

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

Completed by County Counselor's Office:

~~Res~~/Ord No.: 5425

Sponsor(s): Crystal Williams

Date: October 12, 2020

SUBJECT	Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance Project/Title: <u>OSCA Juvenile Justice Program Assistance</u>											
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" data-bbox="329 506 1401 730"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$16,000.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$16,000.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$0</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td>FROM ACCT 010-32810 16,000 TO ACCT 010-2151-55010 16,000</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> OTHER FINANCIAL INFORMATION: <input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: _____ Estimated Use: _____ Prior Year Budget (if applicable): 16,231.00 Prior Year Actual Amount Spent (if applicable): 16,231.00		Amount authorized by this legislation this fiscal year:	\$16,000.00	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$16,000.00	Amount budgeted for this item * (including transfers):	\$0	Source of funding (name of fund) and account code number:	FROM ACCT 010-32810 16,000 TO ACCT 010-2151-55010 16,000
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PRIOR LEGISLATION	Prior ordinances and (date): 5286 11/21/20 Prior resolutions and (date):											
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Carl Bayless, Grant Accountant, 816-435-4775											
REQUEST SUMMARY	This is a request to appropriate \$16,000.00 from the 2020 undesignated fund balance in acceptance of a contract awarded to the Family Court Division by the Office of State Courts Administrator. The project is named "OSCA Juvenile Justice Program Assistance" and its purpose is to provide monitoring of at risk youth. The project began July 1, 2020 and will continue through June 30, 2021. Please appropriate the \$16,000.00 into the accounts listed below: 010-2151-55010 Salary \$16,000.00											
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)											
COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals <input type="checkbox"/> VBE Goals											
ATTACHMENTS	Award documents											
REVIEW	<table border="1" data-bbox="305 1682 1471 1917"> <tr> <td>Department Director: <i>Theresa Byrd, Deputy Court Administrator Theresa L Byrd</i></td> <td>Date: 08/25/20</td> </tr> <tr> <td>Finance (Budget Approval): APPROVED <small>By Sarah Matthes at 10:39 am, Oct 06, 2020</small></td> <td>Date:</td> </tr> <tr> <td>Division Manager: <i>[Signature]</i></td> <td>Date: 10/8/2020</td> </tr> <tr> <td>County Counselor's Office: <i>[Signature]</i></td> <td>Date: 10/8/20</td> </tr> </table>		Department Director: <i>Theresa Byrd, Deputy Court Administrator Theresa L Byrd</i>	Date: 08/25/20	Finance (Budget Approval): APPROVED <small>By Sarah Matthes at 10:39 am, Oct 06, 2020</small>	Date:	Division Manager: <i>[Signature]</i>	Date: 10/8/2020	County Counselor's Office: <i>[Signature]</i>	Date: 10/8/20		
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County Counselor's Office: <i>[Signature]</i>	Date: 10/8/20											

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in ____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
010-32810	Grant Fund -Undesignated fund balance	\$16,000.00

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

Supplemental Appropriation Request Jackson County, Missouri

Funds sufficient for this appropriation are available from the source indicated below.

Date: October 6, 2020

ORD # 5425

Department / Division	Character/Description	From	To
Grant Fund - 010			
2151 - Juvenile Justice Assistance	45953 - Increase Revenues	16,000	
32810	Undesignated Fund Balance		16,000
32810	Undesignated Fund Balance	16,000	
2151 - Juvenile Justice Assistance	55010 - Regular Salaries		16,000
<div style="border: 1px solid black; padding: 2px; display: inline-block;"> APPROVED <small>By Sarah Matthes at 10:39 am, Oct 06, 2020</small> </div>			
Budgeting		\$ 32,000	\$ 32,000



**STATE OF MISSOURI
OFFICE OF STATE COURTS ADMINISTRATOR
REQUEST FOR PROPOSAL**

RFP NO: OSCA 20-00632
TITLE: Juvenile Justice Program Assistance
ISSUE DATE: January 2, 2020

CONTACT: Russell Rottmann
PHONE NO: 573-522-6766
E-MAIL: osca.contracts@courts.mo.gov

RETURN PROPOSAL NO LATER THAN: 4 p.m., January 31, 2020

RETURN PROPOSAL EITHER VIA E-MAIL, USPS or COURIER SERVICE:

<p>(U.S. Mail) Office of State Courts Administrator P.O. Box 104480 Jefferson City, Mo 65110 - 4480</p>	<p>(Courier Service) Office of State Courts Administrator 2112 Industrial Dr. Jefferson City, Mo 65109</p>
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CONTRACT PERIOD: July 1, 2020 through June 30, 2021

SIGNATURE REQUIRED

PRESIDING JUDGE SIGNATURE <i>[Signature]</i>	DATE 2-6-2020
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	
PRESIDING JUDGE SIGNATURE (IF MORE THAN ONE COUNTY IS INCLUDED IN PROPOSAL)	
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	
PRESIDING JUDGE SIGNATURE (IF MORE THAN ONE COUNTY IS INCLUDED IN PROPOSAL)	TITLE
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	DATE
COURT 16 th Judicial Circuit, Jackson County Family Court	
MAILING ADDRESS 625 E 25 th Street	
CITY, STATE, ZIP Kansas City, Missouri 64108	
CONTACT PERSON Kelly Hams Pearson	TITLE Director, Field Services
PHONE NUMBER 816-881-6503	E-MAIL ADDRESS Kelly.Hams-Pearson@courts.mo.gov

NOTICE OF AWARD (OSCA USE ONLY)

ACCEPTED BY OFFICE OF STATE COURTS ADMINISTRATOR AS FOLLOWS:		Night Light Curfew Program
Requested: \$82,040.00	Approved: \$16,000.00	
CONTRACT NO. OSCA 20-00632-13	CONTRACT PERIOD July 1, 2020 through June 30, 2021	
CONTRACTS SECTION <i>Russell W. Rottmann</i>	DATE 7/7/2020	DEPUTY STATE COURTS ADMINISTRATOR <i>Earl Kraus</i>

1. INTRODUCTION

The Family Court Committee of the Supreme Court of Missouri, through the Office of State Courts Administrator, (OSCA), is seeking proposals from courts for the implementation of programs and services dedicated to promoting evidenced based practices in specific categories of juvenile justice that may include:

- a. Supervision
- b. Treatment
- c. Restorative Justice
- d. Competency

1.1 Pre-Proposal Conference:

A pre-proposal conference regarding this Request for Proposal will be held on Wednesday, **January 15, 2020, beginning at 11 am in Covington Room** located in the **Constitution Building, 3425 Constitution Court, Jefferson City, Missouri 65109**. Those wishing to take part of the pre-proposal by telephone, may do so by calling 1-650-479-3207, meeting access code 807 221 818. The phone lines will be open 10:45 am. The pre-proposal will be completed by noon.

1.2 These programming categories are to be used to provide specific programs and services to address the following issues in juvenile justice:

- a. Juvenile alternative to detention programming for delinquent youth who can be diverted from secure detention by the use of the objective screening instrument, Missouri's Juvenile Detention Assessment (JDTA), into a non-secure, pre-adjudication placement or program.
- b. Post-dispositional programming and services for delinquent youth who can benefit from these services to assist in lowering recidivism and out-of-home placements through the use of objective assessment instruments. Programs should serve high risk and high need youth per the Missouri's Risk and Needs Assessment and Classification System.
- c. Diversion programs or strategies to divert youth from delinquent or status referrals into the juvenile office.
- d. Programs and strategies which remedy identified issues of disproportionate minority contact.

1.3 The funding allows for reimbursement to one county treasurer of the circuit on behalf of the juvenile and family court for costs associated with ongoing programs or the development and implementation of such services. This Request for Proposal (RFP) encourages juvenile and/or family courts to create new programs and services that promote the best practices in juvenile justice.

1.4 The Family Court Committee will review and approve specific requests for proposals based on the merits of each proposal and the availability of funds.

1.5 Funding is for FY21 (July 1, 2020 – June 30, 2021). Funding of this project will be considered by the Family Court Committee (FCC), the Circuit Court Budget Committee (CCBC) and OSCA based upon the success of the previous year's awards and the availability of funds. Amounts awarded to any one court may be limited to \$25,000.00 per fiscal year or less if the total of the proposals received from the courts exceed the authorized amount of funds allocated.

If more than \$25,000.00 is requested, the court must prioritize their need and indicate their preference for funding. Courts may request funding for more than one program or service within each proposal and should include details for each program requested as outlined in Section 7.3.

- 1.6 Programs may find the need to request transferring funds either to or from awarded line items or between programs, if the court received awards for multiple programs. Any request to transfer funds must be in writing to osca.jjpa@courts.mo.gov.

If the need is found for additional funds, the local program contact may request funds by emailing osca.jjpa@courts.mo.gov. All requests for additional funds shall be in writing addressed to the Family Court Committee for their review and consideration. If approved, proper notification shall be provided in writing.

2. PROGRAM KEY COMPONENTS

Juvenile Justice Program Assistance funds are intended to support evidence based practices in Missouri's juvenile justice system. Courts receiving these funds are expected to adhere to the following guidelines.

2.1.1 Courts shall be in compliance with:

- a. The Missouri Juvenile Officer Performance Standards (2017). The report may be viewed at <http://www.courts.mo.gov/file.jsp?id=108677>.
- b. Supreme Court Operating Rule 28, the complete rule may be viewed at <http://www.courts.mo.gov/page.jsp?id=52417>.
- c. Supreme Court Operating Rule 29, the complete rule may be viewed at <http://www.courts.mo.gov/page.jsp?id=70333>.
- d. Missouri's Juvenile Detention Alternatives Initiative (JDAI) and Standards for Operation of a Secure Juvenile Detention Facility, if involved in the operation of a court operated or a court funded regionally operated secure detention center.
- e. Section 211.141.4 RSMo the complete section of the statute may be viewed at <http://www.moga.mo.gov/mostatutes/stathtml/21100001411.html?&me=211.141>
- f. OSCA recommended procedures for providing accurate program implementation and outcome information using the Judicial Information System (JIS), Microsoft Excel® spreadsheets, report templates or other manual forms as needed, provided by OSCA.
- g. OSCA recommended procedures for using the Juvenile Detention Assessment Instrument (JDTA) and Missouri's Risk and Needs Assessment and Classification System.
- h. Supreme Court Rule 82.04 the complete rule may be viewed at <http://www.courts.mo.gov/page.jsp?id=992>.

- i. Efforts to identify and reduce minority representation, through coordination with Missouri's Disproportionate Minority Contact (DMC) Research Analyst, if the court demonstrates a statistically significant Relative Rate Index (RRI).
- 2.2 Programs should focus on pre-referral diversion alternatives, pre-adjudication alternatives to secure detention, post-dispositional services including various forms of supervision, programming to address needs, or disproportionate minority contact strategies, and shall have an evidence-based conceptual framework. Specific program examples may include, but are not limited to:
- a. Supervision: Day/Evening Reporting Center, Day/Evening Supervision Tracking, Electronic Monitoring/Global Positioning System or Mentoring and other alternatives to detention;
 - b. Treatment: Cognitive-behavioral mental health treatment, drug/alcohol treatment, virtual counseling and intensive crisis services;
 - c. Restorative Justice Programs: Victim empathy classes, impact panels, apology sessions and mediation, truancy and peer courts, community service, and restitution;
 - d. Competency Programs: Tutoring, GED, vocational, life skills, and offense specific education (sex offense, shoplifting, arson, domestic violence).

3. PROGRAM REPORTING REQUIREMENTS

OSCA will provide program related information to the Family Court Committee and to each award recipient. The data and program reports will be evaluated for progress toward achievement of the specific program goals, as indicated in each proposal, and to identify barriers to successful implementation.

- 3.1 Each circuit court receiving an award must submit a twelve (12) month final program report on a template provided by OSCA. Reports must be submitted to OSCA, Attn: Jay Rodieck or may be emailed to osca.jjpa@courts.mo.gov. The final report will cover a twelve month period and will be due thirty days after the fiscal year ends. A COGNOS report will be made available to help assist with the final program report.
- 3.1.1 The data and program reports are intended to:
- a. Assure that use of the funds is consistent with the project application and the intent of the funding source;
 - b. Determine the number of parties served and/or number of service hours provided;
 - c. Document the types of services provided; and
 - d. Provide OSCA, the Family Court Committee, legislature and other interested parties with information regarding consumer satisfaction, program efficiency and effectiveness.
- 3.2 Requests for technical assistance should be submitted in writing to the Office of State Courts Administrator, P.O. Box 104480, Jefferson City, MO 65110-4480, Attn: Jay Rodieck or via e-mail to jay.rodieck@courts.mo.gov.

- 3.3 Failure to submit reporting forms within the specified time frame may result in suspension of funding until such reports are submitted and accepted by OSCA.

4. CATEGORY OF ELIGIBLE FUNDS

Applicants may request funds to reimburse for the costs associated with the following categories only:

- I. Contractual Services
 - a. Supervision
 - b. Treatment
 - c. Restorative Justice
 - d. Competency
- II. Resource Materials
- III. Equipment
- IV. Youth Education

4.1 Contractual Services

Funds awarded as a result of this RFP shall not be used to fund any additional full time employee (FTE) positions. However, courts may request a new county employee to be reimbursed through the project but it shall be for the contractual rate as set by the county and the state approved mileage rate. Any and all personnel request must follow the county's personnel policies. Benefits, such as social security cost, health benefits or paid leave (annual or sick) for a county employee shall not be reimbursed through the award. Continued funding beyond FY 2020 will be year to year, with no guarantee continued funding will be available. If you choose to fund a county employee through this project, the court should develop options to fund the county employee upon completion of this award period. This should be considered when issuing any contracts for services.

- 4.1.1 Judicial employees shall not be contracted for any program/services nor receive monetary reimbursement or payment under this program.

- 4.1.2 OSCA Contractor Travel Policy: Expenses for non-court employee contractual services and mileage reimbursements must follow the OSCA Contractor Travel Policy. The link to the travel policy is: <http://www.courts.mo.gov/page.jsp?id=3714>

4.2 Resource Materials

Funds may be awarded for resource materials to be shown, loaned or distributed by court staff to clients, attorneys or the general public. Resource materials may include videos, brochures and pamphlets describing the programs and available services. The resource materials are limited to no more than \$500 dollars per circuit.

- 4.2.1 The courts must acknowledge the Juvenile Justice Program Assistance as the source of funding on any and all manuals or public relations materials created with monies from this fund. This includes videos, brochures, pamphlets and any informational material describing the programs and available services. This does not include program forms, written internal policies and procedures.

4.3 Equipment

Equipment requests may be included in the proposal but only if purchased for the court and specifically needed for the services to be provided for this program. Electronic computer equipment, portable electronic devices, scanners, printers and/or communication devices will not be provided. Funding for vehicles, vehicle equipment and maintenance are not allowed.

- 4.3.1 Awards will not be made for additional office space, furnishings or expenses required for the daily performance of duties including, but not limited to, desks, chairs, workstations, book cases, vehicles or costs associated with mail, telephone or the purchase of books, reference materials or professional memberships.

4.4 Youth Education

Funds may be awarded for educational materials to use within a program. They must have a direct connection to the implementation and success of the program.

5. AWARD CRITERIA

- 5.1 The FCC reserves the right to adjust, in whole or in part, each program request based upon the reasonableness of each request and the availability of funds.

- 5.1.1 Priority will be given to courts that demonstrate the greatest need for the creation and/or the continuation of evidence based programs and services as outlined in Section 2.2.

- 5.1.2 Awards shall be made by the FCC based upon the merits of the proposal in meeting the following criteria:

- a. Documentation of the particular needs for the alternative program and why those needs are not currently being met,
- b. Documentation of a plan to implement programs.
- c. Identification of program goals that are clearly defined.
- d. Projected number of youth estimated to receive program services.

- 5.1.3 **All requests for reimbursement must be received at OSCA no later than June 15, 2021, to ensure request are processed before the end of the fiscal year.**

- 5.1.4 Courts are encouraged to:

- a. Maximize the use of available funds by collaborating with neighboring circuits to jointly provide programs that one circuit would otherwise be unable to afford or sustain.
- b. Collaborate with other agencies and service providers to maximize the use of existing resources in the community, thereby reducing the amount of funding needed through this award.

- 5.1.5 If it appears a court will not use all of the funds awarded, the FCC may, at its sole discretion, reduce the amount of awarded funds to the juvenile/family court and redistribute those funds as needed.

6. REIMBURSEMENT OF FUNDS

Payments by OSCA shall not be made directly to any contracted providers. Payments for services must be first paid by the county. Reimbursements made by OSCA will be made and sent to the county treasurer. OSCA anticipates a 2-4 week turnaround on reimbursement request.

- 6.1 All reimbursements must be made to a county treasurer. If more than one county is included in the proposal, the application must designate which county treasurer to whom all reimbursements shall be sent.

Note: This issue must be addressed with your fiscal officer when planning your project proposal.

- 6.2 Invoices shall be submitted by the court no later than ten (10) days after the end of each month on a Certificate of Compliance Form which will be provided by OSCA. Copies of all invoices as well as supporting documentation must be submitted to OSCA with the request for reimbursement: osca.jjpa@courts.mo.gov or:

Office of State Courts Administrator
P.O. Box 104480
Attn: Jay Rodieck
Jefferson City, MO 65110-4480

7. APPLICATION REQUIREMENTS

All courts desiring to apply for funding for costs associated with the implementation of programs as identified herein, must submit a complete proposal incorporating all the items identified in Section 7.

- 7.1 Proposals must be signed by the Presiding Judge of the circuit requesting funds or if applicable, the Family Court Administrative Judge. If a joint application is being submitted, the Presiding Judge or Family Court Administrative Judge of each participating circuit must sign the application.

- 7.2 Proposals may be submitted by:

- E-mail to osca.contracts@courts.mo.gov; or
- Regular mail to the address on the cover page;

- 7.3 Proposals must clearly separate each program and include the following:

a. Name and Brief Description of Proposed Program:

Proposals must identify the circuit and/or court applying for funds, the program category (Supervision, Treatment, Restorative Justice, or Competency), and a brief descriptive program summary including goals.

b. Geographic Area and Need for the Program:

Proposals must describe unique characteristics of the population and location to be served (urban, rural, ethnicity, race, gender, socioeconomic factors, etc.). Proposals must explain the particular need for the program and why those needs are not currently being met through existing materials, programs, services, or other resources.

c. Target Population and Selection Process:

The proposal must describe the program target population (age, ethnicity, race, gender, status/law offense, etc.) and how the participants are selected (JDTA or Risk/Needs Assessment, mental health/substance abuse screening, offense or population specific characteristics, etc.).

d. Service Provider:

Proposals must identify the individual(s) or company that will provide or deliver the service or program. Proposals must provide details on their credentials as they pertain to the service and/or program, explaining how they are educated, experienced, certified/licensed or otherwise uniquely qualified to provide and/or deliver the service and/or program expectations. Proposal should also include provider resumes when applicable.

e. Number of Youth Served:

Proposals must identify the intended number of youth to be served during the funding period.

f. Hours of Service:

Proposals must identify the intended number of hours of service to be provided per participant. Proposals must justify and show the calculations of how the court arrived at the estimate.

g. Fidelity Plan:

Proposals must provide a timeline and description of the steps that will be taken to implement the service and/or program and must describe the measures that will be taken to ensure adequate utilization of the service/program.

h. Budget:

Justifications for budgets should include the total amount requested and an itemized budget for each funding category requested. The funding categories are listed below.

- I. Contractual Services
- II. Resource Materials
- III. Equipment
- IV. Youth Education

7.4 Each proposal must provide details to justify the budget requested. Be sure to include, at a minimum, documentation for the following with the request:

- a. The proposed number of juveniles served;
- b. The number of hours of service to be provided;
- c. The cost of any proposed services per person and/or per hour; and
- d. A calculation of how costs have been determined.

OSCA 20-00632 – Juvenile Justice Program Assistance

- 7.5 Each proposal must indicate which county OSCA shall send reimbursements. Payments will not be made to multiple counties.
- 7.6 All proposals must be submitted to OSCA no later than **4 p.m., January 31, 2020.**

2020 Juvenile Justice Program Assistance Proposal - OSCA 20-00632
Jackson County Family Court Night Light Curfew Program

A. NAME AND BRIEF DESCRIPTION OF PROPOSED PROGRAM

- **Name:** Night Light Curfew Program
- **Program Category:** Supervision
- **Submitted By:** 16th Circuit Court - Jackson County Family Court Services
- **Summary:**

The Night Light Program is a collaborative effort between the Jackson County Family Court and the Jackson County Sheriff's Office. The program's goals are to help ensure community safety. The program is designed to monitor compliance with conditions of supervision for serious and potentially violent juvenile offenders who are either under pre-adjudication supervision, on probation, or re-entering the community from residential placement. The Night Light program serves primarily as a probation/re-entry service provider of supervision and coordinated services, and it is utilized as a graduated sanction to assist primary Juvenile Probation Officers in maintaining or stabilizing youth in the community.

Evening and late-night operations occur between the hours of 9:00 PM and 2:00 AM. During this time, Night Light Juvenile Probation Officers (JPOs) are accompanied by uniformed Jackson County Sheriff's Deputies in marked law enforcement vehicles to conduct random home visits and curfew checks. Telephone check-ins with youth and parents are conducted as well to ensure youths' compliance with the conditions of their supervision. Urinalysis testing and school checks are conducted on a random basis.

The typical length of the program is 30-60 days, however, the program serves as an effective tool for compliance when used intermittently throughout youths' community supervision or probation. Additionally, Night Light teams of deputies and juvenile probation officers seek to locate youth who have active capias warrants due to absconding from court ordered placement. Night Light deputies become familiar with the youth over time, building relationships and reducing the social distance between the juvenile probationers and law enforcement officers. Several of the deputies have joined the volunteer pool with the Family Court to serve as mentors.

B. GEOGRAPHICAL AREA & NEED FOR PROGRAM

Jackson County lies in west central Missouri, bordered on the north by the Missouri River and on the west by the state of Kansas. Kansas City, the largest city by population in Missouri, lies largely within Jackson County's boundaries. Independence (Missouri's fourth largest city), Lee's Summit (sixth largest city), and Blue Springs (eleventh largest city) all lie within Jackson County.

It has been researched and determined that court-involved youth have a higher probability to re-offend between the hours 9:00 PM and 2:00 AM for the following reasons:

1. Unaddressed substance abuse by youth and within family.
2. The inability to problem solve and handle conflict appropriately.
3. The lack of adult supervision.

4. Failure to be held accountable for their actions.
5. Lack of community support.

In 2019, Night Light received 104 referrals for services (15 of those were referrals carried over from the previous year.) Of the youth who were released from the program in 2019, 73% successfully completed the program. During 2019, 81% of curfew checks did not result in a violation and 83% of drug tests administered by Night Light staff were negative for substance use.

C. TARGET POPULATION & SELECTION PROCESS

The Night Light Program serves juvenile clients placed on probation who are classified at medium or maximum level supervision. Pre-adjudicated clients and probation clients displaying increased risk factors at a lower level of supervision are also referred to the program for supervision as space allows. All youth completing Residential Care and Private Placement under Family Court jurisdiction are referred to the program for aftercare supervision for a period of time determined by their risk level and compliance with their supervision plan.

D. SERVICE PROVIDERS

Lela Cayton, Program Manager, holds a B.A. in Administration of Criminal Justice. Ms. Cayton assumed management duties for the Night Light Program in January 2020, having formerly served as manager for multiple community based programs for the Jackson County Family Court for nearly 40 years. Most recently Ms Cayton successfully supervised the Restitution Services Unit which included oversight and supervision of Community Service, Victim Empathy, Career Exploration/Job Training and Community Advisory Board programs.

Carolyn Meadows holds a B.S. in General Studies with a minor in Psychology and has been a Night Light Juvenile Probation Officer for 12 years. Ms. Meadows has been employed with the Jackson County Family Court for 39 years.

Terry Yancy holds a B.S. in Business Management and has been a Night Light Juvenile Probation Officer for 9 years. A Navy veteran, Mr. Yancy has been employed with the Jackson County Family Court for 12 years and has worked in the field of Juvenile Justice/Criminal Justice for over 15 years.

E. NUMBER OF YOUTH SERVED

It is estimated that approximately 120 youth will be served through this grant.

F. HOURS OF SERVICE

Night Light employs two full time staff (Juvenile Probation Officers) who each work 40 hours a week to execute the program. Night Light partners with the Jackson County Sheriff's Office to provide two law enforcement officers for four hours a night, five days a week, to assist with in-home curfew checks between the hours of 9:00 PM - 2:00 AM, Monday – Saturday. The hours of services reflect an increase from 4 nights to five nights a week due to the increased need for late night curfew checks.

G. FIDELITY PLAN

The Night Light Program is currently operational within the 16th Circuit, as per implementation planning submitted for previous funding cycles. Renewed funding will allow for continued surveillance and monitoring to those youth assessed to be at risk of reoffending or probation revocation, but who do not require residential placement or secure detention. All probation youth classified as medium or maximum level supervision are required to participate in the program, and additional youth under Court supervision

are referred to the program as needed. Program outputs and outcomes are monitored on a monthly basis. Additionally, program outcomes are evaluated by the Jackson County Family Court's Assessment and Development Department. Statistical outcomes are published yearly.

- **Goals:**
 - Help ensure community safety
- **Objectives:**
 - Program youth will remain at home during curfew hours while enrolled in Night Light.
 - Program youth will remain drug-free while enrolled in Night Light.
- **Outputs:**
 - All youth classified as medium or maximum supervision probation in Jackson County will be referred to the Night Light program.
 - Random phone and face-to-face checks will be conducted during curfew hours.
 - Night Light staff will administer UA drug tests.
 - Night Light staff will make school and parent contacts.
- **Outcomes:**
 - At least 90% of enrolled youth will not reoffend during program participation.
 - At least 80% of enrolled youth will successfully complete the program.
 - At least 75% youth compliance rate with curfew checks.
 - At least 80% of UAs administered will be negative for illegal substances

H. BUDGET

The Night Light program is primarily funded by a grant from the Jackson County COMBAT Fund. The funding paid through this grant covers the salary of the off duty law enforcement officers and mileage reimbursements for nightly ride outs. The salaries of the Court personnel is incorporated into the annual Jackson County General Fund budget. The supplies which include drug testing supplies, bullet proof vests, cell phones, office space and other miscellaneous supplies are also provided by the Family Court.

The Night Light program design for 2020 includes the participation of two deputies to accompany the Night Light Juvenile Probation Officers every night to provide curfew checks to youth residing throughout the county. Two deputies are required by the Jackson County Sheriff's department to allow ride outs and curfew checks in the /urban core neighborhoods, where gun violence and overall crime has increased. The added sworn staff allows the Sheriff/Family Court staff partnership to provide nightly curfew checks in both rural Eastern Jackson County as well as the inner-city of Kansas City, Missouri each night. This results in an increase in the cost of the annual contractual services by approximately 25%. This proposal is requesting \$25,000.00 to supplement the increase in contractual services paid to the law enforcement officers.

- Contractual Services: \$79,040.00 will pay two off duty law enforcement officers, each at a rate of \$38.00 per hour, for 4 hours each night that curfew checks/home visits are conducted. Home visits will be conducted five nights per week. This is a total cost of \$304 per night with an annual cost of \$79,040.00. The contract also requires the payment of \$250 monthly to the Sheriff's Department for mileage. The total cost for the Jackson County Sheriff's Office partnership is \$82,040.00
- Resource Materials: \$0

- Equipment: \$0
- Education: \$0

Details to Justify Budget

- Proposed number of juveniles served: 85-120
- Number of service hours to be provided:
 - Night Light employs two full time staff who each work 40 hours a week to execute the program. Night Light partners with the Jackson County Sheriff's Office to provide two law enforcement officers for four hours a night, five nights a week, to assist with in-home curfew checks.
- Cost of proposed services per person/per hour and calculation of how costs have been determined:
 - \$79040.00 will pay two off duty law enforcement officers, each at a rate of \$38.00 per hour, for 4 hours each night that home visits are conducted. This is a total cost of \$304 per night.
 - \$3,000.00 will pay \$250 monthly to the Sheriff's office for mileage.

COUNTY TO WHICH REIMBURSEMENTS SHALL BE MADE

Reimbursements should be made to:

Mr. Anthony Kelley, Budget and Fiscal Officer
Jackson County Family Court Services
625 E. 26th Street
Kansas City, Missouri 64108
Phone: 816-435-4751

Under Mr. Kelley's supervision, reimbursements will be directly handled by:

Mr. Carl Bayless, Coordinator – Grant Revenue and Contracts
Jackson County Family Court Services
625 E. 26th Street
Kansas City, Missouri 64108
Phone: 816-435-4775
Fax: 816-435-4793