



Youthful Offender Block Grant Funding Application  
 Juvenile Justice Development Plan for Fiscal Year 2016-2017  
 Due Date: May 1, 2016

On or before May 1, 2016 counties are required by Welfare and Institutions Code (WIC) Section 1961(c) to prepare and submit to the Board of State & Community Corrections (BSCC), a Juvenile Justice Development Plan (JJDP) on proposed Youthful Offender Block Grant (YOBG) expenditures for the 2016-2017 fiscal year. The Welfare & Institutions Code states, in part, "...Youthful Offender Block Grant Funds shall be used to enhance the capacity of county probation, mental health, drug and alcohol, and other county departments to provide appropriate rehabilitative and supervision services to youthful offenders."

Prior to completing this application, save the file using the following naming convention: "**(County Name) 2016.2017 JJDP**". For example, if you are submitting the application for Sacramento County, you would name the file "**Sacramento 2016.2017 JJDP**".

Once the application is complete, attach the file to an email and send it to [JJDP@bscc.ca.gov](mailto:JJDP@bscc.ca.gov). After the BSCC reviews the application we will notify the primary contact identified below if additional information is required. Once the application is approved, we will notify the chief probation officer as well as the primary and secondary contacts. If you have any questions concerning the application please contact Taunya Joseph at 916-445-1541 or [taunya.joseph@bscc.ca.gov](mailto:taunya.joseph@bscc.ca.gov).

**A. CONTACT INFORMATION**

COUNTY NAME	DATE OF REPORT
Shasta	5/1/2016

**B. CHIEF PROBATION OFFICER**

NAME	TELEPHONE NUMBER	EMAIL ADDRESS	ADDRESS	CITY	ZIP CODE
Tracie Neal	530-245-6217	<a href="mailto:tneal@co.shasta.ca.us">tneal@co.shasta.ca.us</a>	2684 Radio Lane	Redding	96001

**C. PRIMARY CONTACT**

NAME	TITLE	TELEPHONE NUMBER	EMAIL ADDRESS
Erin Ceccarelli	Chief Fiscal Officer	530-245-6213	<a href="mailto:elceccarelli@co.shasta.ca.us">elceccarelli@co.shasta.ca.us</a>

**D. SECONDARY CONTACT FOR APPLICATION**

NAME	TITLE	TELEPHONE NUMBER	EMAIL ADDRESS
Twyla Carpenter	Agency Staff Services Analyst	530-245-6232	<a href="mailto:tmcarpenter@co.shasta.ca.us">tmcarpenter@co.shasta.ca.us</a>

**COMPLETING THE REMAINDER OF THE APPLICATION:**

The application consists of several worksheets. Each worksheet is accessed by clicking on the labeled tabs below. (You are currently in the worksheet titled "CONTACT INFORMATION".) Complete the application by providing the information requested in each worksheet. The next worksheet labeled "SUMMARY TABLE" contains instructions and a table to report the Expenditure Categories in which you plan to use YOBG funds in fiscal year 2016-2017.

The worksheet labeled "EXPENDITURE DETAILS" (see tabs below) requires you to report a detailed accounting of planned expenditures for each Expenditure Category you identified in the previous worksheet, as well as other information regarding the services that will be provided and the youth who will be served.

The next worksheet labeled "STRATEGY FOR REALIGNED YOUTH" calls for you to describe your overall strategy and plans for serving youth who were realigned pursuant to SB 81 (non-707bs).

The last worksheet labeled "OTHER" asks you to describe how the services and strategies identified in your JJDP are coordinated with those funded by the Juvenile Justice Crime Prevention Act (JJCPA); to indicate whether there is any coordination between your Juvenile Justice Coordinating Council and your Community Corrections Partnership; and to describe any regional agreements or arrangements that are included in your JJDP.

Throughout the application you are cautioned to restrict your responses to the spaces provided. Portions of responses extending beyond the space limitation will not be reviewed or considered as part of the application.

2016-2017 JJDP Application for County of: Shasta

## SUMMARY TABLE OF PLANNED YOBG EXPENDITURES

Listed below are 52 Expenditure Categories organized into three general types - Placement Expenditures, Direct Services Expenditures and Capacity Building/Maintenance Activities Expenditures. In the table below the list, use the drop down menu to enter the numerical code of each Expenditure Category for which you plan to spend YOBG funds in the 2016-2017 fiscal year. For each Expenditure Category you select, use the drop down menus to indicate whether you also plan to spend JJCPA funds and/or Other funds on the Expenditure Category.

### Selecting the Appropriate Expenditure Categories

**Placement Expenditure Categories** (Categories 1 through 7) - Restrict Use of these Categories to instances where YOBG funds will be used for routine placement services (e.g., housing and standard services in the juvenile hall).

**Direct Services Expenditures** (Categories 8 through 44) - These categories refer to types of programs. Use these categories in those instances where you plan to use YOBG funds to support direct services and interventions. For a YOBG-funded direct service or intervention that does not fall within any of these expenditure categories, enter either numerical code 43 or numerical code 44.

**Capacity Building/Maintenance Activities Expenditures** (Categories 45 through 52) - Use these categories to report all additional planned YOBG expenditures that are not accounted for by expenditure categories 1 through 44. In general, these categories should be used to report planned YOBG expenditures dedicated to improving or maintaining the capacity of the organization (staff training and development [not associated with the other expenditure categories]); capital improvements [not associated with the other expenditure categories], etc.). Use these categories only to account for planned YOBG expenditures that are not accounted for elsewhere.

### Accounting for Multiple Programs/Activities Within an Expenditure Category

If you plan to spend YOBG funds on more than one program within an Expenditure Category, enter the Expenditure Category only once in the below table, and combine the planned expenditures for all the programs within the category for purposes of reporting detailed expenditures for this category in the template provided for this purpose in the subsequent worksheet labeled "EXPENDITURE DETAILS."

If one of the programs/activities you plan to fund with YOBG monies bridges more than one Expenditure Category, enter the Expenditure Category once and include all planned expenditures for the Expenditure Category you selected. For example, if you will have an Alcohol and Drug Program that includes Mentoring, you most likely will enter Alcohol and Drug Program in the below table, and report all planned expenditures for the program (including the Mentoring component) when you report the detailed planned expenditures for this category in the "EXPENDITURES DETAIL" worksheet.

For each Expenditure Category you identify for planned expenditures of YOBG funds during the 2016-2017 fiscal year you must complete a separate template in the next worksheet. It is therefore critical that you review the below list and enter all appropriate Expenditure Categories and other required information in the SUMMARY TABLE OF YOBG EXPENDITURES before proceeding to the next worksheet.

**SUMMARY TABLE OF PLANNED YOBG EXPENDITURES (continued)**

**List of Expenditure Categories and Associated Numerical Codes**

	Code	Expenditure Category	Code	Expenditure Category
<b>Placements</b>	1	Juvenile Hall	5	Private Residential Care
	2	Ranch	6	Home on Probation
	3	Camp	7	Other Placement
	4	Other Secure/Semi-Secure Rehab Facility		
	Code	Expenditure Category	Code	Expenditure Category
<b>Direct Services</b>	8	Alcohol and Drug Treatment	27	Individual Mental Health Counseling
	9	After School Services	28	Mental Health Screening
	10	Aggression Replacement Therapy	29	Mentoring
	11	Anger Management Counseling/Treatment	30	Monetary Incentives
	12	Development of Case Plan	31	Parenting Education
	13	Community Service	32	Pro-Social Skills Training
	14	Day or Evening Treatment Program	33	Recreational Activities
	15	Detention Assessment(s)	34	Re-Entry or Aftercare Services
	16	Electronic Monitoring	35	Restitution
	17	Family Counseling	36	Restorative Justice
	18	Functional Family Therapy	37	Risk and/or Needs Assessment
	19	Gang Intervention	38	Special Education Services
	20	Gender Specific Programming for Girls	39	Substance Abuse Screening
	21	Gender Specific Programming for Boys	40	Transitional Living Services/Placement
	22	Group Counseling	41	Tutoring
	23	Intensive Probation Supervision	42	Vocational Training
	24	Job Placement	43	Other Direct Service
	25	Job Readiness Training	44	Other Direct Service
	26	Life/Independent Living Skills Training/Education		
	Code	Expenditure Category	Code	Expenditure Category
<b>Capacity</b>	45	Staff Training/Professional Development	49	Contract Services
<b>Building/</b>	46	Staff Salaries/Benefits	50	Other Procurements
<b>Maintenance</b>	47	Capital Improvements	51	Other
<b>Activities</b>	48	Equipment	52	Other

In the below Summary Table, indicate the Expenditure Categories for which you plan to use YOBG funds in the 2016-2017 fiscal year. To do so, select the appropriate Expenditure Category from the drop down list that will appear when you click on the box provided for this purpose. Do not select any Expenditure Category more than once. For each Expenditure Category you select, enter "Yes" or "No" to the right to indicate whether you also plan to use JJCPA funds or other funds.

**SUMMARY TABLE OF PLANNED YOBG EXPENDITURES**

YOBG-Funded Expenditure Categories (Select from Drop Down List)	Associated Expenditures	
	JJCPA FUNDS (Select Yes or No)	OTHER FUNDS (Select Yes or No)
Juvenile Hall	No	Yes

## DETAILS OF PLANNED EXPENDITURES

Use the templates which follow to report the details of planned expenditures for each Expenditure Category you recorded in the preceding SUMMARY TABLE. Use a separate template for each Expenditure Category. Note that the name of each Expenditure Category you reported in the Summary Table is pre-populated in one of the templates.

In Part A (Budget Detail) of each template with a pre-populated Expenditure Category name (taken from your entries in the preceding Summary Table), record for each budget line item planned 2016-2017 fiscal year expenditures from each of three funding sources - YOBG funds, JJCPA funds, and any other funding sources (local, federal, other state, private, etc.) Be sure to report all planned YOBG expenditures for the 2016-2017 fiscal year irrespective of the fiscal year of the allocation. (YOBG funds may be spent in other than the fiscal year in which the funds were allocated, and counties are not obligated to spend YOBG funds in any given fiscal year that equal the total amount of their YOBG allocation for that fiscal year. If YOBG expenditures for a given fiscal year will be made from YOBG allocations from more than one fiscal year, it is also possible that total YOBG expenditures for a given fiscal year will exceed the YOBG allocation for that fiscal year.) Definitions of the budget line items are provided below:

**Salaries and Benefits** includes all expenditures related to paying the salaries and benefits of county probation (or other county department) employees who were directly involved in grant-related activities.

**Services and Supplies** includes expenditures for services and supplies necessary for the operation of the project (e.g., lease payments for vehicles and/or office space, office supplies) and/or services provided to participants and/or family members as part of the project's design (e.g., basic necessities such as food, clothing, transportation, and shelter/housing; and related costs).

**Professional Services** includes all services provided by individuals and agencies with whom the County contracts. The county is responsible for reimbursing every contracted individual/agency.

**Community-Based Organizations** includes all expenditures for services received from CBOs. If you use YOBG funds to contract with a CBO, report that expenditure on this line item rather than on the Professional Services line item.

**Fixed Assets/Equipment** includes items such as vehicles and equipment needed to implement and/or operate the program, service, activity, etc. (e.g., computer and other office equipment, including furniture).

**Administrative Overhead** includes all costs associated with administration of the program, placement, service, strategy, activity and/or operation being supported by YOBG funds.

Below the budget detail, record the total number of youth you anticipate will receive direct YOBG-funded services in this Expenditure Category during the 2016-2017 fiscal year. Enter "0" if none. Upon entering this number the projected per capita costs for YOBG expenditures and total expenditures will be automatically calculated.

Next, use the drop down list provided to indicate up to six categories of youth who will be the primary beneficiaries of the services, etc., funded within the Expenditure Category. The categories listed in the drop down menu can down menu can be reviewed by clicking on the box to the right.

In **Part B** of each template (**Narrative Description**) provide the narrative descriptive information requested for the placement, direct program(s)/service(s), or other activity(ies) that will occur within the Expenditure Category. To do so, double click on the response boxes provided for this purpose. Provide as much detail as possible within the allocated spaces. **All narrative must fit within the spaces provided. Do not attempt to enlarge the size of any response box.** Note also that all information provided in the Narrative Descriptions will be posted on the BSCC website (you are encouraged to use spell check). Thus, provide as much information as possible that will provide the reader with a clear understanding of how the funds are proposed to be spent and for what purpose.

**DETAILS OF PLANNED EXPENDITURES (continued)**

**PART A: BUDGET DETAIL**

Expenditure Category (from Summary Table):	Juvenile Hall		
If "Other Direct Service" or "Other," Provide Name in Space to Right			
	YOBG Funds	JJCPA Funds	All Other Funds
Salaries & Benefits:	\$ 578,069		\$ 3,033,410
Services & Supplies:	\$ 1,217		\$ 471,984
Professional Services:			\$ 284,900
Community Based Organizations:			
Fixed Assets/Equipment:			
Administrative Overhead:			\$ 698,650
Other Expenditures (List Below):			
		\$ -	
		\$ -	
		\$ -	
<b>TOTAL:</b>	<b>\$ 579,286</b>	<b>\$ -</b>	<b>\$ 4,488,944</b>

Number of Youth Who Will Receive Services (Est.):	162
Projected Per Capita YOBG Expenditures:	\$ 3,575.84
Projected Per Capita Total Expenditures:	\$ 31,285.37

Youth Targeted to Receive Services: (Select up to Six Categories)	In Custody Offenders	

**PART B: NARRATIVE DESCRIPTION**

Provide a brief description of the youth to be served (where applicable) and the program, placement, service, or other activity that will be provided. Be sure to describe any prevention services.

YOBG funds will be used for housing and treatment of youth offenders in the Juvenile Rehabilitation Facility (JRF). Staffing includes one Division Director, one Legal Process Clerk, two Supervising Probation Officers, four Supervising Juvenile Detention Officers, two cooks, 26 full time Juvenile Detention Officers, and up to 15 part-time Juvenile Detention Officers. The capacity of the JRF is 90, but due to budget constraints, we have a cap of 40. Staff are core trained and provide educational, recreational, assessment, counseling, and other intervention services to maintain a youth's well-being during his or her stay in custody. The Facility's programming provides highly structured and supervised group activities. Programs include recreational therapy, specialized socialization, life skills, and cognitive behavioral intervention. Other funds will be used to contract with other agencies to provide medical, counseling, and dietician services.

What specifically will YOBG funds pay for?

Partial funding of salaries and benefits for Facility staff: Director (1); Legal Process Clerk (1); Supervising Probation Officers (2); Supervising Juvenile Detention Officers (4); Juvenile Detention Officers (JDO) (26); Extra Help Juvenile Detention Officer (10-15); Cooks (2)

How will County capacity to deliver services be enhanced?

Staff use the Positive Achievement Change Tool to assess risk and needs of the referred youth. The staff are continually trained in Motivational Interviewing (MI) techniques and use MI to enhance the ability to work with the youth who are referred.

Briefly describe any Evidence Based Practices that will be used. Be as specific as you can with regard to the particular practices that you consider to be evidence based.

Staff use the Detention Risk Assessment Instrument (DRAI), which guides detention intake personnel making the critical decision of whether to detain or release a referred youth. Detaining the appropriate youth through objective decision-making is the goal.

## STRATEGY FOR REALIGNED YOUTH

Welfare & Institutions Code Section 1961(a)(3) requires each county to provide a description of how its Juvenile Justice Development Plan relates to or supports its overall strategy for dealing with youthful offenders who have not committed an offense described in WIC 707(b) or PC 290.008 and are no longer eligible for commitment to the Division of Juvenile Justice facilities. In the spaces below provide the requested information concerning your strategy for dealing with non-707(b) offenders.

1. Does your county have a strategy for dealing with non-707(b) offenders?
2. If yes, briefly describe your strategy for dealing with non-707(b) offenders and note any differences in how you provide for these offenders versus other offenders. Please include a description of any evidence based practices that are incorporated into your strategy. (Limit response to space provided.)

Shasta County Juvenile Probation uses the Positive Achievement Change Tool (PACT) to assess the risk/needs of each youth. Evidence based programming (EBP) takes the outcomes of the assessment and addresses the identified issues that are directly related to reducing recidivism and delinquency. Youth under supervision of the Juvenile Probation Division who have absenteeism, school suspensions, behavioral issues, family problems, and limited pro-social activities in their lives will be the focus. They will be held accountable for the school behavior by being identified and quickly brought to the Probation Department and assigned to programs rather than being left at home or in the community unsupervised. Through group counseling and mentoring, the probation officer will build rapport, and provide positive and focused interaction. Parents/guardians of these minors will be offered an EBP program called Parent Project that teaches identification, prevention, and intervention strategies.

The needs of minors with poor school behavior, lack of positive role models, little or no involvement in pro-social activities, and limited parenting skills or support are being addressed.

3. If you answered "no" to #1, describe your plans to develop a strategy for dealing with non-707(b) offenders. (Limit your response to the space provided.)

## COORDINATION OF PLANNING EFFORTS

Welfare & Institutions Code Section 1961(a)(5) requires each county to provide a description of how the programs, placements, services or strategies in its Juvenile Justice Development Plan coordinate with programs identified in the county's Juvenile Justice Crime Prevention Act (JJCPA) - Comprehensive Multi-Agency Plan.

- |   |     |
|---|-----|
| 1. Is your Juvenile Justice Coordinating Council aware of your planned YOBG expenditures? | Yes |
| 2. Were there specific discussions related to coordination between JJCPA and YOBG?        | Yes |
| 3. Describe the nature of the coordination between JJCPA and YOBG. If none, explain why.  |     |

The Comprehensive Multi-agency Juvenile Justice Plan utilizes YOBG funds to support the JJCPA programs by providing a release tool to detention staff in order to identify minors appropriate for referral to JJCPA funded programs. Detention staff are trained in Motivational Interviewing, which can prepare detained and released youth for further programming in JJCPA programs.

4. Is there any coordination between your Juvenile Justice Coordinating Council and your Community Corrections Partnership?

5. If you answered yes, to #4, please provide a brief description of the coordination.

## REGIONAL AGREEMENTS

Welfare & Institutions Code Section 1961(a)(4) requires each county to provide a description of any regional agreements or arrangements to be supported by YOBG funds. Use the space below to describe any such regional agreements or arrangements. Enter "N/A" if none exist or are planned.

N/A

This concludes the application. **Save the file using the naming convention specified in the first worksheet ("CONTACT INFORMATION") and attach the file to an email to JJDP@bscc.ca.gov.**