

**CERTIFIED COPY OF ORDER**

STATE OF MISSOURI }  
 County of Boone } ea.

June Session of the April Adjourned

Term. 20 11

In the County Commission of said county, on the 7<sup>th</sup> day of June 20 11

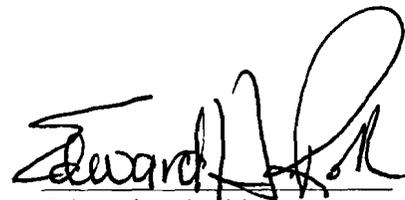
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the grant application by Boone County, Missouri for the Missouri Department of Public Safety Title II Grant for the Circuit Juvenile Detention Alternatives Initiative Program. It is further ordered the Presiding Commissioner Edward H. Robb is hereby authorized to sign said application.

Done this 7<sup>th</sup> day of June, 2011.

ATTEST:

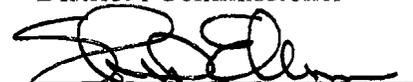
  
 Wendy S. Noren  
 Clerk of the County Commission



Edward H. Robb  
 Presiding Commissioner



Karen M. Miller  
 District I Commissioner



Skip Elkin  
 District II Commissioner

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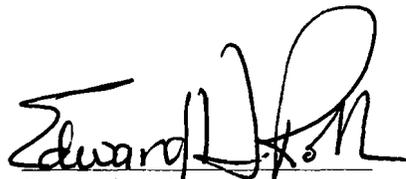
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the grant application by Boone County, Missouri for the Missouri Department of Public Safety JABG Grant for Accountability Programs and Services. It is further ordered the Presiding Commissioner Edward H. Robb is hereby authorized to sign said application.

Done this 7<sup>th</sup> day of June, 2011.

ATTEST:

  
 Wendy S. Noren  
 Clerk of the County Commission



Edward H. Robb  
 Presiding Commissioner



Karen M. Miller  
 District I Commissioner



Skip Elkin  
 District II Commissioner

**ROBERT L. PERRY JUVENILE JUSTICE CENTER**  
**Memorandum**

**TO:** Boone County Commissioner

**FROM:** Marcia Hazelhorst *MH*

**DATE:** June 2, 2011

**IN RE:** Juvenile Accountability Block Grant and Title II Formula Grant Program Grant

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The Department of Public Safety has adopted a web based grant management system for all the grants administered. This system encompasses all phases of grant administration including: the application, review, award, reporting, accounting, monitoring and closeout phases.

At this time, the only signature that will be submitted with the grants is an e-signature. I have attached the Juvenile Justice Program Certified Assurances pages for both grants for your review. Once the grants have been awarded, Commissioner Robb will sign this form and the award of contract.

MH:as 6/2/2011



## The Missouri Department of Public Safety, Office of the Director Juvenile Justice Program Certified Assurances The Juvenile Accountability Block Grant (JABG)

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In addition to the general terms contained in the *JABG Application Packet*, the Applicant is also conditioned upon and subject to compliance with the following assurances:

1. The Applicant assures that it shall comply, and all its subcontractors shall comply, with the applicable provisions of the *Juvenile Accountability Incentive Block Grant ACT of 1997*, as established by Public Law 105-119 and Title III of House Resolution 3, in 2004 renamed the *Juvenile Accountability Block Grant*; the *DPS Financial and Administrative Guide*; the current edition of the *Office of Justice Programs Financial Guide*; the current *JABG Grant Application Packet*; and all other applicable federal laws, orders, circulars, or regulations.
2. **Availability of Appropriated Funds:** The Applicant understands all awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed. It is understood and agreed upon that in the event funds from state and/or federal sources are not appropriated and continued at an aggregate level sufficient to cover the contract costs, or in the event of a change in federal or state laws relevant to these costs, the obligations of each party hereunder shall thereupon be terminated immediately upon receipt of written notice.
3. **Evaluation:** The Applicant agrees to maintain the programmatic and financial records necessary to evaluate the effectiveness of the program.
4. **Reporting:** The Applicant agrees to submit monthly expenditure and performance reports to the Department of Public Safety by the 10<sup>th</sup> of each month. Additionally, the Applicant agrees to submit a year-end report summarizing the total annual outputs and outcomes. This year-end report must provide a comparison between the program's expected and actual progress toward meeting the stated goal and performance measurement targets. Furthermore, the Applicant agrees to submit the appropriate records in a timely manner as required in the *DPS Financial and Administrative Guide*.
5. **Administration:** The Applicant agrees to comply with the financial and administrative requirements set forth in the current edition of the *Office of Justice Programs Financial Guide* and the current *JABG Application*. The Applicant shall fully coordinate all activities in the performance of the project with those of the Missouri Department of Public Safety, Office of the Director.
6. **Personnel:** The Applicant assures that time/attendance records shall support any personnel costs and that proper records shall be maintained to adequately substantiate time spent to carry out the specific objectives for which the contract was approved. These records must clearly show the hours worked and time spent specifically on this grant project. Job descriptions will also be maintained. Payroll records and time sheets shall be made available during monitoring visits.
7. **Travel/Training:** The Applicant agrees to follow the state of Missouri Travel Policies as set forth by the Office of Administration or those policies of the Applicant Agency; whichever is most restrictive. Applicant further agrees that expenditures for travel shall be supported and documented by signed travel vouchers. Lodging, transportation, and itemized meal receipts must be provided. Incidentals are not eligible for grant reimbursement. The Applicant is responsible for ensuring that travel is completed in the most cost effective means. Travel costs may be reimbursed only after travel has been completed. Reimbursement of conference registration fees will not be provided until the conference has taken place. No indirect costs will be allowed. Approval must be obtained from the Missouri Department of Public Safety, Office of the Director, prior to attending any training/travel that is not specifically outlined in the approved budget. *Refer to the DPS Financial and Administrative Guide for more information regarding allowable travel costs and rates.*
8. **Supplies/Operating Expenses:** The Applicant assures that expenditures for supplies and operating expenses shall be in accordance with the approved budget. Documentation, in the form of paid bills and vouchers, shall be provided to support each expenditure. Care shall be given to assure that all items purchased directly relate to the specific project objectives for which the contract was approved. The titles of films, brochures, curricula and other "miscellaneous items", not specifically outlined in the approved budget, shall be submitted to the Missouri Department of Public Safety, Office of the Director, for approval **prior** to purchase.

9. **Contractual Services:** The Applicant assures that the following general requirements will be followed when subcontracting for work or services contained in the proposal:
- a. All consultant and contractual services shall be supported by written contracts stating the services to be performed, rate of compensation, and length of time over which the services will be provided, which shall not exceed the length of the grant period.
  - b. Compensation for individual consultant services is to be reasonable and consistent with that paid for similar services in the marketplace. Rates exceeding \$450 (excluding travel and subsistence costs) per day requires written, prior approval from the U.S. Department of Justice. An 8-hour day may include preparation, evaluation, and travel time that may be included in calculating the day(s) for which a consultant may receive compensation.
  - c. A copy of all written contracts for contractual or consultant services shall be forwarded to the Missouri Department of Public Safety, Office of the Director, upon ratification.
  - d. Payments shall be supported by statements documenting the services rendered and the period covered.
  - e. Any contract or agreement for service(s) of \$3,000 or more, which is not entered into as a result of a competitive bid process (or if only one bid is received), shall receive prior approval from the Missouri Department of Public Safety, Office of the Director.
10. **Equipment:** Expenditures for equipment shall be in accordance with the approved budget. All items of equipment shall be assigned an inventory number and be readily identifiable as being purchased with JABG funds administered by the Missouri Department of Public Safety, Office of the Director. Applicant is responsible for replacing or repairing property which is willfully or negligently lost, stolen, damaged, or destroyed. Any loss, damage, or theft of the property must be investigated and fully documented and made part of the official project records. The Applicant shall use and manage equipment in accordance with its procedures as long as the equipment is used for juvenile justice purposes. *See the DPS Administrative Guide section on Disposition of Personal, Non-Expendable Property.*
11. **Renovation/Construction:** The Applicant assures that it shall comply, and all its subcontractors shall comply with the provisions of the Office of Justice Programs Office of the Comptroller Financial Guide. Applicant further acknowledges that all construction/renovation projects require a local government match of which the federal award cannot exceed 50% of the total project cost and is matched on a dollar-for-dollar basis.
12. **Interest:** The Applicant assures that federal funds will not be used to pay interest or any other financial costs. The Applicant shall refund any interest earned on federal funds to the Missouri Department of Public Safety, Office of the Director.
13. **Non-Supplanting:** The Applicant assures that federal funds awarded will be used to supplement (add to) existing funds and not substitute or replace local or state funds that have been appropriated or would otherwise be spent for the same purpose. The Missouri Department of Public Safety, Office of the Director, may take corrective action as it deems necessary. Suspension of federal and/or state funds, suspension or debarment from federal and/or state grants, recoupment of monies provided under this grant, and civil and/or other criminal penalties may be imposed. Potential supplanting will be the subject of monitoring and an audit.
14. **Auditing:** The Applicant agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues that may be identified by from OMB Circular A-133 audits (and any other audits of Office of Justice Programs grant funds) are not satisfactorily and promptly addressed, as further described in the current edition of the Office of Justice Programs Financial Guide, Chapter 19. The Applicant further agrees to provide an annual audit of their organization, if required, in accordance with the provision of the Office of Management and Budget Circulars applicable to their organization.
15. **Fiscal Procedures:** The Applicant assures that fund accounting, auditing, monitoring, and such evaluation procedures as may be necessary to keep such records as the Missouri Department of Public Safety, Office of the Director, shall prescribe will be provided to assure fiscal control, proper management, and efficient disbursement of funds received under this contract. These records will clearly delineate other sources of revenue that may be utilized for this project and/or by this agency.
16. **Documentation:** The Applicant assures that it shall maintain such data and information and submit such reports, in such form, at such times, and containing such information as the Missouri Department of Public Safety, Office of the Director, may require. This includes any additional information that may be necessary in follow-up to monitoring and/or audit issues and in response to requests from the U.S. Department of Justice.

17. **POST Certification:** If the Applicant is a law enforcement agency, the Applicant assures that the agency is in compliance with Sections 590.100 to 590.180, RSMo. Section 590.180, subsection 2, states “any law enforcement agency which employs a peace officer who is not certified as required by Sections 590.100 to 590.180 shall not be eligible to receive state or federal funds which would otherwise be paid to it for purposes of training and certifying peace officers or for other law enforcement, safety, or criminal justice purposes.”
18. **UCR and Racial Profiling:** If the Applicant is a law enforcement agency, the applicant assures that the agency is in compliance with the provisions of Section 43.505, RSMo, relating to uniform crime reporting and Section 590.650, RSMO, relating to racial profiling.
19. **Media:** – When discussing the JABG Grant Program in print or electronic media, the subgrantee agrees to include an acknowledgement of the funding source similar to the following:

“This project was supported by funding made available through the Juvenile Accountability Block Grant Program contained in the Juvenile Justice and Delinquency Prevention Act administered by the Office of Juvenile Justice and Delinquency Prevention; the Missouri Department of Public Safety, Office of the Director; and the Missouri Juvenile Justice Advisory Group.”
20. **Anti-Lobbying:** The Applicant agrees to comply with the Anti-Lobbying Act (18 USC Section 1913) as amended to expand significantly the restriction on use of appropriated funding for lobbying. This expansion also makes the anti-lobbying restrictions enforceable via large civil penalties, with civil fines between \$10,000 and \$100,000 per each individual occurrence of lobbying activity. These restrictions are in addition to the anti-lobbying and lobbying disclosure restrictions imposed by 31 USC Section 1352. The Applicant further agrees to comply with any state anti-lobbying laws and guidelines.
21. **Debarment, Suspension, and Other Responsibility Matters (direct recipient):** The Applicant agrees to comply with all provisions as required by Executive Order 12549, Debarment and Suspensions, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510. Applicant further agrees to comply with any debarment, suspension, and other responsibility matters contained in states laws and guidelines.
22. **Non-Profit Organizations:** All nonprofit subrecipients of formula funds provided under the Juvenile Justice and Delinquency Prevention Act must have 501(c)(3) status recognized by the Internal Revenue Service. The nonprofit Applicant certifies its 501(c)(3) status is recognized by the Internal Revenue Service and the Missouri Secretary of State and is in good standing.
23. **For-Profit Organizations:** Commercial organizations agree not to make a profit as a result of an award and not to charge a management fee for the performance of an award. Furthermore, commercial organizations agree to comply with the contract cost principles of subpart 31.2 of the Federal Acquisition Regulations.
24. **Government Performance and Results Act (GPRA):** The Applicant agrees to collect data (on a quarterly, semi-annual, or annual basis, as requested) appropriate for facilitating reporting requirements established by Public Law 103-62 for the Government Performance and Results Act. The Applicant ensures that valid and auditable source documentation is available to support all data collected for each performance measure specified in the program solicitation.
25. **Right in Intellectual Property:** The Applicant understands that the Department of Justice reserves certain rights with respect to data, patentable inventions, works subject to copyright, and other intellectual property associated with an award of federal funds. See 28 CFR Sections 66.34, 70.36, and 37 CFR Part 401.
26. **Department of Justice Information Technology Standards:** The Applicant agrees that, as appropriate, all equipment and software developed under this project will comply with Department of Justice information technology interface standards, including the National Criminal Intelligence Sharing Plan, the Global Justice XML Data Model, and the Law Enforcement Information Sharing Plan. A list of additional standards can be found at the Office of Justice Programs Standards Clearinghouse.

27. **Federal Funding Accountability and Transparency Act (FFATA) of 2006:** The Applicant agrees to comply with the requirements of the Federal Funding Accountability and Transparency Act (FFATA) of 2006.
28. **Drug-Free Workplace (Grantees other than Individuals):** The Applicant agrees to comply with provisions, as required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620.
29. **Drug-Free Workplace (Grantees who are Individuals):** As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620
- a. As a condition of the grant, I certify that I or any employee of this agency will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and
  - b. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I or any employee of this agency will report the conviction, in writing, within 10 calendar days of the conviction, to:

Department of Justice  
Office of Justice Programs  
ATTN: Control Desk  
810 Seventh Street, N.W.,  
Washington, D.C. 20531

and

Missouri Department of Public Safety  
Office of the Director  
Juvenile Justice Unit  
P.O. Box 749  
Jefferson City, MO 65102-0749

30. **Federal Standard Assurances:** The Applicant hereby assures and certifies compliance with all federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-110, A-122, A-133 which may be found in 2 CFR, Parts 215-230 and OMB Circular A-102; E.O. 12372; and Uniform Administrative Requirements for Grants and Cooperative Agreements, 28 CFR, Part 66, Common Rule, that govern the application, acceptance, and use of federal funds for this federally-assisted project. The Applicant assures and certifies that:
- a. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
  - b. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.
  - c. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
  - d. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 CFR Parts 18, 22, 23, 30, 35, 38, 42, 61, and 63, and the award term in 2 CFR Section 175.15(b).
  - e. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 USC Section 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 USC Section 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 USC Section 4321).
  - f. If a governmental entity,
    - 1) It will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 USC Section 4601 et seq.), which governs the treatment of persons displaced as a result of federal and federally-assisted programs; and
    - 2) It will comply with requirements of 5 USC Sections 1501-08 and Sections 7324-28, which limit certain political activities of state or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.
31. **Controlled Substance Testing Policy:** The Applicant assures they have in place and can provide an established policy for controlled substance testing of appropriate categories of juveniles within the juvenile justice system prior to accepting JABG funding. An official policy not to test at the local government level is a legitimate juvenile justice controlled substance testing policy. Said policy is a component of the JABG allocation application.

32. **Association of Community Organizations for Reform Now (ACORN):** The Applicant understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or sub-award to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of Office of Justice Programs.
33. **Confidentiality and Human Subjects Protection:** Applicant agrees to comply with the requirements of 28 CFR Part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject to informed consent.
34. **Civil Rights Compliance:** Applicant will comply with applicable federal civil rights laws, including Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Justice Department's regulation for the Equal Treatment of Faith-Based Organizations. Depending on the funding source, a recipient must also comply with the nondiscrimination provisions within the applicable program statutes, which may include the Omnibus Crime Control and Safe Streets Act of 1968, the Victims of Crime Act, or the Juvenile Justice and Delinquency Prevention Act. Collectively, these federal laws prohibit a recipient of Office of Justice Programs funding from discriminating either in *employment* (subject to the exemption for certain faith-based organizations discussed below; see "Funding to Faith-based Organizations") or in the *delivery of services or benefits* on the basis of race, color, national origin, sex, religion, or disability. In addition, Office of Justice Program recipients may not discriminate on the basis of age in the delivery of services or benefits.

Compliance with Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of national origin in the delivery of services or benefits, entails taking reasonable steps to ensure that persons with limited English proficiency (LEP) have meaningful access to funded programs or activities. An LEP person is one whose first language is not English and who has a limited ability to read, write, speak, or understand English.

The Applicant will also comply, and will require any sub-grantees or contractors to comply, with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 USC Section 3789d); the Victims of Crime Act (42 USC Section 10604(e)); the Juvenile Justice and Delinquency Prevention Act of 2002 (42 USC Section 5672(b)); the Civil Rights Act of 1964 (42 USC Section 2000d); the Rehabilitation Act of 1973 (29 USC Section 794); the Americans with Disabilities Act of 1990 (42 USC Section 12131-34); the Education Amendments of 1972 (20 USC Sections 1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 USC Sections 6101-07); see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).

35. **Faith-Based Organizations (FBO):** The Applicant agrees to comply with Executive Order 13279 which relates to the fair treatment of Faith Based Organizations (FBO's). The Executive Order and regulations also prohibit FBO's from using Justice Department funding to engage in inherently religious activities, such as proselytizing, scripture study, or worship. *Please see the DPS Financial and Administrative Guide for more information.*
36. **Safe Streets Act:** The Applicant is aware that an organization which is a recipient of financial assistance subject to the nondiscrimination provisions of the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, 42 USC Section 3789d(c), or other federal grant program requirements, must meet two additional requirements: (1) complying with Federal regulations pertaining to the development of an Equal Opportunity Plan (EEO), 28 CFR Section 42.301-.308, and (2) submitting the OCR Findings and Discrimination (see 28 CFR Sections 42.205(5) or 31.202(5)).
37. **Suspension or Termination of Funding:** The Missouri Department of Public Safety, Office of the Director, reserves the right to suspend or terminate any contract entered into as a result of this application at its sole discretion and without penalty or recourse by giving written notice to the contractor. In the event of termination pursuant to this paragraph, all documents, data, and reports prepared by the contractor under the contract shall, at the option of the Missouri Department of Public Safety, Office of the Director, become property of the state of Missouri. The contractor shall be entitled to receive just and equitable compensation for work completed prior to the effective date of termination.





## The Missouri Department of Public Safety, Office of the Director Juvenile Justice Program Certified Assurances Title II Formula Grant Program (Title II)

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In addition to the general terms contained in the *Title II Application Packet*, (*Funding Opportunity Guidelines*) the Applicant is also conditioned upon and subject to compliance with the following assurances:

1. The Applicant assures that it shall comply, and all its subcontractors shall comply, with the applicable provisions of the *Title II Formula Grants Program* as authorized under Title II, Sections 221-223, of the Juvenile Justice and Delinquency Prevention (JJDP) Act of 1974, as amended (Public Law 93-415, 42 U.S.C.5601 et seq.), the *DPS Financial and Administrative Guide*; the current edition of the *Office of Justice Programs Financial Guide*; the current *Title II Grant Application Packet (Funding Opportunity Guidelines)*; and all other applicable federal laws, orders, circulars, or regulations.
2. **Availability of Appropriated Funds:** The Applicant understands all awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed. It is understood and agreed upon that in the event funds from state and/or federal sources are not appropriated and continued at an aggregate level sufficient to cover the contract costs, or in the event of a change in federal or state laws relevant to these costs, the obligations of each party hereunder shall thereupon be terminated immediately upon receipt of written notice.
3. **Evaluation:** The Applicant agrees to maintain the programmatic and financial records necessary to evaluate the effectiveness of the program.
4. **Reporting:** The Applicant agrees to submit monthly expenditure and performance reports to the Department of Public Safety by the 10<sup>th</sup> of each month. Additionally, the Applicant agrees to submit a year-end report summarizing the total annual outputs and outcomes. This year-end report must provide a comparison between the program's expected and actual progress toward meeting the stated goal and performance measurement targets. Furthermore, the Applicant agrees to submit the appropriate records in a timely manner as required in the *DPS Financial and Administrative Guide*.
5. **Administration:** The Applicant agrees to comply with the financial and administrative requirements set forth in the current edition of the *Office of Justice Programs Financial Guide* and the current Title II Application. The Applicant shall fully coordinate all activities in the performance of the project with those of the Missouri Department of Public Safety, Office of the Director.
6. **Personnel:** The Applicant assures that time/attendance records shall support any personnel costs and that proper records shall be maintained to adequately substantiate time spent to carry out the specific objectives for which the contract was approved. These records must clearly show the hours worked and time spent specifically on this grant project. Job descriptions will also be maintained. Payroll records and time sheets shall be made available during monitoring visits.
7. **Travel/Training:** The Applicant agrees to follow the state of Missouri Travel Policies as set forth by the Office of Administration or those policies of the Applicant Agency; whichever is most restrictive. Applicant further agrees that expenditures for travel shall be supported and documented by signed travel vouchers. Lodging, transportation, and itemized meal receipts must be provided. Incidentals are not eligible for grant reimbursement. The Applicant is responsible for ensuring that travel is completed in the most cost effective means. Travel costs may be reimbursed only after travel has been completed. Reimbursement of conference registration fees will not be provided until the conference has taken place. No indirect costs will be allowed. Approval must be obtained from the Missouri Department of Public Safety, Office of the Director, prior to attending any training/travel that is not specifically outlined in the approved budget. *Refer to the DPS Financial and Administrative Guide for more information regarding allowable travel costs and rates.*
8. **Supplies/Operating Expenses:** The Applicant assures that expenditures for supplies and operating expenses shall be in accordance with the approved budget. Documentation, in the form of paid bills and vouchers, shall be provided to support each expenditure. Care shall be given to assure that all items purchased directly relate to the specific project objectives for which the contract was approved. The titles of films, brochures, curricula and other "miscellaneous items", not specifically outlined in the approved budget, shall be submitted to the Missouri Department of Public Safety, Office of the Director, for approval **prior** to purchase.

9. **Contractual Services:** The Applicant assures that the following general requirements will be followed when subcontracting for work or services contained in the proposal:
1. All consultant and contractual services shall be supported by written contracts stating the services to be performed, rate of compensation, and length of time over which the services will be provided, which shall not exceed the length of the grant period.
  2. Compensation for individual consultant services is to be reasonable and consistent with that paid for similar services in the marketplace. Rates exceeding \$450 (excluding travel and subsistence costs) per day requires written, prior approval from the U.S. Department of Justice. An 8-hour day may include preparation, evaluation, and travel time mat be included in calculating the day(s) for which a consultant mat receive compensation.
  3. A copy of all written contracts for contractual or consultant services shall be forwarded to the Missouri Department of Public Safety, Office of the Director, upon ratification.
  4. Payments shall be supported by statements documenting the services rendered and the period covered.
  5. Any contract or agreement for service(s) of \$3,000 or more, which is not entered into as a result of a competitive bid process (or if only one bid is received), shall receive prior approval from the Missouri Department of Public Safety, Office of the Director.
10. **Interest:** The Applicant assures that federal funds will not be used to pay interest or any other financial costs. The Applicant shall refund any interest earned on federal funds to the Missouri Department of Public Safety, Office of the Director.
11. **Non-Supplanting:** The Applicant assures that federal funds awarded will be used to supplement (add to) existing funds and not substitute or replace local or state funds that have been appropriated or would otherwise be spent for the same purpose. The Missouri Department of Public Safety, Office of the Director, may take corrective action as it deems necessary. Suspension of federal and/or state funds, suspension or debarment from federal and/or state grants, recoupment of monies provided under this grant, and civil and/or other criminal penalties may be imposed. Potential supplanting will be the subject of monitoring and an audit.
12. **Auditing:** The Applicant agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues that may be identified by from OMB Circular A-133 audits (and any other audits of Office of Justice Programs grant funds) are not satisfactorily and promptly addressed, as further described in the current edition of the Office of Justice Programs Financial Guide, Chapter 19. The Applicant further agrees to provide an annual audit of their organization, if required, in accordance with the provision of the Office of Management and Budget Circulars applicable to their organization.
13. **Fiscal Procedures:** The Applicant assures that fund accounting, auditing, monitoring, and such evaluation procedures as may be necessary to keep such records as the Missouri Department of Public Safety, Office of the Director, shall prescribe will be provided to assure fiscal control, proper management, and efficient disbursement of funds received under this contract. These records will clearly delineate other sources of revenue that may be utilized for this project and/or by this agency.
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15. **POST Certification:** If the Applicant is a law enforcement agency, the Applicant assures that the agency is in compliance with Sections 590.100 to 590.180, RSMo. Section 590.180, subsection 2, states "any law enforcement agency which employs a peace officer who is not certified as required by Sections 590.100 to 590.180 shall not be eligible to receive state or federal funds which would otherwise be paid to it for purposes of training and certifying peace officers or for other law enforcement, safety, or criminal justice purposes."
16. **UCR and Racial Profiling:** If the Applicant is a law enforcement agency, the applicant assures that the agency is in compliance with the provisions of Section 43.505, RSMo, relating to uniform crime reporting and Section 590.650, RSMO, relating to racial profiling.

17. **Media:** – When discussing the Title II Grant Program in print or electronic media, the subgrantee agrees to include an acknowledgement of the funding source similar to the following:

“This project was supported by funding made available through the Title II Formula Grant Program contained in the Juvenile Justice and Delinquency Prevention Act administered by the Office of Juvenile Justice and Delinquency Prevention; the Missouri Department of Public Safety, Office of the Director; and the Missouri Juvenile Justice Advisory Group.”

18. **Anti-Lobbying:** The Applicant agrees to comply with the Anti-Lobbying Act (18 USC Section 1913) as amended to expand significantly the restriction on use of appropriated funding for lobbying. This expansion also makes the anti-lobbying restrictions enforceable via large civil penalties, with civil fines between \$10,000 and \$100,000 per each individual occurrence of lobbying activity. These restrictions are in addition to the anti-lobbying and lobbying disclosure restrictions imposed by 31 USC Section 1352. The Applicant further agrees to comply with any state anti-lobbying laws and guidelines.
19. **Debarment, Suspension, and Other Responsibility Matters (direct recipient):** The Applicant agrees to comply with all provisions as required by Executive Order 12549, Debarment and Suspensions, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510. Applicant further agrees to comply with any debarment, suspension, and other responsibility matters contained in states laws and guidelines.
20. **Non-Profit Organizations:** All nonprofit subrecipients of formula funds provided under the Juvenile Justice and Delinquency Prevention Act must have 501(c)(3) status recognized by the Internal Revenue Service. The nonprofit Applicant certifies its 501(c)(3) status is recognized by the Internal Revenue Service and the Missouri Secretary of State and is in good standing.
21. **For-Profit Organizations:** Commercial organizations agree not to make a profit as a result of an award and not to charge a management fee for the performance of an award. Furthermore, commercial organizations agree to comply with the contract cost principles of subpart 31.2 of the Federal Acquisition Regulations.
22. **Government Performance and Results Act (GPRA):** The Applicant agrees to collect data (on a quarterly, semi-annual, or annual basis, as requested) appropriate for facilitating reporting requirements established by Public Law 103-62 for the Government Performance and Results Act. The Applicant ensures that valid and auditable source documentation is available to support all data collected for each performance measure specified in the program solicitation.
23. **Right in Intellectual Property:** The Applicant understands that the Department of Justice reserves certain rights with respect to data, patentable inventions, works subject to copyright, and other intellectual property associated with an award of federal funds. See 28 CFR Sections 66.34, 70.36, and 37 CFR Part 401.
24. **Department of Justice Information Technology Standards:** The Applicant agrees that, as appropriate, all equipment and software developed under this project will comply with Department of Justice information technology interface standards, including the National Criminal Intelligence Sharing Plan, the Global Justice XML Data Model, and the Law Enforcement Information Sharing Plan. A list of additional standards can be found at the Office of Justice Programs Standards Clearinghouse.
25. **Federal Funding Accountability and Transparency Act (FFATA) of 2006:** The Applicant agrees to comply with the requirements of the Federal Funding Accountability and Transparency Act (FFATA) of 2006.
26. **Drug-Free Workplace (Grantees other than Individuals):** The Applicant agrees to comply with provisions, as required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620.
27. **Drug-Free Workplace (Grantees who are Individuals):** As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620
- a. As a condition of the grant, I certify that I or any employee of this agency will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and
  - b. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I or any employee of this agency will report the conviction, in writing, within 10 calendar days of the conviction, to:

Department of Justice  
Office of Justice Programs  
ATTN: Control Desk  
810 Seventh Street, N.W.,  
Washington, D.C. 20531

and

Missouri Department of Public Safety  
Office of the Director  
Juvenile Justice Unit  
P.O. Box 749  
Jefferson City, MO 65102-0749

28. **Federal Standard Assurances:** The Applicant hereby assures and certifies compliance with all federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-110, A-122, A-133 which may be found in 2 CFR, Parts 215-230 and OMB Circular A-102; E.O. 12372; and Uniform Administrative Requirements for Grants and Cooperative Agreements, 28 CFR, Part 66, Common Rule, that govern the application, acceptance, and use of federal funds for this federally-assisted project. The Applicant assures and certifies that:
- a. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
  - b. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.
  - c. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
  - d. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 CFR Parts 18, 22, 23, 30, 35, 38, 42, 61, and 63, and the award term in 2 CFR Section 175.15(b).
  - e. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 USC Section 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 USC Section 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 USC Section 4321).
  - f. If a governmental entity,
    - 1) It will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 USC Section 4601 et seq.), which governs the treatment of persons displaced as a result of federal and federally-assisted programs; and
    - 2) It will comply with requirements of 5 USC Sections 1501-08 and Sections 7324-28, which limit certain political activities of state or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.
29. **Association of Community Organizations for Reform Now (ACORN):** The Applicant understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or sub-award to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of Office of Justice Programs.
30. **Confidentiality and Human Subjects Protection:** Applicant agrees to comply with the requirements of 28 CFR Part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject to informed consent.
31. **Civil Rights Compliance:** Applicant will comply with applicable federal civil rights laws, including Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Justice Department's regulation for the Equal Treatment of Faith-Based Organizations. Depending on the funding source, a recipient must also comply with the nondiscrimination provisions within the applicable program statutes, which may include the Omnibus Crime Control and Safe Streets Act of 1968, the Victims of Crime Act, or the Juvenile Justice and Delinquency Prevention Act. Collectively, these federal laws prohibit a recipient of Office of Justice Programs funding from discriminating either in *employment* (subject to the exemption for certain faith-based organizations discussed below; see "Funding to Faith-Based Organizations") or in the *delivery of services or benefits* on the basis of race, color, national origin, sex, religion, or disability. In addition, Office of Justice Program recipients may not discriminate on the basis of age in the delivery of services or benefits.

Compliance with Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of national origin in the delivery of services or benefits, entails taking reasonable steps to ensure that persons with limited English proficiency (LEP) have meaningful access to funded programs or activities. An LEP person is one whose first language is not English and who has a limited ability to read, write, speak, or understand English.

The Applicant will also comply, and will require any sub-grantees or contractors to comply, with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 USC Section 3789d); the Victims of Crime Act (42 USC Section 10604(e)); the Juvenile Justice and Delinquency Prevention Act of 2002 (42 USC Section 5672(b)); the Civil Rights Act of 1964 (42 USC Section 2000d); the Rehabilitation Act of 1973 (29 USC Section 794); the Americans with Disabilities Act of 1990 (42 USC Section 12131-34); the Education Amendments of 1972 (20 USC Sections 1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 USC Sections 6101-07); see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).

32. **Faith-Based Organizations (FBO):** The Applicant agrees to comply with Executive Order 13279 which relates to the fair treatment of Faith Based Organizations (FBO's). The Executive Order and regulations also prohibit FBO's from using Justice Department funding to engage in inherently religious activities, such as proselytizing, scripture study, or worship. *Please see the DPS Financial and Administrative Guide for more information.*
33. **Safe Streets Act:** The Applicant is aware that an organization which is a recipient of financial assistance subject to the nondiscrimination provisions of the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, 42 USC Section 3789d(c), or other federal grant program requirements, must meet two additional requirements: (1) complying with Federal regulations pertaining to the development of an Equal Opportunity Plan (EEO), 28 CFR Section 42.301-.308, and (2) submitting the OCR Findings and Discrimination (see 28 CFR Sections 42.205(5) or 31.202(5)).
34. **Suspension or Termination of Funding:** The Missouri Department of Public Safety, Office of the Director, reserves the right to suspend or terminate any contract entered into as a result of this application at its sole discretion and without penalty or recourse by giving written notice to the contractor. In the event of termination pursuant to this paragraph, all documents, data, and reports prepared by the contractor under the contract shall, at the option of the Missouri Department of Public Safety, Office of the Director, become property of the state of Missouri. The contractor shall be entitled to receive just and equitable compensation for work completed prior to the effective date of termination.
35. **Criminal Penalty for False Statements:** The Applicant understands false statements or claims made in connection with any Office of Justice Programs grant may result in fines, imprisonment, and debarment from participating in state and federal grants or contracts, and/or other remedy by law.

The Applicant must promptly refer to the Department of Justice, Office of Inspector General any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either 1) submitted false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. Potential fraud, waste, abuse, or misconduct should be reported to the OIG and DPS by mail at:

Office of Inspector General  
Office of Justice Programs                      and  
Investigations Division  
950 Pennsylvania Ave., N.W., Rm. 4706  
Washington, D.C. 20530

Missouri Department of Public Safety  
Office of the Director  
Juvenile Justice Unit  
P.O. Box 749  
Jefferson City, MO 65102-0749

36. **Contract Renewal:** An award of contract, entered into as a result of this application, shall not bind or purport to bind the Department of Public Safety, Office of the Director, for any contractual commitment in excess of the original contract period contained in such an award of contract. However, the Department of Public Safety, Office of the Director, shall have the right, at its sole discretion, to renew any such award of contract on a year to year basis. Should the Department of Public Safety, Office of the Director, exercise its right to renew the contract, the renewal shall be subject to the terms set forth by the Department of Public Safety, Office of the Director, in the documents developed for such renewal. Failure to comply with such terms set forth by the Department of Public Safety, Office of the Director, will result in the forfeiture of such a renewal option.

*Failure to comply with any of the foregoing certified assurances could result in*

- a. Funds being withheld until such time as the contractor takes appropriate action to rectify the incident(s) of non-compliance or*
- b. The immediate termination of the award of contract.*

*The applicant hereby certifies, by signature, acceptance of the terms and conditions specified or incorporated by reference herein, including those stated in the application packet, the DPS Financial and Administrative Guide, and the Office of Justice Programs Financial Guide.*

\_\_\_\_\_  
Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Project Director

\_\_\_\_\_  
Date



**Application**

**912 - 2011 Title II Formula Grant Program**  
**1035 - 13th Circuit Juvenile Detention Alternatives Initiative Program**  
**Title II Formula Grant**

**Status:** Editing **Submitted Date:**

**Applicant Information**

**Primary Contact:**

**Name:\*** Ms. Marcia Hazelhorst  
Title First Name Last Name

**Job Title:** Superintendent

**Email:** marcia.hazelhorst@courts.mo.gov

**Mailing Address:** 5665 Roger I Wilson Memorial Drive

**Street Address 1:**

**Street Address 2:**

**\* City State/Province Postal Code/Zip**  
 Columbia Missouri 65202

**Phone:\*** 573-886-4450 Ext.

**Fax:** 573-886-4461

**Organization Information**

**Applicant Agency:** Boone County, Juvenile Office

**Organization Type:** Government

**Federal Tax ID#:** 43600034

**DUNS #:** 073755977

**CCR Code:**

Valid Until Date

**Organization Website:** <http://www.courts.mo.gov/hosted/circuit13/>

**Mailing Address:** 5665 Roger I Wilson Memorial Drive

**Street Address 1:**

**Street Address 2:**

**\* City State/Province Postal Code/Zip**  
 Columbia Missouri 65202 6522  
City State/Province Postal Code/Zip + 4

**County:** Boone

**Congressional District:** 09

**Phone:\*** 573-886-4450 Ext.

**Fax:** 573-886-4461

**Contact Information**

**Authorized Official**

Authorized Official:\*

Mr. Edward Robb  
Title First Name Last Name

Job Title: Presiding Commissioner

Agency: County of Boone

Mailing Address: 801 East Walnut, Room 245

Street Address 1:

Street Address 2:

\* Columbia Missouri 65201  
City State Zip Code

Email: erobb@boonecountymo.org

Phone:\* 573-886-4305 Ext.

Fax: 573-886-4311

**Project Director**

Project Director:\*

Mrs. Marcia Hazelhorst  
Title First Name Last Name

Job Title: Superintendent

Agency: Robert L. Perry Juvenile Justice Center

Mailing Address: 5665 Roger I. Wilson Drive

Street Address 1:

Street Address 2:

\* Columbia Missouri 65202  
City State Zip Code

Email: Marcia.Hazelhorst@courts.mo.gov

Phone:\* 573-886-4450 Ext.

Fax: 573-886-4461

**Fiscal Officer**

Fiscal Officer:\*

Ms Nicole Galloway  
Title First Name Last Name

Job Title: Treasurer

Agency: Boone County

Mailing Address: 801 E. Walnut Room 205

Street Address 1:

Street Address 2:

\* Columbia Missouri 65201  
City State Zip Code

Email: ngalloway@boonecountymo.org

Phone:\* 573-886-4365 Ext.

Fax: 573-886-4369

**Project Contact Person**

Project Contact Person:

Mrs. Marcia Hazelhorst  
Title First Name Last Name

Job Title: Superintendent

Agency: Robert L. Perry Juvenile Justice Center

Mailing Address: 5665 Roger I. Wilson Drive

**Street Address 1:**

**Street Address 2:**

Columbia  
City

Missouri  
State

65202  
Zip Code

**Email:**

Marcia.Hazelhorst@courts.mo.gov

**Phone:**

573-886-4450

Ext.

**Fax:**

573-886-4461

**Non-Profit Chairperson**

**Non-Profit Chairperson:**

Title

First Name

Last Name

**Job Title:**

**Agency:**

**Mailing Address:**

**Street Address 1:**

**Street Address 2:**

City

Missouri  
State

Zip Code

**Email:**

**Phone:**

Ext.

**Fax**

**Title II Project Summary**

**Application Type:**

**New**-the application is being submitted as part of a competitive bid process and is not currently funded by the Department of Public Safety.

**Renewal**-the agency has specifically been notified of the opportunity to renew an existing contract.

**Continuation**-Not Applicable for 2011 Title II.

**Expand/Enhance**-Not applicable for 2011 Title II.

**Application Type:**      Renewal

**Current Contract Number(s):**

List all active contract numbers as assigned by the Department of Public Safety relating to the proposed project. If you have more than one active contract number, separate each number by commas.

**Current Contract Number(s):**      2008-TITLE2-19

**Title II Purpose Areas:**

Based on the current Three-Year Plan, and in conjunction with the recommendations of the JJAG, the eligible purpose areas for **new projects** for 2011 include:

- Alternatives to Detention (JDAI), and
- Gender Specific Services for Girls.

Based on the current Three-Year Plan, and in conjunction with the recommendations of the JJAG, all second and third year Title II projects my submit a **Renewal Application** that is not subject to the competitive bid process for 2011. The eligible amount that can be requested in the Renewal Application cannot exceed the amount awarded for 2010. The purpose areas for these existing projects remain the same.

**Title II Purpose Area:**      Alternatives to Detention (JDAI)

**Geographic Area:**

Identify the geographic area to be served by the proposed project.

**Geographic Area:**      13th Circuit, Boone and Callaway County

**Brief Summary:**

Provide a brief summary of the proposed project and the services that will be offered. The information in the summary

may be used for reporting and press releases if funded.

**Brief Summary:** To implement phase three of the Annie E. Casey Foundation Juvenile Detention Alternatives Initiative by conducting regular meetings with a collaborative board and it's sub-committees; collaborating with other JDAI sites both nationally and locally by attending site visits; gathering data specific to the use of detention, detention alternatives, the JDTA and disproportionate minority contact; analyzing this data to steer our reform measures and lastly implementing phase three by training staff on DMC issues and core strategies pertaining to special detention populations.

**Estimated Number of Youth to Be Served** 360  
**Estimated Cost Per Youth** \$101.57

**Personnel**

Name	Title	Position	Employment Status	Salary per Pay Period	Number of Pay Periods	% of Grant Funded Time	Total Cost
							\$0.00

**Personnel Justification**

*If personnel is not included in the budget, put N/A or leave this section blank.*

*If personnel is included in the budget, provide justification for each position. If the position is new (created), provide a description of the job responsibilities the individual will be expected to perform. If the position exists (retained), provide a description of the job responsibilities and the experience and/or any certification the individual possesses.*

*If a salary increase is included, address the individual's eligibility for such increase, the percentage of increase, and the effective date of the increase.*

**Personnel Justification**  
 N/A

**Personnel Benefits**

Category	Item	Salary/Premium	Percentage/# of Periods	% of Funding Requested	Total Cost
					\$0.00
					\$0.00

**Personnel Benefits Justification**

*If personnel benefits are not included in the budget, put N/A or leave this section blank.*

*If personnel benefits are included in the budget, provide justification for each fringe benefit. If your agency anticipates a premium or rate change during the contract period, indicate the effective date of change and the reasoning for such change.*

**Benefits Justification**

N/A

**Travel/Training**

Item	Category	Unit Cost	Duration	Number	Total Cost
JDAI Inter-Site Conference	Airfare/Baggage	\$400.00	1.0	2.0	\$800.00
JDAI Inter-Site Conference	Airport Parking	\$10.00	3.0	1.0	\$30.00
JDAI Inter-Site Conference	Rental Car	\$50.00	3.0	1.0	\$150.00
JDAI Inter-Site Conference	Fuel	\$50.00	1.0	1.0	\$50.00
JDAI Inter-Site Conference	Meals	\$74.00	1.0	2.0	\$148.00
JDAI Inter-Site Conference	Mileage	\$0.37	325.0	1.0	\$120.25
National Site Visit	Airfare/Baggage	\$400.00	1.0	6.0	\$2,400.00
National Site Visit	Rental Car	\$85.00	3.0	2.0	\$510.00
National Site Visit	Lodging	\$81.00	3.0	6.0	\$1,458.00
National Site Visit	Mileage	\$0.37	325.0	2.0	\$240.50
National Site Visit	Airport Parking	\$10.00	4.0	2.0	\$80.00
National Site Visit	Meals	\$49.00	4.0	6.0	\$1,176.00
National Site Visit	Fuel	\$75.00	1.0	2.0	\$150.00
					<b>\$7,312.75</b>

**Travel/Training Justification**

*If travel/training is not included in the budget, put N/A or leave this section blank.*

*If travel/training is included in the budget, provide justification for each expense and why such is necessary to the success of the proposed project.*

*For training, identify the location and date(s) of the training. If either the location or date(s) is unknown, clearly identify such. Describe the anticipated benefit and/or a synopsis of the training and who will be attending such event.*

**Travel/Training Justification**

In year three of JDAI implementation, we plan on sending a team of six to a JDAI National Site Visit in Albuquerque, New Mexico on a date to be determined in this next grant period. The team will consist of circuit personnel as well as members from our collaborative team. The purpose of the site visit is to gain further knowledge and insight into the JDAI as well as to learn from others and share materials that have been developed that would prove useful to us as we implement phase three of JDAI. The following is a breakdown of the costs associated with us participating in a National Site Visit:

1. **\$2,400** is being requested to cover airfare and baggage costs for six team members to fly roundtrip to Albuquerque, New Mexico. This figure is based on \$400/flight x 6 people=\$2,400.
2. **\$1,458** is being requested to cover lodging expenses for six team members for three nights. This figure is based \$81/night x 3 nights x 6 people=\$1,458. The \$81/night rate is the federal per diem rate for Albuquerque, New Mexico.
3. **\$1,176** is being requested to cover meal expenses for six team members for four days. This figure is based on the out of state travel per diem rate of \$49. The total meal reimbursement is figured by \$49/person x 4 days x 6 team members=\$1,176.

4. **\$510** is being requested to cover the cost of two rental cars which are needed for ground transportation to/from the airport and hotel as well as to/from the hotel and training site and to/from the hotel to restaurants for meals. We would look at renting a full size vehicle which could easily accommodate three passengers each and all their luggage. The expected cost of this would be  $\$85/\text{day} \times 3 \text{ days} \times 2 \text{ vehicles} = \$510$ .

5. **\$150** is being requested to cover the cost of fuel for each rental vehicle. It is expected that each vehicle will need to be filled up upon return to the rental company. With these being full size cars, it is expected that it would take approximately  $\$75/\text{vehicle}$  for fuel.

6. **\$80** is being requested to cover airport parking for two vehicles for four days. This figure is based on  $\$10/\text{day} \times 4 \text{ days} \times 2 \text{ vehicles} = \$80$ .

7. **\$240.50** is being requested to cover mileage to/from the airport for two vehicles. It is expected that we would fly out of Kansas City, International Airport which is approximately 325 miles roundtrip from Columbia, Missouri. This figure is based on  $325 \text{ miles} \times .37/\text{mile} \times 2 \text{ vehicles} = \$240.50$ .

Also in year three of implementing JDAI in our circuit, we anticipate sending two staff to attend the JDAI Inter-Site conference on a date to be determined during this grant period. It is important for us to attend this in order to hear others progress, what is working and not within other JDAI sites. The location for the conference as not yet been determined. Last year there was consideration given to holding it in Minnesota, which is the location used this time to figure an estimated cost for two staff to go to Minneapolis. The following is a breakdown of the costs for two staff to attend the JDAI Inter-site Conference:

1. **\$800** is being requested to cover airfare and baggage costs for two 13th Circuit staff to fly roundtrip to Minneapolis, Minnesota. This figure is based on  $\$400/\text{flight} \times 2 \text{ people} = \$800$ .

2. **\$148** is being requested to cover meal expenses for two staff as follows: Lunch on day one at  $\$16/\text{person} \times 2 = \$32$ ; dinner on day two and on day three at  $\$29/\text{person} \times 2 \text{ nights} \times 2 \text{ staff} = \$116$ . It is expected that lunch will be provided on day two and day three and dinner provided on day one. The meal allowance is based off the out of state travel per diem of  $\$64$  for Minneapolis, Minnesota.

3. **\$150** is being requested to cover the cost of a mid size rental car which is needed for ground transportation to/from the airport and hotel as well as to/from the hotel and to/from the hotel to restaurants for meals. We would look at renting a mid size vehicle which could easily accommodate two passengers and their luggage. The expected cost of this would be  $\$50/\text{day} \times 3 \text{ days} = \$150$ .

4. **\$50** is being requested to cover the cost of fuel for the rental vehicle. It is expected that the vehicle will need to be filled up upon return to the rental company. With these being a mid size car, it is expected that it would take approximately  $\$50$  for fuel.

5. **\$30** is being requested to cover airport parking for one vehicle for three days. This figure is based on  $\$10/\text{day} \times 3 \text{ days} \times 1 \text{ vehicle} = \$30$ .

6. **\$120.25** is being requested to cover mileage to/from the airport for one vehicle. It is expected that we would fly out of Kansas City, International Airport which is approximately 325 miles roundtrip from Columbia, Missouri. This figure is based on  $325 \text{ miles} \times .37/\text{mile} \times 1 \text{ vehicle} = \$120.25$ .

## Supplies/Operations

Item	Basis for Cost Estimate	Unit Cost	Quantity	% of Funding Requested	Total Cost
Gift Cards for Incentives	Annually	\$10.00	100.0	100.0	\$1,000.00
Lunch at JDAI Site Coordinators' Meetings	Other	\$64.00	1.0	100.0	\$64.00
Materials for Focus Visit	One-Time	\$5.25	20.0	100.0	\$105.00
Meals for Collaborative Team Meetings	Other	\$135.00	6.0	100.0	\$810.00
Meals for Focus Visit	One-Time	\$9.00	20.0	100.0	\$180.00
Meals for JDAI Core Strategies Training	One-Time	\$9.00	3.0	100.0	\$27.00
Meals for Sub-committee meetings	Other	\$72.00	6.0	100.0	\$432.00
					<b>\$2,618.00</b>

## Supplies/Operations Justification

*If supplies/operations are not included in the budget, put N/A or leave this section blank.*

*If supplies/operations are included in the budget, provide justification for each expense. Address why the item is necessary for the proposed project, who will use it, and how it will be used.*

*If your agency anticipates a rate change during the contract period, indicate the effective date of change and the reasoning for such change.*

### Supplies/Operations Justification

1. **\$810** is being requested to cover meals for collaborative team members when they attend collaborative team meetings and trainings. Meetings and trainings are expected to be held over the lunch or dinner hour in order to accommodate most team member's schedules. We anticipate having meetings approximately every other month leaving us with holding approximately six meetings during the grant period. We expect approximately 15 members will attend at \$9 per person which follows the state per diem rate for Columbia, Missouri.  $\$9 \times 15$  members =  $\$135$ /meeting.  $\$135 \times 6$  meetings =  $\$810$ /grant period. Having regular ongoing meetings with a collaborative board is necessary to guide our circuit's reform efforts as the collaborative team acts as an advisory board to us.

2. **\$432** is being requested to cover meals for sub-committee meetings for the case processing, detention programming and detention alternatives committee. It is expected that these committees will meet every other month for a total of six sub-committee meetings. Not each of the sub-committees will need to meet each time over the lunch or dinner hour but some will need to due to the scheduling needs of their committee members. It is expected that the DMC sub-committee will meet directly following the collaborative team meetings as many of the committee members are also on the collaborative board. It is expected that approximately 8 people will attend each meeting and will be provided lunch at \$9 per person which follows the state per diem rate for Columbia, Missouri.  $\$9 \times 8$  members =  $\$72$ /meeting.  $\$72 \times 6$  meetings =  $\$432$ /grant period. It is imperative to our JDAI effort that these sub-committees meet regularly in order to review data and make recommendations to our executive and collaborative team on what reform efforts are needed.

3. **\$64** is being requested to cover meals for two staff to attend three Site Coordinators' meetings which are being planned for the next year. It is expected that each meeting will be held at different locations in Missouri. At this time, the State JDAI Site Coordinator expects these meetings to be held in Columbia, St. Charles, and Jefferson City. The rate for lunch was based on the State per diem rate for Columbia-\$9, St. Charles-\$14, Jefferson City-\$9. The breakdown for each location will be as follows: Columbia-\$9 x 2 staff = \$18; St. Charles-\$14 x 2 staff = \$28; Jefferson City-\$9 x 2

staff=\$18. Attendance at site coordinators' meetings is necessary in order for our circuit to be kept informed as to changing JDAI practices across the state.

4. **\$180**-is being requested to cover the cost of lunch and snacks for 20 visitors from new, upcoming JDAI sites when we host a focus visit. This is based on \$9/person x 20 people=\$180. We have been asked by the State JDAI Site Coordinator to host a focus visit for new JDAI sites in this next grant period. We will be sharing information on what worked and did not work for us in our first two years of implementing JDAI in our circuit.

5. **\$105** is being requested to cover materials for when our circuit hosts a focus visit for new upcoming JDAI sites. We have been asked to do this during this next year. We have several photocopies of documents/procedures, etc. that we wish to copy, put into a binder and provide to those in attendance. We will also plan on dividing the binder into our major areas of focus during our two years of being a JDAI site. We would plan to purchase 20 binders at \$4/each for a total of \$80 and then 20 packages of tab dividers at \$1.25/each for a total of \$25.

6. **\$1,000** is being requested to cover the cost of purchasing gift cards from various fast-food restaurants, Wal-mart and movie theatres to be given to youth who are under formal or informal supervision for when they are in compliance with their probation conditions. This should help reduce the number of probation violations as it is believed that if youth are provided with tangible incentives that they will be more motivated to work harder to maintain compliance with their probation conditions. Gift cards would be purchased in varying amounts in order to reinforce compliance from youth at various levels of their supervision as well as based upon progress they are making in supervision. If funding is awarded we would purchase them as follow:

- 50-\$5 gift cards
- 45-\$10 gift cards
- 15-\$20 gift cards

7. **\$27** is being requested to cover the cost of lunch for three staff who will attend training on the JDAI core strategies. It is expected that training will be provided in Springfield, Missouri on a date to be determined and will focus on a particular aspect of one of the core JDAI strategies. For example, special populations could be focused on with the emphasis being on gender specific training. We will plan on sending three of our staff to this training so that we can improve our knowledge of JDAI concepts.

**Contractual**

Item	Basis for Cost Estimate	Unit	Quantity	Cost	% of Funding Requested	Total Cost
Cell Unit-Alternative to Detention	Other		95.0	\$5.00	100.0	\$475.00
ERC-Alternative to Detention	Weekly		44.0	\$530.00	100.0	\$23,320.00
GPS-Alternative to Detention	Other		100.0	\$5.25	100.0	\$525.00
Shelter Care-Alternative to Detention	Other		29.0	\$79.85	100.0	\$2,315.65
						<b>\$26,635.65</b>

**Contractual Justification**

*If contractual or consultant services are not included in the budget, put N/A or leave this section blank.*

*If contractual or consultant services are included in the budget, provide justification for each expense. Address why each item is necessary for the proposed project and who will benefit from the services.*

*If your agency anticipates a rate change during the contract period, indicate the effective date of change and the reasoning for such change.*

### **Contractual Justification**

All of our contractual requests are to provide detention alternatives to youth who might otherwise be detained for their referring offense as well as for releasing a youth from secure detention and placing them in an alternative to avoid them having to remain in secure detention any longer than need be. The following is a breakdown of cost for each alternative listed that we are requesting funds for:

1. **\$2,315.65** is being requested so that we can contract with a private agency to provide a total of twenty-nine shelter days at the current state of Missouri Emergency Residential care rate of \$79.85/day. Shelter care would be provided for youth who have committed a status or law violation offense, who score in the detention alternative range; have no suitable custodian to release to; the parent or custodian is refusing custody due to their behavior; or they are in need of placement for a short period of time until probation services can be arranged. We have provided shelter care as an alternative to detention since April 1, 2010. We currently have MOU's with three local providers and if approved will plan on extending this agreement with at least two of them. The amount requested for shelter care is based on  $\$79.85/\text{day} \times 29 \text{ days} = \$2,315.65$ . The estimated number of days is determined by looking at past years usage. From April of 2010 to September 2010, we used 39 days of shelter care and from October 1, 2010 to present, we have only used 5 days. We have had more of a need for shelter care than what has been used since October 1, however we have encountered some problems with our shelter care providers not having beds open for us to use. This has happened on at least three occasions during this period of time. We also feel that shelter care has been underutilized by our deputy juvenile officers and we will be working with them during this grant period to focus more on using this alternative.

2. **\$23,320** is being requested so that we can contract with The Intersection, a local not for profit agency in Boone County that provides supervision and programming to at risk youth. The Intersection has been providing our Evening Reporting Center services since August of 2010. Since August of 2010 to April 30, 2011, we have had 39 youth participate in the program. It is expected that at the end of the current grant year, we will have sent over 50 youth to the program. Of the youth who have participated, we have had 60% complete the program successfully. We currently have a MOU with The Intersection that allows us to send five youth/day, who are provided programming, supervision and a meal five days per week for a total cost of \$270/week. Recently we submitted a budget adjustment requesting that we be able to send ten youth per day for a total cost of \$530/week. We requested to increase the number of youth we are allowed to place at The Intersection because we have for the most part been keeping our five slots per day full and we want to allow some of our much younger youth who are scoring detention on the Juvenile Detention Assessment and who are not age appropriate for detention to attend the ERC. The total amount requested is based off of  $\$530/\text{week} \times 44 \text{ weeks}$  that the ERC is expected to be open which totals \$23,320.

In keeping with our year two JDAI implementation goal of increasing availability of and utilization of detention alternatives we are asking for funds to pay for our newest detention alternatives which are the Global Positioning System (GPS) along with the use of cell units to provide electronic monitoring for youth who do not have a land line in their home. We began using these in March and have found that this can become relatively costly for our families and as a result they are reluctant to participate in them because of the cost. Currently, the GPS system costs \$5.25 per day and the cell unit is \$5.00 per day. The three youth that have been on these systems since March are remaining on them for approximately 20+ days at a time, making the cost come to about \$100 for the time they are on the GPS or cell unit. Given how new this program is to us and the limited

use since March, it is difficult to determine how much will be needed to cover the youth placed on GPS or cell unit, who do not have the means to pay. We would request that the Judge or Family Court Commissioner make the final determination on a family's indigency in order to determine who would receive this benefit of having the GPS or cell unit paid for. The breakdown for the costs of the GPS and cell unit alternatives is as follows:

3. **\$525** for GPS services for indigent families is figured at \$5.25/day x 100 days=\$525.

4. **\$425** for cell unit service for indigent families is figured at \$5.00/day x 95 days=\$475.

## Total Budget

Total Project Cost: \$36,566.40

## Experience and Reliability

### Experience and Reliability \*

*Provide a description that clearly establishes who is applying for funds. Summarize the services currently being provided by your agency. Do not include every issue the agency addresses, only those that may be impacted by this funding. Include the following:*

- background information about the community you serve;
- the geographic location/jurisdiction you plan to serve; and
- demographics of the population in the location/jurisdiction served by your agency.

*Provide examples of experiences that support your agency's ability to provide the proposed services. For example:*

- recent accomplishments;
- statistical data on youth served;
- related services provided by your agency; and
- other accomplishments.

*For all applicants, this section should clearly, but briefly, show the agency possesses the necessary skills, experience, and qualifications to achieve success if the proposal is funded.*

*Please refer to 2011 Title II Funding Opportunity Guidelines for definitions regarding the types of applicants eligible for this funding.*

The 13<sup>th</sup> Judicial Circuit Juvenile Division is comprised of Boone and Callaway counties which are progressive counties located in the center of the state at the crossroads of major east-west and north-south highways. Population growth and prospects for additional growth are placing increasing demands on county government. The 13<sup>th</sup> Circuit Family Court-Juvenile Division operates within a 2009 U.S Census Bureau estimated population of approximately 200,104. Boone County makes up 156,377 of this population and Callaway 43,727. According to population data provided by OJJDP, youth ages 10-16 made up 8% of the total population within the two counties in 2009. It is expected that this population percentage will remain about the same once the 2010 census data becomes available. Demographics are of an urban, semi-urban, and rural composition with a unique degree of ethnic diversity. Boone and Callaway Counties are the home to a significant number of minority populations, including Asians, American Indian, Hispanic, Latino, African-Americans, in addition to the Caucasian population. Minority youth age 10-16 make up 16% of the 10-16 year old population in Boone and Callaway counties.

The 13<sup>th</sup> Circuit Juvenile Division is made up of the Boone and Callaway County Juvenile Offices and the Robert L. Perry Juvenile Justice Center. The Boone and Callaway County Juvenile Offices handle all juvenile referrals for the circuit in addition to providing supervision/probation services for youth placed on informal or formal supervision. As part of the referral process, deputy juvenile officers screen all referrals making decisions to release or detain youth; whether or not to work formally or informally with youth referred as well as prepare pre-dispositional reports for youth who have been placed at the Robert L. Perry Juvenile Justice Center for contract evaluations. Deputy juvenile officers are also responsible for facilitating an array of Cognitive Behavioral Intervention programs to youth who are on supervision. Currently, we have eleven deputy juvenile officers, two supervisors and the Juvenile Officer who oversee these services. At present we are down three deputy juvenile officer positions between the Boone and Callaway County Juvenile Offices. Staff at the Robert L. Perry Juvenile Justice Center is responsible for supervising youth who are placed at the center for both detention and placement and seeing that their overall needs are met while placed at the Juvenile Justice Center. They also prepare pre-dispositional reports for youth placed at the center for evaluations as well as prepare certification reports on youth awaiting possible certification. Finally, like deputy juvenile officers, they facilitate an array of Cognitive Behavioral Intervention Programs to youth who are placed at the detention center. Currently there are five caseworkers and two evaluators as well as several program assistants, two supervisors and the Superintendent who oversee these services.

Over the past several years, the 13<sup>th</sup> Circuit Juvenile Division has been chosen to pilot various projects through the Office of State Courts Administrator due to our prestigious reputation for being committed to improving the Juvenile Justice System. We have been a Fostering Court Improvement Site for the past four years, where we have created a parent education program; conducted case reviews to address timely reunification and implemented various changes in court proceedings in order to achieve permanency sooner for children. We participated in the INotes Project through OSCA which opened the doors to communication with school personnel, etc. Further, the 13<sup>th</sup> Circuit Juvenile Division has had several programs receive the Missouri Juvenile Justice Association's Award of Excellence. The Victim's Services Program received the award in 2001; Family Therapy Program in 1995; Juvenile Sex Offender Program in 1994; and the Intensive Supervision Program in 1993.

## Statement of the Problem

### Statement of the Problem\*

*Clearly define the problem you propose to impact with the project proposed to be funded through Title II. Be specific and only include information relevant to this request.*

*This section must justify the need for the proposed services outlined in the Methodology section of your proposal. Use local data and other sources of information to define and describe the problem. Link the problem(s) to specific social and environmental factors.*

*Successful applicants will show a clear need for the proposed programming through a logical, concise, and complete evaluation of:*

- *Local data pertaining to the source(s), history, current scope and dimension(s) of the problem;*
- *A definition of the target population (age, gender, educational performance, socioeconomic background, etc.);*
- *The risk and protective factors present within the proposed area of service;*
- *Trend analyses, forecasts, and/or other data relating to the problem(s);*
- *The comparison between available local, regional, and state data (utilizing graphs whenever possible) pertaining to the problem and level of incidence as evidenced by official statistics; (arrest statistics, school records, juvenile court referrals, etc.); and*
- *Current and/or recent local efforts to combat or address the problem and the results of those efforts.*

Please see PDF attachment, "Statement of the Problem Attachment" which is located under other attachments. Our statement of the problem included numerous graphs to display data collected during 2010 which were unable to be copied and pasted into this section without distorting the graphs. The majority of the narrative is tied to information displayed in the graphs and charts.

## Program Goals and Objectives

### Title II Program Goals and Objectives\*

*Provide the single, overall, defined goal for this proposed project. Then provide the objectives (activities) that will be implemented in order to support and achieve that goal. Refer to the Performance Based Measures when developing the Goals and Objectives.*

*A goal is a broad-based statement that reflects an overall end result you are trying to attain. A goal must be clearly stated, realistic, and achievable. A project will usually have one broad based goal.*

### **Example of a Goal:**

*To reduce the number of juveniles reoffending within the city of ABC.*

### **Example of Supporting Activities:**

- 1. To provide after school mentoring services to delinquent youth.*
- 2. Program youth will participate in the proposed site-based mentoring program and after- school academic recovery program.*
- 3. After the first month of services, youth and their families will meet weekly with the community services coordinator to review their progress.*

**Goal:** To improve the 13<sup>th</sup> Circuit Juvenile Justice System by successfully completing phase three of the Juvenile Detention Alternatives Initiative.

### **Supporting Activities:**

1. Implement the detention self assessment work plan that was developed in year two and evaluate changes made to detention based off the assessment as well as identify any other areas needing detention reform.
2. Continue working with a collaborative team to monitor and evaluate progress towards JDAI goals.
3. Work with the State DMC Coordinator and our DMC committee to reduce the number of minority referrals received from Boone County schools and law enforcement agencies.
4. Collect and analyze data on the use of detention including but not limited to the average daily population; reasons for detention; length of stay in detention; number of minority youth placed in detention; and demographic information on youth placed in detention.
5. Collect data on the use of the JDTA and evaluate data to steer future detention reforms.
6. Increase the use of detention alternatives for medium risk youth.
7. Participate in a national JDAI model site visit to gain insight and knowledge for the further development of JDAI in the 13<sup>th</sup> Circuit.
8. Attend the JDAI Inter Site conference in order to hear others progress, what is working and not within other JDAI sites.

## Methodology

### Methodology\*

*The Methodology is considered the operational or "who, what, when and how" portion of the proposal. Include the proposed model program and services to be provided through the use of Title II funds. Also include the rationale for this program selection and the anticipated impact it will have on the juvenile issue(s) previously described in the Statement of the Problem.*

*The model program and the degree of fidelity to the model must be discussed in this section. Key topics to fully address the Methodology may include, but are not limited to:*

- *The model program being referenced, the services that will be provided, and a detailed explanation of how all of the components of the model, best, and/or promising practice will be incorporated into the program.*
- *A full description of the services that will be provided by this project*
- *The geographic area to be served by this project*
- *Who will provide and receive services*
- *When the services will be provided*
- *Where the services will be provided*
- *How the services will be provided (include screening, assessment, and/or referral procedures)*
- *The organizations that will assist in the delivery of services and their roles*
- *The impact the program/services will have on your community.*
- *A three month implementation timeline (funded proposals must be operational within 90 days of October 1st)*

The 13<sup>th</sup> Circuit Juvenile Division agreed to participate in the model program Juvenile Detention Alternatives Initiative (JDAI) in 2009. We finished implementing phase one of the initiative in September, 2010 and since October of 2010 have been working on completing phase two of the initiative. If grant funding is awarded, we plan to further implement the model in our Circuit by implementing phase three.

According to information provided on the JDAI Help Desk Website([www.jdaihelpdesk.org](http://www.jdaihelpdesk.org)) the JDAI began as a project of the Annie E. Casey Foundation in 1992 with a primary focus of addressing the efficiency and effectiveness of juvenile detention. The identified goals of the JDAI are:

- To decrease the number of youth unnecessarily or inappropriately detained;
- To reduce the number of youth who fail to appear in court or re-offend pending adjudication;
- To redirect public funds towards effective juvenile justice processes and public safety strategies;
- To reduce the disproportionate minority confinement and contact of the juvenile justice system;
- To improve the juvenile justice system overall.

The JDAI has identified eight core strategies that if followed effectively have been proven to "reduce the unnecessary and inappropriate use of detention, reduce costs, increase system fairness and improve the juvenile justice system overall without compromising public safety". The eight core strategies as identified by the JDAI are as follows:

1. Collaboration among juvenile justice agencies, community organizations and other government agencies;
2. The use of data in making policy and case-level decisions;
3. Objective instruments to guide detention decisions;
4. Operation of a continuum of non-secure detention alternatives;
5. Case processing efficiencies to reduce time between arrest and case disposition;
6. Improve conditions of confinement;
7. Safe reductions of special populations(i.e. probations violations, warrants, and cases awaiting placement);
8. Racial/ethnic fairness in policy and case-level decision-making

The JDAI began with a select few number of initial sites to pilot and test the initiative. Of those original sites, four remain as model sites which are as follows: Cook County (Chicago), Illinois; Multnomah County (Portland), Oregon; Santa Cruz County, California; and Bernalillo County (Albuquerque), New Mexico. Each of these sites applied the eight core strategies of detention reform and accomplished tremendous results. In Multnomah County, they reduced their detention population by 65% and developed several alternatives to detention programs as well as developed a risk assessment instrument along with an intake team who reviews all of the detention decisions. In Santa Cruz County, by participating in the JDAI, they lowered the number of youth in their detention center by half and further diverted plans for building a new detention facility which ultimately saved them millions of dollars. Further, Santa Cruz California was able to lower the number of Latino youth being placed in detention as well as other minority youth being detained. Like Multnomah and Santa Cruz County, Bernalillo County reduced its detention population by 44% and reorganized staff and resources to focus on community based treatment programs and less secured detention facilities. Finally, just like the other sites, Cook County showed tremendous success in reducing its detention population from 693 in 1996 to 454 in 2003. They focused on developing alternatives to detention which included Evening Reporting Centers. The State of New Jersey has recently been added as a model JDAI site. They have managed to reduce their annual admissions to detention by 41% and their average daily population by 44%. New Jersey is unique from the other sites in that this is a state-wide initiative and not just county based.

Now there are several courts in the United States implementing the JDAI with nine of those being in Missouri. Missouri also has four original model JDAI sites which are: St. Louis County, St. Louis City, Jackson and Greene County. Since implementing JDAI in these model circuits in Missouri, these sites have lowered their average daily population by 26%; the number of annual admissions by 23% and their average length of stay in detention by 8%.

The 13<sup>th</sup> Circuit Juvenile Division's plan to further implement the JDAI model would follow the JDAI developmental milestones and tasks identified in the JDAI Starter Kit for year three, a copy of which is attached hereto and incorporated by reference.

Step One: Collaboration-Conduct an assessment of year two implementation efforts and provide this information to collaborative team. Formally develop a work plan for year three which includes

continued JDAI training for detention and probation staff as well as conducting at least one model site visit; attendance at Site Coordinator's meetings and attendance at the inter-site conference to further our development of JDAI in our circuit. Continue working with current collaborative team as well as recruit further collaborative team members to ensure diversity.

Step Two: Data-Complete monthly and quarterly management and statistical reports which collect relevant JDAI information and share said reports with executive and collaborative team as well as probation and detention staff. Use data to inform executive team on necessary policy changes as well as dig deeper into data obtained in order to analyze targeted populations, specifically youth of color.

Step Three: Objective Admission Policies and Practices-Continue using the JDTA instrument to objectively determine the use of detention. Develop procedures for when Law Enforcement brings youth to detention. Assess the implementation and outcomes of the JDTA by completing data to be analyzed on a quarterly basis.

Step Four: Alternatives to Detention-Make sure that our alternatives to detention are responsive to youth needs and that we serve those youth who would otherwise be detained. Collection of data on the use of alternatives including demographic information on youth placed on detention alternatives; geographic profiles of youth referred for detention; and implementation and outcomes of youth on detention alternatives. Finally, we will work on further development of detention alternatives based on youth needs in our circuit.

Step Five: Case processing-Make sure that cases are processed in a fair and efficient manner by following recommendations from the case processing analysis completed in year two by the case processing sub-committee. Write policy and procedures based off these recommendations including running monthly reports which show average length of stay by gender, offense and race.

Step Six: Special Detention Cases- Ensure that policies and practices are followed to reduce and monitor the use of detention for special detention cases, such as youth being detained due to technical probation violations as well as female offenders being detained due to having no other options. Ensure that there is proper management oversight on warrant requests and increased efforts to locate youth and maintain compliance with supervision conditions prior to warrants being issued.

Step Seven: Conditions of Confinement-Complete a second self-assessment of detention once detention reform has occurred from initial self-assessment. Provide training on best practices for detention operations.

Step Eight: Racial/Ethnic Disparities & DMC-Develop a plan to help all staff understand how daily decisions might impact racial/ethnic disparities. Provide training on disparities and disproportionality to staff on a regular basis. Continue data collection that is disaggregated by race/gender/ethnicity.

In summary, if funding is awarded, youth who are taken into custody and referred to the Boone and Callaway County Juvenile Offices for possible detention will be served under this program by being administered the Missouri Juvenile Detention Assessment by deputy juvenile officers from either Boone or Callaway County prior to them being detained, released or placed on a detention alternative. It is expected that the instrument’s recommendation will be followed unless an override is authorized by administrative staff. The use of the sanctions grid and positive incentives grid are needed to help us reduce the number of youth placed in detention for probation violations. Due to youth scoring in the detention alternative range, the detention alternatives are needed to prevent youth from having to go to detention and for the community’s protection. We will also work with our collaborative team and other sub-committees to ensure that minority youth are not overly represented in detention or in the referral process as well as work to ensure our detention center provides a safe, secure environment for residents as well as meets their educational and programming needs. Finally, in addition to the above noted services, if funding were granted we would use funds to provide lunch to our collaborative team and sub-committee teams who will help us reach the milestones outlined above for phase three of the JDAI Implementation. We will also attend the Inter-Site conference and visit a Model JDAI site in order to learn from others and to share materials that have been developed that would prove useful to us as we implement phase three of JDAI in our circuit.

**First Three Month Implementation Time Line:**

<b>Task to be completed:</b>	<b>Date task to be completed by:</b>
Hold a Collaborative Team Meeting	October, 2011
DMC/Detention Programming Committee Meeting	November, 2011
Complete 2011 data report	December, 2011
Share 2011 Data Report with Collaborative Team	January, 2011

**Coordination of Services**

**Coordination of Services\***

*Explain how this applicant agency will collaborate with other service providers in the community that serve the target*

population.

For example,

- Who are other service providers in the community?
  - How will the applicant agency avoid service duplication?
  - How will referrals be obtained and shared?
  - Does the applicant agency have formal agreements in place with these other services providers?
  - Will the applicant agency set up formal agreements with the other services providers?
- And so forth.

Services under this grant continue to be coordinated with our State JDAI coordinator who is through OSCA and the AECF as well as our local law enforcement agencies, county commissioners, school and mental health personnel. We have current Memorandums of Understanding with three local residential facilities, Coyote Hills, Rainbow House and Prenger Family Center, to provide emergency shelter care and we have a Memorandum of Understanding with The Intersection, a not for profit agency who provides our Evening Reporting Services. We have also began working with MJJA's State DMC Coordinator, Carolyn Kampeter. If these services are approved again for funding, this coordination of service will continue. We also have representatives from some of the school districts in addition to law enforcement, mental health and Division of Youth Services on our collaborative team. Service duplication will be avoided as the services to be provided focus on JDAI and mostly change the way the 13<sup>th</sup> Circuit makes decisions to detain youth. Other efforts to coordinate services will be to continue to work with Division of Youth Services for the purpose of sharing resources.

### Performance Measures - Outcomes

Title II Purpose Areas:	Title II Performance Measures Outcomes:
Alternatives to Detention (JDAI)	Percent change in the ADP in secure detention-Long Term
Alternatives to Detention (JDAI)	Percent change of ALOS in secure detention-Short Term
Alternatives to Detention (JDAI)	Percent change in the ADP in secure detention-Short Term
Alternatives to Detention (JDAI)	Percent change of ALOS in secure detention-Long Term
Alternatives to Detention (JDAI)	MANDATORY-Number and percent of program youth completing program requirements-Mandatory-Short Term

### Performance Measures - Outputs

Title II Purpose Areas	Title II Performance Measure Outputs
Alternatives to Detention (JDAI)	Number and percent of program youth receiving RAI
Alternatives to Detention (JDAI)	Number of hours of program staff training provided
Alternatives to Detention (JDAI)	MANDATORY-Number of Youth Served-Mandatory

### Program Evaluation

#### Performance Based Measurement (Program Evaluation)\*

Restate the Goal, Objectives, and Performance Measures for this project. For each, indicate the procedures to be utilized by your agency to collect and report on the data necessary to measure the progress and success of the project. Keep in

*mind that the Performance Measures are set by the Office of Juvenile Justice and Delinquency Prevention and that data must be collected on a continuous basis and reported to the Department of Public Safety monthly.*

**Goal:** To improve the 13<sup>th</sup> Circuit Juvenile Justice System by successfully completing phase three of the Juvenile Detention Alternatives Initiative.

**Supporting Activities:**

1. Implement the detention self assessment work plan that was developed in year two and evaluate changes made to detention based off the assessment as well as identify any other areas needing detention reform.
2. Continue working with a collaborative team to monitor and evaluate progress towards JDAI goals.
3. Work with the State DMC Coordinator and our DMC committee to reduce the number of minority referrals received from Boone County schools and law enforcement agencies.
4. Collect and analyze data on the use of detention including but not limited to the average daily population; reasons for detention; length of stay in detention; number of minority youth placed in detention; and demographic information on youth placed in detention.
5. Collect data on the use of the JDTA and evaluate data to steer future detention reforms.
6. Increase the use of detention alternatives for medium risk youth.
7. Participate in a national JDAI model site visit to gain insight and knowledge for the further development of JDAI in the 13<sup>th</sup> Circuit.
8. Attend the JDAI Inter Site conference in order to here others progress, what is working and not within other JDAI sites.

<b>PERFORMANCE MEASURES</b>	
<b>PERFORMANCE OUTPUT MEASURES</b>	
<b>Expected Output Measure</b>	<b>How data will be collected and reported</b>
Number of program youth served: an average of 30 youth per month for a total of 360 youth served	Data will be kept on the number of youth that are presented for detention each month where the deputy juvenile officer has in person contact and completes the JDTA
Number of hours of program staff training provided: 14 hours of training will be provided to staff during the grant period.	The number of training opportunities, the length of the training and number of staff who attended will be kept.
Number and percent of program youth receiving RAI: 100% of youth presented for detention will be assessed using the Missouri RAI(JDTA)	Monthly we will report the number of youth who were assessed using the JDTA.
<b>PERFORMANCE OUTCOME MEASURES</b>	
<b>Expected Outcome Measure</b>	<b>How data will be collected and reported</b>
Number and percent of program youth completing program requirements: 360 youth or 100% will complete the program successfully	We will keep track of the number of youth served under our program each month as well as how many were released or terminated from services.
Percent change in the Average Daily Population in secure detention (long and short): the percent change in average daily	Daily population reports will be kept for each month. The daily population will be reported for each month along with the percent change

population for 13 <sup>th</sup> Circuit youth will be no greater than a 10% increase.	from the previous year's average daily population. End of the year change will also be provided at the close of the grant year.
Percent change of Average Length of Stay in secure detention (long and short): the percent change in average length of stay in secure detention for 13 <sup>th</sup> Circuit youth will be no greater than a 10% increase.	Records will be kept on the number of days each youth remains on detention. This number will be compared to numbers from the previous year. We will report the average length of stay for kids each month and at the end of the grant period, the percent change from the previous year.

**\*All data collected will be disaggregated by race/sex/age/type of offense.**

### Program Sustainability

#### Program Sustainability\*

*Title II grant awards are defined by OJJDP as "seed money" for new and innovative programs at the state, regional, and local levels. New applicants must develop a sustainability plan that includes no more than up to three years of federal funding. At the conclusion of federal funding, it is expected that subgrantees will continue the Title II programming even if it is only at a reduced level. Applicants must explain what steps will be taken to sustain this program after the three-year cycle of the grant. Renewal applicants must submit an updated Sustainability Plan.*

*Applicants must provide narrative information on their history of sustaining any Title II grant-funded program previously funded through the Department of Public Safety. Additionally, **utilizing a table format**, applicants must list grants received from the Department or other funding sources and provide details for each program indicating if it was or is currently being sustained.*

The 13<sup>th</sup> Circuit Juvenile Division has participated in several prior grant funding opportunities under the Title II, JAIBG, and JABG grant funds. Specifically within prior Title II funded projects we have sustained our gender specific program by adopting the Cognitive Behavioral Intervention WINGS program which is a gender specific program for girls. Substance Abuse Intervention Services are also being provided by the utilization of our Cognitive Behavioral Program entitled Why Can't I Stop as well as through services provided by Pathways and Preferred Family Health Center. The Juvenile Drug Court program is no longer in existence. Further, we have applied for and received prior grant funding from the Office of State Court's Administrator in the areas of Multi-Disciplinary Training in Abuse and Neglect cases as well as grant funds under Juvenile Delinquency Prevention Programs/Services. Finally we have received funds from the Department of Youth Services under their Youth, Family and Community JCD grant project. The table below outlines some of our prior grant funding projects and successes related to those projects as well as our sustainability of these programs:

Grant Period	Source	Services Provided	Outcomes	Sustainability
1999-2011	JABG	A variety of services have been provided over the years through this grant source. The primary construction of the art building at the RLPJJC along	In each of these grant periods, the 13 <sup>th</sup> Circuit met or exceeded expectations.	Funds for the legal assistant have been allocated into our personnel budget; many of these items were purchased and continue to be maintained at the RLPJJC, BCJO, and CCJO.

		with the Art Instructor's salary; computer lab, fitness center and security cameras at the center. Addition of a legal assistant in the Boone County Juvenile Office; purchase of digital video camera; drug testing; video conferencing purchase; SASSI and music program at the RLPJJC and the purchase of resource materials that have been used in programming; Intensive Supervision Services; purchase of laptops and vehicles.		
1998-2009	Title II	Substance Abuse Intervention Services; Gender specific services and Drug Court Program.	In each of these grant periods, the 13 <sup>th</sup> Circuit met or exceeded expectations.	The Substance Abuse Intervention Services are continuing at this time and Gender Specific Services continued for several years after grant funding ended. We have since changed our gender specific services to the CBI WINGS program which is currently being provided to female offenders.
<b>Grant Period</b>	<b>Source</b>	<b>Services Provided</b>	<b>Outcomes</b>	<b>Sustainability</b>
1995-1999	DYS JCD Funds	Officers were assigned to supervise a young offender caseload.	In each of these grant periods, the 13 <sup>th</sup> Circuit met or exceeded expectations	Services are still being provided that are specific to child offenders-Options to Anger and Thinking for a Change.
2001-2011	DYS JCD Funds	Two deputy juvenile officer positions	In each of these grant periods, the 13 <sup>th</sup> Circuit met or exceeded expectations.	Service is still being provided.
2002-2011	DYS JCD Funds	Family therapist	In each of these grant periods, the 13 <sup>th</sup> Circuit met or exceeded expectations.	Service is still being provided.
2006-2011	OSCA	Multidisciplinary training for Child	In each of these grant periods, the 13 <sup>th</sup>	These are one year grants, specific for training

		Abuse/Neglect cases	Circuit met or exceeded expectations.	opportunities.
2008-2009	OSCA	Restitution Coordinator position	We met or exceeded expectations for this funding cycle.	Funding was extended for us for an additional six month period, however funding has ended. We now have a program assistant who has assumed this role.

If funding is awarded for this program, it is expected that we will not have difficulty sustaining the program, as many of the costs are one time costs with the intent to familiarize agencies with the JDAI. The only areas in the grant application that we will have to work to sustain would be funding for our detention alternatives and positive incentives. If these alternatives continue to be successful, resources would be examined from our existing budget or other funds would be used to sustain them as an alternative to detention. For incentives, we could rely on donations or other grant funding sources to assist in maintaining our use of tangible positive incentives.

**Non-Supplanting Statement**

**Non-Supplanting\***

*Address the issue of supplanting as it pertains to this grant application.*

*Supplanting applies to public, governmental, and non-profit agencies. If you are requesting funds for existing costs not covered previously through Title II funds, address in detail how using the proposed Title II funds for the existing costs would not constitute supplanting. These federal funds are not intended to replace local funds or other state/federal funds.*

*Provide enough information to ensure that the reviewer knows that you have a thorough understanding of supplanting.*

This funding will not supplant existing funding. We acknowledge that federal funds will be used to supplement existing funds and not substitute or replace local or state funds that have been appropriated or would otherwise be spent for the same purpose.

**Audit Requirements**

**Date last audit was completed:** 6/28/10  
**Date(s) covered by last audit:** 1/1/2009-12/31/2009  
**Last audit performed by:** Rubin Brown LLP  
**Phone number of auditor:** 314-290-3300  
**Date of next audit:** 6/30/11  
**Date(s) to be covered by next audit:** 1/1/2010-12/31/2010  
**Next audit will be performed by:** Rubin Brown LLP

*Total amount of financial assistance received from all entities, including the Missouri Department of Public Safety, during the date(s) covered by your agency's last audit, as indicated above.*

*The **Federal Amount** refers to funds received directly from the Federal Government or federal funds passed through state agencies.*

*The **State Amount** refers to funds received directly from the State of Missouri, not including federal pass-thru funds.*

**Federal Amount:** \$2,154,000.00  
**State Amount:** \$2,685,000.00

**Required Attachments**

Attachment	Description	File Name	Type
Organizational Chart(s)	Organizational Chart for JJC and Juvenile Office	Organization Chart Attachment.ppt	ppt
Job Description(s), (if applicable)			
2 Letters of Support			
Resume(s) (if applicable)			
Memorandum(s) of Understanding (if applicable)			
Model Program Information			
Current Copy of 501(c)(3) (if applicable)			
Board of Directors Contact Information (if applicable)			

**Other Attachments**

File Name	Description
Statement of the Problem Attachment.doc	Statement of the Problem attachment.

**Application Certified Assurances Form**

*To the best of my knowledge and belief, all data in this application is true and correct, the document has been duly authorized by the governing body of the applicant, and the applicant attests to and/or will comply with the following Certified Assurances if the assistance is awarded:*

*Title II Certified Assurances*

*I am aware that failure to comply with any of the Certified Assurances could result in funds being withheld until such time that I, the recipient, take appropriate action to rectify the incident(s) of non-compliance.*

**I have read and agree to the terms and conditions of the Juvenile Accountability  Yes**  
**Block Grant.**

*Your typed name as the applicant authorized official, in lieu of signature, represents your legally binding acceptance of the terms of this application and your statement of the veracity of the representations made in this application. You must include your title, full legal name, and the current date.*

**Title:** Presiding Commissioner  
**Authorized Official Name:** Edward H. Robb  
**Date:** 05/30/2011



# MISSOURI JUVENILE JUSTICE ASSOCIATION

..... promoting justice for children, youth and families

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Carolyn Kampeter

*Development Specialist*  
Patty Hasselbring

*Executive Assistant*  
Lisa DeBroeck

May 24, 2011

Marcia Hazelhorst  
Robert L. Perry Juvenile Justice Center  
5665 Roger I. Wilson Memorial Drive  
Columbia, Missouri 65202

On behalf of the Missouri Juvenile Justice Association (MJJA), I am offering this letter of support for the 13<sup>th</sup> Judicial Circuit, JDAI (Juvenile Detention Alternatives Initiative) Title II grant proposal.

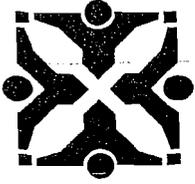
The 13<sup>th</sup> Circuit has made great progress in providing alternatives to detention for youth, and MJJA supports them in continuing this valuable work. Valuable programs, such as Shelter Care and Evening Reporting Center, have been set up to give youth the best possible chance to improve their lives and become contributing members of society.

MJJA is partnering with the 13<sup>th</sup> Circuit on their Disproportionate Minority Contact (DMC) initiative, specifically. The foundation has been built and the work will continue to ensure that all youth are treated fairly from a community perspective. This grant will enhance and continue that work.

MJJA looks forward to working with the 13<sup>th</sup> Circuit to further the goals of the project and to assure the well-being of Missouri's children.

Sincerely,

Carolyn Kampeter  
DMC Coordinator



# CITY OF COLUMBIA, MISSOURI



POLICE DEPARTMENT

June 1, 2011

Nancy Capps  
Missouri Department of Public Safety  
Office of the Director  
Truman State Office Building, Room 870  
301 West High Street  
P.O. Box 749  
Jefferson City, Missouri 65102-0749

Dear Ms. Capps:

Please accept this letter of support for the 13<sup>th</sup> Circuit Juvenile Division's application for Title II Grant funding. I have been an active participant on their JDAI collaborative board since December of 2009. I have participated in the Detention Self Assessment and observed how hard they worked to address recommended areas of detention reform. As a collaborative team member, I have been kept informed of their JDAI endeavors as well as been provided with progress reports which reflect the data they have been keeping on their use of the JDTA as well as detention. I am interested in continuing to follow their progress and look forward to the continued collaboration between our agencies.

In closing, I highly recommend that you continue funding the 13<sup>th</sup> Circuit's Juvenile Detention Initiative Program. The work they do for our youth in the community is overwhelming. If I could provide you with any additional information please do not hesitate to contact me.

Sincerely,

Stephen Monticelli  
Deputy Police Chief  
Columbia Police Department

## About JDAI

### JDAI Objectives & Core Strategies

The Juvenile Detention Alternatives Initiative (JDAI) is designed to address the efficiency and effectiveness of juvenile detention across the United States. JDAI demonstrates that communities can improve their detention systems without sacrificing public safety. The goals of JDAI are to:

- decrease the number of youth unnecessarily or inappropriately detained;
- reduce the number of youth who fail to appear in court or re-offend pending adjudication;
- redirect public funds towards effective juvenile justice processes and public safety strategies;
- reduce the disproportionate minority confinement and contact of the juvenile justice system; and,
- improve the juvenile justice system overall.

JDAI is a process, not a conventional program, which means JDAI helps restructure policy and practice to create system improvements that reach far beyond detention alone.

JDAI sites have demonstrated safe reductions in the number of youth detained through a set of interrelated strategies that result in:

1. collaboration among juvenile justice agencies, community organizations and other government agencies;
2. the use of data in making policy and case-level decisions;
3. objective instruments to guide detention decisions;
4. operation of a continuum of non-secure detention alternatives;
5. case processing efficiencies to reduce time between arrest and case disposition;
6. improvement of conditions of confinement;
7. safe reductions of special populations (e.g. violations of probation, warrants and cases awaiting placement); and,
8. racial/ethnic fairness in policy and case-level decision-making.

By systematically addressing each of these areas, JDAI has proven that juvenile detention rates can be dramatically reduced without a corresponding increase in juvenile crime.

### How JDAI developed

In 1992, as a step towards meeting its vision, the Annie C. Casey Foundation established the Juvenile Detention Alternatives Initiative; its primary target - youth who are in detention or at-risk to be detained in the future. Beginning with a handful of jurisdictions, the JDAI core strategies were proven to reduce the unnecessary and inappropriate use of detention, reduce costs, increase system fairness and improve the juvenile justice system overall without compromising public safety.

### JDAI Now

Today, reform efforts are under way in over 125 jurisdictions in 30 states and the District of Columbia, and JDAI is now operational in those places responsible for almost 75 percent of the country's detained population.

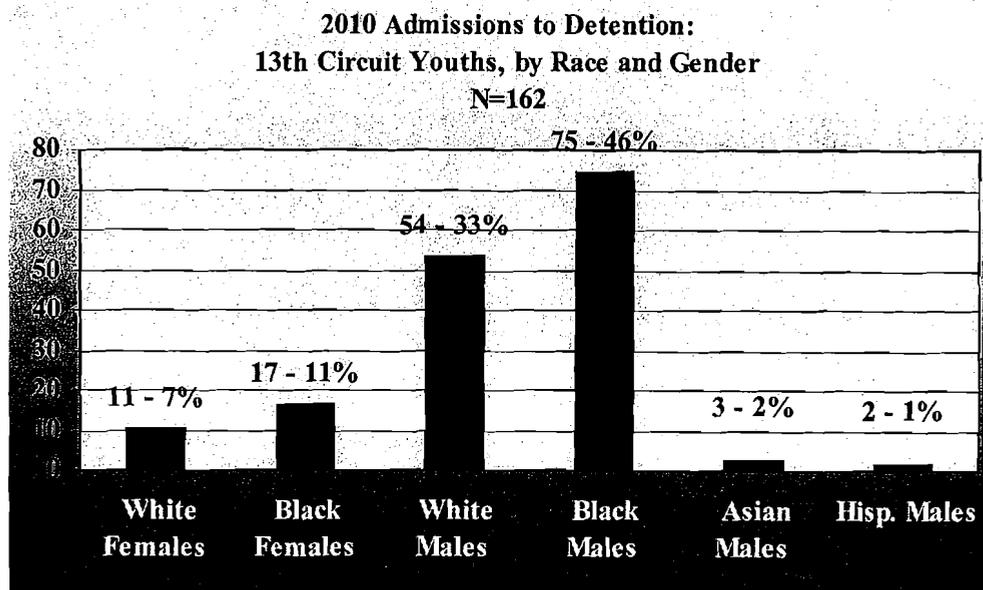
- Read more about JDAI's eight core strategies [here](#).
- Want more details on how to implement JDAI? Visit our *Practice Guides* and *Pathways to Juvenile Detention Reform Series*.
- For more overview on JDAI or to order hard copies of any JDAI publication visit the Annie E. Casey Foundation's JDAI section.

## Statement of the Problem

According to the information posted on the JDAI Help Desk website ([www.jdaihelpdesk.org](http://www.jdaihelpdesk.org)), studies conducted on the juvenile justice system across the United States found the system to be “arbitrary, discriminatory, and ineffective”. Specifically speaking, the system of detaining youth was faulted across the U.S. In the early 1990’s, two out of every three youth who were detained went to detention centers that were over crowded and could not provide the programs and services mandated by law. Less than one third of the youth were in detention for violent offenses and in 1995, two-thirds of these youth in detention were minority youth. Further research posted on the JDAI help desk website shows that youth who are placed in detention with other delinquent youth are more likely to leave detention having more undesirable behaviors than when they entered and further one study conducted in Arkansas revealed that once a youth has been placed in detention one time, their likelihood of returning was high.

As stated previously, the 13<sup>th</sup> Circuit Juvenile Division is comprised of the Boone and Callaway County Juvenile Offices along with the Robert L. Perry Juvenile Justice Center (RLPJJC). The RLPJJC is a co-educational, secure facility that has bed space for 45 youth. Of these 45 bed spaces, 24 are on the detention wing and 21 are on the program wing. The RLPJJC provides detention, evaluation, short-term care and placement services to juveniles found to be within the jurisdiction of the juvenile court. The RLPJJC not only provides these services to 13<sup>th</sup> circuit youth, but also contracts with surrounding circuits to provide these same services. The 13<sup>th</sup> Circuit began participating in JDAI in October of 2009. It was not until January 1, 2010, that we officially began using the Juvenile Detention Assessment (JDTA) to screen referrals to detention. Shortly thereafter, other JDAI core strategies were focused on and implemented in our Circuit.

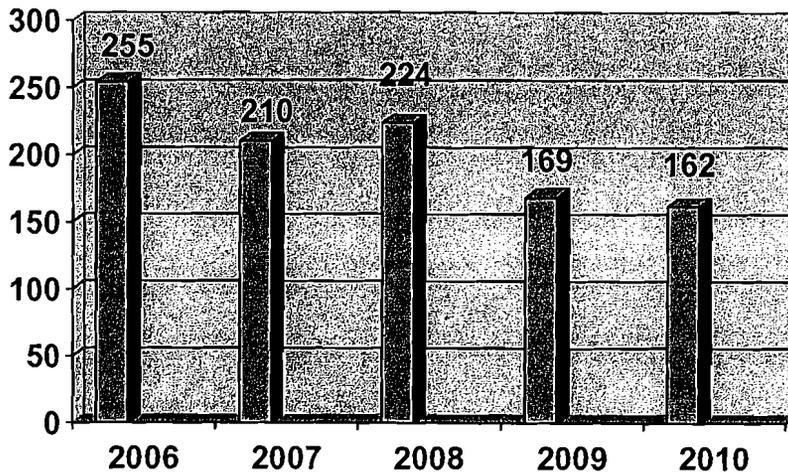
In 2010, there were a total of 162, 13<sup>th</sup> circuit youth admitted to detention at the RLPJJC, which is a decrease from the 169 admitted in 2009. The 162 youth admitted produced an average daily population of 5.1, which is a 27% increase from the average daily population of 4 in 2009. This increase in average daily population could be explained by the fact that 2010 youth had a higher average length of stay than those in 2009. The graph below shows the 13<sup>th</sup> Circuit Admissions to detention by race and gender:



Total #/% White Youths	Total #/% Black Youths	Total #/% Asian Youths	Total #/% Hispanic Youths
65, 40%	92, 57%	3, 2%	2, 1%

The average length of stay on detention status in 2010 was 10.8 days. This is a 26% increase from 2009, wherein the average length of stay was 8.6 days. 2011 first quarter data shows that 53 13<sup>th</sup> circuit youth were in detention between January 1 and March 31, 2011, producing an average daily population of 2.4 and an average length of stay in detention of 12.2 days. Youth of color made up 57% of the total youth detained from the 13<sup>th</sup> circuit during this quarter. While our average daily population decreased by 53% during this quarter, our average length of stay increased by 13%. Considering the fact that youth of color age 10-16 make up just 16% of the youth population makes our 57% of minority youth in detention questionable. Based on information provided by the Office of State Courts Administrator's Office, minority youth in Boone County are more than four times as likely to be referred to the juvenile justice system compared to Caucasian youth. In particular, African American youth are more than seven times likely to be referred. Based on further data collected it is believed that minority youth are over referred by school systems and law enforcement. Given that youth of color are more likely to be referred, this could certainly explain youth of color being over represented in our detention center. As part of our phase two implementation of JDAI, we have developed a Disproportionate Minority Contact (DMC) committee to work directly with the Columbia Public School system and the Columbia Police Department. We have also began working with Missouri Juvenile Justice Association's state DMC Coordinator, Carolyn Kampeter to address these issues, however have much more work to do.

From 2006 to the present, the number of 13<sup>th</sup> circuit admissions to detention has fluctuated over the past five year period as the graph below illustrates:

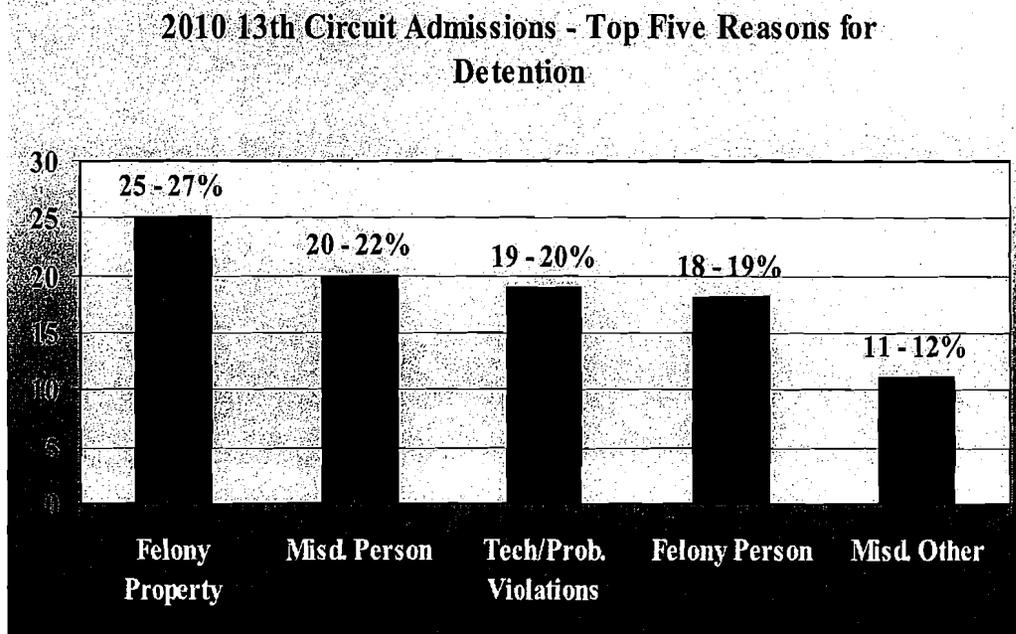


It is anticipated that this current trend will remain constant this year and years to come due to analysis of our current referrals to the Juvenile Office. The 5-year referral table illustrates this as well:

### Total Referrals to the Juvenile Office

Year	Number of Status Offense Referrals	Number of Law Violation Referrals	Number of Abuse/Neglect Referrals	Total Number of Referrals 13 <sup>th</sup> Judicial Circuit
2006	1,604	1,737	366	3,707
2007	1,516	1,579	456	3,551
2008	1,444	1,640	301	3,385
2009	1,299	1,438	324	3,061
2010	1,110	1,459	271	2,840

After looking at detention admission numbers for the RLPJJC, the next area of focus was to determine why youth are being detained at the RLPJJC. The following table is a breakdown of the top five reasons for admission and the number and percentage of youths admitted for each category.



As noted from the chart above, a significant number of youth are still being detained for technical probation violations. We did see a reduction from 2009 by 14%; however this number still remains high. It is apparent from the number of detentions for supervision

violations committed by 13<sup>th</sup> Circuit youth that efforts need to be made to learn more appropriate responses to supervision violations. It should be noted that the majority of these youth placed at the RLPJJC for status offenses or supervision violations have previously committed law violations or they would not be entering detention. In year one of JDAI implementation, we had training on responding to probation violations as well as the use of a sanctions grid. A detention alternatives committee was also formed who developed a sanctions grid to assist us in responding to probation violations. We began using this in April of 2011 to guide deputy juvenile officers on using a continuum of consequences/sanctions for probation violations instead of placing youth in detention for these violations. At our training, it was also recommended that we develop some type of incentive list to reward youth who are under supervision and who are in compliance with their supervision conditions. It is believed that youth who are motivated to comply with their probation conditions will have less probation violations. During our model site visits, this was also recommended. In April of 2011, we developed this list which includes both tangible and intangible rewards. At present, we do not have the funds to provide some of the tangible rewards that youth often request such as gift cards to the movies, McDonald's and other fast-food places.

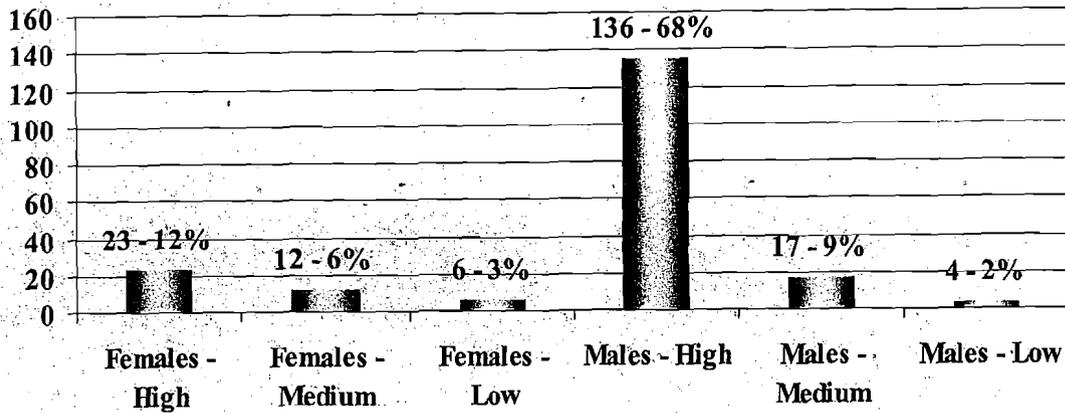
According to experts in the field of Juvenile Justice, professional standards suggest that secure detention should be used to accomplish the following: to make sure that the youth appears in court and to minimize the risk of serious re-offending while waiting to appear in Court. Prior to January 1, 2010 in the 13<sup>th</sup> Circuit, the decision to detain youth was at the discretion of fourteen different deputy juvenile officers, leaving the decision to detain or not, to be highly subjective.

The circuit had guidelines to follow when making a decision to detain, but the bottom line was that whether or not a youth was a threat to the person or property of others or at risk to fail to appear in Court was based generally on the offense committed; how cooperative the youth/parents were; whether or not they had a suitable adult to supervise them; and the need to hold youth accountable for their actions. All these factors can be influenced by the youth's attitude; pressure from law enforcement to authorize detention; the deputy juvenile officers' frustration in not knowing what else to do with the youth as well as our responsibility to the safety of our communities.

On January 1, 2010, we began using the Missouri Juvenile Detention Assessment (JDTA) on all youth who were presented for detention whom we had in-person contact with. In 2010, 366 juveniles were administered the Missouri Juvenile Detention Assessment form (JDTA). A score of 1 to 9 (Low) indicates release; a score of 10 to 14 (Medium) indicates release with detention alternative; and a score of 15 and above (High) indicates detention. There is a capability for supervisory override of the indicated action, based on specific criteria.

Of the 366 youths screened using the JDTA, 198 were placed in detention. The following is a breakdown of the number and percentage of total youths, by assessment score categories and gender, who were administered the JDTA and were detained. It should be noted that youths on DYS warrants are not always administered the JDTA. Additionally, out-of-jurisdiction youths are not assessed using the JDTA, as the 13<sup>th</sup> Circuit does not authorize those detentions. A result of both practices is that the number and percentage of youths detained will not match the number and percentage of admissions for detention.

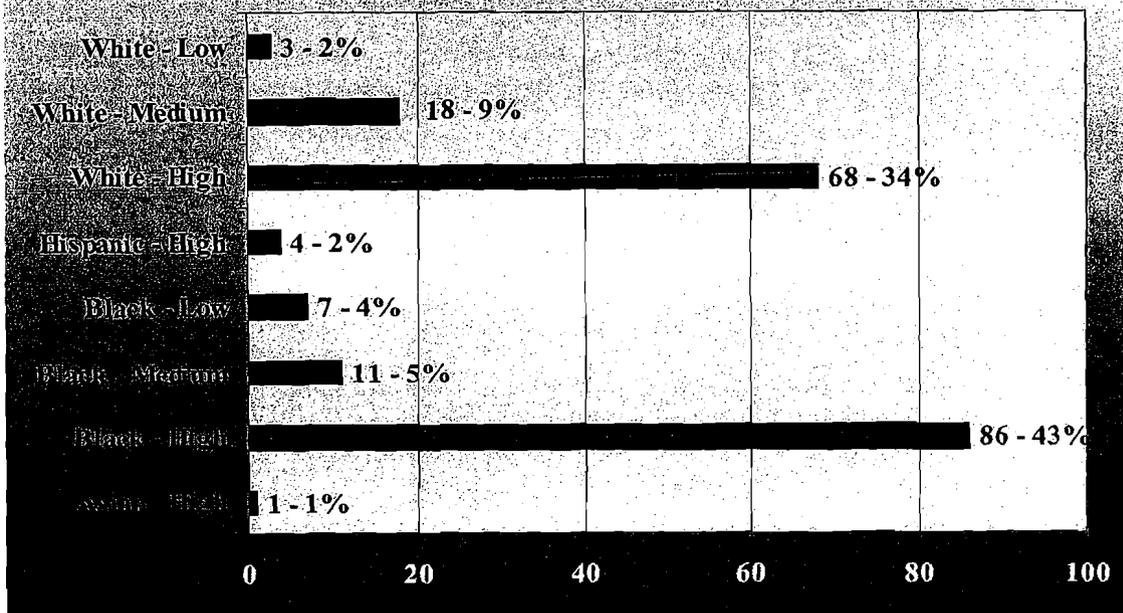
**2010 Number of Youths Who Were Detained, by JDTA Assessment Score Categories (High, Medium, or Low) and Gender**



Total #/% Females	Total #/% Males
41, 21%	157, 79%

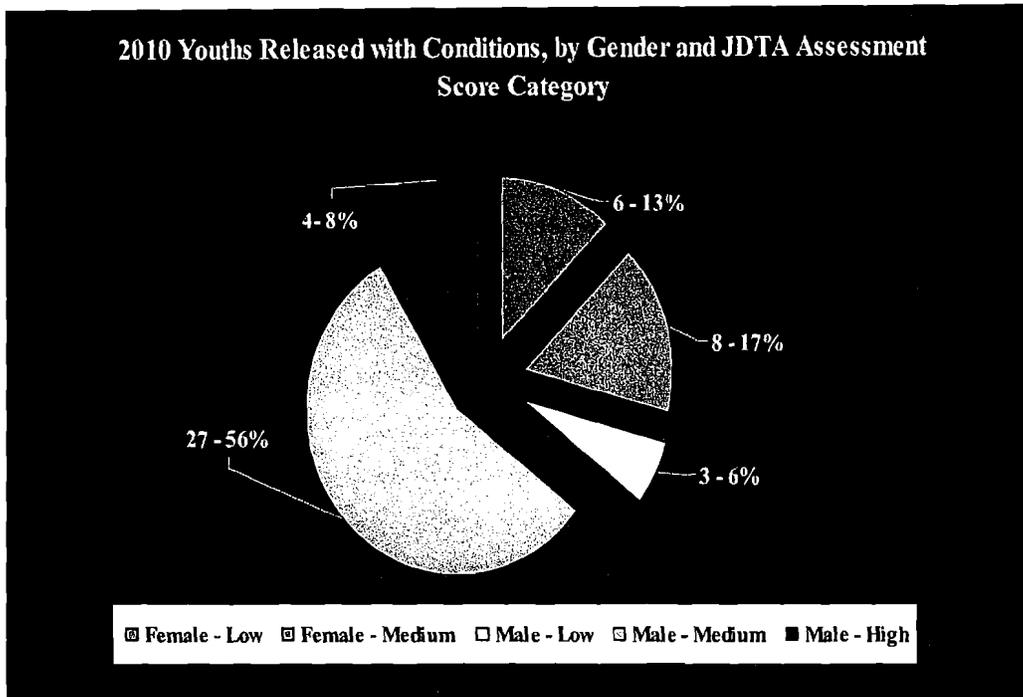
The following is a breakdown of the number and percentage of total youths, by assessment score categories and race, who were administered the JDTA and were detained.

**2010 Number of Youths Who Were Detained, by JDTA Assessment Score Categories (High, Medium, or Low) and Race**



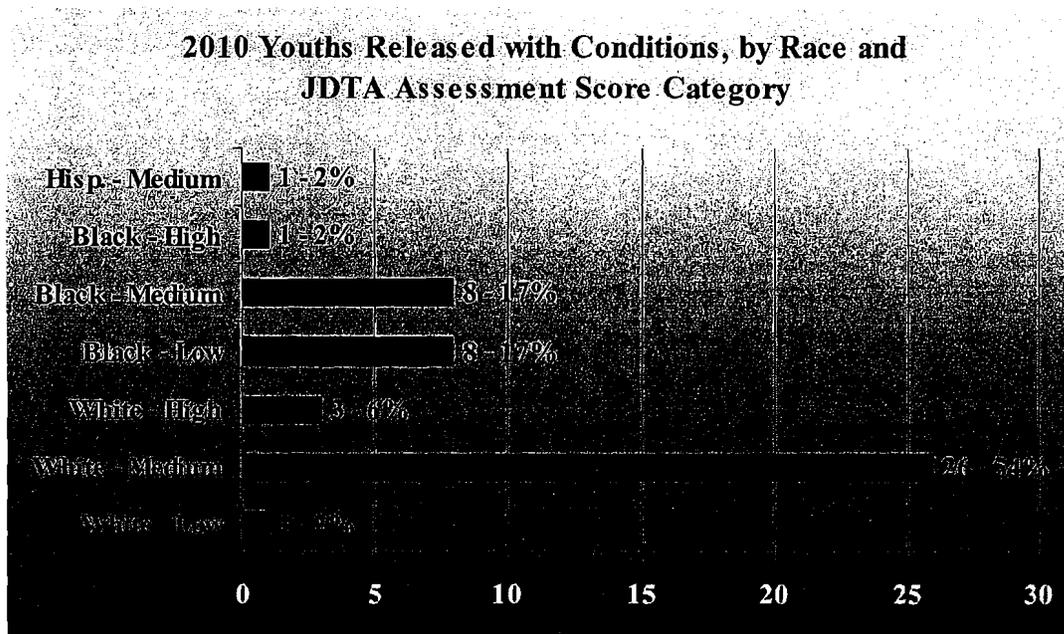
Total #/% White Youths	Total #/% Black Youths	Total #/% Asian Youths	Total #/% Hispanic Youths
89, 45%	104, 52%	1, 1%	4, 2%

In 2010, there were 48 youths released with conditions. The following is a breakdown of the youths released with conditions, by gender, percentage, and JDTA assessment score category.



Total #/% Females	Total #/% Males Youths
14, 29%	34, 71%

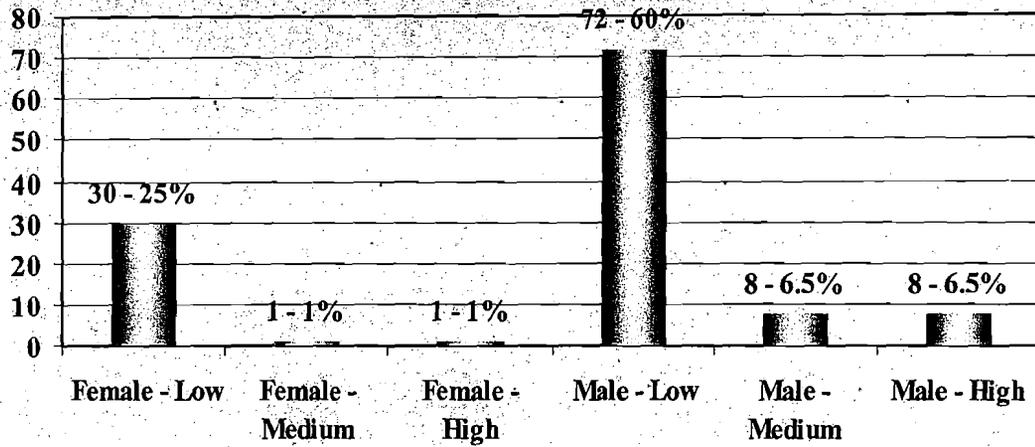
The following is a breakdown of the youths released with conditions (detention alternatives), by race, percentage, and JDTA assessment score category.



Total #/% White Youths	Total #/% Black Youths	Total #/% Hispanic Youths
30, 62%	17, 36%	1, 2%

In 2010, there were 120 youths released after being administered the JDTA. The following is a breakdown of the youths released, by gender, percentage, and JDTA assessment score category.

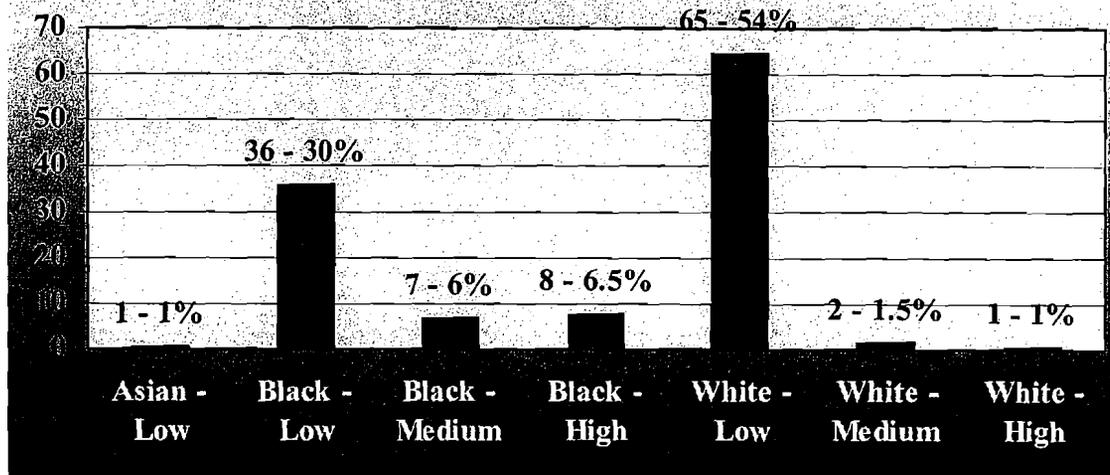
**2010 Number of Youth Released, by JDTA Assessment Score Category and Gender**



Total #/% Females	Total #/% Males
32, 27%	88, 73%

The following is a breakdown of the youths released, by race, race as percentage of total, and JDTA assessment score category.

**2010 Number of Youth Released, by JDTA Score Category, Race, and Race as Percentage of Total**



Total #/% White Youths	Total #/% Black Youths	Total #/% Asian
68, 57%	51, 42%	1, 1%

In 2010, there were 82 overrides of the JDTA instrument. This amounted to an override rate of 22%. However the true override rate that JDAI focuses on is the rate of those youths eligible for release (release or release with detention alternative) who are placed in detention. This would be all youths who scored in the medium or low risk range and were placed in detention. In 2010, 39 low/medium risk youth were placed in detention, which amounted to 19% of the total number of the 207 eligible release youth. This rate was slightly higher than our projected goal of 15%. As of March 31, 2011, our eligible release override rate stands at 13%. The use of the JDTA has greatly improved our process of determining what youth are appropriate for detention; however we would like to continue to work on lowering our true override rate.

After starting the JDAI in the 13<sup>th</sup> circuit, we quickly found that we needed to work on developing more suitable detention alternatives. This reasoning was supported by our data which showed that while we had 81 of 366 score in the medium risk or detention alternative range, we only placed 35 or 43% of these youth in a detention alternative. In April, 2010, we developed shelter care as an alternative. With the development of shelter care, we now have a suitable alternative for those youth who have refused to go home or their parents have refused to allow them to return home and for those youth who do not have a suitable custodian to release them to. In May of 2010, we developed a detention alternative committee to look at our current alternatives and work on the development of further alternatives. Following this committee's work we developed an Evening Reporting Center in August of 2010; the use of cell units for electronic monitoring in March of 2011; and the use of the Global Positioning System (GPS) in April of 2011. We formalized our conditional release alternative and also began officially using it in 2011. Again, while we are making progress in this area, there is much more to be made as we just began using some of the alternatives and need to collect further data. Prior to these developments, detention alternatives weren't used due to the age of the youth; appropriateness of the alternative based on the offense; lack of financial ability of a parent to pay for a particular alternative and finally our inability to monitor them while placed on an alternative.

## Phase 3 JDAI Site Developmental Milestones

The following checklist outlines general site developmental milestones. It identifies implementation activities for phase three reform work based on replication results achieved by successful sites. Phase one milestones generally consisted of building the infrastructure to operationalize JDAI. Phase two entailed implementing fundamental changes to policies, practices and programs to reduce unnecessary and inappropriate detention and reduce racial/ethnic disparities. Phase three is directed at monitoring changes to ensure sustaining positive results and to dig deeper in reform efforts to achieve equity and improve outcomes for all youth

The checklist is organized within the framework of the eight core strategies. Since each site is different there will predictably be differences in the sequence of work and timing of these developmental tasks. **To this end, please consider that “low hanging fruit” identified at any point in your development should take precedence in the work.** The items that follow stem directly from the milestones sites should expect to accomplish in phase three. A variety of technical assistance is available to sites to support and ensure progress in the following areas.

### Collaboration

- Year/Phase 2 Implementation Efforts are Assessed
  1. Year/phase 2 implementation accomplishments and results have been reviewed.
  2. As needed, a targeted system assessment has been conducted by local site collaborative members to help identify and overcome challenge areas.
  3. A work plan with measurable outcomes for year/phase 3 has been developed.
- The Juvenile Justice and Related Public System Decision and Policy Makers Begin Institutionalizing JDAI.
  1. Detention reform training for all systems personnel continues to be enhanced and implemented.
  2. The development of a state sustainability plan has been initiated that includes: establishing the infrastructure to sustain the initiative and expand within the state as the opportunities arise; and, measures for legislative support.
  3. The composition of the collaborative has been assessed and enhanced as needed and informed by the work plan.
  4. New members to the executive committee and work groups have been “coached” as needed.
  5. At least one model site visit has been conducted.
  6. A delegation was organized and sent to the JDAI national conference.

## Data

- Site Data Capacities and Analysis are Expanded and Increasingly Capable of Responding to Queries and Discrete Analytical Tasks
  1. The human resources and infrastructure needed to produce and analyze juvenile justice data has been developed and implemented.
  2. Routine data indicators are disaggregated and cross tabulated race/ethnicity/gender/geography/offense.
  3. Changes to policies, practices and programs are routinely monitored for intended impact and impact on youth of color.
  4. Quantitative and qualitative data analysis of specific target populations and issues are conducted to help drill down as needed.
  5. Public safety indicators, including FTA & re-arrest, and overall juvenile crime statistics, continue to be accurately collected and monitored.
  6. Accurate and timely data is used to leverage funding for detention reform.
  7. A complete and accurate Results Report is prepared and submitted.

## Objective Admission Policies & Practices

- Detention referral practices are consistent with detention eligibility and objective admission policies of the intake staff and the Juvenile Court.
  1. Law enforcement criteria for decisions on cite/release or other field dispositions in lieu of transport to the detention facility have been developed and implemented.
  2. The impact of arrest and referral practices on youth of color has been analyzed; strategies for change have accordingly been developed.
- The admission's screening process is routinely assessed to ensure that implementation is consistent with best practices.
  1. Quality control measures have been developed and implemented which monitors operational issues (e.g., use of overrides, consistency, and accuracy). These measures disaggregate impact by race/ethnicity/gender.
  2. The RAI results are routinely analyzed for disparities and DMC impact; if found, disparities are documented and steps are taken to reduce the effects of the disparities.
  3. A statistical analysis of the RAI is routinely deliberated by the collaborative.
  4. Responsive and recurring training has been implemented for personnel conducting risk screening tasks.

- Adjustments to the RAI and its application are made based upon performance, relevance and effectiveness.
  1. A quantitative analysis of the impact of any changes to the RAI has been conducted prior to implementation of those changes. The analysis includes changes needed to safely reduce racial/ethnic disparities and DMC.

### Alternatives to Detention

- The Primary Purpose of the Sites ATD Programs Is to Provide Non-Secure Options to Youth Who Would Otherwise Be Detained.
  1. The distribution of RAI scores for ATD participants is clearly defined.
  2. The RAI is consistently utilized to guide ATD releases and referrals.
  3. The identified target population intentionally promotes racial/ethnic/gender equity in program participation and successful completion rates.
  4. Policies and practices have been implemented to facilitate release of youth to ATD in the most timely and efficient manner possible.
- Explicit and Objective Criteria for Program Enrollment and Related Policies and Procedures Have Been Implemented.
  1. Explicit criteria is readily available that reflects the alignment of the use of detention and ATDs.
- A Continuum of ATDs That Are Race/Culture/Gender Responsive Have Been Developed and Operationalized
  1. The ATD continuum actively involves partnerships with community based organizations (CBOs) that respond to high impact geographic or racial/ethnic distribution of cases.
  2. Partnerships with CBOs reflect a shared understanding of expectations including tracking and analyzing outcomes.
  3. ATD programs for pre-adjudicated youth have been designed primarily to minimize the risk of re-offending and FTA in court while the instant case is pending.
  4. The continuum of ATDs include programs that target post-dispositional cases to help reduce youth placed out of home..
- Use and Outcomes of ATDs Are Routinely Monitored
  1. Statistical reports are utilized to track and disseminate program results, including use and impact on racial/ethnic disparities, bed displacement, FTA and re-arrest rates, and length of stay in ATD.
  2. Program results are routinely disaggregated by race/ethnicity/gender

3. Corrective actions plans have been implemented as informed by the statistical program results.

### Case Processing

- Changes in Court Calendars, Dockets & Schedules Have Been Implemented to Provide for Efficiency and Timeliness.
  1. Clear policies and consistent practices regarding adjournments that appropriately limit case postponements have been established by the court.
  2. Policies and procedures have been implemented to docket cases for court review when changed circumstances of youth in detention are presented.
  3. Calendaring, docketing and scheduling of cases are consistent across all court rooms.
- Changes in Administrative Practices to Support Expedited Case Processing Have Been Implemented
  1. Psychological evaluations and similar reports are completed in a timely manner.
  2. Social history (dispositional reports) are prioritized for in-custody cases and efficiently produced.
  3. ATD program admissions are accomplished without delays.
  4. Youth awaiting residential programs or state commitment are placed within two weeks of disposition.
  5. Policies and procedures to expedite cases have been implemented by the court and related agencies.
- Mechanisms to Monitor Policy and Practice Changes, Including Routine Statistical Reports Have Been Implemented
  1. Statistical reports that track lengths of stay and case processing times and identify points of unnecessary delay are routinely prepared and analyzed. The statistical reports are consistently disaggregated by race, ethnicity and gender.
- Policies and Practices of Prosecutors and Defenders Have Been Analyzed and Changes Made Accordingly
  1. Prosecutors provide discovery material to defense in a timely manner.
  2. Prosecutors and defense counsel receive appropriate case documents (e.g., complaint/petition, RAI score sheet) prior to the detention hearing.
  3. Defense counsel is assigned to, and visits the youth, prior to the youth's initial appearance in court.

4. Defense has conducted a self-assessment utilizing the tool developed by the National Juvenile Defender Center; strategies for change are developed and implemented as informed by the results of the assessment.
5. The prosecution's filing practices are routinely analyzed to ensure that all youth similarly situated, regardless of race, ethnicity or gender, are treated equitably.

### Special Detention Cases

- Policies and Procedures on the Use of Detention in Probation Violation Cases are Routinely Monitored
  1. Statistical reports to monitor structured approaches to VOPs (including an administrative response/incentives grid) and supervisory review of VOPs are routinely prepared and analyzed. Changes are made as informed by the data.
  2. Responses to VOPs are based on level of risk and severity of the violation as informed by the RAI and the administrative grid.
  3. A continuum of ATDs along with changes to discretionary policies for VOPs, which allow for movement up and down based on risk and severity of the violation, have been implemented.
  4. Detention utilization for probation violators is routinely monitored to assess efficacy and impact on racial, ethnic, or gender disparities.
- Policies and Procedures to Reduce Cases Resulting in Detention because of Writs or Warrants Have Been Enhanced
  1. All youth referred to detention on warrants are screened for risk.
  2. Any backlog of warrants have been cleared or purged.
  3. Focus groups and/or survey's with youth and families have been conducted to determine reasons for FTA. Changes have been made as informed by the results.
  4. Detention utilization for writ/warrant cases is routinely monitored to assess efficacy and impact on racial, ethnic, or gender disparities.
- Policies and Procedures to Reduce Awaiting Placement Cases Resulting in Detention Have Been Enhanced
  1. Non-residential alternatives as part of the continuum of care are available to post-adjudicated youth at various levels of offense severity, public safety risk, and treatment need.
  2. Re-assessment of placement failures is completed within a reasonable time for re-evaluation and location of an alternate placement.
  3. Indicators of program success are collected and analyzed for program effectiveness.

4. Impact of awaiting placement cases are routinely analyzed by type of placement, LOS, program failures, and other relevant factors including race, ethnicity and gender.
5. Provider contract changes have been implemented requiring providers to make second efforts in keeping hard cases.
6. Detention utilization for awaiting placement cases is routinely monitored to assess efficacy and impact on racial, ethnic, or gender disparities.

### **Conditions of Confinement**

- Conditions in the Detention Facility Provide a Healthy and Safe Environment for the Youth and Staff
  1. The year 2 corrective action plan has been reviewed to ensure substantial implementation.
  2. Statistical reports have been developed and are utilized to monitor aspects of conditions of confinement (e.g., incident reports, health and safety issues, room confinements, use of force, etc.)
  3. As needed, new team members participate in the self inspection training.
  4. The site has conducted a second self-inspection of the detention facility.
  5. Training on best practices for detention operations occur on a consistent basis.

### **Racial/Ethnic Disparities & DMC**

- A Work Plan with Measurable Objectives and Results Aimed at Reducing Racial/Ethnic Disparities Guides the Work of the Collaborative
  1. Active agendas to promote equity have been developed by key stakeholder agencies.
  2. A process for measuring the status and progress in the reduction of racial/ethnic disparities has been established and includes: digging deeper into factors contributing to disproportionality; strategizing about policy and practice changes to reduce racial/ethnic disparities; adopting strategies; and, monitoring change for intended impact.
- The JDAI Collaborative Has a Shared Understanding of the Purpose of Detention and Success in Reducing Racial/Ethnic Disparities
  1. The purpose of detention is aligned with the sites definition of success in achieving reductions in disparities and disproportionality.

2. Authority and leadership is firmly established and asserted in the collaborative.
- A Community Engagement Sustainability Strategy Has Been Developed
    1. The type of engagement (e.g., policy/practice decision making, consumer input/feedback, advocacy, outreach) has been defined.
    2. Coach up of community stakeholders continues on an as needed basis.
    3. The structure to support community engagement is clearly defined.
  - System Agencies Have Developed a Staff Participatory Plan to Deepen and Sustain Progress
    1. A plan is developed to help all staff understand how daily decisions might impact racial/ethnic disparities.
    2. Training on the disparities and disproportionality occur on a consistent basis.



**Application**

**376 - 2011 Juvenile Accountability Block Grant (JABG)**  
**1010 - Accountability Programs and Services**  
**Juvenile Accountability Block Grant (JABG)**

**Status:** Editing **Submitted Date:**

**Applicant Information**

**Primary Contact:**

**Name:\*** Ms. Marcia Hazelhorst  
Title First Name Last Name

**Job Title:** Superintendent

**Email:** marcia.hazelhorst@courts.mo.gov

**Mailing Address:** 5665 Roger I Wilson Memorial Drive

**Street Address 1:**

**Street Address 2:**

**\* City State/Province Postal Code/Zip**  
 Columbia Missouri 65202

**Phone:\*** 573-886-4450 Ext.

**Fax:** 573-886-4461

**Organization Information**

**Applicant Agency:** Boone County, Juvenile Office

**Organization Type:** Government

**Federal Tax ID#:** 43600034

**DUNS #:** 073755977

**CCR Code:**

Valid Until Date

**Organization Website:** <http://www.courts.mo.gov/hosted/circuit13/>

**Mailing Address:** 5665 Roger I Wilson Memorial Drive

**Street Address 1:**

**Street Address 2:**

**\* City State/Province Postal Code/Zip**  
 Columbia Missouri 65202 6522

**County:** Boone + 4

**Congressional District:** 09

**Phone:\*** 573-886-4450 Ext.

**Fax:** 573-886-4461

**Contact Information**

**Authorized Official**

Authorized Official:\*

Mr. Edward Robb  
Title First Name Last Name

Job Title: Presiding Commissioner

Agency: Boone County

Mailing Address: 801 E Walnut

Street Address 1:

Street Address 2:

\* Columbia Missouri 65201  
City State Zip Code

Email: erobb@boonecountymmo.org

Phone:\* 573-886-4450 Ext.

Fax: 573-886-4461

**Project Director**

Project Director:\*

Ms. Marcia Hazelhorst  
Title First Name Last Name

Job Title: Superintendent

Agency: Robert L. Perry Juvenile Justice Center

Mailing Address: 5665 N Roger I Wilson Memorial Drive

Street Address 1:

Street Address 2:

\* Columbia Missouri 65202  
City State Zip Code

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**Fiscal Officer**

Fiscal Officer:\*

Ms. Nicole Galloway  
Title First Name Last Name

Job Title: Treasurer

Agency: Boone County

Mailing Address: 801 E Walnut Room 205

Street Address 1:

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\* Columbia Missouri 65201  
City State Zip Code

Email: ngalloway@boonecountymmo.org

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**Project Contact Person**

Project Contact Person:

Ms. Marcia Hazelhorst  
Title First Name Last Name

Job Title: Superintendent

Agency: Robert L Perry Juvenile Justice Center

Mailing Address: 5665 N Roger I Wilson Memorial Drive

**Street Address 1:**

**Street Address 2:**

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Missouri  
State

65202  
Zip Code

**Email:** marcia.hazelhorst@courts.mo.gov

**Phone:** 573-886-4450

Ext.

**Fax:** 573-886-4461

**Non-Profit Chairperson**

**Non-Profit Chairperson:**

Title	First Name	Last Name
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**Job Title:**

**Agency:**

**Mailing Address:**

**Street Address 1:**

**Street Address 2:**

City	Missouri State	Zip Code
------	-------------------	----------

**Email:**

**Phone:**

Ext.

**Fax**

**JABG Project Summary**

**Application Type:**

*New-*The application is being submitted as part of a competitive bid process and/or as part of a federal Pass-Thru Program.

*Renewal-*The application is being submitted to continue a project currently funded by the Department of Public Safety.

*Continuation-* Not applicable for 2011

*Expand/Enhance-*Not applicable for 2011 JABG

**Application Type:** New

**Current Contract Number(s):**

List all active contract numbers as assigned by the Department of Public Safety relating to the proposed project. If you have more than one active contract number, separate each number by commas.

**Current Contract Number(s):** 2009-JABG-LG-01

**JABG Purpose Areas:**

To meet the scope and intent of the JABG, a state or local unit of government may use the funds for one or more of the following 17 specified program purpose areas.

**HINT:** To select more than one Purpose Area, hold down the Ctrl key and click each Purpose Area.

**JABG Purpose Area(s):** Accountability-Based Programs

**Geographic Area:**

Identify the geographic area to be served by the proposed project.

**Geographic Area:** 13th Judicial Circuit (Boone County and Callaway County)

**Brief Summary:**

Provide a brief summary of the proposed project and the services that will be offered. The information in the summary may be used for reporting and press releases if funded.

**Brief Summary:**

This project includes the following five components: Art Program, Music Program, Security/Monitoring Program, Drug Testing Program, and Education and Programming Enhancement. The programs will serve to primarily hold youths accountable, help them learn ways to make better choices and change their behaviors, and increase their self-esteem. All should have the predicted effect of lowering recidivism rates among the participants.

**Personnel**

Name	Title	Position	Employment Status	Salary per Pay Period	Number of Pay Periods	% of Total Cost Grant Funded Time	Local Match %	Local Match Share	Federal or State Share	
Emily Nickel	Art Instructor	Retained	FT	\$453.52	26.0	100.0	10.0	\$1,179.15	\$10,612.37	
Rebecca Buckler	Music Instructor	Retained	FT	\$64.79	26.0	100.0	10.0	\$168.45	\$1,516.09	
								<b>\$13,476.06</b>	<b>\$1,347.60</b>	<b>\$12,128.46</b>

**Personnel Justification**

*If personnel is not included in the budget, put N/A or leave this section blank.*

*If personnel is included in the budget, provide justification for each position. If the position is new (created), provide a description of the job responsibilities the individual will be expected to perform. If the position exists (retained), provide a description of the job responsibilities and the experience and/or any certification the individual possesses.*

*If a salary increase is included, address the individual's eligibility for such increase, the percentage of increase, and the effective date of the increase.*

**Personnel Justification**

**Art Program:** Salary and FICA/Medicare for Art Instructor, plus Art Supplies. Total Project Cost: \$14,421.57. We are requesting funding to pay the art instructor for 14 hours per week, 47 weeks of the year, at an hourly rate of \$17.92. There is no salary increase proposed for the 2011-2012 grant year, because state employees will not be receiving an increase. The instructor would have 5 weeks off. The instructor's hourly salary was originally based on the starting salary of a teacher in the Columbia Public School District. In following years, we requested and received percentage increases in the hourly rate that corresponded with increases received in other state-funded programs. We are also requesting to replenish art supplies, the cost of which has increased because eligible detention wing residents will now be participating in the Art Program (\$1728.00 of the total, which is fair market value and includes shipping and handling). The program participants experience the self-gratification and increased self-esteem that results from being engaged in the creative process. Increased self-esteem leads to more accountable behaviors.

**Job Description of Art Instructor:** Primary Duties - provide instruction and assistance in various art mediums to juvenile law violators in placement at detention facility, who are behaviorally eligible to participate in the Art Program. Document number of participants/hours of participation monthly, for grant reporting purposes. Responsible for submitting orders for art supplies, following budget guidelines.

**Experience/Certification:** BFA in Studio Art from Truman State University. Four semesters painting and art history. Emphasis in ceramics. Ceramics instructor at The Craft Studio, currently. Ceramics instructor at Access Arts, currently. Showed work and received juror's Recognition of

Excellence prize in the 2008 Women in the Arts Show, at the Craft Studio.

**Music Program:** Salary and FICA/Medicare for Music Instructor. Total Project Cost: \$1,813.44. We are requesting funding to pay the music instructor for 2 hours per week, 47 weeks of the year, at an hourly rate of \$17.92. The instructor would have 5 weeks off. The instructor’s hourly salary was originally based on the starting salary of a teacher in the Columbia Public School District. In following years, we requested and received percentage increases in the hourly rate that corresponded with increases received in other state-funded programs. Like the participants in the Art Program, we believe that the participants in the Music Program will experience the self-gratification and increased self-esteem that results from being engaged in the creative process. Increased self-esteem leads to more accountable behaviors.

**Job Description of Music Instructor:** Primary Duties - provide instruction and assistance in beginning piano (keyboard) to juvenile law violators in detention facility, who are behaviorally eligible to participate in the music program. Document number of participants/hours of participation monthly, for grant reporting purposes.

**Experience/Certification:** Bachelor of Science in Music Education and Master of Education in Music with additional graduate credit. Independent music teacher for 40 years. Accompanist for Department of Music, University of Missouri. Vocal music teacher for 9 years. High school piano and organ instructor for 24 years. Adjunct instructor, community college, for 2 years. Many honors and professional affiliations.

**Personnel Benefits**

Category	Item	Salary or Premium	Percentage or Number of Pay Periods	% of Funding Requested	Total Cost	Local Match %	Local Match Share	Federal or State Share
FICA/Medicare	FICA/Date Range	\$11,791.52	0.0765	100.0	\$902.05	10.0	\$90.21	\$811.85
FICA/Medicare	FICA/Date Range	\$1,684.57	0.0765	100.0	\$128.87	10.0	\$12.89	\$115.98
					<b>\$1,030.92</b>		<b>\$103.10</b>	<b>\$927.83</b>
					<b>\$1,030.92</b>		<b>\$103.10</b>	<b>\$927.83</b>

**Personnel Benefits Justification**

*If personnel benefits are not included in the budget, put N/A or leave this section blank.*

*If personnel benefits are included in the budget, provide justification for each fringe benefit. If your agency anticipates a premium or rate change during the contract period, indicate the effective date of change and the reasoning for such change.*

**Benefits Justification**

The personnel benefits for the art and music instructors is .0765 of their salaries to cover the cost of FICA/Medicare.

**Travel/Training**

Item Category	Unit Duration Number	Cost	Total Cost	Local Match %	Local Match Share	Federal or State Share
			\$0.00		\$0.00	\$0.00

**Travel/Training Justification**

*If travel/training is not included in the budget, put N/A or leave this section blank.*

*If travel/training is included in the budget, provide justification for each expense and why such is necessary to the success of the proposed project.*

*For training, identify the location and date(s) of the training. If either the location or date(s) is unknown, clearly identify such. Describe the anticipated benefit and/or a synopsis of the training and who will be attending such event.*

**Travel/Training Justification**

**Equipment**

Item	Description	Unit Cost	Quantity	Source of Bid	% of Funding Requested	Total Cost	Local Match %	Local Match Share	Federal or State Share
ActivBoard with Projector (Includes shipping, installation, and 2-year warranty)	ActivBoard 178, 78", 2 ActivPens, 16' USB cable, Installation Guide	\$2,754.62	1.0	Promethean	100.0	\$2,754.62	10.0	\$275.46	\$2,479.16
Coax Cable	25815 RG59U Plenum	\$150.00	1.0	Alarm Communication Center	100.0	\$150.00	10.0	\$15.00	\$135.00
Crimp Connectors	301-1BNC Plenum	\$2.00	8.0	Alarm Communication Center	100.0	\$16.00	10.0	\$1.60	\$14.40
Directional Microphone	Louroe Electronics Verifact A-A Omni	\$130.00	1.0	Alarm Communication Center	100.0	\$130.00	10.0	\$13.00	\$117.00
Installation Cost	Installation/Set-up of Cameras	\$375.00	1.0	Alarm Communication Center	100.0	\$375.00	10.0	\$37.50	\$337.50
Lens for Security Camera	TG4Z2813FCS 2.8-12mm	\$80.00	2.0	Alarm Communication Center	100.0	\$160.00	10.0	\$16.00	\$144.00
Mini Dome Camera	GANS ZC-D7312NHA	\$280.00	2.0	Alarm Communication Center	100.0	\$560.00	10.0	\$56.00	\$504.00
Outdoor Housing with Heater	7100K	\$130.00	2.0	Alarm Communication Center	100.0	\$260.00	10.0	\$26.00	\$234.00
Power Cable	25224B Plenum	\$75.00	1.0	Alarm Communication Center	100.0	\$75.00	10.0	\$7.50	\$67.50
Security Cameras	YCH-03A Hi-Res Day/Nite Camera	\$190.00	2.0	Alarm Communication System	100.0	\$380.00	10.0	\$38.00	\$342.00
						<b>\$4,860.62</b>		<b>\$486.06</b>	<b>\$4,374.56</b>

### Equipment Justification

*If equipment is not included in the budget, put N/A or leave this section blank.*

*If equipment is included in the budget, provide justification for each item. Address why the item is needed, whether it is a replacement or an addition, who will use it, and how it will be used.*

#### Equipment Justification

**Security/Monitoring Program:** Total Project Cost: \$2,106.00. We are proposing the addition of four additional cameras in the following areas: 1) 1 outdoor camera in the boys' detention wing recreation area to address the issue of a "blind spot" on the walkway to the recreation area; 2) 1 outdoor camera at the driveway entrance to the facility, so staff can monitor vehicles entering facility property; 3) 1 camera in the front lobby, to monitor visitors/parents waiting in the lobby; and 4) 1 camera in D-wing on the program wing, so staff can monitor residents who may be going to other residents' rooms, which is not permitted, but which has occurred on occasion. Monitoring the actions of youths in the facility enables staff to hold juveniles accountable more quickly and easily and, at times, to determine exactly what happened in certain situations when that would not be possible otherwise. Monitoring the actions of visitors inside and outside the facility helps staff/security officers to maintain safety and security for residents, staff, and visitors. Additionally, videos may always be reviewed, e.g., to determine exactly what happened in an altercation between residents. The cost is fair market value.

**Education and Programming Enhancement:** Total Project Cost: \$2754.62. The use of state-of-the-art technological devices that enhance the provision of educational and programming activities will engage youths more fully in these processes and broaden the scope of the programming that can be provided to them. An interactive smartboard/whiteboard is a large, interactive display that engages students with vivid images, video, and audio. It is strongly believed that the effect will be an enhanced programming experience with the possible and even likely outcome of having a greater impact on the youths in our care. We are proposing the addition of a smartboard/whiteboard in the program wing area of the facility. The cost is fair market value.

### Supplies/Operations

Item	Basis for Cost Estimate	Unit Cost	Quantity	% of Funding Requested	Total Cost	Local Match %	Local Match Share	Federal or State Share
Art Supplies for Art Program	Annually	\$1,728.00	1.0	100.0	\$1,728.00	10.0	\$172.80	\$1,555.20
Drug Tests	Annually	\$3.75	400.0	100.0	\$1,500.00	10.0	\$150.00	\$1,350.00
					<b>\$3,228.00</b>		<b>\$322.80</b>	<b>\$2,905.20</b>

### Supplies/Operations Justification

*If supplies/operations are not included in the budget, put N/A or leave this section blank.*

*If supplies/operations are included in the budget, provide justification for each expense. Address why the item is necessary for the proposed project, who will use it, and how it will be used.*

*If your agency anticipates a rate change during the contract period, indicate the effective date of change and the reasoning for such change.*

**Supplies/Operations Justification**

**Drug Tests:** Total Project Cost: \$1,500.00. Every juvenile is drug-tested upon admission to the Juvenile Justice Center. We are requesting 400 tests @ \$3.75 each, which includes shipping and handling, for a total of \$1500.00. These are 10-panel tests that test for the presence (in the urine) of the following drugs: marijuana, cocaine, methadone, Ecstasy, opiates, methamphetamines, barbiturates, benzodiazepines, Oxycodone, and PCP. Being aware of the use of drugs by youths helps the Juvenile Officer determine the most appropriate interventions for those youths. The cost is based on fair market value and includes shipping and handling.

**Art Supplies:** Total Project Cost: \$1,728.00. We are attaching a document that lists all of our art supplies, which is many pages in length. The amount requested for art supplies is \$1728.00. Art supplies are required for our Art Program. Throughout the year, eligible residents are taught how to do many different types of projects, the main ones being pottery, weaving, wood burning, making jewelry, pen and ink drawings, and wood staining. However, there are many other art projects the participants are involved in, such as etchings, hand-made keychains, etc., and some new ones that we are adding this year (rocket building, bird house kits, gingerbread house kits). The program participants experience the self-gratification and increased self-esteem that results from being engaged in the creative process. Increased self-esteem and successful, positive pursuits lead to more accountable behaviors. The costs are based on fair market value and include shipping and handling.

**Contractual**

Item	Basis for Cost Estimate	Unit Quantity Cost	% of Funding Requested	Total Cost	Local Match %	Local Match Share	Federal or State Share
				\$0.00		\$0.00	\$0.00

**Contractual Justification**

*If contractual or consultant services are not included in the budget, put N/A or leave this section blank.*

*If contractual or consultant services are included in the budget, provide justification for each expense. Address why each item is necessary for the proposed project and who will benefit from the services.*

*If your agency anticipates a rate change during the contract period, indicate the effective date of change and the reasoning for such change.*

**Contractual Justification**

**Renovation/Construction**

Item	Basis for Cost Estimate	Total Cost	Local Match %	Local Match Share	Local Match Share Amount	Federal or State Share
		\$0.00		\$0.00		\$0.00

**Renovation/Construction Justification**

**Renovation/Construction Justification**

**Total Budget**

**Total Budget**

Total Federal or State Share:	\$20,336.05
Federal or State Share Percentage:	90.0%
Total Local Match Share:	\$2,259.56
Local Match Share Percentage:	10.0%

**Total Budget Minus Renovation/Construction**

Total Federal/State Share:	\$20,336.05
RequestPercentNegReno	90.0%
Total Local Match Share:	\$2,259.56
MatchPercentNegReno	10.0%

**Total Renovation/Construction Budget**

Total Federal/State Share:	\$0.00
RequestPercentReno	0%
Total Local Match Share:	\$0.00
MatchPercentReno	0%
Total Project Cost:	\$22,595.61

**Experience and Reliability**

**Experience and Reliability\***

Provide a description that clearly establishes who is applying for funds. Summarize the services currently being provided by your agency. Do not include every issue the agency addresses, only those that may be impacted by this funding. Include the following:

- background information about the community you serve;
- the geographic location/jurisdiction you plan to serve; and
- demographics of the population in the location/jurisdiction served by your agency.

Provide examples of experiences that support your agency's ability to provide the proposed services. For example:

- recent accomplishments;
- statistical data on youth served;
- related services provided by your agency; and
- other accomplishments.

For all applicants, this section should clearly, but briefly, show the agency possesses the necessary skills, experience, and qualifications to achieve success if the proposal is funded.

\*For Pass-Thru Applicants, include information about your coalition, its makeup, meeting dates, etc. Please refer to JABG Funding Opportunity Guidelines for definitions regarding the types of applicants eligible for this funding.

**I. EXPERIENCE AND RELIABILITY**

**Applicant For Services**

Boone County is the government entity applying for Juvenile Accountability Block Grant funding; however, the funding would be used for services that would be provided at the Robert L. Perry Juvenile Justice Center. The Juvenile Justice Center serves youths from the 13<sup>th</sup> Judicial Circuit who are placed here by the court. Additionally, youths are placed here from other regional circuits that do not have facilities where youths in their jurisdictions can be housed and receive services. The Robert L. Perry Juvenile Justice Center is located in Columbia, Missouri, near Highway 63 and Prathersville Road, which is near Interstate 70 and easily accessible to residents of the 13<sup>th</sup> Judicial Circuit and other regional circuits.

**General Demographics Of The 13<sup>th</sup> Judicial Circuit (Boone And Callaway Counties)  
According To OJJDP 2009 Population Estimates**

	Boone County #'s	Boone County %'s	Callaway County #'s	Callaway County %'s	TOTALS by #'s	TOTALS by %'s
Number of people	156,377	100%	43,727	100%	200,104	100%
Number of Juveniles, Ages 10 through 16	12,068	8%	4,014	9%	16,082	8%
	<b>Boone County</b>			<b>Callaway County</b>		<b>TOTALS</b>
	<b>% and #</b>			<b>% and #</b>		<b>(approximate)</b>
Caucasian, non-Hispanic	9,333 (77.3%)			3,685 (92%)		13,018 (81%)
Caucasian, Hispanic	358 (2.9%)			78 (1.9%)		436 (2.7%)
Black, non-Hispanic	1,752 (14.5%)			208 (5.2%)		1,960 (12.2%)
Black, Hispanic	52 (<1%)			4 (<1%)		56 (<1%)
Asian, non-Hispanic	492 (4%)			11 (<1%)		503 (3.1%)
Asian, Hispanic	18 (<1%)			1 (<1%)		19 (<1%)
American Indian, non-Hispanic	48 (<1%)			27 (<1%)		75 (<1%)
American Indian, Hispanic	15 (<1%)			0 (0%)		15 (<1%)
Totals (and percentage of county population of juveniles, ages 10 through 16)	12,068 (100%)			4,014 (100%)		16,082 (100%)

**Summary Of Services Provided That Will Be Impacted By Funding**

**Art Program:** The Art Program has been provided, through JABG funding, since February 2000.

**Music Program:** The Music Program has been provided, through JABG funding, beginning in the 2001-2002 grant year.

**Drug Testing Program:** The drug testing program has been provided, through JABG funding,

beginning in the 2001-2002 grant year. For the 2010-2011 grant year, we did not need to purchase drug tests as a result of a surplus; however, we have continued to conduct and report on the Drug Testing Program.

**Security/Monitoring Program:** The ability to monitor entrances to the facility and juveniles in the facility, in certain areas, began in the 2000-2001 grant year, through JABG funding.

**Ability To Provide Proposed Services: Examples Of Achieving Past Goals And Objectives Through JABG Funding**

Program	Grant Year That the Program Was Fully Implemented	Number of Individual Youths Served	Number of Programming Hours Provided	Recidivism Information
Art Program	2000-2001	107	2284.50	Under 25%
	2001-2002	111	1926.50	Under 25%
	2002-2003	100	2294.50	Under 25%
	2003-2004	128	2358.25	Under 25%
	2004-2005	138	2273.25	Under 25%
	2005-2006	115	960.50 (instructor had less hours*)	Under 25%
	2006-2007	79	713.50 (instructor had less hours*)	Under 25%
*The instructor's hours were cut significantly because of less funding available	2007-2008	87	1093.25 (instructor's hours increased slightly*)	Under 25%
*The instructor's hours were increased by 4 hours a week	2008-2009	53 In this year, juveniles had to be on level 2 or 3 to participate; thus, number of youths decreased	1180.25	All programs, short-term: 28%; long-term: 16%

<b>Art Program (continued)</b>				

	2009-2010	149	1248.25	All programs, short-term: 28%; long-term: 4%
		Staff wanted more residents to be able to participate, so discretion was used in choosing youths who were not on level 2 or 3.		

During all of the years the Art Program has been in existence, hundreds of individual projects have been entered in the Boone County Fair, with the majority being awarded first place ribbons.

Youths on the program wing of the Juvenile Justice Center (those who are placed here on evaluation, short term care, or placement status) who are on Level 2 or Level 3 status are eligible to participate in the Art Program. Some residents who are level 1 may now participate, at the discretion of supervisory staff.

Program	Grant Year That the Program Was Fully Implemented	Number of Individual Youths Served	Number of Programming Hours Provided	Recidivism Information
Security/Monitoring Program	2000-2001	N/A—cameras enabled staff to visually monitor entrances to facility	N/A	N/A
	2007-2008	Additional cameras allowed staff to review videos involving 15 residents, in order to determine the details of situations of inappropriate behaviors.	N/A	Under 25%
	2009-2010	Additional cameras allowed staff to review videos involving 14 residents, in order to determine the details of situations of inappropriate behaviors.	N/A	All programs, short-term: 28%; long-term: 4%

The three additional cameras installed in the 2007-2008 and 2009-2010 grant years enabled staff to better monitor youths and to determine what actually happened, in 29 separate behavioral situations, by reviewing video tapes from the security cameras.

<b>Drug Testing Program</b>	2001-2002	218 tests—93 had positive results	N/A	Under 25%
	2002-2003	235 tests—111 had positive results	N/A	Under 25%
	2003-2004	328 tests—166 had positive results	N/A	Under 25%

<b>Drug Testing Program (continued)</b>				
	2004-2005	455 tests—224 had positive results	N/A	Under 25%
	2005-2006	487 tests—288 had positive results	N/A	Under 25%
*For reporting and tracking purposes, only 13 <sup>th</sup> Circuit youths were included, although all youths were tested upon admission. Please note that we could not purchase drug tests until 11/07.	2007-2008	255* tests—85 had positive results	N/A	Under 25%
The required reporting format changed in this year  *For reporting and tracking purposes, only 13 <sup>th</sup> Circuit youths were included, although all youths were tested upon admission. Please note that we could not purchase drug tests until January 2009.	2008-2009	233* tests—69 had positive results	N/A	All programs, short-term: 28%; long-term: 16%
	2009-2010	191 tests – 75 had positive results	N/A	All programs, short-term: 28%;

			long-term: 4%
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All youths admitted to the Juvenile Justice Center are to be drug-tested, unless they have been drug-tested at the Juvenile Office just prior to admission. The test results for youths from other circuits and the Division of Youth Services are reported to their deputy juvenile officers and service coordinators. 13<sup>th</sup> Circuit youths testing positive are further evaluated, and depending upon the results of further assessment, some are referred for substance abuse assessments. Of those, some are referred for inpatient or outpatient substance abuse treatment services.

Program	Grant Year That the Program Was Fully Implemented	Number of Individual Youths Served	Number of Programming Hours Provided	Recidivism Information
Music Program	2001-2002	71	137	Under 25%
	2004-2005	64	766	Under 25%
	Suppl. Grant			
	2006-2007	106	115	Under 25%
	2007-2008	77	169	Under 25%

Music Program (continued)				
Program	Grant Year That the Program Was Fully Implemented	Number of Individual Youths Served	Number of Programming Hours Provided	Recidivism Information
The required reporting format changed in this year	2008-2009	43*	94	All programs, short-term: 28%; long-term: 16%
*The music instructor missed sessions because her parents had been injured in an auto accident				
*The music instructor	2009-2010	76	74	All programs,

missed sessions because of surgery and recuperation				short-term: 28%; long-term: 4%
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Keyboards were purchased in the 2001-2002 grant year and community volunteers were used for keyboard instruction. A music instructor was hired in January 2005, through a JABG supplemental grant and the position has been continued since then, through regular JABG funding.

Program	Grant Year That the Program Was Fully Implemented	Number of Individual Youths Served	Number of Programming Hours Provided	Recidivism Information
Leadership RAP Program	2008-2009	39	140	All programs, short-term: 28%; long-term: 16%

Program	Grant Year That the Program Was Fully Implemented	Number of Individual Youths Served	Number of Programming Hours Provided	Recidivism Information
(Cognitive Behavioral Intervention) CBI Program	2009-2010	9	28.5	All programs, short-term: 28%; long-term: 4%

**Juvenile Crime Enforcement Coalition**

Some of the members of the coalition have changed throughout the years, but the members have represented the police, sheriff, prosecutor, state/local probation services, juvenile court, schools, business, prevention organizations, other social services, and other law enforcement, in the community. The coalition has met quarterly since its beginning. The proposed dates for the upcoming grant year are November 17, 2011; February 16, 2012; May 17, 2012; and August 16, 2012. The proposed members for the upcoming grant year are Police: Officer Steven McCormack, Columbia Police Department; Sheriff: Captain Greg Vandegriffe, Boone County Sheriff's Department; Prosecutor: Teri Armistead, Legal Counsel to the Juvenile Officer; State/Local Probation Services: Rick Gaines, Juvenile Officer of the 13<sup>th</sup> Judicial Circuit; Juvenile Court: Kathy Lloyd, Court Administrator; Schools: Vince Thompson, Alternative Programs Site Manager; Prevention Organizations: Eric Lawman, Chair, Religious Education Coordination Council; Other,

Social Services: and Janie Bakutes, Director, Rainbow House Regional Child Advocacy Center. Currently, we do not have a representative in the Business or Other Law Enforcement categories, but intend to fill those vacancies. (We have included a more comprehensive explanation on the page following the listing of the members of the coalition).

From the beginning, the coordinated enforcement plan has been simple and direct. Youths who have committed law violations and have subsequently become involved in the juvenile system are youths who are making poor choices and who are not accepting responsibility for the choices they make. Therefore, the primary goals of the programs and services for law violator juveniles who are in placement at the Robert L. Perry Juvenile Justice Center are to hold youths accountable, help them learn ways to make better choices and change their behaviors, and increase their self-esteem. All should have the predicted effect of lowering recidivism rates among the participants. Lowering recidivism rates is the objective of this project. When juveniles learn to be accountable for their choices and replace poor decisions with good decisions, their rates of recidivism decrease.

## Statement of the Problem

### Statement of the Problem\*

*Clearly define the problem you propose to impact with the project proposed to be funded through JABG. Be specific and only include information relevant to this request.*

*Since part of the JABG funding is competitively bid, it is necessary for you to carefully articulate the problem you wish to address; demonstrate the need for funding; and provide supporting data.*

*This section must justify the need for the proposed services outlined in the Methodology section of your proposal. Use local data and other sources of information to define and describe the problem. Link the problem(s) to specific social and environmental factors.*

*Successful applicants will show a clear need for the proposed programming through a logical, concise, and complete evaluation of:*

- *Local data pertaining to the source(s), history, current scope and dimension(s) of the problem;*
- *A definition of the target population (age, gender, educational performance, socioeconomic background, etc.);*
- *The risk and protective factors present within the proposed area of service;*
- *Trend analyses, forecasts, and/or other data relating to the problem(s);*
- *The comparison between available local, regional, and state data (utilizing graphs whenever possible) pertaining to the problem and level of incidence as evidenced by official statistics; (arrest statistics, school records, juvenile court referrals, etc.); and*
- *Current and/or recent local efforts to combat or address the problem and the results of those efforts.*

## II. STATEMENT OF THE PROBLEM

### The Problem We Are Trying To Impact

Our intended impact, as in past years, is to lower the rates of recidivism among law violator youths who are placed at the Robert L. Perry Juvenile Justice Center. It can be clearly seen in the Comparison of National, State, and Local Juvenile Offender Data that follows later in this section that a higher percentage of juveniles in Boone County and in the 13<sup>th</sup> Judicial Circuit as a whole are arrested for certain crimes than juveniles nationally or state-wide. This data from the FBI is for the year 2007, which is the most recent year for which the data can be obtained.

### Specific Environmental And Social Factors Contributing To Recidivism

According to the Missouri Juvenile Risk Assessment (the use of which began locally in 2006),

higher scores related to the following factors contribute to the likelihood of recidivism: 1) age at first referral; 2) number of prior referrals; 3) assault referrals; 4) history of placement; 5) peer relationships; 6) history of child abuse; 7) substance abuse; 8) school attendance/disciplinary problems; 9) parental management style; and 10) parental history of incarceration.

According to the Missouri Juvenile Needs Assessment (used locally beginning in 2006), higher scores related to the following factors contribute to the likelihood of recidivism: 1) behavior problems; 2) attitude; 3) interpersonal skills; 4) peer relationships; 5) history of child abuse or neglect; 6) mental health; 7) substance abuse; 8) school attendance/disciplinary problems; 9) academic performance; 10) learning disorder; 11) employment; 12) juvenile's parental responsibility; 13) health/handicaps; 14) parental management style; 15) parental mental health; 16) parental substance abuse; and 17) social support system.

Since 2005, we were not able to perform analyses of residents' risk and needs scores, because of limitations in extracting information from JIS. For calendar year 2010, we were able to utilize risk and needs data.

### **Risk Assessment Scores**

A primary tool used by the Juvenile Division in delinquency and status offense cases is the Risk and Needs Assessment Form. A risk assessment is completed on a juvenile by the detaining deputy juvenile officer, upon the time of the juvenile's admission, and helps guide decision-making regarding disposition. On the risk assessment, a youth scoring 8 and above is considered to be high risk; a youth scoring 1 to 7 is considered to be moderate risk; and a youth scoring -3 to 0 is considered to be low risk. Following is data extracted from the risk scores for juveniles detained at the Juvenile Justice Center in 2010:

#### **Definition Of Target Population**

#### **RISK LEVELS, Based on Risk Scores of Residents for the Year 2010:**

**Age at First Referral:** 60% of residents had their first referral at age 12 or under.

**Assault Referrals:** 58% of residents had one or more prior or present misdemeanor assaults.

**History of Child Abuse/Neglect:** 44% of residents had a child abuse/neglect history.

**History of Placement:** 70% of residents had prior out-of-home placements.

**Parental History/Incarceration:** 65% of residents' parents had a history of incarceration.

**Parental Management Style:** The parental management styles of 52% of residents' parents were severely ineffective.

**Peer Relationships:** 49% of residents' peer relationships were a negative influence. 42% were a strong negative influence.

**Prior Referrals:** 95% of residents had one or more prior referrals.

**School Attendance/Disciplinary:** 35% of residents had moderate problems and 50% had severe problems.

**Substance Abuse:** 37% of residents had a moderate alcohol and/or drug abuse problem and 15% had a severe alcohol and/or drug abuse problem.

### **Needs Assessment Scores**

A needs assessment is completed when the Juvenile Officer is going to provide some level of supervision and is used to assist with determining the level of programs/services that would best meet the youth's needs. Following is data extracted from the needs assessments completed on juveniles detained at the Juvenile Justice Center in 2010:

### **Definition Of Target Population**

#### **NEEDS LEVELS, Based on Needs Scores for the Year 2010:**

**Attitude:** 50% of residents were generally uncooperative, defensive, not motivated to change; 30% of residents had a very negative attitude, were defiant, and resistant to change.

**Behavior Problems:** 44% of residents had moderate problems; 52% had severe problems.

**Employment (this is scored only if the resident is 16 and not enrolled full-time in school, vocational training, or other education program):** this did not apply to 98% of our residents.

**Health/Handicaps:** 1% had limited access to health care; 8% had a mild physical handicap or medical condition.

**History of Child Abuse/Neglect:** 48% had a history of child abuse/neglect.

**Interpersonal Skills** 55% had moderately impaired skills; 25% had severely impaired skills.

**Juvenile's Parental Responsibility:** 99% had no children.

**Learning Disorder:** 35% had a diagnosed learning disorder.

**Mental Health:** 54% had a mental health disorder with treatment; 6% had a mental health disorder without treatment;

**Parental Management Style:** 34% of parents' management styles were moderately ineffective; 55% were severely ineffective.

**Parental Mental Health:** 31% of parents had a mental health history.

**Parental Substance Abuse:** 46% of parents had a substance abuse history.

**Peer Relationships:** 46% of peers were negative influences; 44% were strong negative influences.

**School Attendance/Disciplinary:** 36% of residents had moderate problems; 50% had severe problems.

**Social Support System:** 39% of residents had weak support with no positive role models; 8% had strong negative or criminal influence.

**Substance Abuse:** 39% had moderate alcohol and/or drug abuse problems; 16% had severe alcohol and/or drug problems/dependence.

**Risk And Protective Factors Present In Proposed Area Of Service**

The risk factors are described in the previous two sections, Specific Environmental and Social Factors Contributing to Recidivism, and Definition of the Target Population, which include 1) age at first referral; 2) number of prior referrals; 3) assault referrals; 4) history of placement; 5) peer relationships; 6) history of child abuse; 7) substance abuse; 8) school attendance/disciplinary problems; 9) parental management style; and 10) parental history of incarceration.

Protective factors that reduce the potential for youths committing law violations are strong social skills; negative attitudes toward crime; family attachment; parental monitoring of children's activities with peers; clear rules of conduct that are consistently enforced within the family; involvement of parents in the lives of their children; success in school performance; strong bonds with institutions, such as school and religious organizations; and adoption of conventional norms about crime. Other protective factors for the juveniles at the Robert L. Perry Juvenile Justice Center would include programming received while at the Center; supervision services through the Juvenile Officer after release from the Juvenile Justice Center; an adult family member or friend on whom the juvenile could rely as a stable influence, a concerned teacher, etc.

**Trend Analyses, Forecasts, And Other Data Related To Problem**

From what we can discern from national, state, and local data, the incidence of serious crimes committed by youths has decreased over the past several years in many areas. However, there is concern about the percentages of youths arrested for crimes in Boone and/or Callaway counties that are higher than the national or state percentages, according to data from 2007.

**Comparison Of National, State, And Local Juvenile Offender Data**

This information was gathered from FBI Arrest Statistics, for the year 2007 (the most recent year available), found on the OJJDP web site. The figures below represent the percentage of total arrests involving persons ages 10 to 17, in the U.S., Missouri, Boone County, and Callaway County, respectively:

<b>Crime</b>	<b>United States</b>	<b>Missouri</b>	<b>Boone County</b>	<b>Callaway County</b>
Population Ages 10 to 17	33,328,000	648,600	14,281	4,779
<b>Violent Crime Index</b>				
Murder/nonneg. mans.	10.0%	10.1%	0.0%	0.0%
Forcible Rape	15.4%	13.8%	35.7%	0.0%
Robbery	27.2%	23.1%	21.1%	33.3%
Aggravated Assault	13.3%	10.9%	12.0%	25.0%
<b>Property Crime Index</b>				
Burglary	27.0%	26.0%	40.8%	47.2%
Larceny/Theft	25.6%	23.1%	35.2%	27.0%
Motor Vehicle Theft	25.0%	22.5%	52.8%	21.4%
Arson	47.4%	45.1%	66.7%	83.3%
<b>Nonindex</b>				

Other Assaults	18.4%	18.8%	<b>24.8%</b>	<b>26.6%</b>
Forgery/Counterfeiting	3.0%	2.3%	<b>5.1%</b>	0.0%
Fraud	3.1%	4.8%	<b>9.3%</b>	0.0%
Embezzlement	7.6%	9.9%	0.0%	<b>11.1%</b>
Stolen Property	18.3%	14.7%	<b>25.0%</b>	<b>54.5%</b>
Vandalism	38.3%	32.3%	<b>53.3%</b>	25.7%
Weapons	23.2%	18.3%	<b>31.3%</b>	<b>42.9%</b>
Prostitution/Commercialized Vice	2.0%	0.8%	0.0%	No figure
Sex Offenses (other)	18.4%	18.8%	<b>50.0%</b>	<b>30.0%</b>
Drug Abuse Violations	10.6%	9.9%	<b>16.0%</b>	<b>19.0%</b>
Gambling	17.3%	7.1%	No figure	No figure
Offenses Against Family	4.7%	2.2%	<b>18.0%</b>	0.0%
Driving Under Influence	1.3%	1.5%	1.1%	1.6%
Liquor Laws	22.3%	18.7%	9.7%	19.2%
Drunkenness	2.9%	11.4%	No figure	No figure
Disorderly Conduct	28.4%	15.7%	<b>36.1%</b>	<b>27.8%</b>
Vagrancy	11.4%	31.8%	No figure	No figure
All Other Offenses	9.6%	6.4%	<b>15.3%</b>	9.9%
Suspicion	19.1%	No figure	No figure	No figure
Curfew and Loitering	100.0%	100.0%	100.0%	100.0%
Runaway	100.0%	100.0%	100.0%	100.0%

The percentages under the headings of Boone County and Callaway County that are bolded in the table are either somewhat or significantly higher than the U.S. and/or Missouri percentages, according to available data from 2007.

### **Current And/Or Local Recent Efforts To Combat Problem And Results Of Efforts**

The following information is based on local efforts to combat the problem of youths committing crimes. The data is taken verbatim from the "Family Court Services, Juvenile Division – Boone County – Callaway County - 2010 Annual Report." These programs are all based on the philosophy of accountability and are provided to juveniles who are under the informal or formal supervision of the Juvenile Officer.

#### **Community Service Work**

10,833 hours of CSW were completed. To understand what impact this has on the community, the number of hours multiplied by the rate of compensation equal to the current minimum wage equals \$78,539.00 of benefit to the community.

#### **Community Service Work for Restitution**

Since all youths are not able to pay restitution to victims of crime, due to their age or lack of employment opportunities, the Juvenile Officer developed this program. Youths who are unable to pay restitution as ordered are assigned to perform CSW. The CSW is then calculated at minimum wage and that amount is paid to victims from a fund. 682 hours were completed in the program, which provided \$4,940.00 in restitution to victims who would not have otherwise received payment.

#### **Restitution**

Victims who have suffered a financial loss as a result of a crime committed by a youth receive

restitution for their loss. \$17,480.00 in restitution was collected. This figure would include amounts collected for restitution ordered in previous years.

### Cognitive Behavioral Intervention (CBI)

The Thirteenth Judicial Circuit Family Court adopted the Cognitive Behavioral Intervention Theory. Cognitive behavioral interventions are based on techniques and practices that work to change thinking (cognition) and behavior (actions). The underlying principle of cognitive behavioral intervention is that if we alter our thinking, our behavior will change. The names of the programs and numbers of successful participants follow: Options to Anger, 26; Thinking for a Change, 17; Why Can't I Stop?, 6; and Wings, N/A.

The remainder of programs was listed in the annual report as follows:

PROGRAMS	NUMBER OF PARTICIPANTS				
	2006	2007	2008	2009	2010
Abuse/Neglect Parent Education Program	N/A	N/A	N/A	25	39
Anger Management for Teens	60	36	7	8	N/A
Boone County Family Resources	26	28	44	21	11
Burrell Behavioral Health	47	40	44	23	22
Cage the Rage	104	133	91	47	N/A
*Consequence Program	N/A	N/A	N/A	N/A	150
Drug and Alcohol Program	114	106	98	49	N/A
Drug Testing	532	498	272	268	318
Employment Program	N/A	N/A	N/A	23	N/A
Family Therapy Program	24	36	39	42	23
In-Home Detention/Electronic/Voice Verification	49	41	56	27	35
Intensive Intervention Model Program	52	45	31	30	27
Intensive Youth Anger Management	38	75	19	13	N/A
It's Your Life Program/How to Save a Life	N/A	60	17	45	5
*Shoplifter's Program	112	108	110	78	33
Social Skills Program	N/A	N/A	N/A	7	N/A
STD Prevention for Females	N/A	N/A	7	16	N/A
STD Prevention for Males	N/A	N/A	10	10	N/A
*Tobacco Program	42	40	16	22	5
*Victim Impact Panel	81	122	63	72	14

\* In 2010, the Juvenile Officer implemented the Consequence Program. It is a one-time program for the juvenile and their parent/custodian. Eligibility for the program includes review of the referral and the juvenile's file to determine if the referral is legally sufficient; if the referral is the juvenile's only legally sufficient referral within the past six months; ensuring the juvenile has not previously been under the supervision of the Juvenile Officer; ensuring the juvenile is at least 13 years of age; and whether the offense is a status offense (excluding parental referrals), an offense of shoplifting, peace disturbance, minor in possession, trespassing, third degree assault, or a traffic offense for youths 15 ½ years old or younger. It should be noted that the number of juveniles referred to the Shoplifter's Program, Tobacco Program, and Victim Impact Panel have decreased due to the implementation of the Consequence Program.

## Program Goal and Objectives

### JABG Program Goal and Objectives \*

*Provide the single, overall, defined goal for this proposed project. Then provide the objectives (activities) that will be implemented in order to support and achieve that goal. Refer to the Performance Based Measures when developing the Goals and Objectives.*

*A goal is a broad-based statement that reflects an overall end result you are trying to attain. A goal must be clearly stated, realistic, and achievable. A project will usually have one broad based goal.*

#### **Example of a Goal:**

*To reduce the number of juveniles reoffending within the city of ABC.*

#### **Example of Supporting Activities:**

- 1. To provide after school mentoring services to delinquent youth.*
- 2. Program youth will participate in the proposed site-based mentoring program and after- school academic recovery program.*
- 3. After the first month of services, youth and their families will meet weekly with the community services coordinator to review their progress.*

### Program Goal

To lower the rate of recidivism by youths who participate in the proposed programs at the Robert L. Perry Juvenile Justice Center.

### Supporting Activities

1. To provide art instruction to eligible youths on both the detention wing and program wing of the Juvenile Justice Center. Participation in the Art Program is an earned privilege based on effort and behavior.
2. To provide music instruction to eligible youths (those on the program wing, on all levels of the RLPJJC program, with supervisory approval). Participation in the Music Program is an earned privilege based on effort and behavior.
3. To provide additional cameras/audio equipment for security/monitoring services at the Robert L. Perry Juvenile Justice Center.
4. To provide drug testing to all youths admitted to the RLPJJC.
5. To provide a smartboard/whiteboard for use by Juvenile Justice Center staff and teachers,

to enhance educational and programming presentations and promote greater involvement by residents in these services.

## Methodology

### Methodology\*

*The Methodology is considered the operational or "who, what, when and how" portion of the proposal. Include the proposed program and services to be provided through the use of JABG funds. Also include the rationale for this program selection and the anticipated impact it will have on the juvenile crime problem previously described in the Statement of the Problem.*

*Key topics to fully address the Methodology may include, but are not limited to:*

- *A full description of the services that will be provided by this project*
- *The geographic area to be served by this project*
- *Who will provide and receive services*
- *When the services will be provided*
- *Where the services will be provided*
- *How the services will be provided (include screening, assessment, and/or referral procedures)*
- *The organizations that will assist in the delivery of services and their roles*
- *The impact the program/services will have on your community.*
- *A three month implementation timeline (funded proposals must be operational within 90 days of October 1st)*

*Be sure to provide a clear and precise description of and explanation for the services proposed in this application.*

## IV. METHODOLOGY

**Who Will Provide And Receive Services?** Robert L. Perry Juvenile Justice Center staff (supervisors, caseworkers, teachers, program assistants, art instructor, and music instructor, depending on which service is being provided) will provide services to residents at the Juvenile Justice Center.

- Residents at the Juvenile Justice Center will receive services through the Drug Testing Program.
- Residents, visitors, staff, and security officers will receive services through the Security/Monitoring Program.
- Eligible residents on both the detention and program wings of the Juvenile Justice Center will receive services through the Art Program. Detention wing residents deemed eligible by supervisory staff will receive services on the detention wing. Eligible program wing residents will receive services in a separate building on the facility grounds; therefore, a resident must have outside privileges. Both detention and program wing residents must have earned the privilege of participation through effort and behavior.
- Program wing residents on all levels of the Robert L. Perry Juvenile Justice Center program are eligible to participate in the Music Program, but participation is dependent upon good behavior.
- Residents on the program wing of the facility will be able to use a smartboard in school and JJC programming.

### **The Services That Will Be Provided By This Project:**

**Art Program:** Historically, only approved program wing residents could participate in the Art Program. In an effort to expand programming and services to youths, we will include youths in secure detention for participation in the Art Program, which will be facilitated on the detention wing.

We have experimented with providing this programming on days when the detention population was low, with success and enthusiasm on the part of the detention wing residents.

During the school year, the Art Program takes place from noon to 1:00 p.m., on Mondays through Thursdays, and additionally from 2:15 p.m. to 3:15 p.m., on Tuesdays and Thursdays. A maximum of 5 to 6 residents may participate at one time. Detention wing residents will be provided art programming from noon to 1:00 p.m., on Tuesdays and Thursdays. During the summer, the Art Program takes place on Mondays through Thursdays, from noon to 1:30 p.m. on Mondays, and noon to 2:00 p.m., on Tuesdays, Wednesdays, and Thursdays. Additionally, there is a second session in the summer from 2:30 p.m. to 3:45 p.m., on Tuesdays, Wednesdays, and Thursdays. Program wing residents will have art classes during the early sessions on Mondays through Thursdays, and detention wing residents will have art classes during the later sessions on Tuesdays and Thursdays.

Throughout the year, residents are taught how to do many different types of projects, the main ones being pottery, weaving, wood burning, making jewelry, pen and ink drawings, and wood staining. The instructor teaches the participants about the color wheel (and how to mix colors to produce a color they may not have on hand), perspective, proportion, and composition. She has also introduced a weekly, brief art history session, presenting information about a different artist or art movement each week. The Art Program takes place during 47 weeks of the year.

Music Program: The music program takes place on Thursdays and Fridays, from 3:30 p.m. to 4:30 p.m. The music instructor provides participants with beginner keyboard lessons, using electronic keyboards that were purchased through previous JABG funding. The program takes place on the program wing of the facility; therefore, even residents who have not earned outside privileges (which they must have to participate in the Art Program) may participate, as long as their behavior is appropriate. The Music Program takes place during 47 weeks of the year.

Drug Testing Program: Youths are drug-tested during the admission process at the Juvenile Justice Center. The tests are ten-panel drug tests, which test for the presence of marijuana, cocaine, methadone, Ecstasy, opiates, methamphetamines, barbiturates, benzodiazepines, Oxycodone, and PCP in a urine sample. Results are recorded in a permanent record and assigned deputy juvenile officers are notified of positive or negative results. Drug testing, the use of a written testing instrument used at the facility, and self-report by residents and their families aid in developing the most effective plans of intervention for youths with substance abuse problems.

Security/Monitoring Program: The ability to monitor additional areas of the facility enables staff to hold juveniles accountable more quickly and easily and, at times, to determine exactly what happened in certain situations when that would not be possible otherwise (video tapes are available for review). Cameras enhance the safety and security of residents, staff, and visitors at the facility. We are proposing the addition of four additional cameras in the following areas: 1) 1 outdoor camera in the boys' detention wing recreation area to address the issue of a "blind spot" on their walkway to the recreation area; 2) 1 outdoor camera at the driveway entrance to the facility, so staff can monitor vehicles entering facility property; 3) 1 camera in the front lobby in order to be able to monitor visitors/parents; and 4) 1 camera in D-wing on the program wing, so staff can monitor residents who may be going to other residents' rooms, which is not permitted.

Education and Programming Enhancement: The use of state-of-the-art technological devices that enhance the provision of educational and programming activities will engage youths more fully in these processes, broaden the scope of the programming that can be provided to them-- programming that is designed to lower rates of recidivism. We are proposing the addition of a smartboard/whiteboard in the program wing area of the facility.

**The Geographic Area To Be Served By This Project:** The 13<sup>th</sup> Judicial Circuit (Boone and Callaway counties).

**When The Services Will Be Provided:** During a youth's placement at the Robert L. Perry Juvenile Justice Center.

**How The Services Will Be Provided:** The programs/services will be facilitated by Juvenile Justice Center staff and teachers, and provided during regularly-scheduled, daily programming, with the exception of the drug testing and the security/monitoring. Youths will be drug-tested upon admission to the facility and the security/monitoring services will be in place at all times.

**The Organizations That Will Assist In The Delivery Of Services And Their Roles:** Since the Columbia Public Schools teachers assigned to the Juvenile Justice Center will be allowed to use the smartboard/whiteboard during school, they will be assisting in the delivery of services.

**The Impact The Programs/Services Will Have On Your Community:** Youths involved in the juvenile justice system have long been known to suffer from feelings of poor self-esteem, which can result from many factors (many of the factors have been noted in the Definition of the Target Population and The Risk and Protective Factors Present Within the Proposed Area of Service sections). Poor self-esteem often leads juveniles to have and maintain extreme feelings of incompetence and inadequacy. Those extreme feelings can cause youths to be unable to be as successful as they are capable of being in school, in social situations, and in interpersonal relationships. Feelings of poor self-esteem can cause competent youths to begin to care less about themselves, their families, their school performance, their friends, etc., until they often turn to activities in which they would not normally involve themselves: acts of delinquent and illegal behaviors, extreme sexual promiscuity, and/or substance abuse, etc. Youths who have been placed at the Robert L. Perry Juvenile Justice Center have obviously involved themselves in serious and/or repetitive acts of illegal behaviors. They are in primary need of obtaining assistance to develop more positive self-concepts. They are also in need of close monitoring, so they can be held quickly accountable for lapses in behavior, such as the monitoring that would be provided by additional security cameras. Drug-testing a juvenile upon admission allows the Juvenile Officer to recommend the most effective interventions for those who test positive for drug use. A positive self-concept will allow a youth to hold himself/herself more accountable and to facilitate a positive change in behavior. The Art Program and the Music Program afford youths the opportunities to experience positive self-expression and personal achievement, which helps them to develop more positive self-concepts. The use of a smartboard in the classroom and during programming will enable youths to engage more fully in the educational and programming experience. Experience and research demonstrate that when youths change their problematic behaviors and begin to achieve success, their chances of permanently altering the negative behaviors are significantly increased.

**Three-Month Implementation Timeline:** Because of the cash match requirement, which comes from the Juvenile Justice Center budget, the purchase of the security cameras and the smartboard/whiteboard must be made after the start of the new budget year, which will begin on January 1, 2011. The other programs will continue seamlessly, because 1) we still have some art supplies to work with; 2) the music program requires no supplies; and 3) drug tests will last through the beginning of the new year. This delay until January on some programs has occurred every year that Boone County has received JABG funding.

## **Coordination of Services**

**Coordination of Services\***

*Explain how this applicant agency will collaborate with other service providers in the community that serve the target population.*

*For example,*

- *Who are other service providers in the community?*
- *How will the applicant agency avoid service duplication?*
- *How will referrals be obtained and shared?*
- *Does the applicant agency have formal agreements in place with these other services providers?*
- *Will the applicant agency set up formal agreements with the other services providers?*

*And so forth.*

We will not collaborate with other established agencies and programs in the community. Service duplication is avoided by the fact that youths would receive these specific services when they are placed at the Robert L. Perry Juvenile Justice Center.

**Performance Measures - Outcomes**

<b>JABG Purpose Areas:</b>	<b>Performance Measures Outcomes:</b>
Accountability-Based Programs	MANDATORY-No. & % of program youth completing program requirements-Direct Service Mandatory -Short
Accountability-Based Programs	MANDATORY-Number and percent of program youth who reoffend -Direct Service Mandatory -Short
Accountability-Based Programs	MANDATORY-Number and percent of program youth who reoffend -Direct Service Mandatory -Long
Accountability-Based Programs	Antisocial Behavior*-Short
Accountability-Based Programs	Number of supervision meetings per youth per month -Short

**Performance Measures - Outputs**

<b>JABG Purpose Areas</b>	<b>Performance Measures Outputs</b>
Accountability-Based Programs	Number of people trained during the reporting period.
Accountability-Based Programs	MANDATORY-Number and percent of eligible youth served using graduated sanctions approaches-Direct Service and System Improvement Mandatory
Accountability-Based Programs	Number of planning or training events held during the reporting period.

**Evaluation**

**Evaluation\***

*Restate the Goal, Objectives, and Performance Measures for this project. Keep in mind that the Performance Measures chosen must be tied to the Goal and Objectives for the proposed project.*

*For each, indicate the procedures to be utilized by your agency to collect and report on the data necessary to measure the progress and success of the project. Keep in mind that the Performance Measures are set by the Office of Juvenile Justice and Delinquency Prevention and that data must be collected on a continuous basis and reported to the Department of Public Safety monthly.*

This accountability project includes the following five components: Art Program, Music Program, Security/Monitoring Program, Drug Testing Program, and Education and Programming Enhancement. The goals are to hold youths accountable, help them learn ways to make better choices and change their behaviors, and increase their self-esteem. All should have the predicted effect of lowering recidivism rates among the participants. Lowering recidivism rates is the objective of this project.

## VIII. PERFORMANCE-BASED MEASUREMENT (PROGRAM EVALUATION)

### Performance Measure Outcomes

A. Number and percent of program youth completing program requirements (MANDATORY): This will be the number/percent of unduplicated youths served in all of the proposed programs, who successfully complete program requirements. Caseworkers will be assigned to maintain data for each of the programs and are responsible for submitting information to the secretary who reports on performance measures monthly and annually.

B. Percentage/Number of Program Youth Who Reoffend (short term - MANDATORY): We expect that, overall, no more than 25% of program participants will reoffend in the short term. The secretary who reports on the monthly and annual performance measures will maintain a list of all program participants and use the CMIPCHI screen in JIS to track the recidivism of each program participant, monthly.

C. Percentage/Number of Program Youth Who Reoffend (long term - MANDATORY): We expect that, overall, no more than 25% of program participants will reoffend in the long term (residents who have been released from the Juvenile Justice Center for at least 6 months after participation in one or more programs). The secretary who reports on the monthly and annual performance measures will maintain a list of all program participants and use the CMIPCHI screen in JIS to track the recidivism of each program participant, monthly.

D. Percentage/Number of Youths who have Exhibited a Decrease in Anti-social Behavior 1ST ADDITIONAL OUTCOME PERFORMANCE MEASURE: Of the number/percentage of youths who have participated in any of the programs funded by this grant, the number/percentage who exhibited a decrease in anti-social behavior. This will be objectively measurable for program wing youths, by comparing the level they had attained at their times of release compared to the level at times of admission. This will be reported monthly and annually by the secretary who reports on the performance measures.

E. Number of Supervision Meetings Per Youth, Per Month 2ND ADDITIONAL OUTCOME PERFORMANCE MEASURE: This will be the number of times Juvenile Justice Center caseworkers meet with youths assigned to their caseloads during the month. Caseworkers will report this information monthly and annually to the secretary who reports on the performance measures.

### Performance Measure Outputs

A. Percentage/Number of Eligible Youth Served Using Graduated Sanctions Approaches (MANDATORY): This number should always be 100%, as a youth's placement in this facility by the court is a graduated sanction of the juvenile justice system. Additionally, within the Robert L. Perry Juvenile Justice Center, graduated sanctions are used for infractions of program rules. This will be reported monthly and annually by the secretary who reports on the performance measures.

B. Number of People Trained During the Reporting Period (1ST ADDITIONAL OUTPUT

PERFORMANCE MEASURE): This will be the number of people receiving any formal training relevant to the program or their position as program staff. Administrative staff will report this information monthly and annually to the secretary who reports on the performance measures.

C. Number of Planning or Training Events Held During the Reporting Period (2ND ADDITIONAL OUTPUT PERFORMANCE MEASURE): This will be the "number of planning or training activities held during the reporting period...including...meetings held..." Administrative staff will report this information monthly and annually to the secretary who reports on the performance measures.

### Non-Supplanting

**Non-Supplanting\***

*Address the issue of supplanting as it pertains to this grant application.*

*Supplanting applies to public, governmental, and non-profit agencies. If you are requesting funds for existing costs not covered previously through JABG funds, address in detail how using the proposed JABG funds for the existing costs would not constitute supplanting. These federal funds are not intended to replace local funds or other state/federal funds.*

*Provide enough information to ensure that the reviewer knows that you have a thorough understanding of supplanting.*

This funding will not supplant existing funding. These programs have been sustained through JABG funding since they began. We acknowledge that federal funds will be used to supplement existing funds and not substitute or replace local or state funds that have been appropriated or would otherwise be spent for the same purpose.

### Certification of Local Match

Agency Name	Source	Amount
Boone County	Robert L. Perry Juvenile Justice Center Budget	\$2,259.56
		<b>\$2,259.56</b>

### Audit Requirements

Date last audit was completed:	June 28, 2010
Date(s) covered by last audit:	1/1/2009 to 12/31/2009
Last audit performed by:	Rubin Brown LLP
Phone number of auditor:	314-290-3300
Date of next audit:	June 30, 2011
Date(s) to be covered by next audit:	1/1/10 to 12/31/10
Next audit will be performed by:	Rubin Brown LLP

*Total amount of financial assistance received from all entities, including the Missouri Department of Public Safety, during the date(s) covered by your agency's last audit, as indicated above.*

The **Federal Amount** refers to funds received directly from the Federal Government and/or federal funds passed through state agencies.

The **State Amount** refers to funds received directly from the state of Missouri, not including federal pass-thru funds.

**Federal Amount:** \$2,154,000.00  
**State Amount:** \$2,685,000.00

**JABG Controlled Substance Testing Policy Form**

must be submitted in the Required Attachments section of the applicaton.

It is hereby certified Applicant Agency does not have direct responsibility for the controlled substance testing practices and policies of juveniles within the juvenile justice system. **No**

It is hereby certified that the Applicant Agency has implemented a controlled substance testing policy of appropriate categories of juveniles within the juvenile justice system. A copy of said policy is attached to this application. **Yes**

Your typed name as the applicant authorized official, in lieu of signature, represents your legally binding acceptance of the terms of this application and your statement of the veracity of the representations made in this application. You must include your title, full legal name, and the current date.

**Title:** Presiding Commissioner  
**Authorized Official Name:** Edward H. Robb  
**Date:** 05/12/2011

**Required Attachments**

Attachment	Description	File Name	Type
Organizational Chart(s)	Organizational Chart of the Robert L. Perry Juvenile Justice Center	organizational chart.doc	doc
Job Description(s)	Job descriptions of art and music instructors.	job descriptions.doc	doc
2 Letters of Support	Two letters of support.	Letters of Support.doc	doc
Resume(s) (if applicable)	Resumes of art and music instructors.	Resume Pages.doc	doc
Memorandum(s) of Understanding (if applicable)	Not applicable.	MOU's.doc	doc
Juvenile Crime Enforcement Coalition Form	Juvenile Crime Enforcement Coalition membership.	Juvenile Crime Enforcement Coalition.doc	doc
Current Copy of 501(c)(3) (if applicable)	Not applicable.	501.doc	doc
Contract(s) (if applicable)	Not applicable.	Contracts.doc	doc
Controlled Substance Testing Policy (if applicable)	Controlled Substance Testing Policy	JABG CONTROLLED SUBSTANCE TESTING POLICY.doc	doc

**Other Attachments**

File Name	Description
ART SUPPLIES ATTACHMENT.doc	ART SUPPLY LIST

**Application Certified Assurances Form**

*To the best of my knowledge and belief, all data in this application is true and correct, the document has been duly authorized by the governing body of the applicant, and the applicant attests to and/or will comply with the following if the funding is awarded:*

**JABG Certified Assurances**

*I am aware that failure to comply with any of the grant guidelines could result in funds being withheld until such time that I, the recipient, take appropriate action to rectify the incident(s) of non-compliance.*

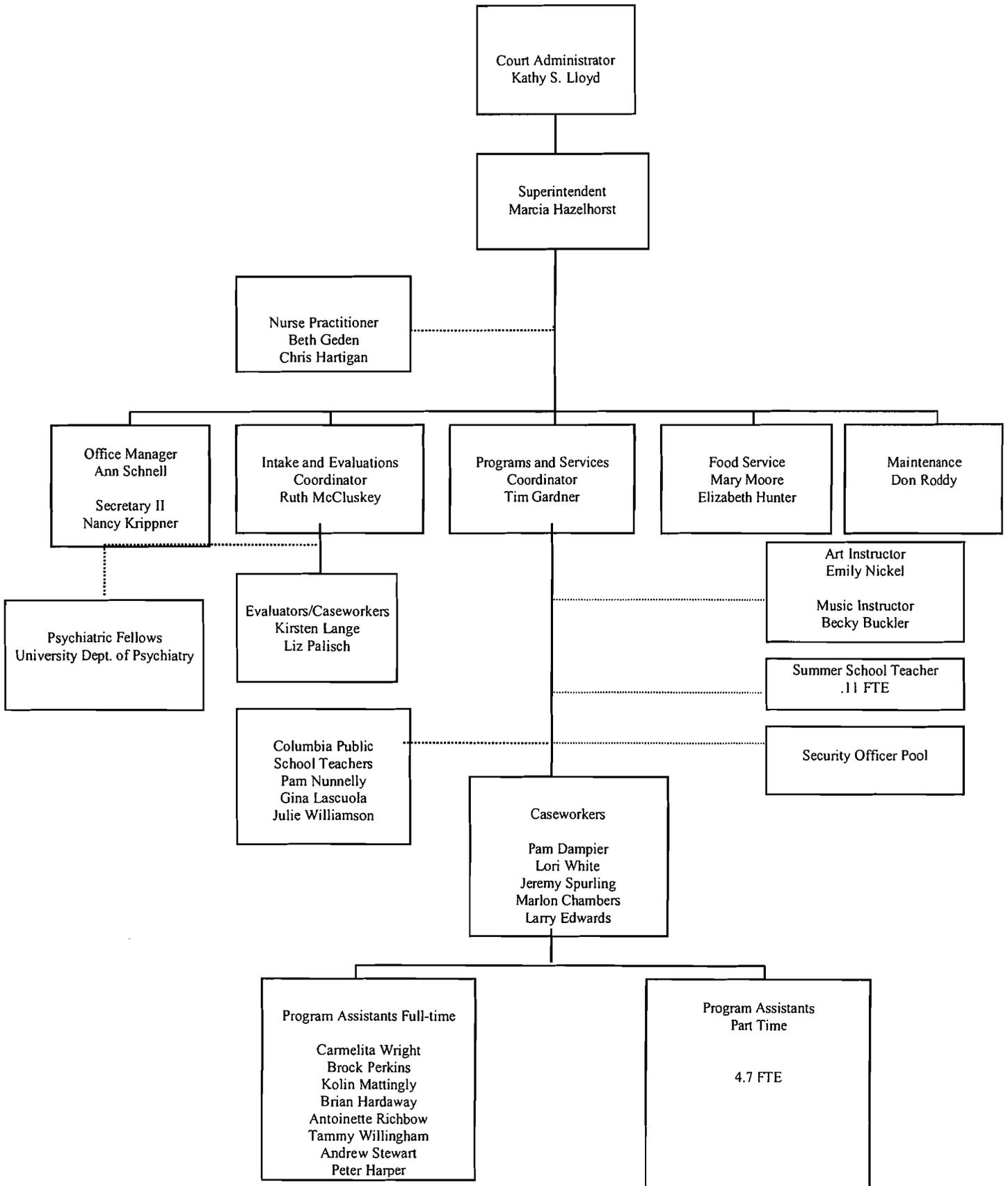
**I have read and agree to the terms and conditions of the Juvenile Accountability Block Grant.** Yes

*Your typed name as the applicant authorized official, in lieu of signature, represents your legally binding acceptance of the terms of this application and your statement of the veracity of the representations made in this application. You must include your title, full legal name, and the current date.*

**Title:** Boone County Presiding  
Commissioner  
**Authorized Official Name:** Edward H. Robb  
**Date:** 05/19/2011

# ORGANIZATIONAL CHART – JUVENILE JUSTICE CENTER

As of May 19, 2011



## **JOB DESCRIPTIONS**

### **Art Instructor**

Primary duties: provide instruction and assistance in various art mediums to juvenile law violators in placement at detention facility, which provides evaluation and placement services. Work with juveniles who are behaviorally eligible to participate in the art program. Document number of participants/hours of participation monthly, for grant reporting purposes. Responsible for submitting orders for art supplies, following budget guidelines.

Skills/Qualifications: mature, responsible individual, high school graduate or equivalent, with at least three years' art instruction experience with adolescents and demonstrated ability in several art mediums, e.g., drawing, painting, pottery, etc. Thorough knowledge of kiln operation for clay projects. Must be 21 years of age. Subject to pre-employment drug testing, employment check, criminal background check, and child abuse/neglect check.

### **Music Instructor**

Primary duties: provide instruction and assistance in beginning piano (keyboard) to juvenile law violators in placement at detention facility, which provides evaluation and placement services. Work with juveniles who are behaviorally eligible to participate in the music program.

Skills/Qualifications: mature, responsible individual, high school graduate or equivalent, with at least three years' music instruction experience with adolescents and demonstrated ability in keyboard. Must be 21 years of age. Subject to pre-employment drug testing, employment check, criminal background check, and child abuse/neglect check.



**TWELFTH JUDICIAL CIRCUIT OF MISSOURI**  
**COMPRISING AUDRAIN, MONTGOMERY**  
**& WARREN COUNTIES**  
**JUVENILE DIVISION**

101 N. Jefferson – Room 303, Mexico, MO 65265  
Phone 573-473-5880 Fax 573-582-7473

May 18, 2011

**CIRCUIT JUDGE**  
KEITH M. SUTHERLAND

**ASSOCIATE CIRCUIT JUDGES**  
LINDA R. HAMLETT  
KELLY C. BRONIEC  
WESLEY C. DALTON

**JUVENILE OFFICER**  
BRUCE T. MCKINNON

**DEPUTY JUVENILE OFFICERS**

**AUDRAIN COUNTY**  
KERRI SMITH, CHIEF  
POLLY TRAMEL  
TERRY LIF

101 N. Jefferson-Room 303  
Mexico, MO 65265  
(573) 473-5880  
(573) 582-7473 FAX

**MONTGOMERY COUNTY**  
MELISSA DEMPSEY  
211 E. Third, Room I  
Montgomery City, MO 63361  
(573) 564-3750  
(573) 564-2438 FAX

**WARREN COUNTY**  
JOHN ALLEN  
BILL ROGERS  
AMY JUSTUS

211 East Booneslick Street  
Warrenton, MO 63383  
(636) 456-2538  
(636) 456-1841 FAX

Marcia Hazelhorst, Superintendent  
Robert L. Perry Juvenile Justice Center  
5665 Roger I. Wilson Memorial Drive  
Columbia MO 65202

Dear Marcia,

Our circuit has enjoyed a long professional association with the Robert L. Perry Juvenile Justice Center. Your facility has been providing contractual secure detention for youth from the 12<sup>th</sup> Judicial Circuit for over twenty years. Our Juvenile Officers have been able to rely on the continuity, dependability, and quality of the services that you, and your predecessor, have been providing to youths from our circuit who have been placed in your facility throughout the years.

I am especially impressed by the innovative approach that your facility takes when dealing with the youth in your facility. Your Level and Point System often provides youth the only real structure and accountability that they have had in their life; and often is missing in their home or in the community. Your Art and Music Programs are two other positive activities that assist some youth with discovering constructive outlets for their problems and add to their self-esteem; which low self-esteem is often one of the underlying causes for the youths' delinquent acts.

My office is fully supportive of your efforts in applying for JABG funding for the upcoming grant year, so that you may continue to provide quality programming to the youths you serve at your facility.

Sincerely,

Bruce T. McKinnon,  
Juvenile Officer



Chanda Bankhead  
Chief Juvenile Officer  
email: Chanda.Bankhead@courts.mo.gov

Don Hughes  
Chief Deputy Juvenile Officer  
email: Don.Hughesjr@courts.mo.gov

Amanda Kroner  
Deputy Juvenile Officer  
email: Amanda.Kroner@courts.mo.gov

*Office of  
Juvenile Court Services*

14<sup>th</sup> Judicial Circuit  
Howard & Randolph Counties  
223 North Williams  
Moberly, MO 65270  
Phone: 660-263-2970  
Fax: 660-263-1193

Jill Whitehead Creed  
Juvenile Officer Attorney  
email: Jill.Creed@courts.mo.gov

Carol Tipton  
Deputy Juvenile Officer  
email: Carol.Tipton@courts.mo.gov

Casey Roberts  
Deputy Juvenile Officer  
email: Casey.Roberts@courts.mo.gov  
Howard County Office  
Phone: 660-248-3035  
Fax: 660-248-3035

May 20, 2011

Robert L. Perry Juvenile Justice Center  
Marcia Hazelhorst, Superintendent  
5665 Roger I. Wilson Memorial Drive  
Columbia, Missouri 65202

Dear Marcia,

The 14<sup>th</sup> Judicial Circuit has enjoyed a long professional association with the Robert L. Perry Juvenile Justice Center continually over the years. We rely on the ongoing professionalism and service that is provided by the center to our youth. Our office has had success in utilizing the services which is provided to the juveniles we serve on both the detention as well as the evaluation side of the center. With doing so, our youth have been able to experience the quality programs that the center has to offer.

We are fully in support of your efforts in applying for the JABG funding for the upcoming grant year, so you can continue to provide quality services to the youth that you serve at your facility.

If I could be of any further assistance, please feel free to contact me at 660-263-2970.

Sincerely,

  
Chanda R. Bankhead  
Chief Juvenile Officer  
14<sup>th</sup> Judicial Circuit

**EMILY NICKEL - RESUME**  
**<http://emilynickel.com>, [emily539@gmail.com](mailto:emily539@gmail.com)**

**Current Address:**

**31 N Cedar Lake Drive, Apt. 304  
Columbia MO 65203  
(314) 221-2088**

**EDUCATION**

**Truman State University    Kirksville MO            Graduated: May 2008**  
**BFA in Studio Art: emphasis in ceramics, four semesters painting and art history. Spanish minor. Graduated cum laude with departmental honors from the art department. GPA: 3.73**

**WORK EXPERIENCE IN THE FIELD OF EDUCATION**

**The Craft Studio                      Columbia MO            Fall 2008 to Present**  
**Ceramics Instructor: Taught both long- and short-term ceramics classes to students of all levels. Assisted with studio layout and setup.**

**Access Arts                              Columbia MO            Summer 2008 to Present**  
**Ceramics Instructor: Taught self-designed syllabus of wheel throwing techniques to students ages 10-14.**

**The Kirksville Arts Association    Kirksville MO            Fall 2007 and Spring 2008**  
**Ceramics Instructor: Taught ceramics techniques to students with all levels of experience. Assisted with ordering supplies and advertising for the class. Designed the class schedule, maintained studio safety and cleanliness.**

**Tuckaho Girl Scout Camp: Camp Creative    Troy MO            Summer 2004**  
**Camp Counselor/Aide: Made sure the health and safety of campers ages 8-12 was maintained at all times. Assisted campers with various art projects such as papier mache and collage. Organized games and other fun activities for campers.**

**Taproots School of the Arts              St. Louis MO            Summer 2003**  
**Volunteer Teaching Assistant: Assisted art faculty with instruction of students ages 7-12. Organized games and activities for students during breaks from class.**

**ACTIVITIES AND HONORS**

**Studied abroad for two months in Costa Rica (summer 2006) – conversational in Spanish.**

**Secretary of Truman State Ceramics Club in 2006, Club President in 2007 and 2008.**

**Showed ceramic work in 2007 and 2008 Juried Student Exhibition at Truman State.**

**Showed ceramics at the 2007 Teapot Exhibition at Access Arts in Columbia MO.**

**Showed work and received juror's Recognition of Excellence prize in the 2008 Women in the Arts Show at the Craft Studio, in Columbia MO.**

**REBECCA BUCKLER - RESUME**  
2112 Martinshire Drive, Columbia, Missouri 65203  
573-446-9751

**Objective:** To provide music opportunities for students receiving services through the Juvenile Justice Center.

**Qualifications:** As a veteran teacher with experience in both elementary and secondary vocal music programs, as well as private instruction and adult education, I have provided people of all ages with opportunities to experience the joy of learning and participating in music. I have proudly watched several of my students go on to be successful music majors in college and begin their own careers as music educators. As department chair in my last place of employment, I was able to use my organizational skills to successfully plan and manage festivals. I feel that I am respected among my peers because I am frequently sought out to adjudicate festivals for area music organizations and universities. I have been given the opportunity to use my skills outside the classroom by sponsoring various activities, organizing and administering awards programs, and developing programs targeted at the needs of at-risk students.

**Education:**

1967-1971 Bachelor of Science in Music Education, University of Missouri-Columbia  
1972-1976 Master of Education in Music, University of Missouri-Columbia  
Additional graduate credit received from: Wichita State University, Wichita, Kansas;  
Pittsburg State University, Pittsburg, Kansas; University of Kansas, Lawrence, Kansas;  
Vandercook College of Music, Chicago, Illinois.

**Experience:**

1964-2004: Independent music teacher; private instruction in piano and voice.  
1967-1971: Accompanist for Department of Music, University of Missouri. Accompanied three of the four choral groups on campus as well as numerous voice lessons and recitals.  
1967-1968: Summer employee at data processing center, University of Missouri. Duties included keypunching, verifying, filing computer tapes, and operating switchboard in the absence of the receptionist.  
1971-1980: Vocal music teacher, Warren County R-II, Wright City MO  
1980-2004: Music instructor, USD 506, Altamont, Kansas. Piano and organ instruction.  
1986-1988: Adjunct Instructor, Labette Community College, Parsons, Kansas. Piano I and II and basic choral conducting.

**Professional Affiliations:** American Choral Directors' Association; Sigma Alpha Iota, Honorary Music Fraternity for Women; Music Teachers' National Association; Kansas Music Teachers' League; Music Educators' National Conference; Kansas Music Educators' Association.

**Honors:** Organized and directed the Warrenton Choral Society, Warrenton, Missouri; Music Director, Warrenton Baptist Church, Warrenton, Missouri; Music Director, First Southern Baptist Church, Oswego, Kansas; Board of Directors, Kansas District YWCA; Board of Directors, Kansas Music Teachers' Association.

A memorandum of understanding is not applicable to this application.

## JABG JUVENILE CRIME ENFORCEMENT COALITION

**JCEC Coalition—Any category left blank must have a justification included in the comments section of this form. If the JCEC has additional members, please identify them in the comments section also.**

Category	Name	Street Address	City, State, Zip	Phone number
Police	Juvenile Detective Steve McCormack	600 E Walnut	Columbia MO 65201	573-874-7404/ 874-7652
Sheriff	Captain Greg Vandegriffe	2121 County Drive	Columbia MO 65202	573-875-1111
Prosecutor	Teri Armistead, Legal Counsel	705 E Walnut	Columbia MO 65201	573-886-4200
State/Local Probation Services	Rick Gaines, Juvenile Officer	705 E Walnut	Columbia MO 65201	573-886-4200
Juvenile Court	Kathy Lloyd, Court Administrator	705 E Walnut	Columbia MO 65201	573-886-4060
Schools	Vince Thompson, Alternative Programs Site Administrator	1801 W Worley	Columbia MO 65203	573-445-7166
Business	Amy Markel, Markel & Lingo Attorneys	1020 E Walnut	Columbia MO 65201	573-449-2740
Prevention Organizations	Eric Lawman, Chairperson, Religious Education Coordination Council	1305 E Hwy MM	Ashland MO 65010	573-657-1119 (H) 573-884-7945 (W)
Other – Social Services	Janie Bakutes, Director, Rainbow House Regional C.A.C.	1611 Towne Drive	Columbia MO 65202	573-474-6600
Other – Law Enforcement				
Comments	The person in the "Other-Law Enforcement" category had to recently resign. We are searching for another person for that category. In the meantime, we are represented by an officer from the Columbia Police Department and a captain from the Boone County Sheriff's Department.			

501(c) (3) is not applicable.

Contracts – not applicable.

## **JABG CONTROLLED SUBSTANCE TESTING POLICY**

Every juvenile admitted to the Robert L. Perry Juvenile Justice Center is administered a 10-panel drug test upon admission. The test screens for the presence of marijuana, cocaine, amphetamines, Ecstasy (MDMA), opiates, methamphetamines, barbiturates, benzodiazepines, oxycodone, and PCP. Additionally, juveniles with identified substance abuse concerns, who are living in the community and who are under the supervision of the Juvenile Officer of the 13<sup>th</sup> Judicial Circuit, are also subject to random urinalysis drug screenings of the type used at the Juvenile Justice Center.

**ART SUPPLIES ATTACHMENT TO APPLICATION**

Sculpey Bright Color Set, polymer clay, colors: white, lime, hot pink, atomic orange, turquoise, French blue, purple, lemon, violet, red-hot red	2 packs @ \$14.40 each	\$28.80
Mayco clay press tools, set of 4 contemporary flowers	1 set @ \$22.75 each	\$22.75
Mayco slump molds, plain face mask	1 slump mold @ \$22.50 each	\$22.50
Mayco sprig molds, Chinese designs and Egyptian designs	1 Chinese designs set @ \$15.95 each and 1 Egyptian designs set @ 15.95 each	\$31.90
Old World bead assortment, 1 lb. metallic set and 1 lb. acrylic set	2 sets @ \$23.75 for 1 lb. metallic and 1 lb. acrylic	\$47.50
Mod Podge gloss finish, quart	3 quarts @ \$11.15 each	\$33.45
Papier Mâché boxes, 40 square boxes	40 boxes @ \$ .62 per box	\$24.80
Ribbon remnants, 25 yards	25 yards @ \$4.20 for 25 yards	\$4.20
Easy Carry pencil box	2 boxes @ \$1.60 per box	\$3.20
Spacious Ruler box	2 boxes @ \$3.55 each	\$7.10
Rolyco petit pattern mosaics, pack of 2000	1 pack of 2000 @ 4.94 per pack	\$4.94
Gallery glass window color, 2 oz. bottle, black onyx	1 bottle @ \$2.25 each	\$2.25
Duct tape, 1 roll	1 roll @ \$4.45	\$4.45

5-minute epoxy gel (super strong glue)	2 tubes @ \$4.95 each	\$9.90
Hemp craft cord	400' foot ball, black @ \$6.30 for 400'	\$6.30
Dr. Martin's Bombay India ink – white, red, and yellow	White ink, 2 @ \$3.04 each Red ink, 1 @ \$3.04 each Yellow ink, 1 @ \$3.04 each	\$6.08 \$3.04 \$3.04
Welded macramé rings, 6" diameter	24 rings @ \$ .58 each	\$13.92
Welded macramé rings, 12" diameter	24 rings @ \$1.47 each	\$35.28
Sculpey polymer clay, black, 1 lb.	1 lb. @ \$12.77	\$12.77
Amaco lead-free velvet underglazes, 2 oz. jars in various colors	Jet black, 2 jars @ \$3.92 each White, 2 jars @ \$3.92 each Yellow, 2 jars @ \$3.92 each Bright red, 1 jar @ \$6.79 Real orange, 2 jars @ \$6.79 each Salmon, 2 jars @ \$4.42 each Red-brown, 2 jars @ \$3.92 each	\$7.84 \$7.84 \$7.84 \$6.79 \$13.58 \$8.84 \$7.84
Blick Wonder-Cut linoleum, ¼" thick, medium hardness, unmounted, 4"x6" sheets and 6"x8" sheets	6 pkgs. of 12 sheets, 4"x6", at \$8.39 per package 6 pkgs. of 12 sheets, 6"x8", at \$15.73 per package	\$50.34 \$94.38
Blick water-soluble block printing inks, 8 oz. jars (not tubes)	13 jars (colors: black, brown, white, red, orange, yellow, blue, green, violet, magenta, gold, silver, turquoise) @ \$7.19 each	\$93.47
Speedball block press	1 @ \$76.12	\$76.12

Speedball linoleum cutter handle, 8 total	Red, 2 @ 3.72 each Yellow, 2 @ \$3.80 each Green, 2 @ \$3.80 each Blue, 2 @ \$3.80 each	\$7.44 \$7.60 \$7.60 \$7.60
Speedball linoleum cutters (cutter tips come in a 2-pack and screw into handles above)	#1 Fine V, 2 2-packs @ \$2.23 each #2 Medium V, 2 2-packs @ \$2.23 each #3 Wide V, 2 2-packs @ \$2.23 each #5 Large U-shape, 2 2-packs @ \$2.23	\$4.46 \$4.46 \$4.46 \$4.46
Speedball Linozips, pull-type linoleum cutter tips	#21 Small V, 1 @ \$1.40 #22 Large V, 1 @ \$1.40 #25 Large U, 1 @ \$1.40	\$1.40 \$1.40 \$1.40
Pocket sharpening stone	1 @ \$3.11	\$3.11
Wooden inking plate	2 @ \$4.99 each	\$9.98
Educational hard polypropylene brayer, 3" size	2 @ \$8.89 each	\$17.78
Subi block-printing paper, white and assorted colors, all 9"x12" size	100 sheets white, 2 packages @ \$5.91 each 40 sheets assorted colors, 4 pkgs. @ \$6.60 each	\$11.82 \$26.40
Embroidery floss, black	4 skeins @ \$ .50 each	\$2.00
Floral tape	3 rolls @ \$1.00 each	\$3.00
Clothespins, spring-open (not straight kind)	5 packages \$ \$1.00 each	\$5.00

28 Particulate protection dust masks (for protecting instructor while mixing ceramic glazes containing powdered silica and minerals)	28 @ \$1.00 each	\$28.00
Moist buff clay, cone 5/6	100 lbs. @ \$28.00 per 100 lbs.	\$28.00
Metallic leaf pens, Sakura Pen-touch	Extra-fine tip, .7mm, 3 gold, 3 silver=6 @ \$3.15 each; fine tip, 1mm, 3 gold, 3 silver=6 @ \$3.20 each; medium tip, 2mm, 3 gold, 3 silver=6 @ \$3.20 each	\$18.90 \$19.20 \$19.20
Magic Palette Color Mixing Guide – how to mix 324 colors from 18 tube colors	1 @ \$9.43	\$9.43
Scratch art solid colored paper, colors: red, blue, yellow, green, pink, pkg. 60 sheets, 10 sheets each color	1 pkg. of 60 sheets @ \$20.60	\$20.60
Scratch art multicolor paper, pkg. 50 sheets	1 pkg. of 50 sheets @ \$22.25	\$22.25
Gingerbread house kits	10 @ \$12.00	\$120.00
Bird house kits	12 @ \$10.00	\$120.00
Rocket kits	24 @ \$12.00	\$288.00
Rocket paint supplies	2 @ 21.00	\$42.00
Rocket launch system	3 @ \$16.50	\$49.50
Rocket engines	8 pkg. @ \$11.00	\$88.00
Glue for rockets	1 @ \$14.00	\$14.00
Rocket recovery wadding	1 pkg. @ \$6.50	\$6.50
<b>TOTAL PROJECT COST</b>		<b>\$1,728.00</b>
<b>LOCAL MATCH</b>		<b>\$172.80</b>
<b>FEDERAL/STATE SHARE</b>		<b>\$1555.20</b>

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

June Session of the April Adjourned

Term. 20 11

7<sup>th</sup>

June

11

In the County Commission of said county, on the

day of

20

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the attached Finding of Public Nuisance and Order for Abatement of a public nuisance located at 6101 E Robin Lane, Loy 51 Hillview Acres Subdivision {parcel # 12-313-11-01-046.00 01}.

Done this 7<sup>th</sup> day of June, 2011.

ATTEST:

Wendy S. Noren cc  
Wendy S. Noren  
Clerk of the County Commission

Edward H. Robb  
Edward H. Robb  
Presiding Commissioner

Karen M. Miller  
Karen M. Miller  
District I Commissioner

Skip Elkin  
Skip Elkin  
District II Commissioner

**BEFORE THE COUNTY COMMISSION OF  
BOONE COUNTY, MISSOURI**

In Re: Nuisance Abatement	)	June Session
6101 E Robin Lane	)	April Adjourned
Columbia, MO 65202	)	Term 2011
	)	Commission Order No. _____

**FINDING OF PUBLIC NUISANCE AND ORDER FOR ABATEMENT**

**NOW** on this 7th day of June 2011, the County Commission of Boone County, Missouri met in regular session and entered the following findings of fact, conclusions of law and order for abatement of nuisance:

**Findings of Fact and Conclusions of Law**

The County Commission finds as fact and concludes as a matter of law the following:

1. The Boone County Code of Health Regulations (the "Code") are officially noticed and are made a part of the record in this proceeding.
2. The City of Columbia/Boone County Health Department administrative record is made a part of the record in this proceeding and incorporated herein by reference. In addition, any live testimony of the official(s) of the department and other interested persons are made a part of the record in this proceeding.
3. A public nuisance exists described as follows: trash, building materials, tires and junk
4. The location of the public nuisance is as follows: 6101 E Robin Lane, Loy 51 Hillview Acres Subdivision a/k/a parcel # 12-313-11-01-046.00 01 Section 11, Township 49, Range 12 as shown by deed book 3600 page 0094, Boone County
5. The specific violation of the Code is: junk, tires, building materials and trash in violation of section 6.5 of the Code. The Health Director's designated Health Official made the above determination of the existence of the public nuisance at the above location. Notice of that determination and the requirement for abatement was given in accordance with section 6.10.1 of the Code on the 23rd day of March, 2011, to the property owner, occupant, and any other applicable interested persons.
7. The above described public nuisance was not abated. As required by section 6.10.2 of the Code, the property owner, occupant, and any other applicable interested persons were given notice of the hearing conducted this date before the Boone County Commission for an order to abate the above nuisance at government expense with the cost and expense thereof to be charged against the above described property as a special tax bill and added to the real estate taxes for said property for the current year.
8. No credible evidence has been presented at the hearing to demonstrate that no public nuisance exists or that abatement has been performed or is unnecessary; accordingly, in accordance with section 6.10.2 of the Code and section 67.402, RSMo, the County

Commission finds and determines from the credible evidence presented that a public nuisance exists at the above location which requires abatement and that the parties responsible for abating such nuisance have failed to do so as required by the Health Director or Official's original order referred to above.

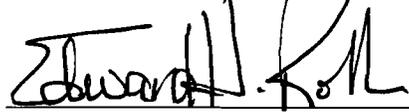
**Order For Abatement Chargeable As a Special Assessment To The Property**

Based upon the foregoing, the County Commission hereby orders abatement of the above described public nuisance at public expense and the Health Director is hereby authorized and directed to carry out this order.

It is further ordered and directed that the Health Director submit a bill for the cost and expense of abatement to the County Clerk for attachment to this order and that the County Clerk submit a certified copy of this order and such bill to the County Collector for inclusion as a special assessment on the real property tax bill for the above described property for the current year in accordance with section 67.402, RSMo.

**WITNESS** the signature of the presiding commissioner on behalf Boone County Commission on the day and year first above written.

Boone County, Missouri  
By Boone County Commission



Presiding Commissioner

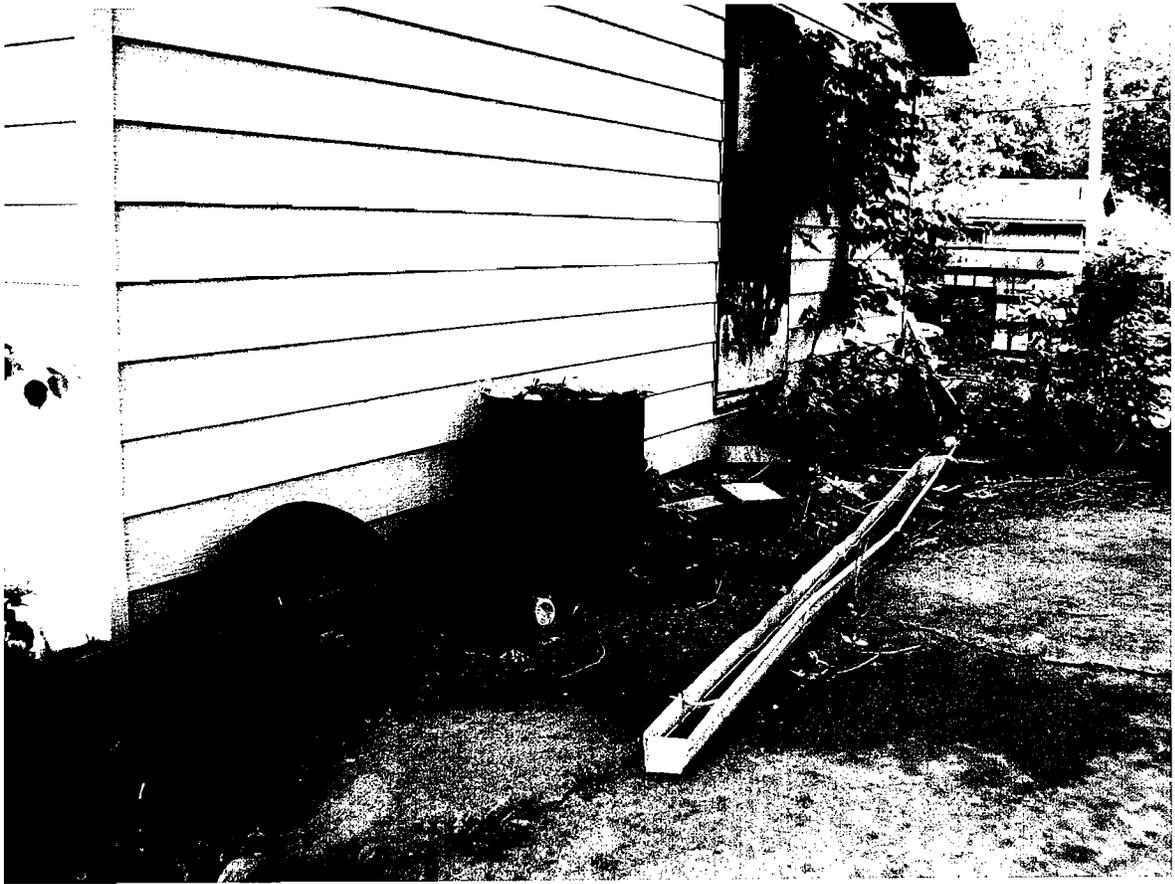
ATTEST:



Boone County Clerk

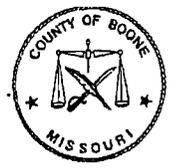
6101 E Robin Lane  
pictures taken 5/19/11 ~9:20am





6101 E ROBIN LANE  
ACTIVITY LOG

3/22/11	citizen complaint received
3/23/11	inspection conducted
3/24/11	notice sent via Certified Mail
4/13/11	notice returned to Health Department as unclaimed
4/22/11	notice of declaration of public nuisance and order for abatement posted in Columbia Daily Tribune
5/19/11	reinspection conducted, pictures taken
5/23/11	Hearing notice sent via First Class Mail



## HEARING NOTICE

Twyla Delome Perkins  
11421 N Dripping Springs Road  
Columbia, MO 65202

An inspection of the property you own located at 6101 E Robin Lane (parcel # 12-313-11-01-046.00 01) was conducted on March 23, 2011 and revealed tires, building materials, trash and junk on the premises. This condition is declared to be a nuisance and a violation of Boone County Public Nuisance Ordinance Section 6.5.

**You are herewith notified that a hearing will be held before the County Commission on Tuesday, June 7, 2011 at 9:30A M in the County Commission Chambers at the Boone County Government Center, 801 E. Walnut Street, Columbia, Missouri.** The purpose of this hearing will be to determine whether a violation exists. If the County Commission determines that a violation exists, it will order the violation to be abated.

If the nuisance is not removed as ordered, the County Commission may have the nuisance removed. All costs of abatement, plus administrative fees, will be assessed against the property in a tax bill. **If the above nuisance condition has been corrected prior to the hearing, you do not have to appear for the hearing.**

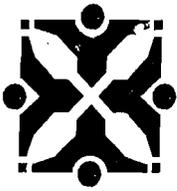
The purpose of these ordinances is to create and maintain a cleaner, healthier community. If you have any questions, please do not hesitate to contact our office. If you are not the owner or the person responsible for the care of this property, please call our office at the number listed at the bottom of this letter.

Sincerely,

Kala Gunier  
Environmental Health Specialist

This notice deposited in the U.S. Mail, first class postage paid on the 23 day of May, 2011  
by [Signature]

1005 W. Worley ♦ P.O. Box 6015 ♦ Columbia, Missouri 65205-6015  
Phone: (573) 874-7346 ♦ TTY: (573) 874-7356 ♦ Fax: (573) 817-6407  
[www.GoColumbiaMo.com](http://www.GoColumbiaMo.com)



CITY OF COLUMBIA/BOONE COUNTY, MISSOURI



HEALTH DEPARTMENT  
DIVISION OF ENVIRONMENTAL HEALTH

**NOTIFICATION OF DETERMINATION OF PUBLIC HEALTH  
HAZARD AND/OR NUISANCE AND ORDER FOR ABATEMENT**

Twyla Delome Perkins  
11421 N Dripping Springs Road  
Columbia, MO 65202

An inspection of the property you own located at 6101 E Robin Lane (parcel # 12-313-11-01-046.00 01) was conducted on March 23, 2011 and revealed trash, tires, building materials and junk on the premises.

This condition is hereby declared to be a public nuisance. You are herewith notified that you must begin correcting this condition within 7 days of receipt of this notice and order and that if the above nuisance condition has not been fully corrected within **15 days** after the receipt of this notice, an additional enforcement action will result for violation of Boone County Public Nuisance Ordinance Section 6.5. A reinspection will be conducted at the end of the 15-day period. If the above nuisance condition has not been fully corrected by that time, a hearing before the Boone County Commission will be called to determine whether a violation exists. If the County Commission determines that a violation exists and the nuisance has not been removed as ordered under this notice, the County Commission may have the nuisance removed with the cost of abatement, plus administrative fees, charged against the property in a special tax bill. In addition, a complaint may be filed against you in Circuit Court. **If the above nuisance condition has been corrected within the 15-day period, no further action is necessary.**

The purpose of these ordinances is to create and maintain a cleaner, healthier community. If you have any questions, please do not hesitate to contact our office. If you are not the owner or the person responsible for the care of this property, please call our office at the number listed at the bottom of this letter. Your cooperation is greatly appreciated.

Sincerely,

  
Kala Gunier  
Senior Environmental Health Specialist

This notice deposited in the U.S. Mail certified, return receipt requested on the 24 day of March 2011 by ON

1005 W. Worley • P.O. Box 6015 • Columbia, Missouri 65205-6015  
Phone: (573) 874-7346 • TTY: (573) 874-7356 • Fax: (573) 817-6407  
www.GoColumbiaMo.com

**AFFIDAVIT OF PUBLICATION**

STATE OF MISSOURI ) ss.  
County of Boone )

I, Samantha Offutt, being duly sworn according to law, state that I am one of the publishers of the Columbia Daily Tribune, a daily newspaper of general circulation in the County of Boone, State of Missouri, where located; which newspaper has been admitted to the Post Office as periodical class matter in the City of Columbia, Missouri, the city of publication; which newspaper has been published regularly and consecutively for a period of three years and has a list of bona fide subscribers, voluntarily engaged as such, who have paid or agreed to pay a stated price for a subscription for a definite period of time, and that such newspaper has complied with the provisions of Section 493.050, Revised Statutes of Missouri 2000, and Section 59.310, Revised Statutes of Missouri 2000. The affixed notice appeared in said newspaper on the following consecutive issues:

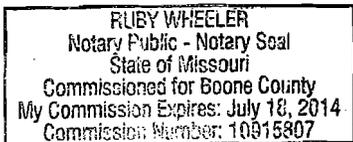
- 1st Insertion \_\_\_\_\_ April 22, 2011
- 2nd Insertion \_\_\_\_\_
- 3rd Insertion \_\_\_\_\_
- 4th Insertion \_\_\_\_\_
- 5th Insertion \_\_\_\_\_
- 6th Insertion \_\_\_\_\_
- 7th Insertion \_\_\_\_\_
- 8th Insertion \_\_\_\_\_
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- 18th Insertion \_\_\_\_\_
- 19th Insertion \_\_\_\_\_
- 20th Insertion: \_\_\_\_\_
- 21st Insertion: \_\_\_\_\_
- 22nd Insertion: \_\_\_\_\_

\$65.86  
Printer's Fee

By Samantha Offutt  
Samantha Offutt

Subscribed & sworn to before me this 22 day of April, 2011

[Signature]  
Notary Public



**NOTICE OF DECLARATION OF PUBLIC NUISANCE AND ORDER OF ABATEMENT**

To: Twyla Deloane Perkins  
11421 N Dripping Springs Road  
Columbia, MO 65202

In accordance with section 67.402 RSMo and section 6.10, Boone County Code of Health Regulations, the undersigned gives notice to the above named persons or entities that the following described real property is hereby declared to contain the following described public nuisance which is ordered abated within 15 days of the date of this notice, and that if such abatement does not occur, then such nuisance may be ordered abated by action of the Columbia/Boone County Health Department, with the cost thereof to be the subject of a special tax bill against the property subject to abatement.

Property Description:  
6101 E Robin Lane Lot 51 Hillview Acres parcel number 12-313-11-01-046.00 01 Boone County, Missouri as shown by deed book 3600 page 0094

Type of Nuisance:  
Trash, building materials, tires and junk on the premises in violation of section 6.5 of the Boone County Public Nuisance Ordinance.

The above named persons are further notified that if they fail to abate such nuisance within the time specified in this notice, or fail to appeal this declaration of public nuisance and order of abatement within the time permitted for abatement specified in this notice, then a public hearing shall be conducted before the Boone County Commission, Commission Chambers, 801 E. Walnut, Columbia MO 65201, at a time and date determined by the Commission, and the County Commission will make findings of fact, conclusions of law and a final decision concerning the public nuisance and order of abatement set forth herein. For information concerning these proceedings, contact the Columbia/Boone County Health Department, 1005 W. Worley Street, Columbia, MO 65203.

Date of Declaration, Order and Publication: \_\_\_\_\_

Stephanie Browning,  
Director, Columbia/Boone County Health Department

INSERTION DATE: April 22, 2010.

**NOTICE OF DECLARATION OF  
PUBLIC NUISANCE  
AND ORDER OF ABATEMENT**

**To: Twyla Delome Perkins  
11421 N Dripping Springs Road  
Columbia, MO 65202**

In accordance with section 67.402 RSMo and section 6.10, Boone County Code of Health Regulations, the undersigned gives notice to the above named persons or entities that the following described real property is hereby declared to contain the following described public nuisance which is ordered abated within 15 days of the date of this notice, and that if such abatement does not occur, then such nuisance may be ordered abated by action of the Columbia/Boone County Health Department, with the cost thereof to be the subject of a special tax bill against the property subject to abatement.

**Property Description:**

6101 E Robin Lane Lot 51 Hillview Acres parcel number 12-313-11-01-046.00 01 Boone County, Missouri as shown by deed book 3600 page 0094

**Type of Nuisance:**

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Date of Declaration, Order and Publication: \_\_\_\_\_

Stephanie Browning,  
Director, Columbia/Boone County  
Health Department

**INSERTION DATE:** April 22, 2010.

NOTICE OF DECLARATION OF PUBLIC NUISANCE  
AND ORDER OF ABATEMENT

To: Twyla Delome Perkins  
11421 N Dripping Springs Road  
Columbia, MO 65202

In accordance with section 67.402 RSMo and section 6.10, Boone County Code of Health Regulations, the undersigned gives notice to the above named persons or entities that the following described real property is hereby declared to contain the following described public nuisance which is ordered abated within 15 days of the date of this notice, and that if such abatement does not occur, then such nuisance may be ordered abated by action of the Columbia/Boone County Health Department, with the cost thereof to be the subject of a special tax bill against the property subject to abatement.

Property Description: 6101 E Robin Lane Lot 51 Hillview Acres parcel number 12-313-11-01-046.00 01 Boone County, Missouri as shown by deed book 3600 page 0094

Type of Nuisance: trash, building materials, tires and junk on the premises in violation of section 6.5 of the Boone County Public Nuisance Ordinance.

The above named persons are further notified that if they fail to abate such nuisance within the time specified in this notice, or fail to appeal this declaration of public nuisance and order of abatement within the time permitted for abatement specified in this notice, then a public hearing shall be conducted before the Boone County Commission, Commission Chambers, 801 E. Walnut, Columbia MO 65201, at a time and date determined by the Commission, and the County Commission will make findings of fact, conclusions of law and a final decision concerning the public nuisance and order of abatement set forth herein. For information concerning these proceedings, contact the Columbia/Boone County Health Department, 1005 W. Worley Street, Columbia, MO 65203.

Date of Declaration, Order and Publication: \_\_\_\_\_

Stephanie Browning, Director, Columbia/Boone County Health Department

Call ID . . . . : 4754  
Customer ID . . . :

Type information, press Enter.

Comment

6101 robyn Ln. trash in yard

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3/22/11

More...

F10=Display sequence F12=Cancel

*37mm sta - O'Rear -  
full view*

MAR 24 2011

*building  
reter of (lines)*

MAR 24 2011

**Parcel** 12-313-11-01-046.00 01 **Property Location** 6101 E ROBIN LANE

City \_\_\_\_\_ Road COUNTY ROAD DISTRICT (CO) School HALLSVILLE (R4)  
 Library BOONE COUNTY (L1) Fire BOONE COUNTY (F1)

Owner PERKINS TWYLA DELOME  
 Address 11421 N DRIPPING SPRINGS R  
 City, State Zip COLUMBIA, MO 65202-9493

Subdivision Plat Book/Page 0010 0092  
 Section/Township/Range 11 49 12

Legal Description HILLVIEW ACRES BLK 2  
 LOT 51

Lot Size 70 x 105

Deed Book/Page 3600 0094 3020 0044 1988 0443 1636 0105

Current Appraised				Current Assessed			
Type	Land	Bldgs	Total	Type	Land	Bldgs	Total
RI	8,700	53,600	62,300	RI	1,653	10,184	11,837
Totals	8,700	53,600	62,300	Totals	1,653	10,184	11,837

Previous Year's Tax  
 Year 2010 Amount \$649.37

#### Residence Description

Year Built 1970 (Estimate)  
 Use SINGLE FAMILY (101)

Basement	FULL (4)	Attic	NONE (1)
Bedrooms	4	Main Area	1,056
Full Bath	1	Finished Basement Area	0
Half Bath	1		
Total Rooms	6	Total Square Feet	1,056

[www.ShowMeBoone.com](http://www.ShowMeBoone.com), Boone County, Missouri. 801 East Walnut Columbia, MO 65201 USA.



KA



DEPARTMENT

CITY OF COLUMBIA/IE

1005 W. WORLEY  
P.O. Box 6015  
COLUMBIA, MISSOURI 65205-6015

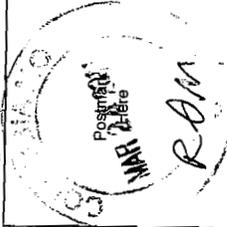
7011 0110 0001 9722 6413



U.S. Postal Service™  
**CERTIFIED MAIL™ RECEIPT**  
*(Domestic Mail Only; No Insurance Coverage Provided)*  
For delivery information visit our website at [www.usps.com](http://www.usps.com)®

**OFFICIAL USE**

Postage	\$ 44
Certified Fee	280
Return Receipt Fee (Endorsement Required)	2.30
Restricted Delivery Fee (Endorsement Required)	5.54



Twyla Delome Perkins  
11421 N Dripping Springs Road  
Columbia, MO 65202

7011 0110 0001 9722 6413

SEE REVERSE FOR INSTRUCTIONS

NIXIE 831 DE 1 00 04/13/11

RETURN TO SENDER  
UNCLAIMED  
UNABLE TO FORWARD

EC: 65205601515 \*1116-13295-13-39

3-25-11

RAMC

652056015



**CERTIFIED COPY OF ORDER**

STATE OF MISSOURI }  
 County of Boone } ea.

June Session of the April Adjourned

Term. 20 11

In the County Commission of said county, on the

7<sup>th</sup>

day of June

20 11

the following, among other proceedings, were had, viz:

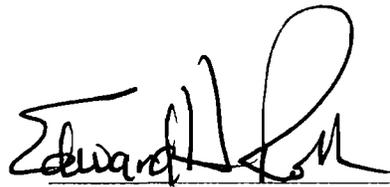
Now on this day the County Commission of the County of Boone does hereby approve the following budget amendment to establish a budget for payment of the Hillcreek NID Direct Loan Agreement:

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
3870	03525	2008 GO Bond Sewer NID	Reimbrs Special Project		5,795.00
3870	86900	2008 GO Bond Sewer NID	Miscellaneous		5,795.00

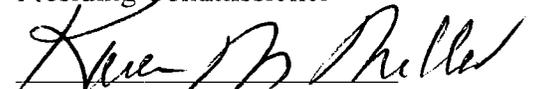
Done this 7<sup>th</sup> day of June, 2011.

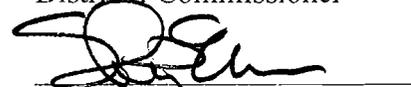
ATTEST:

  
 Wendy S. Noren  
 Clerk of the County Commission



Edward H. Robb  
 Presiding Commissioner

  
 Karen M. Miller  
 District I Commissioner

  
 Skip Elkin  
 District II Commissioner

# REQUEST FOR BUDGET AMENDMENT

## BOONE COUNTY, MISSOURI

5/23/2011

**EFFECTIVE DATE**

**FOR AUDITORS USE**

Department				Account					Department Name	Account Name	(Use whole \$ amounts)	
											Decrease	Increase
3	8	7	0	3	5	2	5	2008 GO Bnd Swr NID	Reimb. Special Project		5,795	
3	8	7	0	8	6	9	0	2008 GO Bnd Swr NID	Miscellaneous		5,795	

Describe the circumstances requiring this Budget Amendment. Please address any budgetary impact for the remainder of this year and subsequent years. (Use attachment if necessary): **create budget for paying agent fees for the Hillcreek NID direct loan to be paid by the County and reimbursed to the County by Boone County Regional Sewer District.**

*KP*

\_\_\_\_\_  
**Requesting Official**

-----  
**TO BE COMPLETED BY AUDITOR'S OFFICE**

- A schedule of previously processed Budget Revisions/Amendments is attached. *agenda*
- A fund-solvency schedule is attached.
- Comments:

\_\_\_\_\_  
**Auditor's Office**

*Edward H. ...*

**PRESIDING COMMISSIONER**

*Karen B. Miller*

**DISTRICT I COMMISSIONER**

*[Signature]*

**DISTRICT II COMMISSIONER**

**BUDGET AMENDMENT PROCEDURES**

- County Clerk schedules the Budget Amendment for a first reading on the commission agenda. A copy of the Budget Amendment and all attachments must be made available for public inspection and review for a period of at least 10 days commencing with the first reading of the Budget Amendment.
- At the first reading, the Commission sets the Public Hearing date (at least 10 days hence) and instructs the County Clerk to provide at least 5 days public notice of the Public Hearing. **NOTE: The 10-day period may not be waived.**
- The Budget Amendment may not be approved prior to the Public Hearing.

Copy

**AGREEMENT**

THIS AGREEMENT is made and entered into and by and between Boone County, Missouri, a first-class non-charter County and political subdivision of the State of Missouri, by and through its County Commission, hereinafter referred to as "County," and the Boone County Regional Sewer District, a public corporation and common sewer district organized and operated under the provisions of RSMO §§ 204.250 *et. seq.*, referred to in this agreement as "District."

WHEREAS, County and District have cooperated in the planning, construction and financing of a Sewer Project known as the Hill Creek Neighborhood Improvement District; (the "Project"); and

WHEREAS, the long-term financing of said Project through the Neighborhood Improvement District statutes requires payments of certain fees to the Bank of New York Mellon Trust Company, N.A., (hereinafter the "Bank") for said Bank to act as the Escrow Agent for the Hill Creek Neighborhood Improvement District; and

WHEREAS the fees for the Bank's services as escrow agent are payable from the County and could be the subject to a supplemental assessment to the impacted property owners under the applicable Neighborhood Improvement District; and

WHEREAS, the District, in order to provide superior customer service to its new customers within the Hill Creek Neighborhood Improvement District and to reduce the overall administrative costs of the Project, has agreed to reimburse the County for said Escrow Agent fees without the need for a supplemental assessment under the Neighborhood Improvement District statutes; and

WHEREAS the County may have residual cash in the Hill Creek NID Debt Service Fund after retiring all of the related debt which would allow for a possible repayment to the District as provided for herein.

NOW, THEREFORE, IT IS AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:

1. County will pay the Escrow Agent fees to the Bank which shall consist of a one-time payment of Five Thousand Seven Hundred Ninety Four Dollars and Thirty-One

Cents (\$5,794.31), upon presentation of an appropriate invoice from the Bank in that amount.

2. District agrees to reimburse County the amount of fee set out in paragraph 1 above within thirty (30) days of notification by the County that said amount has been approved for payment by the County to the Bank.

3. To the extent the County has a residual cash balance in the Hill Creek NID Debt Service Fund after retiring all of the related indebtedness, the County will pay said residual cash to the District, up to Five Thousand Seven Hundred Ninety Four Dollars and Thirty-One Cents (\$5,794.31), it being understood that the determination of a residual cash balance will not be made until all related indebtedness has been retired, which is a period in excess of eighteen (18) years from the date of this Agreement.

4. The parties agree to cooperate with each other to effectuate the terms of this reimbursement agreement and agree to execute and all additional documents reasonably necessary to effectuate the intent of the same.

5. The signatories to this agreement affirmatively represent that they have the authority by resolution or by order to enter into this agreement on behalf of the respective parties hereto and bind all such parties to all terms and conditions contained herein.

6. This Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns.

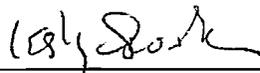
IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized representatives on this day and year indicated by their signatures.

**BOONE COUNTY REGIONAL SEWER DISTRICT:**

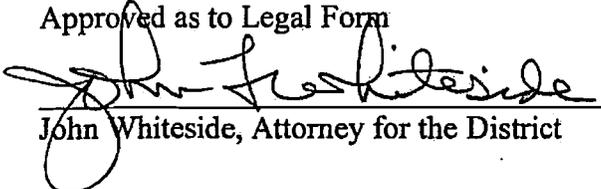
By:   
Chairperson

5-17-2011  
Dated

ATTEST:

  
Secretary

Approved as to Legal Form

  
John Whiteside, Attorney for the District

**COUNTY OF BOONE:**

By: \_\_\_\_\_  
Edward H. Robb, Presiding Commissioner

\_\_\_\_\_  
Dated

ATTEST:

\_\_\_\_\_  
Wendy Noren, Boone County Clerk

Approved as to Legal Form

\_\_\_\_\_  
CJ Dykhouse, Boone County Counselor

**AUDITOR CERTIFICATION**

In accordance with RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification of this contract is not required if the terms of this contract do not create a measurable County obligation at this time.)

June E. Pitchford

Date

Appropriation Amount

**Fund Statement - Series 2008 Neighborhood Improvement District  
Bond Fund 387 (Nonmajor)**

	2009 Actual	2010 Budget	2010 Projected	2011 Budget
<b>REVENUES:</b>				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Assessments *	-	-	70,655	72,201
Sales Taxes	-	-	-	-
Franchise Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Services	-	-	-	5,795
Fines and Forfeitures	-	-	-	-
Interest	-	-	18	-
Hospital Lease	-	-	-	-
Other	-	-	-	-
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>70,673</b>	<b>77,996</b>
<b>EXPENDITURES:</b>				
Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Dues Travel & Training	-	-	-	-
Utilities	-	-	-	-
Vehicle Expense	-	-	-	-
Equip & Bldg Maintenance	-	-	-	-
Contractual Services	-	-	-	-
Debt Service (Principal and Interest)	25,568	719,240	717,002	72,857
Emergency	-	-	-	-
Other	-	-	-	5,795
Fixed Asset Additions	-	-	-	-
<b>Total Expenditures</b>	<b>25,568</b>	<b>719,240</b>	<b>717,002</b>	<b>78,652</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(25,568)</b>	<b>(719,240)</b>	<b>(646,329)</b>	<b>(656)</b>
<b>OTHER FINANCING SOURCES (USES):</b>				
Transfer In	25,577	719,240	719,139	-
Transfer Out	-	-	-	-
Proceeds of Sale of Capital Assets/Insurance Claims/Capital Lease	-	-	-	-
Proceeds of Long-Term Debt	-	-	-	-
Retirement of Long-Term Debt	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<b>25,577</b>	<b>719,240</b>	<b>719,139</b>	<b>-</b>
<b>REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES</b>	<b>9</b>	<b>-</b>	<b>72,810</b>	<b>(656)</b>
<b>FUND BALANCE (GAAP), beginning of year</b>	<b>-</b>	<b>9</b>	<b>9</b>	<b>72,819</b>
Less encumbrances, beginning of year	-	-	-	-
Add encumbrances, end of year	-	-	-	-
<b>FUND BALANCE (GAAP), end of year</b>	<b>\$ 9</b>	<b>\$ 9</b>	<b>\$ 72,819</b>	<b>\$ 72,163</b>
<b>FUND BALANCE RESERVES AND DESIGNATIONS, end of year</b>				
Reserved:				
Loan Receivable (Street NIDS/Levy District)	\$ -	\$ -	\$ -	\$ -
Prepaid Items/Security Deposits/Other Reserves	-	-	-	-
Debt Service/Restricted Assets	9	9	72,819	72,163
Prior Year Encumbrances	-	-	-	-
Designated:				
Capital Project and Other	-	-	-	-
<b>Total Fund Balance Reserves and Designations, end of year</b>	<b>9</b>	<b>9</b>	<b>72,819</b>	<b>72,163</b>
<b>FUND BALANCE, end of year</b>	<b>9</b>	<b>9</b>	<b>72,819</b>	<b>72,163</b>
<b>FUND BALANCE RESERVES/DESIGNATIONS, end of year</b>	<b>(9)</b>	<b>(9)</b>	<b>(72,819)</b>	<b>(72,163)</b>
<b>UNRESERVED/UNDESIGNATED FUND BALANCE, end of year</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\* Neighborhood Improvement District special assessments.

5/23/2011

FY 2011  
Budget Amendments/Revisions  
2008 Series General Obligation Bonds - Sewer NIDS DNR (3870)

<u>Index #</u>	<u>Date Recd</u>	<u>Dept</u>	<u>Account</u>	<u>Dept Name</u>	<u>Account Name</u>	<u>\$Increase</u>	<u>\$Decrease</u>	<u>Reason/Justification</u>	<u>Comments</u>
1	5/23/2011	3870	3525	2008 GO Bonds Sewer NID DNR	Reimb. Special Projects	5,795			
		3870	86900	2008 GO Bonds Sewer NID DNR	Miscellaneous		5,795		creat budget for paying agent fees for Hillcreek NID direct loan, reimbursed by BCRSD

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

June Session of the April Adjourned

Term. 20 11

In the County Commission of said county, on the 7<sup>th</sup> day of June 20 11

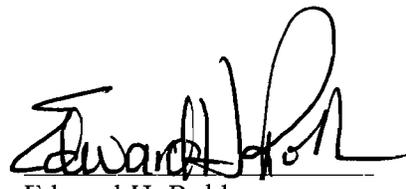
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the contract between the Boone County Regional Sewer District and Boone County, Missouri for financing of Hill Creek Neighborhood Improvement District. The terms of this agreement are stipulated in the attached contract. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Done this 7<sup>th</sup> day of June, 2011.

ATTEST:

  
Wendy S. Noren  
Clerk of the County Commission

  
Edward H. Robb  
Presiding Commissioner

  
Karen M. Miller  
District I Commissioner

  
Skip Elkin  
District II Commissioner

## AGREEMENT

THIS AGREEMENT is made and entered into and by and between Boone County, Missouri, a first-class non-charter County and political subdivision of the State of Missouri, by and through its County Commission, hereinafter referred to as "County," and the Boone County Regional Sewer District, a public corporation and common sewer district organized and operated under the provisions of RSMO §§ 204.250 *et. seq.*, referred to in this agreement as "District."

WHEREAS, County and District have cooperated in the planning, construction and financing of a Sewer Project known as the Hill Creek Neighborhood Improvement District; (the "Project"); and

WHEREAS, the long-term financing of said Project through the Neighborhood Improvement District statutes requires payments of certain fees to the Bank of New York Mellon Trust Company, N.A., (hereinafter the "Bank") for said Bank to act as the Escrow Agent for the Hill Creek Neighborhood Improvement District; and

WHEREAS the fees for the Bank's services as escrow agent are payable from the County and could be the subject to a supplemental assessment to the impacted property owners under the applicable Neighborhood Improvement District; and

WHEREAS, the District, in order to provide superior customer service to its new customers within the Hill Creek Neighborhood Improvement District and to reduce the overall administrative costs of the Project, has agreed to reimburse the County for said Escrow Agent fees without the need for a supplemental assessment under the Neighborhood Improvement District statutes; and

WHEREAS the County may have residual cash in the Hill Creek NID Debt Service Fund after retiring all of the related debt which would allow for a possible repayment to the District as provided for herein.

NOW, THEREFORE, IT IS AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:

1. County will pay the Escrow Agent fees to the Bank which shall consist of a one-time payment of Five Thousand Seven Hundred Ninety Four Dollars and Thirty-One

Cents (\$5,794.31), upon presentation of an appropriate invoice from the Bank in that amount.

2. District agrees to reimburse County the amount of fee set out in paragraph 1 above within thirty (30) days of notification by the County that said amount has been approved for payment by the County to the Bank.

3. To the extent the County has a residual cash balance in the Hill Creek NID Debt Service Fund after retiring all of the related indebtedness, the County will pay said residual cash to the District, up to Five Thousand Seven Hundred Ninety Four Dollars and Thirty-One Cents (\$5,794.31), it being understood that the determination of a residual cash balance will not be made until all related indebtedness has been retired, which is a period in excess of eighteen (18) years from the date of this Agreement.

4. The parties agree to cooperate with each other to effectuate the terms of this reimbursement agreement and agree to execute and all additional documents reasonably necessary to effectuate the intent of the same.

5. The signatories to this agreement affirmatively represent that they have the authority by resolution or by order to enter into this agreement on behalf of the respective parties hereto and bind all such parties to all terms and conditions contained herein.

6. This Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns.

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized representatives on this day and year indicated by their signatures.

**BOONE COUNTY REGIONAL SEWER DISTRICT:**

By: *Ralph Quinn*  
Chairperson

5-17-2011  
Dated

ATTEST:

*Lesly Dook*  
Secretary

Approved as to Legal Form

*John Whiteside*  
John Whiteside, Attorney for the District

**COUNTY OF BOONE:**

By: *Edward H. Robb*  
Edward H. Robb, Presiding Commissioner

6-7-2011  
Dated

ATTEST:

*Wendy S. Noren*  
Wendy Noren, Boone County Clerk

Approved as to Legal Form

*CJ Dykhouse*  
CJ Dykhouse, Boone County Counselor

**AUDITOR CERTIFICATION**

In accordance with RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification of this contract is not required if the terms of this contract do not create a measurable County obligation at this time.)

*Jane E. Pitchford*      5/25/11      3870-86900      \$ 5,794.31  
Jane E. Pitchford      Date           Appropriation Amount

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

June Session of the April Adjourned

Term. 20 11

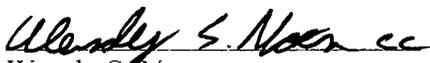
In the County Commission of said county, on the 7<sup>th</sup> day of June 20 11

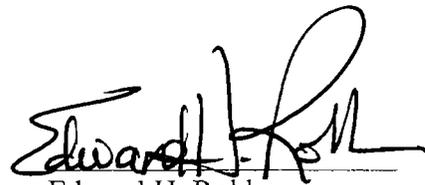
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby authorize Commissioner Skip Elkin to sign Change Order #022 in the amount of \$17,317.80 for the Boone County Government Center Remodel project.

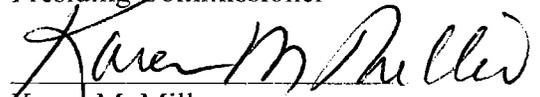
Done this 7<sup>th</sup> day of June, 2011.

ATTEST:

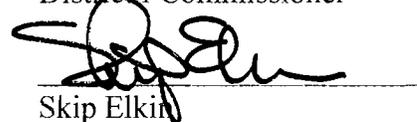
  
Wendy S. Noren  
Clerk of the County Commission



Edward H. Robb  
Presiding Commissioner



Karen M. Miller  
District I Commissioner



Skip Elkin  
District II Commissioner



# AIA Document G701™ – 2001

## Change Order

<b>PROJECT</b> (Name and address):	<b>CHANGE ORDER NUMBER:</b> 022	<b>OWNER:</b> <input checked="" type="checkbox"/>
0832 - Boone County Government Center and Old Johnston Paint Remodel Columbia, MO	<b>DATE:</b> May 31, 2011	<b>ARCHITECT:</b> <input checked="" type="checkbox"/>
<b>TO CONTRACTOR</b> (Name and address):	<b>ARCHITECT'S PROJECT NUMBER:</b> 0832	<b>CONTRACTOR:</b> <input checked="" type="checkbox"/>
GBH Builders PO Box 945 Jefferson City, MO 65102	<b>CONTRACT DATE:</b> June 29, 2010	<b>FIELD:</b> <input type="checkbox"/>
	<b>CONTRACT FOR:</b> General Construction	<b>OTHER:</b> <input type="checkbox"/>

### THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

This change order #22 is the acceptance of GBH Proposal 23, which contains cost for the material and labor associated with the 3<sup>rd</sup> Floor miscellaneous electrical and data time and material work . Please refer to the attached itemized breakdown and the GBH Proposal for reference of the accepted changes and the associate cost as submitted by the Contractor and approved by the Owner

The original Contract Sum was	\$	1,977,972.00 ✓
The net change by previously authorized Change Orders	\$	72,070.86 ✓
The Contract Sum prior to this Change Order was	\$	2,050,042.86 ✓
The Contract Sum will be increased by this Change Order in the amount of	\$	17,317.80 ✓
The new Contract Sum including this Change Order will be	\$	2,067,360.66 ✓

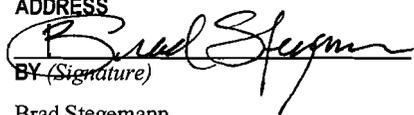
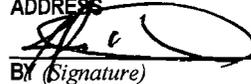
The Contract Time will be increased by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is

*Roland  
6-3-11*

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>SOA, Inc.</u>	<u>GBH Builders</u>	<u>Boone County</u>
<b>ARCHITECT</b> (Firm name)	<b>CONTRACTOR</b> (Firm name)	<b>OWNER</b> (Firm name)
700 Cherry Street, Suite A, Columbia, MO 65201	PO Box 945, Jefferson City, MO 65102	
<b>ADDRESS</b>	<b>ADDRESS</b>	<b>ADDRESS</b>
		
<b>BY</b> (Signature)	<b>BY</b> (Signature)	<b>BY</b> (Signature)
<u>Brad Stegemann</u>	<u>Jake Hunget</u>	<u>Skip Elkin</u>
(Typed name)	(Typed name)	(Typed name)
<u>May 31, 2011</u>	<u>6/1/11</u>	<u>6-7-11</u>
<b>DATE</b>	<b>DATE</b>	<b>DATE</b>

**Project Namer:** Boone County Government Center & Old Johnston Paint Remodel

**Project Number:** 00832.00

**Date:** 5/31/2011

Change Order No. 22 - Itemized Break-down

	Approved Changes	Total Approved Changes	Amounts Not Approved	Remarks
<b>GBH Proposal 23</b>				
Schneider Electric	\$ 16,679.05			
GBH - superintendent 8 hr @ \$60	\$ 480.00			
GBH project manager - proposal prep. 2 hr @ \$75	\$ 150.00			
GBH office manager - paperwork .25hr @ \$35	\$ 8.75			
SUBTOTAL		\$ 17,317.80		
<b>TOTAL for Change Order No. 22</b>		\$ 17,317.80		

## Brad Stegemann

---

**From:** Lisa Roland [lroland@boonecountymo.org]  
**Sent:** Friday, May 27, 2011 1:32 PM  
**To:** jake@gbhbuilders.com; Brad Stegemann  
**Cc:** Skip Elkin  
**Subject:** GBH-PR#23 Revised (3rd Floor T&M Electrical)

Jake and Brad,

Skip is okay with the revised total of **\$17,317.80** on GBH-PR#23 for T&M on 3rd Floor Electrical. Please proceed with a Change Order for this amount. I will need 4 originals to take to Commission for approval, since it is over the \$7,500.00 limit for Skip's approval. Once I receive the change orders I will schedule for the next available agenda meeting.

Thanks,

Lisa

Lisa Roland  
Accountant, Boone County Treasurer's Office  
801 E Walnut RM 205  
Columbia, MO 65201-7798  
Ph: (573) 886-4366  
Fax: (573) 886-4369  
Email: [lroland@boonecountymo.org](mailto:lroland@boonecountymo.org)

# GBH Builders

INC.

February 14, 2011

Simon Oswald Architecture  
700 Cherry Street  
Columbia, MO 65201

Attn: Amanda Partyka Norris  
Project: Boone County Government Center  
801 East Walnut  
Columbia, MO 65201  
BID NO: 22 - 20MAY10

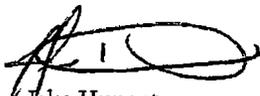
Re: Proposal 23 - Electrical T&M - 3<sup>rd</sup> Floor

Attached are the time and material charges associated with changing electrical and data on the 3<sup>rd</sup> floor to meet the owner's furniture layout and equipment needs. The electrical work had been completed per plans and specs, and much of the area already covered in drywall when it was discovered that several items needed changed.

Schneider Electric - see attached	\$16,679.05
GBH Superintendent - Coordinate between owner and electrician - 8 hr @ \$60.00	\$480.00
GBH project manager - Discuss/confirm work and prepare proposal - 2 hr @ \$75.00	\$150.00
GBH office manager - prepare change order paperwork - .25 hr @ \$35.00	\$8.75
Total	\$17,317.80

Although the contract reads otherwise, we are requesting the owner reimburse us the cost of additional performance and payment bond in the amount of \$259.77 (1.5% of change order cost). Under normal circumstances, our involvement on change orders is great enough to overcome the cost of this burden. In this case, our involvement was minor and does not cover this cost. This is somewhat of a rare occurrence, which is why we are asking that the owner consider this as part of our claim. Per our agreement with the bonding company, premiums are paid on total contract price, which increases with change order work.

If the bond is accepted as part of the claim, then please revise the total to: \$17,577.57

  
Jake Hunget  
President

PO BOX 945  
JEFFERSON CITY, MO 65102  
PH: 573-893-3633 FAX: 573-893-5847

# Schneider Electric Co., Inc.

414 West Dunklin Street  
 Jefferson City, MO 65101  
 Phone: (573) 636-4101  
 Fax: (573) 636-4424

Remit to: Schneider Electric Co., Inc.  
 6115 Eveline Street  
 St. Louis, MO 63139  
 Phone: 314-644-4700  
 Fax: 314-644-4738

## WORK ORDER

Job Name: BOONE COUNTY GOV. CNTR Job No.: 643

Charge To: DCG Address: \_\_\_\_\_

Authorized By: AUREY WEGER Date Ordered: 12/3/10

Description Of Work: (1) ADD STARTER FOR PUMP P-7  
(2) RELOCATE E-STOP FOR B1: B2

NAME	LABOR				MATERIAL			
	Date	Hours	Rate	Amount	Quan.	Description	Unit Pr.	Amount
(1) JEFF MUNSON	12/10	2	71 <sup>00</sup>	142 <sup>00</sup>	1	OVERLOAD MOD.	286.48	286.48
					100'	#12 THHN	.24	24 <sup>00</sup>
(2) JEFF MUNSON	12/20	1	71 <sup>00</sup>	71 <sup>00</sup>	10'	3/4 ENT	.70	7 <sup>00</sup>
					2	" CON	1.50	3 <sup>00</sup>
					1	" COUP	1.24	1 <sup>24</sup>
					1	4 SQ BX	2.46	2 <sup>46</sup>
Project Manager		2	75 <sup>00</sup>	150 <sup>00</sup>	1	" BLANK	1.13	1 <sup>13</sup>
Office Mgr		2	35 <sup>00</sup>	70 <sup>00</sup>	30'	#12 THHN	.24	7 <sup>80</sup>
DK AD	11/21/10							338.51
<b>TOTAL LABOR</b>				<b>433<sup>00</sup></b>	<b>TOTAL MATERIAL</b>			<b>338.51</b>

### WORK AUTHORIZATION

Above work authorized by the undersigned; charges therefore will be billed to the undersigned for net payment on receipt of invoice.

Date \_\_\_\_\_ Company Name \_\_\_\_\_

Authorizing Signature \_\_\_\_\_

Total Labor	433 <sup>00</sup>
Ins. taxes, etc.	
Inspections	
Rentals	
Misc.	
Total Cost	
Fee	
Total Billed	765.51

# Schneider Electric Co., Inc.

414 West Dunklin Street  
 Jefferson City, MO 65101  
 Phone: (573) 636-4101  
 Fax: (573) 636-4424

Remit to: Schneider Electric Co., Inc.  
 6115 Eveline Street  
 St. Louis, MO 63139  
 Phone: 314-644-4700  
 Fax: 314-644-4738

## WORK ORDER

Job Name: BOONE COUNTY GOVERNMENT CENTER Job No.: 643

Charge To: \_\_\_\_\_ Address: \_\_\_\_\_

Authorized By: ALISEY WELER Date Ordered: 12-1-10

Description Of Work: ADD DATA AND RECEPTACLE OUTLETS  
TO THIRD FLOOR (18) DATA, (19) DUPLEX RECEPTABLES  
(1) DOUBLE DUPLEX

NAME	LABOR				MATERIAL				
	Date	Hours	Rate	Amount	Quan.	Description	Unit Pr.	Amount	
JEFF MURSON		60	71 <sup>00</sup>	4260 <sup>00</sup>	180'	3/4 FLEX	.81		
CALEB WALKER		51	67 <sup>00</sup>	3417 <sup>00</sup>	36	3/4 FLEX CON.	1.22		
WALL KING		3	67 <sup>00</sup>	201 <sup>00</sup>	18	3/4 PASTEL BUSH.	.16		
DALE PACKERS		8	67 <sup>00</sup>	536 <sup>00</sup>	18	MINIS (3/4)	.52		
REBEKAH KENNEDY		8	67 <sup>00</sup>	536 <sup>00</sup>	900'	DATA CABLE	.42		
CHAD HALEY		8	67 <sup>00</sup>	536 <sup>00</sup>	18	WALL PLATES	4.92		
					75	JACKS	.74		
					200'	12/2 MC	.76		
Project Manager		2	75 <sup>00</sup>	150 <sup>00</sup>	40	MC CON.	.64		
					80	ANTI SHORT BUSH.	.16		
Office Manager		3	35 <sup>00</sup>	105 <sup>00</sup>	12	1900 BXS 1/2 D	1.75		
ok Adv 11/24/10 Adv					120'	3/4 EMT	.70		
					20	" CON.	1.50		
					10	" COUP	1.24		
					12	1900 BLANK POTS	1.13		
					24	3/4 MINIS	.52		
					600'	#12 THHN	.26		
					21	DUPLEX RECEPT.	1.85		
					21	" " PLTS	.96		
					3	GFCI RECEPT	14.89		
					40	DEEP CUT JW BXS	3.33		
					40	MARSON HANG.	.98	5192 82	
<b>TOTAL LABOR</b>				<b>9741<sup>00</sup></b>	<b>TOTAL MATERIAL</b>			<b>5192 82</b>	

### WORK AUTHORIZATION

Above work authorized by the undersigned; charges therefore will be billed to the undersigned for net payment on receipt of invoice.

Date \_\_\_\_\_ Company Name \_\_\_\_\_

Authorizing Signature \_\_\_\_\_

Total Labor	9741 10
Ins. taxes, etc.	
Inspections	
Rentals	
Misc.	
Total Cost	
Fee	
Total Billed	14,933 82

## Brad Stegemann

---

**From:** Amanda Norris  
**Sent:** Wednesday, December 08, 2010 9:43 AM  
**To:** Lisa Roland; Aubrey Weger; [jake@gbhbuilders.com](mailto:jake@gbhbuilders.com)  
**Cc:** Ken Pearson; Skip Elkin; Brad Stegemann  
**Subject:** RE: Electrical changes.

Based on our walk-thru and conversations yesterday, my understanding of what is currently included in the time and materials work order is the following:

1. Miscellaneous electrical and data outlet additions throughout the 3rd floor. Locations have been marked in the field and the electrician is working through these
2. Moving light switch in the Commission conference room
3. GBH to rehang window blinds at third floor

If I am missing items or if additional items get added I will ask Jake or Aubrey to kindly amend this list.

**Amanda Partyka Norris AIA NCARB, LEED AP**  
Architect / Associate

**soa**

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 Please consider the environment before printing this email.

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**From:** Lisa Roland [<mailto:LRoland@boonecountymmo.org>]  
**Sent:** Tuesday, December 07, 2010 9:43 AM  
**To:** Aubrey Weger; [jake@gbhbuilders.com](mailto:jake@gbhbuilders.com); Amanda Norris  
**Cc:** Ken Pearson  
**Subject:** RE: Electrical changes.

All,

Since time is of the essence here (and we don't want to slow down project with paperwork process) I would suggest going ahead with work that Aubrey and Commissioner Pearson approved and not worry about getting estimates right now. As soon as the work is completed and costs can be identified/finalized a change order could then be generated.

Could I please get a copy (or forwarded email) on the work that Aubrey has approved so that I have that for my file as a reminder that there is a forthcoming CO.

I authorized Jake and Brent (Schneider Electric) to proceed immediately on a time and material to provide additional plugs for the commissioners office. This was authorized by Ken Pearson. There may be additional other minor electrical changes that can be added to this time and material change order.

I believe you are already working on this issue and paper work will follow to get things in line with normal procedures. Thanks again.