

Discretionary State Aid (DSA)

R(2)-2020-21 Biennium

Effective date 09/01/2019

Latest Revision 05/24/2019

I. GRANT DESCRIPTION.

- A. **Description.** Discretionary State Aid (DSA) is a grant created to comply with Human Resources Code (HRC) Section 223.001(c). DSA supports juvenile probation department and regional programs and services with a clearly defined target population that use research-driven practices and have well-defined recidivism reduction goals.
- B. **Goal.** The goal of the DSA grant is to encourage the development of programs and services that:
1. are research-based;
 2. use data to evaluate and inform program design;
 3. keep youth closer to home and at the shallowest possible point in the juvenile justice system; and
 4. result in demonstrable recidivism reduction.
- C. **Objective.** The objective of the DSA grant is to increase the availability of probation programs and services and decrease the likelihood of youth commitment to the Texas Juvenile Justice Department (TJJD).
- D. **Target Population.** Juveniles appropriate for participation in a DSA grant-funded program are those with characteristics of the target population for the program who have been referred to a juvenile probation department.
- E. **Grant Term.** This grant is in effect for two (2) years, beginning on the date indicated on the original grant award notice provided to Grantee. The grant may be renewed for up to one (1) additional two-year term.

II. GRANT-SPECIFIC DEFINITIONS. For the purposes of this grant:

- A. **Approved Risk Assessment.** The criminogenic risk assessment tool that TJJD has approved the Grantee to use for the purpose of determining risk to reoffend.
- B. **General Grant Requirements.** Programmatic and financial requirements established under the *State Aid and Targeted Grants Contract and General Grant Requirements for the 2020-2021 Biennium*.
- C. **Grant.** The DSA grant.
- D. **Grantee.** The juvenile board and/or juvenile probation department receiving funds under this grant.
- E. **Outcome Measure.** Expected program outcomes that ensure the program's goal statement is being fulfilled. They are the measures identified for each program in the program description and logic model portions of the grant application.
- F. **Output Measures.** Measurable components of the program's activities that are tracked to ensure the program is being implemented with fidelity. Examples include, but are not limited to, number of youth served, attendance rates, number of activity sessions, and duration of activity sessions.
- G. **Qualified Personnel.** A person who has the necessary knowledge, training, or credentials to accurately assess the treatment need that is the focus of the program.
- H. **Recidivism Reduction Goal.** Expected reduction in recidivism that the program is designed to effect. It is the goal for each program as identified in the grant application.
- I. **Research-Driven Practices.** Methodologies, dosages, and techniques that have been shown through research studies to have a positive impact on recidivism and/or relapse rates.
- J. **Target Population.** A specific population for which the program was designed. It is the population for each program as defined in the grant application.

III. PROGRAMMATIC COMPONENTS.

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- A. **Applicable Law, Policy, and Procedure.** Grantee shall comply with all applicable General Grant Requirements, state and federal laws, standards, policies, and procedures as they currently exist or as amended or renumbered and enacted and effective during the term of the grant.
- B. **Eligibility Requirements.** Grantee shall ensure that each youth enrolled in the grant-funded program meets the characteristics of the target population.
- C. **Documentation.** Documentation concerning programs and services shall be maintained online where specified, as well as by Grantee, is subject to review by the TJJD during on-site visits or upon request, and shall include:
1. entry of each program in TJJD's online "Program Registry";
 2. date, time, and duration (expected length of stay) of program;
 3. intended target population, including risk level and primary criminogenic needs of target population;
 4. program goals and description, including program activities and/or program components, program outputs, and intended program outcomes;
 5. location of program; and
 6. number of intended participants.
- D. **Performance.** Grantee performance under the grant shall be determined using the following measures:
1. number of juveniles served by the program during the Contract period;
 2. percentage of juveniles enrolled in the program who successfully complete the program;
 3. percentage of juveniles served who met the characteristics of the identified target population;
 4. Achievement of the program's identified outcome measure goals; and
 5. Achievement of the program's identified one-, two-, and three-year recidivism reduction goals.
- E. **Programmatic Reporting.**
1. **Annual Reports.** No later than October 1 of each year, the Grantee shall complete an end-of-year report in a format specified by TJJD. The report shall include, but is not limited to:
 - a. the number of juveniles served by the program during the previous fiscal year;
 - b. the number of juveniles meeting the characteristics of the identified target population; and
 - c. the percentage of achievement toward identified program outcome measure goals.
 2. **Semi-Annual Reports.** No later than April 1 of each fiscal year, Grantee shall complete a mid-year report in a format specified by TJJD. The report shall include the percentage of achievement toward identified program output goals for the first two quarters of the current fiscal year.
 3. **Quarterly Reports.** None.
 4. **Monthly Reports.** None.
 5. **Other Periodic Reports.** See General Grant Requirements.
- F. **Programmatic Monitoring.**
1. On-site Monitoring Visits. See General Grant Requirements.
 2. Unannounced On-site Monitoring Visits. See General Grant Requirements.

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3. Desk Audits. See General Grant Requirements.

IV. FINANCIAL COMPONENTS.

A. Expenditure of Funds. See Also General Grant Requirements.

1. Grant funds shall be used for the sole purpose of funding components of the approved grant program that are authorized under the *State Financial Assistance Contract* and detailed in the grant application and the TJJD-approved grant budget for the current fiscal year.
2. All other expenditures are unallowable.
3. **Expenditure Exception Requests.** Grantee may request an exception to the requirements in subsections IV.A.1. and IV.A.2. The request must be submitted in writing and approved by TJJD prior to the expenditure of funds.

B. Funding Adjustments.

1. **Reduction of Grant Payments.** See General Grant Requirements.
2. **Unexpended Balances.** See General Grant Requirements.
3. **Timely Expenditure of Funds.** See General Grant Requirements.
4. **Overpayments and Refunds Due.** See General Grant Requirements.

C. Miscellaneous.

1. **Financial Match Requirements.** None.
2. **Audits.** See General Grant Requirements.
3. **Financial Assurances.** See General Grant Requirements.
4. **Service Providers.** See General Grant Requirements.

D. FINANCIAL REPORTING.

1. **Annual Reports.** See General Grant Requirements.
2. **Quarterly Reports.**
 - a. **Financial Expenditure Report.** See General Grant Requirements.
3. **Monthly Reports.** None.
4. **Other Periodic Reports.**
 - a. **Budget Adjustments.** See General Grant Requirements.

E. FINANCIAL MONITORING.

1. **Annual Monitoring.** See General Grant Requirements.
2. **Periodic Monitoring.** See General Grant Requirements.