevant management or related experience.
3. **Program Coordinator-** is responsible for coordinating and facilitating the programs, tracking outcomes, delivering programs and providing support to other employees and volunteers. The current Program Coordinator has 10+ years experience with B&GC. This position requires a bachelor's degree or equivalent experience and expertise.
4. **Additional full and part-time B&GC program staff** and there are 6 community volunteers that are directly involved with JCPC clients. These employees and volunteers are trained to develop positive academic, social and emotional skills and behaviors in youth and are responsible for assisting in the mentoring, tutoring and guidance of participants. All Volunteers and employees must complete an application and have a criminal history background check.
5. **Professional Contracted services** for training and delivering of JCPC programming.

4) **Service Type:** *Describe implementation to include:*

Standardized Program Evaluation Protocol (SPEP) service type:

- Indicate the primary and supplemental service(s) if applicable: Interpersonal Skills; and Tutoring.
- This program is a STRUCTURE ONLY.
- Provides service, SPEP not available.
- SPEP scores(s) if applicable 76

5) **Admission Process:** *Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.*

Referrals- The program will solicit referrals from juvenile court services, public school administrators, guidance counselors, teachers, and SRO's, law enforcement agencies and parents/guardians.

Timeline - Initial contact with the client must be made within 10 business days of the referral to schedule an intake appointment. A response must be made within 10 business days of receipt of the referral regarding admission decision.

Screening- Referrals must fit the program's identified juvenile justice problems, and must be appropriate to an after-school guided growth program. We would like to find more ways to work with juvenile justice kids. We may not accept referrals who have a history of violent and/or sexual behavior that may pose a danger to other participants at the Club. The Program Director has the responsibility of making admission decisions.

Admission- Admission requires that parents/guardians complete a written B&GC application. A fee of \$5 is expected of all who can afford it, to cover admission costs and to create a modest "buy-in" expectation from the client/guardian. JCPC referrals are not required to pay the fee.

Determination of Objectives- After acceptance into the program an Individual Service Plan will be created for each client based on needs that are identified by the referral source and program staff assessments. In the Individual Service Plan specific objectives will be identified and program success will be dependant upon the specific objectives laid out for the client.

6) **Termination Process:** *Describe the termination process to include the staff responsible for making decisions and the criteria for a successful termination, satisfactory termination, unsuccessful completion and non-compliant termination.*

Termination- Participants can be terminated from the program through self/parent withdrawal, family relocation, or satisfactory/successful/unsuccessful completion of the program as determined by program staff and program director.

Successful termination - is defined as completing the program and accomplishing all specified objectives based on Individual Service Plan.

Satisfactory termination - is defined as completing the program and accomplishing 50% or more of the specified objectives based on Individual Service Plan.

Unsuccessful termination - is defined as completing the program and accomplishing less than 50% of the specified objectives based on Individual Service Plan.

Non-compliant termination - will be determined if the client does not attend program and does not complete any of the their specified objectives.

How is the referring agency involved with the termination process?

The referral source will receive monthly progress reports with information pertaining to the youth's performance in the program. The referral source will be consulted prior to any youth terminations. Program youths will be given at least one warning before Non-compliant termination. The Executive Director and Operations Director have the authority to immediately terminate any youth for any type of discipline problems according to Boys & Girls Club policy if necessary.

Follow Up- The Boys & Girls Club will make reasonable efforts to re-establish relationships with any clients who withdraw unsatisfactorily and attempt to reconnect them with the program.

7) Referring Agency Interaction: *Describe the interaction with juvenile court counselors and/or other referring agencies including how client progress will be communicated.*

The Boys & Girls Club has worked to continue to increase and strengthen its involvement with juvenile court services. The Club solicits referrals from juvenile court services for clients who are appropriate fits for an after-school and weekend interpersonal skills building program. These referrals from juvenile court services will be given priority. The Club will maintain regular contact with juvenile court services in tracking clients' interactions with the courts as well as with other referring agencies through client progress reports at intervals of at least every 30 days.

8) Treatment Element: *Describe specifically what the component will do to redirect inappropriate youth behavior or how the component will address the identified needs of the youth and family. What interventions will typically be utilized in this component and how will parents/guardians be involved?*

The component will redirect inappropriate behavior through sometimes daily contact (generally years of contact) with each client in a wide array of targeted life skills training programs. Professional, veteran, trained staff will deliver proven programs designed to redirect inappropriate client behaviors. Activities that help to achieve this accomplishment are large group activities, small group activities, one-on-one training and individual counseling. Programs are curriculum-based, with a variety of instruction, modeling of behavior, practice and rehearsal, feedback, reinforcement, incentives for positive results, tutoring, service learning and 21st century technology utilization. Specific curricular content will include conflict resolution, anger management, character development, academic improvement, service to the community, fitness and recreation, the arts, outdoor learning, and field trips. Parent contact, including some one-on-one and family counseling will also be delivered. Individual Service Plans will be created for each client and the plan will directly address the issues identified by the referral source and program staff. Individual Service Plans will be revisited regularly allowing clients ample opportunity to correct negative behaviors. Parents will also be well informed of client progress through status reports, parent-staff meetings, and weekend/evening family events.

9) **Best Practice Model:** *Describe what model or best practice the program is based upon.*

The Education & Social Development Program is based on highly effective research-based program models from a number of sources including but not limited to the Boys & Girls Clubs of America and ARP Phoenix. One of the research-based programs that addresses Gang Prevention is Targeted Outreach, which is a Boys & Girls Club of America Gang Prevention and Intervention program that was researched through funding from The Office of Juvenile Justice and Delinquency Prevention and The Pinkerton Foundation. Another program that is utilized at our club is SMART Moves, which is a program that has been scientifically evaluated by professors from Penn State, Columbia University, Cornell, and the University of Southern California. This program has been proven to help change attitudes and behaviors of young people about using alcohol, tobacco, illegal substances and participating in early sexual activity. Project Learn is also another effective program that we utilize at the Boys and Girls Club in Henderson County. This program was researched by Dr. Reginald Clark and in summary demonstrates that the way children use their time - both in and out of school - is an important predictor of their academic performance; his research also suggests that the Boys & Girls Club can enable young people to become high-achieving students by incorporating academically beneficial activities. Positive Action and Safe Dates are also two nationally-recognized and researched programs that are utilized at our club and address relevant issues for youths in Henderson County.

In the National Harris Survey of Boys & Girls Club Alumni, research indicates that 90% of Boys & Girls Club alumni graduate from high school, 85% said that the Club helped them in knowing right from wrong, 75% are actively involved in their communities, and 57% indicated that the Club saved their life.

SECTION V	PROVISIONS
Indemnification and Hold Harmless	
<p>The program manager agrees at all times during the term of this agreement to indemnify and hold harmless the Department of Juvenile Justice and Delinquency Prevention (hereinafter, Department) against liability, loss, damages, costs, or expense which the Department may be requested to pay by reason of any client's suffering personal injury, death, or property loss, or damage either while participating in or receiving from the program services to be furnished by the program under this agreement, operated, leased, chartered or otherwise contracted for by the program or any employee who is furnishing services called for under this agreement; provided, however, that the provisions of the paragraph shall not apply to liabilities caused by or resulting from the acts of the Department or any of its officers, employee, agents or representatives.</p>	
Audit Requirement – Grantee – County Government	
<p>The Department provides Juvenile Crime Prevention Council funds to County Government to be disbursed to sub-grantees for purposes designated in JCPC program agreements. Local Government, Public Authorities or Non-State Entities/Organizations may be designated as sub-grantees by the County and Department JCPC funds.</p>	
Local Government or Public Authority Requirements	
<p>Local Government or Public Authorities in accordance with N.C.G.S. §159-34 must have an audit performed in conformity with generally accepted auditing standards. The audit shall evaluate the performance of a unit of local government or public authority with regard to compliance with all applicable federal and State agency regulations. This audit, combined with the audit of financial accounts, shall be deemed to be the single audit described by the "Federal Single Audit Act of 1984". At a minimum, the required report shall include the financial statements prepared in accordance with generally accepted accounting principles, all disclosures in the public interest required by law, and the auditor's opinion and comments relating to financial statements. The audit shall be performed in conformity with generally accepted auditing standards and audits of non-governmental entities, both for-profit and not-for-profit, and must meet the requirements of OMB Circular A-133. The audit report is to be submitted to the Department of Juvenile Justice and Delinquency Prevention, the appropriate County Finance Office, and to other recipients as appropriate within nine months after the end of your program's fiscal year.</p>	
<p>In accordance with the N.C.G.S. §143C 6 21-23, recipients of State funds must 1) Ensure funds received are spent in accordance with the purposes for which they were granted and be accountable for the legal and appropriate expenditure of State grant funds; 2) Maintain reports, records, and other information to properly account for the expenditure of all State grant funds received by the grantee and to make reports, records and other information available to the Department or the State Auditor for oversight, monitoring and evaluation purposes; 3) Hold any non-State entity to which the grantee provides a grant of State funds accountable for the legal and appropriate expenditure of State grant funds.</p>	
Non-State Entities	
<p>Non-State Entities/Organizations receiving, using or expending State funds 1) less than \$25,000 are required to send in Level 1 forms or 2) \$25,000 and less than \$500,000 are required to provide Level 2 forms as identified in the N.C.G.S. §143C 6 21-23 Entities/Organizations receiving \$500,000 or more are required to prepare a financial statement/certified audit report prepared by a Certified Public Accountant (CPA); and Level 3 forms. These forms are prescribed by the Office of State Auditor and are located on the web-site (www.ncauditor.net).</p>	
Equal Employment Opportunity	
<p>The Grantee shall take affirmative action in complying with all Federal and State requirements concerning fair employment and employment of the handicapped, and concerning the treatment of all employees without regard to discrimination by reason of race, color, religion, sex, national origin, or physical handicap.</p>	

Reversion of Unexpended Funds

Any remaining unexpended grant funds awarded to the Grantee by the Department must be refunded/reverted back at the close of fiscal year or upon termination of this Agreement.

Travel Expenses

Reimbursement to the Grantee for travel mileage, meals, lodging and other travel expenses incurred in the performance of this Agreement shall be reasonable and supported by documentation. State rates should be used as guidelines. International travel shall not be reimbursed under this Agreement. The Grantee shall not pay *per diem* expenses exceeding the then current reimbursement rates in effect at the time the expense is incurred and as revised by the Director of the Budget pursuant to compliance of the N.C.G.S.

Cessation of Funds

The Grantee shall be responsible for the timely submission of all reports and understands and agrees that the State Auditor has audit oversight, with respect to State grant funds received by the grantee or subgrantee, pursuant to the N.C.G. S. of every grantee or subgrantee that receives, uses, or expends State grant funds. The Grantee and any subgrantee understands and agrees that upon request, the Grantee and any subgrantee shall furnish to the State Auditor for audit all books, records, and other information necessary for the State Auditor to account fully for the use and expenditure of State grant funds received by the Grantee or subgrantee. The Grantee and any subgrantee must furnish any additional financial or budgetary information requested by the State Auditor, including audit work papers in the possession of any auditor of a grantee or subgrantee directly related to the use and expenditure of State grant funds. Additionally, the Grantor, as the funding authority, shall have access to persons and records of the Grantee relating to this Agreement. The Department reserves the right to suspend payment to the Grantee for non-compliance with the reporting requirements set forth in the JCPC Policy and Procedures.

Disbursements

As a condition of this Agreement, the Grantee acknowledges and agrees to make disbursements in accordance with the following requirements:

- A. Implement adequate internal controls over disbursements;
- B. Pre-audit all vouchers presented for payment to determine:
 - 1) Validity and accuracy of payment; 2) Payment due date; 3) Adequacy of documentation supporting payment; and, 3) Legality of disbursement.
- C. Assure adequate control of signature stamps/plates;
- D. Assure adequate control of negotiable instruments; and
- E. Implement procedures to insure that account balance is solvent and reconcile account monthly.

Compliance with Laws

The Grantee shall be responsible for compliance with all laws, ordinances, codes, rules, regulations, licensing requirements that are applicable to the conduct of its business and work performance under this Agreement, including those of State, local, and federal agencies having jurisdiction or authority.

No Overdue Tax Debt

The Grantee shall be responsible for the payment of all State, local, and federal taxes. In accordance with N.C.G.S.143 C-6.21-22, every Grantee shall file with the Grantor a written statement completed by that Grantee's board of directors or other governing body, stating that the Grantee does not have any overdue tax debts, as defined by G.S. 105-243.1, at the federal, State, or local level. This written statement shall be completed by the Grantee as Attachment F, State Grant Certification-No Overdue Tax Debts.

<p>Conflict of Interest</p>
<p>In accordance with the N.C.G.S. 143 C.6-21-23, every Grantee shall file with the State agency/Grantor a copy of that Grantee's policy addressing conflicts of interest that may arise involving the Grantee's management employees and the members of its board of directors or other governing body. The policy shall address situations in which any of these individuals may directly or indirectly benefit, except as the Grantee's employees or members of its board or other governing body, from the Grantee's disbursing of State funds and shall include actions to be taken by the Grantee or the individual, or both to avoid conflicts of interest and the appearance of impropriety. The policy shall be filed before the disbursing State department or agency may disburse the grant funds. The Grantee shall also complete and attach the DJJDP Conflict of Interest Policy Statement.</p>
<p>Department Policy and North Carolina Administrative Procedures</p>
<p>Grantees shall comply with the Juvenile Crime Prevention Policy and Procedures established by the Department, available on the Departments website at www.djjdp.org, and the North Carolina Administrative Procedures.</p>
<p>Force Majeure</p>
<p>Neither Party shall be deemed in default of its obligations under this Agreement if and so long as it is prevented from performing such obligations by any act of war, hostile foreign action, nuclear explosion, riot, strikes, civil insurrection, earthquake, hurricane, tornado, or other catastrophic natural event or act of God.</p>
<p>Termination of Agreement</p>
<p>If, through any cause, the Grantee/Sub-Grantee shall fail to fulfill in a timely and proper manner, its obligations under this Agreement, the DJJDP shall thereupon have the right to terminate this Agreement by giving at least thirty (30) days prior written notice to the Grantee/Sub-Grantee of such termination and specifying the effective date of the termination. Further, the DJJDP or the Grantee/Sub-Grantee may terminate this Agreement at anytime and without cause by giving at least thirty (30) days advance written notice to the other. If this Agreement is terminated by DJJDP as provided herein, the Grantee/Sub-Grantee shall be reimbursed on a pro rata basis for services satisfactorily provided to DJJDP under this Agreement prior to Agreement termination.</p>
<p>Acknowledgment</p>
<p>As a term of this agreement the recipient agrees to indicate the program was funded in whole or in part by the Department in publicity and program materials.</p>

SECTION VI: BUDGET NARRATIVE

Education & Social Development Program Fiscal Year **2009-2010**

Provide justification of each line item entry in the Budget Information section. Indicate In-Kind by:

Item #	Justification	Expense	In-Kind?
120	Business Office salary 8% x \$41,000 = \$3,280	\$3,280	<input type="checkbox"/> Yes
	Program Director salary 11% x \$47,500 = \$5,225	\$5,225	<input type="checkbox"/> Yes
	Education Coordinator salary 12% x \$26,208 = \$3,145	\$3,145	<input type="checkbox"/> Yes
	Program Staff salary 15% x 960 hours x \$15.40 per hour = \$2,218	\$2,218	<input type="checkbox"/> Yes
	Program Staff salary 15% x 1040 hours x \$10.00 per hour = \$1,560	\$1,560	<input type="checkbox"/> Yes
	Program Staff salary 15% x 1040 hours x \$9.00 per hour = \$1,404	\$1,404	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
180	Fringe Benefits		<input type="checkbox"/> Yes
	FICA - 7.65% x \$16,831.56 = \$1,287.61	\$1,288	<input type="checkbox"/> Yes
	SUTA - 1.32% x \$16,831.56 = \$222.17	\$222	<input type="checkbox"/> Yes
	Health Benefits - \$155.23 x 12 months = \$1,862.76	\$1,863	<input type="checkbox"/> Yes
	Pension Benefits - \$42.41 x 12 months = \$508.92	\$509	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
190	Professional Contracted Services	\$32,882	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
230	Education & Medical - \$75.16 x 12 months = \$901.92	\$902	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
310	Travel & Transportation		<input type="checkbox"/> Yes
	Vehicle Insurance - \$120 x 12 months = \$1,440	\$1,440	<input type="checkbox"/> Yes
	Vehicle Gas & Maintenance - \$130 x 12 months = \$1,560	\$1,560	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
440	Service & Maintenance Contracts - \$172 x 12 months = \$2,064	\$2,064	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
450	Insurance - \$160 x 12 months = \$1,920	\$1,920	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
TOTAL		\$61,482	

For each employee list the following information

Job Title	Annual or Hourly Wage	Months of Employment
Business Office	\$41,000	12
Program Director	\$47,500	12
Education Coordinator	\$15.75 / hour	12
Program Staff	\$15.40 / hour	12
Program Staff	\$10.00 / hour	12
Program Staff	\$9.00 / hour	12
Professional Contracted Training/Program Services	\$32,882	12

SECTION VIIProgram: Education & Social Development ProgramFiscal Year 2009-2010Number of months 12

	Cash	In-Kind	Total
I. Personnel Services	\$53,596		\$53,596
120 Salaries & Wages	\$16,832		\$16,832
180 Fringe Benefits	\$3,882		\$3,882
*190 Professional Services	\$32,882		\$32,882
* Contracts MUST be attached.			
II. Supplies & Materials	\$902		\$902
210 Household & Cleaning			
220 Food & Provisions			
230 Education & Medical	\$902		\$902
240 Construction & Repair			
250 Vehicle Supplies & Materials			
260 Office Supplies & Materials			
280 Heating & Utility Supplies			
290 Other Supplies & Materials			
III. Current Obligations & Services	\$3,000		\$3,000
310 Travel & Transportation	\$3,000		\$3,000
320 Communications			
330 Utilities			
340 Printing & Binding			
350 Repairs & Maintenance			
370 Advertising			
380 Data Processing			
390 Other Services			
IV. Fixed Charges & Other Expenses	\$3,984		\$3,984
410 Rental of Real Property			
430 Equipment Rental			
440 Services & Maint. Contracts	\$2,064		\$2,064
450 Insurance & Bonding	\$1,920		\$1,920
490 Other Fixed Charges			
V. Capital Outlay			
[This Section Requires Cash Match]			
510 Office Furniture & Equipment			
530 Educational Equipment			
540 Motor Vehicle			
550 Other Equipment			
580 Buildings, Structures & Improv.			
Total	\$61,482		\$61,482

SECTION VIII

SOURCES OF PROGRAM REVENUE (ALL SOURCES)

\$ 47,293	DJJDP/JCPC Funds	* This is the amount of your request on your application	
30%	Local Match Rate	Is the Local Match Rate 10%, 20% or 30%?	
\$ 3,300	County Cash	City of Hendersonville	(Specify Source)
\$ 3,300	Local Cash	United Way of Henderson County	(Specify Source)
\$ 7,589	Local Cash	General Contributions	(Specify Source)
	Local In-Kind		(Specify Source)
	Other		(Specify Source)
	Other		(Specify Source)
	Other		(Specify Source)
	Other		(Specify Source)
\$61,482	TOTAL	\$ 14,188	\$ 14,189
		Required Local Match	Match Provided

Revenue, Budget Narrative and Budget Information Totals are equal	TRUE
---	-------------

This document has been reviewed and recommended for funding.

This is to certify that the Department of Juvenile Justice and Delinquency Prevention funds in this Program Agreement will not be used to duplicate or to supplant other programs whose primary intent is to provide community based alternatives for delinquents, undisciplined youth or youth at risk of juvenile delinquency.

This agreement may be terminated in whole or in part by the Department of Juvenile Justice and Delinquency Prevention in the event that state or federal funds which have been allocated to the Department of Juvenile Justice and Delinquency Prevention are eliminated or reduced to such an extent that, in the sole determination of the Department, continuation of the obligations at the levels stated herein may not be maintained.

We, the undersigned agree to comply with the Provisions provided in Section V of this agreement, with the JCPC Policy and Procedure and North Carolina Administrative Procedures 28 NCAC 02A-03A.

Secretary, Department of Juvenile Justice and Delinquency Prevention	Date
<i>[Signature]</i>	4/24/09
Chair, County Board of Commissioners or County Finance Director	Date
<i>[Signature]</i>	4/24/09
Chair, Juvenile Crime Prevention Council	Date
<i>[Signature]</i>	4-22-09
Program Manager	Date

Boys and Girls Club of Henderson County
Board of Directors & Managing Employees


CONFLICT OF INTEREST POLICY

WHEREAS, the Boys and Girls Club of Henderson County, a private non-profit 501(c)3 entity, is recipient of federal, state, local government, and assorted private funds;

WHEREAS, members of the Boys and Girls Club of Henderson County's *Governing Body* or *Managing Employees* must avoid conflicts of interest or the appearance of impropriety in the disbursement of funds;


THEREFORE, no member of the *Board of Directors* or *Managing Employee* of the Boys and Girls Club of Henderson County shall participate in the solicitation, negotiation, formation, award, arbitration, modification or settlement of any contract or grant funded in whole or in part by federal, state or local government funds or of any dispute arising under such contract or grant when the *Director* or *Managing Employee* stands to benefit, either directly or indirectly, from such grant or contract;

PROVIDED, no *Board Director* or *Managing Employee* shall be deemed to benefit directly or indirectly from any contract or grant funded in whole or in part by government funds if he/she receives only the salary or stipend due to him/her in the normal course of employment with, or service to, the Boys and Girls Club of Henderson County.



Tom Fazio, Board Chair

4-10-09
Date



Kevin Lauritsen, Executive Director

4/20/09
Date



NORTH CAROLINA DEPARTMENT OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION



CONFLICT OF INTEREST POLICY STATEMENT

Each private, nonprofit entity eligible to receive State funds is required to have a policy that addresses conflict of interest that may arise when members of its governing body or managing staff are involved in the disbursement of State funds; and requires the private, nonprofit entity to file with the agency that disburses State funds a notarized copy of its conflict of interest policy before any State funds can be disbursed to the entity. The policy shall address situations where any of these individuals may directly or indirectly benefit. The policy shall include actions to be taken by the entity or the individual, or both to avoid conflicts of interest and the appearance of impropriety.

Accordingly, no member or board member of the private, nonprofit entity may receive directly or indirectly, any funds received from the State of North Carolina, except for duly, authorized staff compensation and benefits, and reimbursement for expenses actually incurred in connection with the private, nonprofit entity's business and in accordance with final approved grant agreements.

WHEREAS, Boys + Girls Clubs of Hen. Co. (Name of entity) desires to require its Board of Directors and managing employees to avoid conflicts of interest or the appearance of impropriety in the disbursement of State funds;

THEREFORE, no member of the Board of Directors or staff members of said private, nonprofit entity shall participate in the solicitation, negotiation, formation, award, arbitration, modification, or settlement of any contract or grant funded in whole or in part by State funds or of any dispute arising under such contract or grant when the director or staff members stands to benefit, either directly or indirectly, from such grant or contract;

PROVIDED, no member of the Board of Directors or staff members shall be deemed to benefit directly or indirectly from any contract or grant funded in whole or in part by State funds if he/she receives only the salary or stipend due to him/her in the normal course of employment with, or service to, said private, nonprofit entity.

FURTHERMORE, said private, nonprofit entity has written conflict of interest policies and reporting procedures applicable to board members, staff members and volunteers who have any interest or any authority regarding the resources of the private, nonprofit entity. These policies have been communicated to board members, staff members and volunteers and full disclosure has been provided for any possible appearance of conflict of interest that may exist.



**NORTH CAROLINA DEPARTMENT OF JUVENILE
JUSTICE AND DELINQUENCY PREVENTION**



CONFLICT OF INTEREST POLICY STATEMENT

The following serves to identify and document any personal interest staff members, officers, and members of the Board of Directors may have. This document is also to be used to disclose any transactions that may result in personal, financial, professional and/or political gain at the expense of the NC Department of Juvenile Justice and Delinquency Prevention. The statement requires that all personal relationships that may inappropriately influence (bias) actions be disclosed. Relationships, be it personal, financial, professional and/or political are required to be disclosed to this Department. Conflict means a conflict or the appearance of a conflict between the private interests and official responsibilities of a person in a position of trust. Persons in a position of trust include staff members or the Board of Directors.

Private, nonprofit entities shall make full disclosure by notice in writing to the full Governing Board/Council all conflicts of interest, if “yes” is answered to any of the following: (Check any that apply)

1. A Board member is related to a staff member.	YES	<input checked="" type="radio"/> NO
2. A staff member in a supervisory capacity is related to another staff member whom he/she supervises.	YES	<input checked="" type="radio"/> NO
3. A staff member is related to another staff member.	YES	<input checked="" type="radio"/> NO
4. A board member or staff member has or may have personal, financial, professional, and/or political gain at the expense or benefit of the private, nonprofit entity.	YES	<input checked="" type="radio"/> NO
5. There is a business entity in which a staff, board, or family member participates that may be viewed as having direct or indirect influence over the private, nonprofit entity's business.	YES	<input checked="" type="radio"/> NO
6. A staff, board, or family member may be viewed as having direct or indirect financial gain from personal or business investments/interest in real property held by that staff, board, or family member.	YES	<input checked="" type="radio"/> NO
7. A staff or board member received honorarium or other compensation outside of the scope of employment/operations with the private, nonprofit entity that creates or appears to create bias.	YES	<input checked="" type="radio"/> NO
8. A staff or board member secured employment with a competitor or other similar private, nonprofit entity.	YES	<input checked="" type="radio"/> NO
9. Ongoing, paid consulting work outside of the staff member's current employment or board member's with your private, nonprofit entity exists.	YES	<input checked="" type="radio"/> NO



NORTH CAROLINA DEPARTMENT OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION



CONFLICT OF INTEREST POLICY STATEMENT

- 1. If you have answered, "yes" to any of the aforementioned items you are required to provide details for any transaction that exists.
2. If this statement fails to list a transaction that may exist that is non-financial in nature, please attach details.

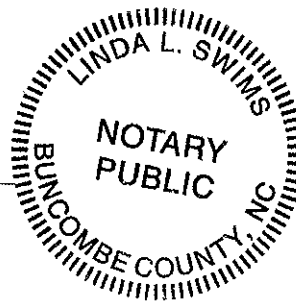
Details must include at least the name, and, address, or persons involved, and a description of the relationship and the transaction.

Note: Failure to disclose any conflict of interest transaction that exists or is potential within your private, nonprofit entity may result in the Department's cessation of any further State funds.

County Henderson
Agency Name (Legal Applicant) Boys & Girls Club of Henderson County
Federal Tax ID # 50-1803125
Private, nonprofit entity name Boys & Girls Club of Henderson County
Executive Director's name Print and Sign [Signature] Kevin Lauritzen
Board Chair's name Print and Sign [Signature]

Sworn to and subscribed before me on the Day of the date of said certification

[Signature]
(Notary Public)



My Commission Expires August 23, 2009

Delinquency Prevention Programs
B&GC EDUCATION & SOCIAL DEVELOPMENT

County Henderson

PROGRAM ID 145070

of Clients 19

POINTS

Interpersonal Skills

Social and communication skills, interpersonal problem solving, conflict resolution, assertiveness

60

Supplementary Services (check the one most applicable) [13 max]

<input type="checkbox"/> Family counselling [13 pts]		
<input type="checkbox"/> Individual counselling [12 pts]		
<input type="checkbox"/> Parent training/counselling [3 pts]		0
<input checked="" type="checkbox"/> None of these [0 pts]		

Duration of Services (check one) [9 Max]

% of Juveniles with 17 weeks or more: [100 %]

0-32% [0 pts] 33-66% [3 pts] 67-94% [6 pts] 95-100% [9 pts] **9**

Face to Face Contact Days [12 Max]

% of Juveniles with over 30 contact days [7 %]

0-32% [0 pts] 33-66% [4 pts] 67-94% [8 pts] 95-100% [12 pts] **4**

Risk Level for Majority of Juveniles (check one) [4 max]

Lower risk [2 pts] Upper risk [4 pts] **2**

Age of Juveniles (check one) [2 max]

Average 14 years old or under [1 pt] Average age 15 years or older [2 pts] **1**

SPEP Date Range 01/01/2007 to 06/30/2008

TOTAL 76



N.C. Department of Juvenile Justice and Delinquency Prevention - Measurable Objectives Status Report

Measurable Objectives As Stated in Current Program Agreement	Six Month Measurements (July 1, 2007 – December 31, 2007) If measured results fall below the stated objective, a brief explanation is required.	End of Year Measurements (July 1, 2007 – June 30, 2008) If measured results fall below the stated objective, a brief explanation is required.
1. 60% of clients will improve knowledge and skills to resist anti-social/risky behaviors by the end of the program as evidenced by pre-/post-test.		1. 62% demonstrated knowledge and skills to resist anti-social behaviors as evidenced by post-tests.
2. 50% of clients with failing grades will improve GPAs by the end of the program as evidenced by report cards.		2. 42 clients began with failing grades. 48% improved to a C or better average by the end of the school year.
3. 50% of clients with demonstrated anti-social behavior (suspensions) will have decreased number of incidents of same behaviors from beginning to end of program.		3. 60% (15 of 25 clients) w/ suspensions improved behaviors and decreased incidents by end of program.
4. 75% of clients will have no further court referrals during the course of the program as evidenced by juvenile court staff.		4. No juvenile court referrals made. We had 6 known youth (6% of total served) involved with juvenile court either before or during their time in our program. One juvenile ultimately ending up at Ecker Camp, seemingly the best option, and which we helped facilitate.
5. 20 clients will improve interpersonal skills through participation in one experiential skill building adventure, as evidenced by staff observation and evaluations.		5. 23 clients completed 3-day to four-week residential or rough camping adventures. (Many other did single-day adventures). All but one client in the big adventures earned the

List the measurable objectives from the current program agreement and indicate the degree to which the program has been successful in achieving each objective. Results must be a concise description of the objective stated in measurable terms.



N.C. Department of Juvenile Justice and Delinquency Prevention - Measurable Objectives Status Report

<p>6. During the course of the program, 4 parent/family centered special events will be conducted at the Club to include education, parenting skills, family counseling and child/parent fun.</p>		<p>6. 5 parent/family-centered special events: annual open house, annual Halloween Carnival, Thanksgiving dinner, Christmas dinner, Black History Month, BGC Week, end-of-school-year cookout. Education pieces were about African-American history, volunteerism, nutrition and health.</p>
<p>7. 100% of female clients will not get pregnant during the course of the programs.</p>		<p>7. 0 pregnancies.</p>

Sponsoring Agency: Boys & Girls Club of Henderson County
 Program Name: Education & Social Development Program
 Person Completing: _____
 Six Months Measurements: _____
 Person Completing: _____
 End of Year Measurements: Joshua Propst
 Date Completed: 2008

List the measurable objectives from the current program agreement and indicate the degree to which the program has been successful in achieving each objective. Results must be a concise description of the objective stated in measurable terms.

**North Carolina Department of Juvenile Justice and Delinquency Prevention
JCPC PROGRAM AGREEMENT**

(Submit three (3) copies with original signatures and two additional copies of the signed agreement.)

REVISED 12/04/2008

Date received in the Area Office:

SECTION I A		SPONSORING AGENCY AND PROGRAM INFORMATION	
FUNDING PERIOD:	2009-2010	DJJDP FUNDING # (cont. only):	145001
COUNTY:	Henderson	AREA:	WESTERN
Multi-County:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, signed agreement for multi-county must be attached.	Multi-Components	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, multi-component page(s) must be attached.
NAME OF PROGRAM:		Youth Mediation Services	

SPONSORING AGENCY:	Dispute Settlement Center		
SPONSORING AGENCY PHYSICAL ADDRESS:	Street: 101 South Grove Street City: Hendersonville State: NC Zip Code: 28792		
SPONSORING AGENCY MAILING ADDRESS:	<input checked="" type="checkbox"/> Same as physical address. Street/PO Box: City: State: NC Zip Code:		
Please check type:	<input type="checkbox"/> Public	<input checked="" type="checkbox"/> Non-Profit	Federal ID # 561427576

[Section I B, MUST BE COMPLETED TO PROVIDE A BRIEF DESCRIPTION OF EACH PROGRAM COMPONENT LISTED BELOW.]

DJJDP COMPONENT ID #	NAME OF PROGRAM COMPONENT	PROGRAM TYPE	TOTAL COST OF EACH COMPONENT
1. 145001	Youth Mediation Services	Mediation	\$13,540.00
2. 145013	DJJDP Boys Skill Building Group	Interpersonal Skill Building	\$16,401.00
3. 145014	DJJDP Girls Skill Building Group	Interpersonal Skill Building	\$16,106.00
4. 145017	Family Coaching	Mediation	\$16,631.00
5.			
TOTAL COST OF COMPONENTS			\$62,678.00

Program Manager Name & Address (same person on signature page)

Name:	Jan Woloson		Title:	Youth Program Manager	
Mailing Address:	<input checked="" type="checkbox"/> Same as agency address listed above.		City:		Zip:
Phone:	(828)697-7055	Fax:	(828)697-8528	E-mail:	familymediation@att.net

Contact Person (if different from program manager)

Name:		Title:	
Mailing Address:	<input type="checkbox"/> Same as agency address listed above.	City:	Zip:
Phone:	() -	Fax:	() -
E-mail:			

Program Fiscal Officer (cannot be program manager)

Name:	Don Hubur		Title:	Treasurer	
Mailing Address:	<input checked="" type="checkbox"/> Same as agency address listed above.		City:		Zip:
Phone:	(828)697-7055	Fax:	(828)697-8528	E-mail:	disputesettlement@att.net

COPY THIS PAGE AS NEEDED.

[The below component numbers must be numbered to match the component numbers in Section IA.

SECTION I B	PROGRAM COMPONENT DESCRIPTION
DJJDP COMPONENT ID #	COMPONENT INFORMATION
1. 145001	NAME OF COMPONENT: Youth Mediation Services BRIEF DESCRIPTION: Mediation and conflict resolution services for youth

DJJDP COMPONENT ID #	COMPONENT INFORMATION
2. 145013	NAME OF COMPONENT: DJJDP Boys Skill Building Group BRIEF DESCRIPTION: Skill building group for boys involved with DJJDP

DJJDP COMPONENT ID #	COMPONENT INFORMATION
3. 145014	NAME OF COMPONENT: DJJDP Girls Skill Building Group BRIEF DESCRIPTION: Skill building group for girls involved with DJJDP

DJJDP COMPONENT ID #	COMPONENT INFORMATION
4. 145017	NAME OF COMPONENT: Family Coaching BRIEF DESCRIPTION: One-on-one skill building for parents and teens to improve communication and reduce conflict in the home

DJJDP COMPONENT ID #	COMPONENT INFORMATION
5.	NAME OF COMPONENT: BRIEF DESCRIPTION:

SECTION II		COMPONENT STATISTICAL INFORMATION			
Multi-Components: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>					
If YES , please attach Component Statistical Information, Component Summary, and Component Narrative pages for each. Additional pages are available on the Department's web-site www.ncdjjdp.org entitled <i>FY 2009-10 JCPC Program Agreement Additional Component Pages</i> .					
Component Service Statistics		PROGRAM COMPONENT INFORMATION - APPLICATION YEAR			
Component Name: Youth Mediation Services [EACH COMPONENT MUST BE NUMBERED TO MATCH SECTION I B.]					Component ID #: 145001
What is this component's maximum client capacity at any given time?					10
Frequency of client per month:	1	Anticipated Average Length of Stay:		30	Days
Total Component Cost:	\$13,540.00	÷ by	Estimated # to be served during funding period:		50
Estimated Average Cost per Youth:		\$270.80			
Applies to continuation programs only.	Actual number of youth admitted last fiscal year:		58		
	3 #	of admissions Juvenile Court referred	5 % of total admissions		
	0 #	of admissions law enforcement referred	0 % of total admissions		

REPORT OF MEASURABLE OBJECTIVES	
For Continuation Program(s) ATTACH a copy of the Measurable Objectives Status Report (Form JCPC/MOR 001) that was submitted reporting the objectives from the previous fiscal year.	
For New Applicant(s) Please <u>list each Measurable Objective</u> in the current program agreement and <u>indicate the degree (%) to which your program has been successful</u> in achieving each during the first six months of the current fiscal year. These objectives should include reductions in court referrals, runaway behavior, disruptive behavior in school, and improvement in school attendance and academic achievement.	
MEASURABLE OBJECTIVES	RESULTS

NAME OF COMPONENT: Youth Mediation Services

1. Statement of the Problem: *In concise terminology, describe how the program will address continuum need(s) in the county.*

JCPC has identified Early & Persistent Behavior Problems in Schools & Daycare and Early Initiation of Conduct Problems in School and Daycare and Early Initiation of Conduct Problems as risk factors for youth in Henderson County. The county's continuum of services for youth does not provide mediation for at-risk and court involved youth to address delinquent behaviors and discipline issues, including gang involvement. Juvenile delinquency, such as behavioral problems, truancy and dropping out of school remains a major concern for NC and Henderson County. The reasons most often given for dropping out of school were lack of attendance, academic issues and discipline problems. Many youth involved in these situations lack the parental guidance and skills in problem solving, conflict resolution and communication.

2. Target Population: *Describe the target population, including age, level of court involvement or at-risk of court involvement.*

The target population includes at-risk, delinquent and undisciplined youth ages 6-17, with priority given to youth referred from and involved with DJJDP. To insure the target population is reached, the staff will regularly: attend Juvenile Court, consult with court counselors and other youth serving agencies/schools, and design and distribute materials to promote the program in the community. The program is free and held at a convenient location and time.

3. Program Goal(s): *Provide a brief statement to describe the overall purpose of the program.*

The goal of mediation is to bring the youth and his/her family together (involvement and participation of the parents), as well as other participants (youth, school, community) and engage them in appropriate problem solving to redirect negative behaviors, which addresses the issue of Early & Persistent Behavior Problems in School and Early Initiation of Conduct Problems. Mediation is particularly helpful in engaging youth in developing solutions (development of social and life skills) and taking responsibility for his/her actions (accountability of the juvenile) with issues such as bullying, behavioral issues and youth conflict.

4. Measurable Objective(s): *State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.*

1. 90% of mediation participants (youth) who successfully complete the program will reach a resolution that includes steps to improve behavior, grades and/or school attendance, as evidenced by the signed resolution form and/or case notes.
2. 75% of youth who successfully fulfill and implement all provisions of the mediation agreement will avoid further court involvement for one year after completing the program, as evidenced by reports from Juvenile Court and the Clerk of Court.
3. 70% of clients referred to the program in the 09-10 fiscal year will have direct contact with program staff to discuss the situation, as well as appropriateness for services, as evidenced by case notes in client files.
4. Program staff will have direct contact with 80 referrals to discuss the situation, determine appropriateness and make referrals to other agencies when appropriate, as evidenced by case notes in client files.
5. 85% of youth served by mediation will have parent/guardian/family member participation in the intake process and/or the mediation process, as evidenced by case notes in client files.

5. Elevated Risk and Needs: *Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.*

Mediation addresses the following priority risk factors identified by the JCPC: Early & Persistent Behavior Problems in School & Daycare, Early Initiation of Conduct Problems and Family

Management Problems. Mediation focuses on positive peer relationships and improving school behavior. Mediation addresses the behaviors as soon as they are identified, by bringing the youth,

family and other parties into dialog about how to improve behavior and create an action plan (Family Mngt). Mediation is offered to youth of all grade levels and their families in order to identify and resolve problems before they become patterns (Early & Persistent Behavior in School, Early Initiation of Conduct Problems).

Program Specifications

NAME OF COMPONENT: Youth Mediation Services

1) **Location:** *List physical address (es) and describe where program services are delivered.*

Mediations are held at the DSC, located at 101 & 103 South Grove Street, Hendersonville, NC. Mediation involving the school matters are generally held at the Henderson County Public School where the youth attends. On site mediations are also available as appropriate and convenient.

2) **Operation:** *Describe the daily/weekly schedule of program operation.*

Mediations are scheduled and held Monday through Thursday, between the hours of 8am - 8pm, and on Fridays from 8am - 6pm.

3) **Staff Positions:** *Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.*

Qualifications of Program Manager, Staff (contracted) and Center Director include completion of Basic Mediation Skills (BMS) Training, a bachelor's degree or higher in human services or related field, or a minimum of an associates degree with comparable work experience, desire to work with at-risk and delinquent youth, and a commitment to making a difference in the lives of youth and families. Qualifications of the Administrative Assistant includes completion of BMS Training, a minimum of a high school degree with at least one year of human service experience or an associate degree in the human services or related field. Qualifications of the Center Director include completion of BMS Training and a bachelor's degree or higher in human services or related field. Qualifications of the fiscal manager include a background in accounting, fiscal management or comparable work experience with non-profit budgets.

Program Staff (including contracted staff) responsibilities include handling the referral and intake process; scheduling and providing mediation services; interacting with youth-serving agencies, such as Juvenile Court Counselors and schools; reporting and receiving progress status and developing support strategies; promoting the program in the community; seeking referrals; and maintaining the necessary statistical information for the the program. Administrative Assistant responsibilities include clerical support (copying, answering phones, order supplies, etc.). The Program Manager responsibilities include oversight of the program, managing the program agreement, attending JCPC trainings and cooperating with Department Area Consultants during monitoring and evaluation activities. Center Director responsibilities include oversight of the program and fiscal management. The Fiscal Officer's responsibilities include managing the financial component of the program agreement, maintaining necessary accounting documents, and ensuring that monies are being spent in accordance to the program agreement.

4) **Service Type:** *Describe implementation to include:*

Standardized Program Evaluation Protocol (SPEP) service type:

- Indicate the primary and supplemental service(s) if applicable: _____ ; and _____ .
- This program is a STRUCTURE ONLY.
- Provides service, SPEP not available.
- SPEP scores(s) if applicable

5) **Admission Process:** *Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.*

Referrals are made to the program by Juvenile Court Counselors, Judges, Youth-Serving Agencies, Law Enforcement, School Resource Officers, Schools, Parents/Guardians or the youth after identifying delinquency or undisciplined behavior, with priority given to DJJDP referrals. The Program Manager and staff conduct intakes by contacting and interviewing all parties (youth and parents) to determine appropriateness of the situation for mediation within 10 business days of

receiving the referral. However, if we are unable to locate the client or the client fails to return phone calls or respond to letters, it may take longer than 10 business days to make contact.

Once appropriateness and willingness for services has been determined, mediations are scheduled at a time that is most convenient for all parties. Some parties do not feel that mediation is appropriate or will choose to conciliate instead of mediate. Some referrals may not be accepted if a youth is a chronic offender, if the issue includes a high level of violence or if the youth has special needs and may not be competent to participate. Under no circumstances will referrals concerning sexual abuse be accepted for mediation.

The referring agency is notified regarding the admission decision within 10 business days of discussing services with the client and determining appropriateness. Clients are typically served within 30 business days of receiving the referral. However, cancellations, no shows or non-compliance with the program may lengthen this process.

6) Termination Process: *Describe the termination process to include the staff responsible for making decisions and the criteria for a successful termination, satisfactory termination, unsuccessful completion and non-compliant termination.*

Youth who participate in the program and fully cooperate and reach a resolution are successfully terminated from the program. Youth who participate but who reach a partial resolution will receive a satisfactory termination. An unsuccessful completion will be given to a youth if they are not able to reach a resolution in mediation and are not putting forth an effort to resolving the matter OR if the other party withdraws from the mediation process before it is complete. A youth who attends mediation but refuses to participate or has a parent who refuses to participate will be given a non-compliant termination.

How is the referring agency involved with the termination process?

Juvenile Court Counselors or any other referring agency will be consulted before terminating any youth for a less than satisfactory completion to seek other possible alternatives. Once a client has been terminated from the program, the referring agency will receive a client status form within seven business days. This form will inform them of client participation, progress and success or lack of.

7) Referring Agency Interaction: *Describe the interaction with juvenile court counselors and/or other referring agencies including how client progress will be communicated.*

Program Staff will attend Juvenile Court monthly (or as scheduled) and will have contact with Juvenile Court Counselors by phone, email and/or in person at least every 30 days to discuss client progress. Program Staff will notify other referring agencies by phone, email or in person every 30 days to notify them of client participation and progress.

8) Treatment Element: *Describe specifically what the component will do to redirect inappropriate youth behavior or how the component will address the identified needs of the youth and family. What interventions will typically be utilized in this component and how will parents/guardians be involved?*

Mediation redirects inappropriate behavior because it is an empowering process that holds the youth accountable for his/her actions. Mediation encourages productive problem solving and includes the youth in creating a reparative, constructive agreement specifying actions to improve the situation. Mediation re-engages the parent, as well as school and community members, with the child in constructive ways and all parties are more likely to follow through with the agreement if they are involved in creating it.

9) Best Practice Model: *Describe what model or best practice the program is based upon.*

The benefits of mediation are overwhelmingly reaffirmed throughout studies that show a dramatic drop in suspensions (Bell and others, 2000), detentions (Burrell, Zirbel and Allen, 2003) and physical fighting among students (Johnson and others, 1995). As individuals gain empowerment through mediation, they can more effectively learn to make self-determined choice and analyze critical alternatives to physical confrontations (Batton, 2004; Scott 2003).

SECTION VII

Program: Youth Mediation Services, DSC

Fiscal Year 09-10

Number of months 12

	Cash	In-Kind	Total
I. Personnel Services	\$42,803		\$42,803
120 Salaries & Wages	\$9,361		\$9,361
180 Fringe Benefits	\$1,716		\$1,716
*190 Professional Services	\$31,726		\$31,726
* Contracts MUST be attached.			
II. Supplies & Materials	\$3,287		\$3,287
210 Household & Cleaning	\$100		\$100
220 Food & Provisions	\$1,500		\$1,500
230 Education & Medical	\$1,100		\$1,100
240 Construction & Repair			
250 Vehicle Supplies & Materials			
260 Office Supplies & Materials	\$587		\$587
280 Heating & Utility Supplies			
290 Other Supplies & Materials			
III. Current Obligations & Services	\$8,948		\$8,948
310 Travel & Transportation	\$403		\$403
320 Communications	\$2,275		\$2,275
330 Utilities	\$1,200		\$1,200
340 Printing & Binding	\$500		\$500
350 Repairs & Maintenance	\$400		\$400
370 Advertising	\$500		\$500
380 Data Processing			
390 Other Services	\$3,670		\$3,670
IV. Fixed Charges & Other Expenses	\$7,640		\$7,640
410 Rental of Real Property	\$6,120		\$6,120
430 Equipment Rental			
440 Services & Maint. Contracts	\$195		\$195
450 Insurance & Bonding	\$1,325		\$1,325
490 Other Fixed Charges			
V. Capital Outlay			
[This Section Requires Cash Match]			
510 Office Furniture & Equipment			
530 Educational Equipment			
540 Motor Vehicle			
550 Other Equipment			
580 Buildings, Structures & Improv.			
Total	\$62,678		\$62,678

SECTION VI: BUDGET NARRATIVE

Youth Mediation Services, DSC

Fiscal Year

09-10

Provide justification of each line item entry in the Budget Information section.

Indicate in-Kind by:

Item #	Justification	Expense	In-Kind?
120	Staff time (15% ED, 15% AA)	\$9,361	<input type="checkbox"/> Yes
180	fringe	\$827	<input type="checkbox"/> Yes
180	FICA	\$779	<input type="checkbox"/> Yes
180	SUTA	\$110	<input type="checkbox"/> Yes
190	Contractors (100%)	\$27,976	<input type="checkbox"/> Yes
190	Audit & accounting (25%)	\$3,750	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
210	cleaning supplies (25%)	\$100	<input type="checkbox"/> Yes
220	food and provisions (100%)	\$1,500	<input type="checkbox"/> Yes
230	educational and medical supplies (100%)	\$1,100	<input type="checkbox"/> Yes
260	office supplies (25%)	\$587	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
310	Mileage (@.50 x 806)	\$403	<input type="checkbox"/> Yes
320	communication (25% phone, web, 100%internet)	\$2,275	<input type="checkbox"/> Yes
330	Utilities (25% water, sewer, electric, gas, garbagge)	\$1,200	<input type="checkbox"/> Yes
340	Printing	\$500	<input type="checkbox"/> Yes
350	repairs & maintenance (25%)	\$400	<input type="checkbox"/> Yes
370	advertising (25% yellow pages, newspaper)	\$500	<input type="checkbox"/> Yes
390	other (25% janitorial)	\$975	<input type="checkbox"/> Yes
390	training-employee educ., other)	\$2,695	<input type="checkbox"/> Yes
410	Rent of (25% of total DSC for 2524 sq.ft)	\$6,120	<input type="checkbox"/> Yes
440	copier contract & maintenance (25%)	\$195	<input type="checkbox"/> Yes
450	insurance (25%)	\$1,325	<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
			<input type="checkbox"/> Yes
TOTAL		\$62,678	

For each employee list the following information

Job Title	Annual or Hourly Wage	Months of Employment
Executive Director (ED)	25	12
Administrative Assistant (AA)	12	12

SECTION VIII

SOURCES OF PROGRAM REVENUE (ALL SOURCES)

\$ 43,875	DJJDP/JCPC Funds	* This is the amount of your request on your application	
30%	Local Match Rate	Is the Local Match Rate 10%, 20% or 30%?	
\$ 11,350	County Cash	Henderson County	(Specify Source)
\$ 7,453	Local Cash	fund raising events	(Specify Source)
	Local Cash		(Specify Source)
	Local In-Kind		(Specify Source)
	Other		(Specify Source)
	Other		(Specify Source)
	Other		(Specify Source)
	Other		(Specify Source)
\$62,678	TOTAL	\$ 13,163	\$ 18,803
		Required Local Match	Match Provided

Revenue, Budget Narrative and Budget Information Totals are equal **TRUE**

This document has been reviewed and recommended for funding.
 This is to certify that the Department of Juvenile Justice and Delinquency Prevention funds in this Program Agreement will not be used to duplicate or to supplant other programs whose primary intent is to provide community based alternatives for delinquents, undisciplined youth or youth at risk of juvenile delinquency.
 This agreement may be terminated in whole or in part by the Department of Juvenile Justice and Delinquency Prevention in the event that state or federal funds which have been allocated to the Department of Juvenile Justice and Delinquency Prevention are eliminated or reduced to such an extent that, in the sole determination of the Department, continuation of the obligations at the levels stated herein may not be maintained.
 We, the undersigned agree to comply with the Provisions provided in Section V of this agreement, with the JCPC Policy and Procedure and North Carolina Administrative Procedures 28 NCAC 02A-03A.

Secretary, Department of Juvenile Justice and Delinquency Prevention	Date
<i>[Signature]</i>	4/24/09
Chair, County Board of Commissioners or County Finance Director	Date
<i>[Signature]</i>	9/04/09
Chair, Juvenile Crime Prevention Council	Date
<i>[Signature]</i>	3/6/09
Program Manager	Date

FY 2009-10 JCPC Program Agreement Additional Component Pages

SECTION II		COMPONENT STATISTICAL INFORMATION			
Multi-Components: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>					
If YES , please attach Component Statistical Information, Component Summary, and Component Narrative pages for each. Additional pages are available on the Department's web-site www.ncdjjdp.org entitled <i>FY 2009-10 JCPC Program Agreement Additional Component Pages</i> .					
Component Service Statistics		PROGRAM COMPONENT INFORMATION - APPLICATION YEAR			
Component Name: DJJDP Boys Skill Building Group [EACH COMPONENT MUST BE NUMBERED TO MATCH SECTION I B.]					Component ID #: 145013
What is this component's maximum client capacity at any given time?					8
Frequency of client per month:	4	Anticipated Average Length of Stay:	90	Days	
Total Component Cost:	\$16,401.00	÷ by	Estimated # to be served during funding period:	24	
Estimated Average Cost per Youth:		align="center">\$683.38			
Applies to continuation programs only.	Actual number of youth admitted last fiscal year:		21		
	21 #	of admissions Juvenile Court referred	100 %	of total admissions	
	0 #	of admissions law enforcement referred	0 %	of total admissions	

REPORT OF MEASURABLE OBJECTIVES	
For Continuation Program(s) ATTACH a copy of the Measurable Objectives Status Report (Form JCPC/MOR 001) that was submitted reporting the objectives from the previous fiscal year.	
For New Applicant(s) Please <u>list each Measurable Objective</u> in the current program agreement and <u>indicate the degree (%) to which your program has been successful</u> in achieving each during the first six months of the current fiscal year. These objectives should include reductions in court referrals, runaway behavior, disruptive behavior in school, and improvement in school attendance and academic achievement.	
MEASURABLE OBJECTIVES	RESULTS

NAME OF COMPONENT: DJJDP Boys Skill Building Group

1. Statement of the Problem: *In concise terminology, describe how the program will address continuum need(s) in the county.*

Many court involved youth lack parental guidance and skills (in problem solving, conflict resolution and communication) to improve decision making behavior and address their needs. The county's continuum of services for youth does not provide services to assist court involved youth with interpersonal skills to address delinquent behaviors and discipline issues. If these issues are left unaddressed, it could lead to further delinquent behaviors and discipline issues, including gang involvement. The DJJDP Boys Group will address this gap by teaching court involved youth skills to divert delinquent behavior by making better decisions. The DJJDP Boys Group addresses Early Initiation of Conduct Problems, Early & Persistent Behavior Problems in School and Family Management Problems which are identified as risk factors for Henderson County youth.

2. Target Population: *Describe the target population, including age, level of court involvement or at-risk of court involvement.*

The target population includes diverted or court-involved male youth, ages 11-17. The program staff will consult with Juvenile Court Counselors regularly to identify appropriate referrals for the program. Collaboration with the Juvenile Court Counselors will insure that the target population is reached. The program will be held at the DSC annex building, which is on the local bus route and across from the Court House.

3. Program Goal(s): *Provide a brief statement to describe the overall purpose of the program.*

Upon successful completion of the DJJDP Boys Skill Building Group, youth will possess skills and resources for reducing juvenile delinquent behavior. These skills may include anger management, conflict resolution, respectful communication, self esteem, goal setting/accountability for choices, safe sex and alcohol/drug abuse awareness.

4. Measurable Objective(s): *State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.*

1. 65% of youth who successfully complete the program will avoid further court involvement for one year after program completion, as evidenced by documentation from the Juvenile Court Counselors and/or the Clerk of Court.
2. 75% of youth who successfully complete the program will report learning at least one skill to make better choices and avoid delinquent behavior by the end of the program, as evidenced by self-assessment surveys completed by each youth.
3. 75% of parents who successfully complete all parent sessions will report learning at least one skill to better interact with their child and improve family relations, as evidenced by surveys completed by parents.

5. Elevated Risk and Needs: *Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.*

The program addresses the following priority risk factors identified by the JCPC: Early & Persistent Behavior Problems in School and Daycare and Early Initiation of Conduct Problems. The DJJDP Boys Group will focus on positive skill building by bringing the youth together in a peer setting to learn productive ways to communicate, deal with stress and anger, resolve conflict, and establish clear rules and consequences for behaviors. Group also includes parent participation which addresses Family Management Problems.

SECTION IV	COMPONENT NARRATIVE (attach for each component)
Program Specifications	

1) **Location:** *List physical address (es) and describe where program services are delivered.*

The DJJDP Boys Skill Building Group will be held in a conference room in the DSC annex building located at 103 South Grove Street, Hendersonville, NC. For special occasions, group may be held at an off-site location.

2) **Operation:** *Describe the daily/weekly schedule of program operation.*

The DJJDP Boys Skill Building Group is offered once a week for twelve weeks (currently offered on Wednesdays), from 4:30pm - 6:00pm.

3) **Staff Positions:** *Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.*

Qualifications for the (contracted) facilitators of the DJJDP Boys Skill Building Group and the Program Manager include a bachelor's degree in the human services field and/or equivalent with an understanding of mediation, conflict resolution and life skills or a minimum of an associate's degree with comparable work experience working with at-risk/court involved youth and an understanding of mediation, conflict resolution and life skills. All youth program staff providing direct services will have experience and/or interest in working with at-risk and delinquent youth and be dedicated and passionate about making a positive difference in the lives of youth. Qualifications of the Center Director include a bachelor's degree in the human services field and/or equivalent with completion of the Basic Mediation Skills Training. Qualifications of the Administrative Assistant includes completion of Basic Mediation Skills Training, a minimum of a high school degree with at least one year of human service experience or an associate's degree in the human services related field. Qualifications of the Fiscal Officer include a background in accounting, fiscal management and/or comparable work experience with non-profit organizations and managing budgets.

Program Staff will be responsible for planning and implementing the program and working with the group on a regular basis, interacting with the Juvenile Court Counselors on a weekly basis, as well as maintaining the necessary statistical information for the program. Administrative Assistant responsibilities include clerical support (copying, answering phones, order supplies, etc.). The Fiscal Officer's responsibilities include managing the financial component of the program agreement, maintaining necessary accounting documents, and ensuring that monies are being spent in accordance to the program agreement. The Program Manager responsibilities include oversight of the program, managing the program agreement, attending JCPC events and cooperating with Department Area Consultants during monitoring and evaluation activities.

4) **Service Type:** *Describe implementation to include:*

Standardized Program Evaluation Protocol (SPEP) service type:

Indicate the primary and supplemental service(s) if applicable: Interpersonal Skills; and Life Skills Training.

This program is a STRUCTURE ONLY.

Provides service, SPEP not available.

SPEP scores(s) if applicable 61

5) **Admission Process:** *Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.*

Youth are referred by Juvenile Court Counselors through diversion contracts or by Juvenile Court through adjudication, probation or protective supervision. Youth are screened by the Juvenile Court Counselors and appropriateness will be determined by the Juvenile Court Counselors and Program Staff. Youth are admitted to the program when space is available, as group size is limited to eight youth. If a youth has needs higher than what the group can provide, such as

therapeutic needs best served by a mental health professional, he may not be accepted into the program and may be referred elsewhere for his needs to be met. How each youth will affect the dynamic of the group is also considered when deciding to accept a youth in the program. Some youth thrive better with one-on-one services versus a group setting.

6) Termination Process: *Describe the termination process to include the staff responsible for making decisions and the criteria for a successful termination, satisfactory termination, unsuccessful completion and non-compliant termination.*

Youth are successfully terminated from the program upon successful completion of 12 sessions or as determined by Juvenile Court Counselors and Program Staff (a youth must participate in at least 9 sessions to receive a successful completion). If a youth does not attend all sessions or does not participate fully, he may receive a satisfactory completion. A youth will receive an unsuccessful completion if he; attends less than seven sessions; does not participate positively within the group; comes to group under the influence of drugs/alcohol; and/or has excessive tardiness. A youth will receive a non-compliance termination if he does not participate positively in the program or does not attend at least six sessions. If a youth misses two sessions (for reasons other than medical, death in the family or prior arrangement agreed upon by Court Counselors and Program Staff), he will automatically be terminated from the program as a non-compliant termination and will be returned to court or scheduled to participate in the next scheduled group.

How is the referring agency involved with the termination process?

Both Program Staff and Court Counselors work together in this program and therefore make termination decisions together. Court Counselors will be consulted before terminating any youth for a less than satisfactory completion to seek other possible alternatives. Juvenile Court Counselors will receive a termination summary for each youth served within seven business days of termination.

7) Referring Agency Interaction: *Describe the interaction with juvenile court counselors and/or other referring agencies including how client progress will be communicated.*

Program Staff will attend Juvenile Court and will have contact with Juvenile Court Counselors on a weekly basis to discuss client progress. This will be done via email, phone and/or in person. At least one Juvenile Court Counselor will attend the program and will work with Program Staff in assessing the needs of the program and its participants. Juvenile Court Counselors will receive a case status update on each youth every thirty days to notify them of client participation, progress and any other concerns.

8) Treatment Element: *Describe specifically what the component will do to redirect inappropriate youth behavior or how the component will address the identified needs of the youth and family. What interventions will typically be utilized in this component and how will parents/guardians be involved?*

The DJJDP Boys Skill Building Group is expected to redirect inappropriate and delinquent youth behavior by giving youth the necessary tools to communicate positively and effectively with each other and adults, dealing with stress and anger appropriately, making choice while thinking about the future/consequences, problem solving peacefully and working together as a team. The twelve sessions include lessons in communication, anger management, safe sex, substance abuse, self esteem or any other area that the group needs support with. Group also includes role playing and group problem solving. Parents participate in three of the twelve sessions and are taught how to communicate with their teens, how to give appropriate consequences, and how the teenage brain functions to help them better understand and work with their child.

9) Best Practice Model: *Describe what model or best practice the program is based upon.*

In an OJJDP Bulletin published by Mark W. Lipsey, David B. Wilson and Lynn Cothorn (April 2000), the authors stated that Interpersonal Skills are one of the three most effective treatments for intervention for non-institutionalized juvenile offenders. An examination of 200 studies

published between 1950 and 1995 found that the most effective interventions for serious and violent juvenile offenders were interpersonal skills training, individual counseling and behavioral programs (Lipsey and Wilson, 1998).

FY 2009-10 JCPC Program Agreement Additional Component Pages

SECTION II		COMPONENT STATISTICAL INFORMATION			
Multi-Components: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>					
If YES, please attach Component Statistical Information, Component Summary, and Component Narrative pages for each. Additional pages are available on the Department's web-site www.ncdjjdp.org entitled <i>FY 2009-10 JCPC Program Agreement Additional Component Pages</i> .					
Component Service Statistics		PROGRAM COMPONENT INFORMATION - APPLICATION YEAR			
Component Name: DJJDP Girls Skill Building Group [EACH COMPONENT MUST BE NUMBERED TO MATCH SECTION I B.]					Component ID #: 145014
What is this component's maximum client capacity at any given time?					8
Frequency of client per month:	4	Anticipated Average Length of Stay:		90	Days
Total Component Cost:	\$16,106.00	÷ by	Estimated # to be served during funding period:	18	
Estimated Average Cost per Youth:		align="center">\$894.78			
Applies to continuation programs only.	Actual number of youth admitted last fiscal year:		align="center">16		
	16 #	of admissions Juvenile Court referred	align="center">100 % of total admissions		
	0 #	of admissions law enforcement referred	align="center">0 % of total admissions		

REPORT OF MEASURABLE OBJECTIVES	
For Continuation Program(s) ATTACH a copy of the Measurable Objectives Status Report (Form JCPC/MOR 001) that was submitted reporting the objectives from the previous fiscal year.	
For New Applicant(s) Please list each <u>Measurable Objective</u> in the current program agreement and <u>indicate the degree (%) to which your program has been successful</u> in achieving each during the first six months of the current fiscal year. These objectives should include reductions in court referrals, runaway behavior, disruptive behavior in school, and improvement in school attendance and academic achievement.	
MEASURABLE OBJECTIVES	RESULTS

NAME OF COMPONENT: DJJDP Girls Skill Building Group

1. Statement of the Problem: *In concise terminology, describe how the program will address continuum need(s) in the county.*

Many court involved youth lack parental guidance and skills (in problem solving, conflict resolution and communication) to improve decision making behavior and address their needs. The county's continuum of services for youth does not provide services to assist court involved youth with interpersonal skills to address delinquent behaviors and discipline issues, including gang involvement. If these issues are left unaddressed, it could lead to further delinquent behaviors and discipline issues. The DJJDP Girls Group will address this gap by teaching court involved youth skills to divert delinquent behavior by making better decisions. The DJJDP Girls Group addresses Early Initiation of Conduct Problems, Early & Persistent Behavior Problems in School and Family Management Problems which are identified as risk factors for Henderson County youth.

2. Target Population: *Describe the target population, including age, level of court involvement or at-risk of court involvement.*

The target population includes diverted or court-involved female youth, ages 11-17. The program staff will consult with Juvenile Court Counselors regularly to identify appropriate referrals for the program. Collaboration with the Juvenile Court Counselors will insure that the target population is reached. The program will be held at the DSC annex building which is on the local bus route and across from the Court House.

3. Program Goal(s): *Provide a brief statement to describe the overall purpose of the program.*

Upon successful completion of the DJJDP Girls Skill Building Group, youth will possess skills and resources for reducing juvenile delinquent behavior. These skills may include anger management, conflict resolution, respectful communication, self esteem, goal setting/accountability for choices, safe sex and alcohol/drug abuse awareness.

4. Measurable Objective(s): *State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.*

1. 65% of youth who successfully complete the program will avoid further court involvement for one year after program completion, as evidenced by documentation from the Juvenile Court Counselors and/or the Clerk of Court.
2. 75% of youth who successfully complete the program will report learning at least one skill to make better choices and avoid delinquent behavior by the end of the program, as evidenced by self-assessment surveys completed by each youth.
3. 75% of parents who successfully complete all parent sessions will report learning at least one skill to better interact with their child and improve family relations, as evidence by surveys completed by parents.

5. Elevated Risk and Needs: *Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.*

The program addresses the following priority risk factors identified by the JCPC: Early & Persistent Behavior Problems in School and Daycare and Early Initiation of Conduct Problems. The DJJDP Girls Group will focus on positive skill building by bring the youth together in a peer setting to learn productive ways to communicate, deal with stress and anger, resolve conflict, and establish clear rules and consequences for behaviors. Group also includes parent participation which addresses Family Management Problems.

Program Specifications

1) **Location:** List physical address (es) and describe where program services are delivered.

The DJJDP Girls Skill Building Group will be held in a conference room in the DSC annex building located at 103 South Grove Street, Hendersonville, NC. For special occasions, group may be held at an off-site location.

2) **Operation:** Describe the daily/weekly schedule of program operation.

The DJJDP Girls Skill Building Group is offered once a week for twelve weeks, (currently offered on Mondays), from 4:30pm - 6:00pm. This program will be offered three times a year.

3) **Staff Positions:** Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.

Qualifications for the facilitators of the DJJDP Girls Skill Building Group and the Program Manager include a bachelor's degree in the human services field and/or equivalent with an understanding of mediation, conflict resolution and life skills or a minimum of an associate's degree with comparable work experience working with at-risk/court involved youth and an understanding of mediation, conflict resolution and life skills. All youth program staff providing direct services will have experience and/or interest in working with at-risk and delinquent youth and be dedicated and passionate about making a positive difference in the lives of youth. Qualifications of the Executive Director include a bachelor's degree in the human services field and/or equivalent with completion of the Basic Mediation Skills Training. Qualifications of the Administrative Assistant includes completion of Basic Mediation Skills Training, a minimum of a high school degree with at least one year of human service experience or an associate's degree in the human services related field. Qualifications of the Fiscal Officer include a background in accounting, fiscal management and/or comparable work experience with non-profit budgets.

Program Staff responsibilities include planning and implementing the program, working with the group on a regular basis, interacting with the Juvenile Court Counselors on a weekly basis, and maintaining the necessary statistical information for the program. Administrative Assistant responsibilities include clerical support (copying, answering phones, order supplies, etc.). The Fiscal Officer's responsibilities include managing the financial component of the program agreement, maintaining necessary accounting documents, and ensuring that monies are being spent in accordance to the program agreement. The Program Manager responsibilities include oversight of the program, managing the program agreement, attending JCPC trainings and cooperating with Department Area Consultants during monitoring and evaluation activities. The Executive Director responsibilities include oversight of the program and managing Program Staff.

4) **Service Type:** Describe implementation to include:

Standardized Program Evaluation Protocol (SPEP) service type:

Indicate the primary and supplemental service(s) if applicable: Interpersonal Skills; and Life Skills Training.

This program is a STRUCTURE ONLY.

Provides service, SPEP not available.

SPEP scores(s) if applicable 6.1

5) **Admission Process:** Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.

Youth are referred by Juvenile Court Counselors through diversion contracts or by Juvenile Court through adjudication, probation or protective supervision. Youth are screen by the Juvenile Court Counselors and appropriateness will be determined by the Juvenile Court Counselors and Program Staff. Youth are admitted to the program when space is available, as group size is limited to eight

youth. If a youth has needs higher than what the group can provide, such as therapeutic needs best served by a mental health professional, she may not be accepted into the program and may be referred elsewhere for her needs to be met. How each youth will affect the dynamic of the group is also considered when deciding to accept a youth in the program. Some youth thrive better with one-on-one services versus a group setting.

6) Termination Process: *Describe the termination process to include the staff responsible for making decisions and the criteria for a successful termination, satisfactory termination, unsuccessful completion and non-compliant termination.*

Youth are successfully terminated from the program upon successful completion of 12 sessions or as determined by Juvenile Court Counselors and Program Staff (a youth must participate in at least 9 sessions to receive a successful completion). If a youth does not attend all sessions or does not participate fully, she may receive a satisfactory completion. A youth will receive an unsuccessful completion if she; attends less than seven sessions; does not participate positively within the group; comes to group under the influence of drugs/alcohol; and/or has excessive tardiness. A youth will receive a non-compliance termination if she does not participate positively in the program or does not attend at least six sessions. If a youth misses two sessions (for reasons other than medical, death in the family or prior arrangement agreed upon by Court Counselors and Program Staff), she will automatically be terminated from the program as a non-compliance termination and will be returned to court or scheduled to participate in the next scheduled group.

How is the referring agency involved with the termination process?

Both Program Staff and Court Counselors work together in this program and therefore make termination decisions together. Court Counselors will be consulted before terminating any youth for a less than satisfactory completion to seek other possible alternatives. Juvenile Court Counselors will receive a termination summary for each youth served within seven business days of termination.

7) Referring Agency Interaction: *Describe the interaction with juvenile court counselors and/or other referring agencies including how client progress will be communicated.*

Program Staff will attend Juvenile Court and will have contact with Juvenile Court Counselors on a weekly basis to discuss client progress. This will be done via email, phone and/or in person. At least one Juvenile Court Counselor will attend the program and will work with Program Staff in assessing the needs of the program and its participants. Juvenile Court Counselors will receive a case status update on each youth every thirty days to notify them of client participation, progress and any other concerns.

8) Treatment Element: *Describe specifically what the component will do to redirect inappropriate youth behavior or how the component will address the identified needs of the youth and family. What interventions will typically be utilized in this component and how will parents/guardians be involved?*

The DJJDP Girls Skill Building Group is expected to redirect inappropriate and delinquent youth behavior by giving youth the necessary tools to communicate positively and effectively with each other and adults, dealing with stress and anger appropriately, making choice while thinking about the future/consequences, problem solving peacefully and working together as a team. The twelve sessions include lessons in communication, anger management, safe sex, substance abuse, self esteem or any other area that the group needs support with. Group also includes role playing and group problem solving. Parents participate in three of the twelve sessions and are taught how to communicate with their teens, how to give appropriate consequences, and how the teenage brain functions to help them better understand and work with their child. Parents participate in three of the twelve sessions and are taught skills to help them better understand and work with their child.

9) Best Practice Model: *Describe what model or best practice the program is based upon.*

In an OJJDP Bulletin published by Mark W. Lipsey, David B. Wilson and Lynn Cothorn (April 2000), the authors stated that Interpersonal Skills are one of the three most effective treatments for intervention for non-institutionalized juvenile offenders. An examination of 200 studies published between 1950 and 1995 found that the most effective interventions for serious and

violent juvenile offenders were interpersonal skills training, individual counseling and behavioral programs (Lipsey and Wilson, 1998).

FY 2009-10 JCPC Program Agreement Additional Component Pages

SECTION II		COMPONENT STATISTICAL INFORMATION			
Multi-Components: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>					
If YES, please attach Component Statistical Information, Component Summary, and Component Narrative pages for each. Additional pages are available on the Department's web-site www.ncdjjdp.org entitled <i>FY 2009-10 JCPC Program Agreement Additional Component Pages</i> .					
Component Service Statistics		PROGRAM COMPONENT INFORMATION - APPLICATION YEAR			
Component Name: Family Coaching [EACH COMPONENT MUST BE NUMBERED TO MATCH SECTION I B.]					Component ID #: 145017
What is this component's maximum client capacity at any given time?					8
Frequency of client per month:	2	Anticipated Average Length of Stay:	90	Days	
Total Component Cost:	\$16,631.00	÷ by	Estimated # to be served during funding period:	18	
Estimated Average Cost per Youth:		align="center">\$923.95			
Applies to continuation programs only.	Actual number of youth admitted last fiscal year:		14		
	8 #	of admissions Juvenile Court referred	57 %	of total admissions	
	0 #	of admissions law enforcement referred	0 %	of total admissions	

REPORT OF MEASURABLE OBJECTIVES	
For Continuation Program(s) ATTACH a copy of the Measurable Objectives Status Report (Form JCPC/MOR 001) that was submitted reporting the objectives from the previous fiscal year.	
For New Applicant(s) Please <u>list each Measurable Objective</u> in the current program agreement and <u>indicate the degree (%) to which your program has been successful</u> in achieving each during the first six months of the current fiscal year. These objectives should include reductions in court referrals, runaway behavior, disruptive behavior in school, and improvement in school attendance and academic achievement.	
MEASURABLE OBJECTIVES	RESULTS

NAME OF COMPONENT: Family Coaching

1. Statement of the Problem: *In concise terminology, describe how the program will address continuum need(s) in the county.*

JCPC has identified Family Management Problems as a risk factor for Henderson County youth. The county's continuum of services for youth does not provide services that assist youth and their parents with resolving family conflicts and learning effective communication skills. Lack of parental guidance, parental involvement, family problem solving and youth accountability can lead to further discipline issues, delinquency and court involvement. The Family Coaching program will address this gap in services by providing a space for at-risk and court involved youth and their parents to discuss family issues and learn new skills in respectful communication, anger management, effective parenting/discipline and family problem solving to help them improve their family dynamics and decrease family management problems.

2. Target Population: *Describe the target population, including age, level of court involvement or at-risk of court involvement.*

The target population includes at-risk, undisciplined, delinquent and court involved youth ages 11-16 and their parents with priority given to youth referred from the DJJDP. To insure the target population is reached, program staff will regularly: attend Juvenile Court, consult with Juvenile Court Counselors and youth serving agencies/schools and design and distribute materials to promote the program in the community. The program is free and held at a convenient location and time.

3. Program Goal(s): *Provide a brief statement to describe the overall purpose of the program.*

Upon successful completion of Family Coaching, the youth and his/her parents will have acquired the skills to help them communicate effectively and to problem solve conflict within the family unit. Parents and youth will learn how to set family goals and how to negotiate with each other in positive and effective ways.

4. Measurable Objective(s): *State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.*

1. 90% of families successfully completing Family Coaching will create specific plans and goals for their family regarding house rules, problem solving, communication and ways to avoid delinquent behavior, as evidenced by family plans/goals and/or case notes in client files.
2. 70% of youth who successfully complete Family Coaching will avoid further court involvement for one year after program completion, as evidenced by reports from Juvenile Court Counselors and/or the Clerk of Court.
3. 85% of participants completing the program (successfully or satisfactorily) will report learning at least one skill to improve communication and reduce conflict in the home, as evidenced by post evaluations, as well as case notes in client files.
4. 70% of clients referred will have direct contact with program staff to discuss the situation and appropriateness for services, as evidenced by case contact sheets and Excel spreadsheets.

5. Elevated Risk and Needs: *Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.*

Family Coaching addresses the following priority risk factors identified by the JCPC: Early & Persistent Behavior Problems in School and Daycare, Early Initiation of Conduct Problems and Family Management Problems. Family Coaching focuses on positive skill building by bringing the youth and family (may include parents/guardians, siblings or other youth in the household) together to learn productive ways to communicate, resolve conflict, manage anger, and establish clear rules and consequences for behaviors. It also encourages healthy bonding within the family and is held at a time that is convenient to each family.

Program Specifications

1) **Location:** List physical address (es) and describe where program services are delivered.

Family Coaching sessions will be held in a private space at the Dispute Settlement Center, located at 101 & 103 South Grove Street, Hendersonville, NC.

2) **Operation:** Describe the daily/weekly schedule of program operation.

Family Coaching will be offered in the late afternoons and early evenings, twice a week, Monday through Thursday. Two sessions are available on each scheduled day.

3) **Staff Positions:** Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.

Qualifications of the Family Coaches, the Program Coordinator and the Program Manager include a bachelor's degree in the human services field or equivalent with an understanding of mediation, conflict resolution and family systems. All program staff who provide direct services to clients will have experience and/or interest in working with at-risk and delinquent youth and families and be dedicated and passionate about making a positive difference in the lives of youth and families. Qualifications of the Administrative Assistant includes completion of Basic Mediation Skills Training, a minimum of a high school degree with at least one year of human service experience or an associate degree in the human services or related field. Qualifications of the Executive Director include a bachelor's degree in the human services field or equivalent and completion of Basic Mediation Skills Training. Qualifications of the Fiscal Officer include a background in accounting, fiscal management and/or comparable work experience with non-profit budgets.

Responsibilities of the Program Coordinator include: handling the referral and intake process; scheduling Family Coaching services; interacting with youth serving agencies, such as the DJJDP and schools; reporting and receiving progress status and developing support strategies; promoting the program in the community; seeking referrals; and maintaining the necessary statistical information for the program. Responsibilities of the Coaches include; supporting the Program Coordinator; determining appropriateness for services and making referrals to other agencies when necessary; providing one-on-one sessions for the families; and maintaining accurate data for client files. Administrative Assistant responsibilities include clerical support (copying, answering phones, order supplies, etc.). The Executive Director responsibilities include oversight of the program and program staff. The Program Manager responsibilities include oversight of the program, managing the program agreement, attending JCPC events and cooperating with Department Area Consultants during monitoring and evaluation activities. The Fiscal Officer's responsibilities include managing the financial component of the program agreement, maintaining necessary accounting documents, and ensuring that monies are being spent in accordance to the program agreement.

4) **Service Type:** Describe implementation to include:

Standardized Program Evaluation Protocol (SPEP) service type:

- Indicate the primary and supplemental service(s) if applicable: _____ ; and _____
- This program is a STRUCTURE ONLY.
- Provides service, SPEP not available.
- SPEP scores(s) if applicable

5) **Admission Process:** Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.

Referrals to Family Coaching will be made by Juvenile Court Counselors, Youth Serving Agencies, Law Enforcement, Schools, Parents/Guardians or individuals after identifying delinquency or undisciplined behavior, with priority given to referrals from the DJJDP. Juvenile Court Counselors will make referrals via diversion contracts or court recommendations during adjudication. Program

Staff will conduct intakes by contacting and interviewing all parties to determine appropriateness of the situation for Family Coaching within 10 business days of receiving the referral. However, it may take longer than 10 business days if a client is difficult to locate or doesn't respond to phone calls or letters. Once appropriateness for services is determined, the families will be admitted into the program and schedule one hour sessions, twice a month for two to three months, or as determined by the Family Coaching Staff. Services typically begin within 10 business days of determining appropriateness. However, cancellations, no shows, client schedules or a full case load may prohibit this from happening. If a family has needs that are higher than what the program can provide or if they have therapeutic needs that need to be addressed by a mental health professional, then they will not be admitted to the program and will be referred elsewhere.

6) Termination Process: *Describe the termination process to include the staff responsible for making decisions and the criteria for a successful termination, satisfactory termination, unsuccessful completion and non-compliant termination.*

Families who positively participate in three or more sessions will be successfully terminated from the program. Families who participate in three or more sessions but do not show consistent effort may result in a satisfactory termination. Families who complete less than three sessions and/or do not comply with program expectations or who do not make an effort to create positive change within their family unit will receive an unsuccessful completion. Families who do not show up for appointments or who refuse to participate will be terminated as non-compliant.

How is the referring agency involved with the termination process?

Juvenile Court Counselors or any other referring agency will be consulted before terminating any youth for a less than satisfactory completion to seek other possible alternatives. Once a client has been terminated from the program, the referring agency will receive a client status form within seven business days. This form will inform them of client participation, progress and success or lack of.

7) Referring Agency Interaction: *Describe the interaction with juvenile court counselors and/or other referring agencies including how client progress will be communicated.*

Juvenile Court Counselors and other referring agencies will be notified every 30 days by phone, email or in person to update them on client progress.

8) Treatment Element: *Describe specifically what the component will do to redirect inappropriate youth behavior or how the component will address the identified needs of the youth and family. What interventions will typically be utilized in this component and how will parents/guardians be involved?*

Family Coaching is a multi-session mediation program designed to help youth and their families learn positive communication skills and family problem solving. Family Coaching is expected to strengthen family relationships by teaching adolescents and their families new ways of resolving conflict, managing anger and cooperating as a family. Parents and youth learn to communicate respectfully and build better relationships. Adult family members learn to supervise and support youth while maintaining authority, while youth learn how to express their needs constructively. The Family Coaches work with the families to meet their specific family and individual needs versus a "one size fits all" treatment model.

9) Best Practice Model: *Describe what model or best practice the program is based upon.*

The benefits of Parent-Teen Mediation are consistent with previous research and suggest that parent-child mediation can be an effective intervention modality for helping distressed families in conflict (Van Slyck, Stem, Newland, 1992). Parent-Teen Mediation can resolve specific disputes as well as produce a positive impact on the general quality of family relationships (Van Slyck, Stem, Newland, 1992). Research conducted by Lipsey and Andrews indicates that multimodal, behavioral, and skills-oriented interventions are more effective than counseling and other less-structured approaches. In fact, in most youth populations - universal, selected,

or indicated- behavioral and skills-oriented strategies are among the most effective violence prevention approaches (Lipsey, 1992a, 1992b; Lipsey and Wilson, 1998; Andrews, 1994, Andrews et al., 1990).



N.C. Department of Juvenile Justice and Delinquency Prevention - Measurable Objectives Status Report

Measurable Objectives As Stated in Current Program Agreement Mediation - 145001	Six Month Measurements (July 1, 2007 – December 31, 2007) If measured results fall below the stated objective, a brief explanation is required.	End of Year Measurements (July 1, 2007 – June 30, 2008) If measured results fall below the stated objective, a brief explanation is required.
1. 90% of mediations will reach resolutions, including steps to improve school attendance, grades, and/or behavior.		95% (55/58 youth = 37 mediations) of mediations reached resolutions including steps to improve school attendance, grades and/or behavior.
2. 75% of referred youth who reach resolution in mediation will avoid further court involvement for one year.		75% (21/28) of court referred or diverted youth who reached resolution in mediation have avoided further court involvement for one year.
3. 70% of referred clients will have direct contact with the program staff to discuss the situation and appropriateness for services.		91% (89/98) of referred clients will have direct contact with the program staff to discuss the situation and appropriateness for services.
4. Program staff will have direct contact with 80 referrals to discuss the situation, determine appropriateness for services and make referrals to other agencies when appropriate.		Program staff had direct contact with 89 referrals to discuss the situation, determined appropriateness for services and made referrals to other agencies when appropriate.
5. 75% of youth served by mediation will have parent/guardian/family member participation in the intake process and/or the mediation process.		62% (36/58) of youth have participated in mediation with on parent/guardian/family member. (All mediations have included parent involvement in some way, but not all parents participate in the mediation.)



N.C. Department of Juvenile Justice and Delinquency Prevention - Measurable Objectives Status Report

Sponsoring Agency: <u>Dispute Settlement Center</u>						
Program Name: <u>Youth Mediation Services</u>						
Person Completing: <u>Christy Bridges</u>						
Six Months Measurements: <u>Christy Bridges</u>						
End of Year Measurements: <u>Christy Bridges</u>						
					Fiscal Year: <u>2007-2008</u>	
					Component #: <u>145001</u>	
					Date Completed: <u>3/3/09</u>	
					Date Completed: <u>3/3/09</u>	

List the measurable objectives from the current program agreement and indicate the degree to which the program has been successful in achieving each objective. Results must be a concise description of the objective stated in measurable terms.



N.C. Department of Juvenile Justice and Delinquency Prevention - Measurable Objectives Status Report

Measurable Objectives As Stated in Current Program Agreement DJDDP Boys Group - 145013	Six Month Measurements (July 1, 2007 - December 31, 2007) If measured results fall below the stated objective, a brief explanation is required.	End of Year Measurements (July 1, 2007 - June 30, 2008) If measured results fall below the stated objective, a brief explanation is required.
1. 65% of court referred or diverted youth who successfully complete the program will avoid further court involvement for one year after program completion, as evidenced by documentation from the juvenile court counselors and/or clerk of court.		58% (7/12) of youth who successfully completed the program have avoided court involvement for one year after program completion, as evidenced by documentation from the juvenile court counselors and/or clerk of court.
2. 75% of youth who successfully complete the program will report improvement in communication skills, stress & anger management and conflict resolution skills by the end of the program, as evidenced by self and Program Staff evaluations.		100% (11/11) of youth reported improvement in communication skills, stress & anger management, & conflict resolution skills by the end of the program, as evidenced by self evaluations.
3. 75% of youth who successfully complete the program will report at least one skill learned to make better decisions and avoid delinquent behavior by the end of the program, as evidenced by self and by program evaluations.		91% (10/11) of youth reported learning at least one skill to make better decisions and avoid delinquent behavior by the end of the program, as evidenced by self evaluations.



N.C. Department of Juvenile Justice and Delinquency Prevention - Measurable Objectives Status Report

Sponsoring Agency: Dispute Settlement Center Fiscal Year: 2008-2009
 Program Name: DJJD BoysGroup Component #: 145014
 Person Completing Six Months Measurements: Christy Bridges Date Completed:
 Person Completing End of Year Measurements: Christy Bridges Date Completed: 3/3/09

List the measurable objectives from the current program agreement and indicate the degree to which the program has been successful in achieving each objective. Results must be a concise description of the objective stated in measurable terms.



N.C. Department of Juvenile Justice and Delinquency Prevention - Measurable Objectives Status Report

Measurable Objectives As Stated in Current Program Agreement DJJD Girls Group - 145014	Six Month Measurements (July 1, 2007 - December 31, 2007) If measured results fall below the stated objective, a brief explanation is required.	End of Year Measurements (July 1, 2007 - June 30, 2008) If measured results fall below the stated objective, a brief explanation is required.
1. 65% of court referred or diverted youth who successfully complete the program will avoid further court involvement for one year after program completion, as evidenced by documentation from the juvenile court counselors and/or clerk of court.		57% (4/7) youth who successfully completed the program have avoid further court involvement for one year after program completion, as evidenced by documentation from the juvenile court counselors and/or clerk of court.
2. 75% of youth who successfully complete the program will report improvement in communication skills, stress & anger management and conflict resolution skills by the end of the program, as evidenced by self and Program Staff evaluations.		100% (6/6) of youth who successfully completed the program reported improvement in communication skills, stress & anger management and conflict resolution skills by the end of the program, as evidenced by self evaluations.
3. 75% of youth who successfully complete the program will report at least one skill learned to make better decisions and avoid delinquent behavior by the end of the program, as evidenced by self and by program evaluations.		100% (6/6) of youth who successfully completed the program reported learning at least one skill to make better decisions and avoid delinquent behavior, as evidenced by self evaluations.

List the measurable objectives from the current program agreement and indicate the degree to which the program has been successful in achieving each objective. Results must be a concise description of the objective stated in measurable terms.



N.C. Department of Juvenile Justice and Delinquency Prevention - Measurable Objectives Status Report

Sponsoring Agency: Dispute Settlement Center
 Program Name: DJJDG Girls Group
 Person Completing
 Six Months Measurements: _____
 Person Completing
 End of Year Measurements: Christy Bridges

Fiscal Year: 2007-2008
 Component #: 145014
 Date Completed: _____
 Date Completed: 3/3/09

List the measurable objectives from the current program agreement and indicate the degree to which the program has been successful in achieving each objective. Results must be a concise description of the objective stated in measurable terms.



N.C. Department of Juvenile Justice and Delinquency Prevention - Measurable Objectives Status Report

<p align="center">Measurable Objectives As Stated in Current Program Agreement</p>	<p align="center">Six Month Measurements (July 1, 2007 - December 31, 2007) If measured results fall below the stated objective, a brief explanation is required.</p>	<p align="center">End of Year Measurements (July 1, 2007 - June 30, 2008) If measured results fall below the stated objective, a brief explanation is required.</p>
<p><i>Family Coaching</i></p> <p>1. 90% of families successfully completing family coaching will create specific plans and goals for their family regarding house rules, problem solving, communication and ways to avoid delinquent behavior, as evidenced by documents/family plans/goals and/or case notes in case files.</p>		<p>100% (4/4) of families who successfully completed family coaching created specific plans and goals for their family regarding house rules, problem solving, communication and ways to avoid delinquent behavior, as evidenced by documents/family plans or goals in case files.</p>
<p>2. 70% of court involved or diverted youth who successfully complete family coaching will avoid further court involvement for one year after program completion, as evidenced by reports from Juvenile Court or the Clerk of Court.</p>		<p>67% (2/3) of court involved or diverted youth who successfully completed family coaching have avoided further court involvement for one year, as evidenced by reports from Juvenile Court and the Clerk of Court.</p>
<p>3. 85% of participants successfully completing the program will report learning at least one skill to improve communication and reduce conflict in the home, as evidenced by pre-and post-evaluations.</p>		<p>100% (14/14) of participants reported learning at least one skill to improve communication and reduce conflict in the home, as evidenced by case notes. (Not all families completed the program; therefore we do not have a completed post-evaluation.)</p>
<p>4. 70% of clients referred will have direct contact with the program staff to discuss the situation and appropriateness for services, as evidenced by case contact notes.</p>		<p>91% (20/22) of clients referred have had direct contact with the program staff to discuss the situation and appropriateness for services, as evidenced by case contact sheets</p>



N.C. Department of Juvenile Justice and Delinquency Prevention - Measurable Objectives Status Report

Sponsoring Agency: Dispute Settlement Center		Fiscal Year: 2007-2008
Program Name: Family Coaching		Component #: 145017
Person Completing		Date Completed:
Six Months Measurements:		Date Completed: 3/3/09
Person Completing		
End of Year Measurements: Christy Bridges		

List the measurable objectives from the current program agreement and indicate the degree to which the program has been successful in achieving each objective. Results must be a concise description of the objective stated in measurable terms.

N.C. Department of Juvenile Justice and Delinquency Prevention
Contract for Professional Services

This Contract for Professional Services is entered into by and between The Dispute Settlement Center of Henderson County, (*hereinafter referred to as the Agency*), and Kate Dinnagan, (*hereinafter referred to as the Contractor*).

The Agency and the Contractor do mutually agree as follows:

1. **Term of Agreement.** This agreement shall become effective July 1, 2009, and shall terminate June 30, 2010. This contract may be terminated by either party by providing a thirty days written notice to the other party.
2. **Payment to Contractor.** Agency and Contractor agrees upon these rates as reimbursed fees: services will be delivered at the rate of \$ 70⁰⁰ per hour, for approximately 38 hours per month, not to exceed \$ 9,100 for the term of this contract. The Contractor must submit a bi-weekly request for reimbursement to the Agency documenting the actual time worked according to the schedule attached.
3. **Funding.** All terms and conditions of this Contract are dependent upon and subject to the allocation of funds for the purpose set forth in this Contract, and this Contract shall automatically terminate if funds cease to be available.
4. **Taxes.** The Contractor shall be considered an Independent Contractor and as such shall be responsible for all taxes.
5. **Responsibilities of Contractor.** The Contractor hereby agrees to provide the following services in a manner satisfactory to the Agency, within the stated time frames.
See att. job description

Program Administrator Name:	Jan Woloson		
(Agency)	Dispute Settlement Center of Henderson County		
Mailing Address:	101 South Grove Street Hendersonville, NC 28792		
Signature of Administrator:	<i>Jan Woloson</i>	Date:	<u>3/6/09</u>
Contractor Name:	Kathleen Dinnagan		
(Contractor)	12 Washington Ave		
Mailing Address:	Asheville, NC 28804		
Signature of Contractor:	<i>Kathleen Dinnagan</i>	Date:	<u>3/9/09</u>
Contractor Social Security Number:	95		

N.C. Department of Juvenile Justice and Delinquency Prevention
 Contract for Professional Services

This Contract for Professional Services is entered into by and between The Dispute Settlement Center of Henderson County, (*hereinafter referred to as the Agency*), and JURISTY BRIDGES (*hereinafter referred to as the Contractor*).

The Agency and the Contractor do mutually agree as follows:

- 1. Term of Agreement.** This agreement shall become effective July 1, 2009, and shall terminate June 30, 2010. This contract may be terminated by either party by providing a thirty days written notice to the other party.
- 2. Payment to Contractor.** Agency and Contractor agrees upon these rates as reimbursed fees: services will be delivered at the rate of \$ 25⁰⁰ per hour, for approximately 527 hours per month, not to exceed \$ 13,176⁰⁰ for the term of this contract. The Contractor must submit a bi-weekly request for reimbursement to the Agency documenting the actual time worked according to the schedule attached.
- 3. Funding.** All terms and conditions of this Contract are dependent upon and subject to the allocation of funds for the purpose set forth in this Contract, and this Contract shall automatically terminate if funds cease to be available.
- 4. Taxes.** The Contractor shall be considered an Independent Contractor and as such shall be responsible for all taxes.
- 5. Responsibilities of Contractor.** The Contractor hereby agrees to provide the following services in a manner satisfactory to the Agency, within the stated time frames.
See att. job description

Program Administrator Name:	Jan Woloson		
(Agency)	Dispute Settlement Center of Henderson County		
Mailing Address:	101 South Grove Street Hendersonville, NC 28792		
Signature of Administrator:	<i>Jan Woloson</i>	Date:	<i>4/17/09</i>
Contractor Name:	<i>Bridges Professional Solutions</i>		
(Contractor)	<i>Christy Bridges</i>		
Mailing Address:	<i>325 Woodland Dr. Hendersonville, NC 28792</i>		
Signature of Contractor:	<i>Christy Bridges</i>	Date:	<i>4/17/09</i>
Contractor Social Security Number:	<i>774</i>		

N.C. Department of Juvenile Justice and Delinquency Prevention
 Contract for Professional Services

This Contract for Professional Services is entered into by and between The Dispute Settlement Center of Henderson County, (*hereinafter referred to as the Agency*), and JUDY HOLT (*hereinafter referred to as the Contractor*).

The Agency and the Contractor do mutually agree as follows:

1. **Term of Agreement.** This agreement shall become effective July 1, 2009, and shall terminate June 30, 2010. This contract may be terminated by either party by providing a thirty days written notice to the other party.
2. **Payment to Contractor.** Agency and Contractor agrees upon these rates as reimbursed fees: services will be delivered at the rate of \$ 20.00 per hour, for approximately 10 hours per month, not to exceed \$ 2400 for the term of this contract. The Contractor must submit a bi-weekly request for reimbursement to the Agency documenting the actual time worked according to the schedule attached.
3. **Funding.** All terms and conditions of this Contract are dependent upon and subject to the allocation of funds for the purpose set forth in this Contract, and this Contract shall automatically terminate if funds cease to be available.
4. **Taxes.** The Contractor shall be considered an Independent Contractor and as such shall be responsible for all taxes.
5. **Responsibilities of Contractor.** The Contractor hereby agrees to provide the following services in a manner satisfactory to the Agency, within the stated time frames.
See att. job description

Program Administrator Name:	Jan Woloson		
(Agency)	Dispute Settlement Center of Henderson County		
Mailing Address:	101 South Grove Street Hendersonville, NC 28792		
Signature of Administrator:	<u>Jan Woloson</u>	Date:	<u>3/6/09</u>
Contractor Name:	<u>JUDY HOLT</u>		
(Contractor)			
Mailing Address:	104 Mountain Valley Dr Hendersonville NC 28739		
Signature of Contractor:	<u>Judy Holt</u>	Date:	<u>3/8/09</u>
Contractor Social Security Number:			

N.C. Department of Juvenile Justice and Delinquency Prevention
 Contract for Professional Services

This Contract for Professional Services is entered into by and between The Dispute Settlement Center of Henderson County, (*hereinafter referred to as the Agency*), and AMANDA GAINES, (*hereinafter referred to as the Contractor*).

The Agency and the Contractor do mutually agree as follows:

1. **Term of Agreement.** This agreement shall become effective July 1, 2009, and shall terminate June 30, 2010. This contract may be terminated by either party by providing a thirty days written notice to the other party.
2. **Payment to Contractor.** Agency and Contractor agrees upon these rates as reimbursed fees: services will be delivered at the rate of \$ 20 per hour, for approximately 16 hours per month, not to exceed \$ 3,800 for the term of this contract. The Contractor must submit a bi-weekly request for reimbursement to the Agency documenting the actual time worked according to the schedule attached.
3. **Funding.** All terms and conditions of this Contract are dependent upon and subject to the allocation of funds for the purpose set forth in this Contract, and this Contract shall automatically terminate if funds cease to be available.
4. **Taxes.** The Contractor shall be considered an Independent Contractor and as such shall be responsible for all taxes.
5. **Responsibilities of Contractor.** The Contractor hereby agrees to provide the following services in a manner satisfactory to the Agency, within the stated time frames.
See att. job description

Program Administrator Name:	Jan Woloson		
(Agency)	Dispute Settlement Center of Henderson County		
Mailing Address:	101 South Grove Street Hendersonville, NC 28792		
Signature of Administrator:	<i>Jan Woloson</i>	Date:	<i>3/6/09</i>
Contractor Name:	<i>Amanda Gaines</i>		
(Contractor)	<i>PO Box 1853</i>		
Mailing Address:	<i>Hendersonville NC 28793</i>		
Signature of Contractor:	<i>Amanda W Gaines</i>	Date:	<i>3/9/09</i>
Contractor Social Security Number:	<i>18701</i>		

N.C. Department of Juvenile Justice and Delinquency Prevention
Contract for Professional Services

This Contract for Professional Services is entered into by and between The Dispute Settlement Center of Henderson County, (*hereinafter referred to as the Agency*), and KONNIE PEPPER, (*hereinafter referred to as the Contractor*).

The Agency and the Contractor do mutually agree as follows:

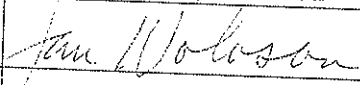
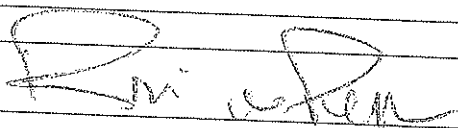
1. Term of Agreement. This agreement shall become effective July 1, 2009, and shall terminate June 30, 2010. This contract may be terminated by either party by providing a thirty days written notice to the other party.

2. Payment to Contractor. Agency and Contractor agrees upon these rates as reimbursed fees: services will be delivered at the rate of \$ 20 per hour, for approximately 12 hours per month, not to exceed \$ 2,880 for the term of this contract. The Contractor must submit a bi-weekly request for reimbursement to the Agency documenting the actual time worked according to the schedule attached.

3. Funding. All terms and conditions of this Contract are dependent upon and subject to the allocation of funds for the purpose set forth in this Contract, and this Contract shall automatically terminate if funds cease to be available.

4. Taxes. The Contractor shall be considered an Independent Contractor and as such shall be responsible for all taxes.

5. Responsibilities of Contractor. The Contractor hereby agrees to provide the following services in a manner satisfactory to the Agency, within the stated time frames.
See att. job description

Program Administrator Name:	Jan Woloson		
(Agency)	Dispute Settlement Center of Henderson County		
Mailing Address:	101 South Grove Street Hendersonville, NC, 28792		
Signature of Administrator:		Date:	3/4/09
Contractor Name:			
(Contractor)			
Mailing Address:			
Signature of Contractor:		Date:	3/6/09
Contractor Social Security Number:			



NORTH CAROLINA DEPARTMENT OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION



CONFLICT OF INTEREST POLICY STATEMENT

Each private, nonprofit entity eligible to receive State funds is required to have a policy that addresses conflict of interest that may arise when members of its governing body or managing staff are involved in the disbursement of State funds; and requires the private, nonprofit entity to file with the agency that disburses State funds a notarized copy of its conflict of interest policy before any State funds can be disbursed to the entity. The policy shall address situations where any of these individuals may directly or indirectly benefit. The policy shall include actions to be taken by the entity or the individual, or both to avoid conflicts of interest and the appearance of impropriety.

Accordingly, no member or board member of the private, nonprofit entity may receive directly or indirectly, any funds received from the State of North Carolina, except for duly, authorized staff compensation and benefits, and reimbursement for expenses actually incurred in connection with the private, nonprofit entity's business and in accordance with final approved grant agreements.

WHEREAS, Dispute Settlement Center, Henderson County (Name of entity) desires to require its Board of Directors and managing employees to avoid conflicts of interest or the appearance of impropriety in the disbursement of State funds;

THEREFORE, no member of the Board of Directors or staff members of said private, nonprofit entity shall participate in the solicitation, negotiation, formation, award, arbitration, modification, or settlement of any contract or grant funded in whole or in part by State funds or of any dispute arising under such contract or grant when the director or staff members stands to benefit, either directly or indirectly, from such grant or contract;

PROVIDED, no member of the Board of Directors or staff members shall be deemed to benefit directly or indirectly from any contract or grant funded in whole or in part by State funds if he/she receives only the salary or stipend due to him/her in the normal course of employment with, or service to, said private, nonprofit entity.

FURTHERMORE, said private, nonprofit entity has written conflict of interest policies and reporting procedures applicable to board members, staff members and volunteers who have any interest or any authority regarding the resources of the private, nonprofit entity. These policies have been communicated to board members, staff members and volunteers and full disclosure has been provided for any possible appearance of conflict of interest that may exist.



**NORTH CAROLINA DEPARTMENT OF JUVENILE
JUSTICE AND DELINQUENCY PREVENTION**



CONFLICT OF INTEREST POLICY STATEMENT

The following serves to identify and document any personal interest staff members, officers, and members of the Board of Directors may have. This document is also to be used to disclose any transactions that may result in personal, financial, professional and/or political gain at the expense of the NC Department of Juvenile Justice and Delinquency Prevention. The statement requires that all personal relationships that may inappropriately influence (bias) actions be disclosed. Relationships, be it personal, financial, professional and/or political are required to be disclosed to this Department. Conflict means a conflict or the appearance of a conflict between the private interests and official responsibilities of a person in a position of trust. Persons in a position of trust include staff members or the Board of Directors.

Private, nonprofit entities shall make full disclosure by notice in writing to the full Governing Board/Council all conflicts of interest, if “yes” is answered to any of the following: (Check any that apply)

1. A Board member is related to a staff member.	YES	<input checked="" type="radio"/> NO
2. A staff member in a supervisory capacity is related to another staff member whom he/she supervises.	YES	<input checked="" type="radio"/> NO
3. A staff member is related to another staff member.	YES	<input checked="" type="radio"/> NO
4. A board member or staff member has or may have personal, financial, professional, and/or political gain at the expense or benefit of the private, nonprofit entity.	YES	<input checked="" type="radio"/> NO
5. There is a business entity in which a staff, board, or family member participates that may be viewed as having direct or indirect influence over the private, nonprofit entity's business.	YES	<input checked="" type="radio"/> NO
6. A staff, board, or family member may be viewed as having direct or indirect financial gain from personal or business investments/interest in real property held by that staff, board, or family member.	YES	<input checked="" type="radio"/> NO
7. A staff or board member received honorarium or other compensation outside of the scope of employment/operations with the private, nonprofit entity that creates or appears to create bias.	YES	<input checked="" type="radio"/> NO
8. A staff or board member secured employment with a competitor or other similar private, nonprofit entity.	YES	<input checked="" type="radio"/> NO
9. Ongoing, paid consulting work outside of the staff member's current employment or board member's with your private, nonprofit entity exists.	YES	<input checked="" type="radio"/> NO



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- 1. If you have answered, "yes" to any of the aforementioned items you are required to provide details for any transaction that exists.
2. If this statement fails to list a transaction that may exist that is non-financial in nature, please attach details.

Details must include at least the name, and, address, or persons involved, and a description of the relationship and the transaction.

Note: Failure to disclose any conflict of interest transaction that exists or is potential within your private, nonprofit entity may result in the Department's cessation of any further State funds.

County HENDERSON
Agency Name (Legal Applicant) Dispute Settlement Center, HENDERSON CO
Federal Tax ID # 56-1427576
Private, nonprofit entity name Dispute Settlement Center, HENDERSON CO
Executive Director's name JAN WOLOSON
Print and Sign [Signature]
Board Chair's name Nathan Kennedy
Print and Sign [Signature]

Sworn to and subscribed before me on the Day of the date of said certification

[Notary Seal] [Signature] (Notary Public)
Comm. Expires: July 19, 2011