Data Entry: Regional Start Up Fund Programs
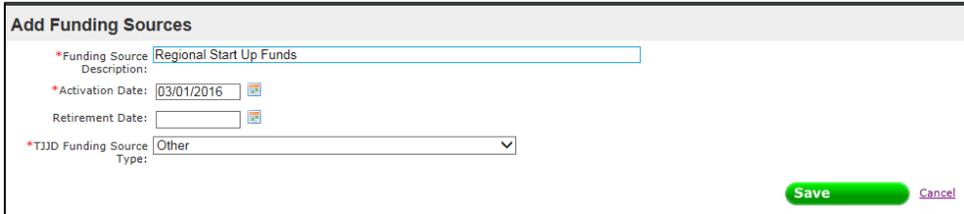
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Each of the seven Texas regions received start up funds for local programming. Your department should create a funding source and program code to track start up fund program(s) in your region. You do not need to create program codes for start up programs in other regions.

Create a 'Regional Start Up Funds' Funding Source

Regional Start Up Fund Programs will be reported to TJJD with a TJJD Funding Source Type of "Other". You can either use the current "Other" Funding Source code, or create a new code with a description that indicates Regional Start Up Funds and a TJJD Funding Source Type that indicates "Other".

To create a new funding source code in JCMS:

- From the opening screen, select Maintenance.
- From Maintenance, select Funding Sources.
- Click Add New.
- Funding Source Description: Regional Start Up Funds
- Activation Date: 03/01/2016.
- Retirement Date: Leave blank.
- TJJD Funding Source Type: Other.
- Click Save.

Add Funding Sources

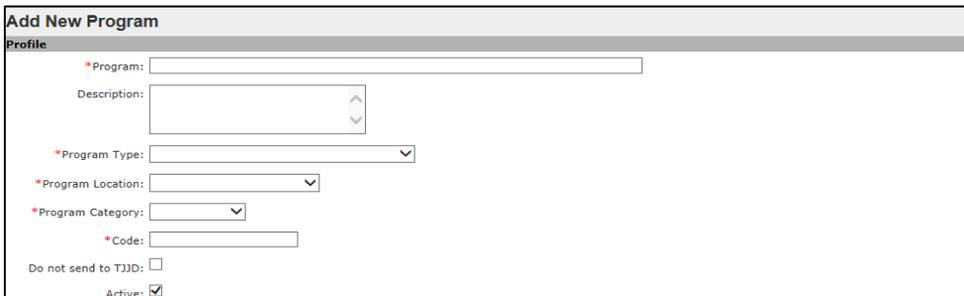|	
*Funding Source Description:	Regional Start Up Funds
*Activation Date:	03/01/2016
Retirement Date:	
*TJJD Funding Source Type:	Other

Save   Cancel

Create New Program Codes in JCMS

- From the opening screen, select Maintenance.
- From Maintenance, select Programs.
- Click Add New.
- Use the information in the "Values for Creating New Program Codes – By Region" section on the following pages to complete the Profile page for the program(s) in your region.
- Leave the 'Do not send to TJJD' box unchecked.
- Leave the 'Active' box checked.
- Click Save.

Add New Program
Profile

*Program:	
Description:	
*Program Type:	
*Program Location:	
*Program Category:	
*Code:	
Do not send to TJJD:	☐
Active:	☑

Add Start Up Fund Program(s) to the TJJD Program & Services Registry

As with any program, Regional Start Up Fund Programs used by your department must be entered in the Registry.

- Log-in to the TJJD Program & Services Registry
- Click Add New Program
- Complete all required fields, following these recommendations:
  - Enter the Program Name Code to exactly match the value entered in your department's case management system (example: 1LR1)
  - Enter the Program Type to exactly match the value entered in your department's case management system
  - In the Duration/Funding tab, check the funding source OO - Other
- Click to Register your program

Values for Creating New Program Codes – By Region

Central Region Start Up Funds

- Program Name – Central Region Start Up Fund Telecounseling Liberty Resources
- Program Type – Counseling Services
- Program Location – Community
- Program Category – Treatment
- Code – 1LR1

North Region Start Up Funds

- Program Name – North Region Start Up Fund - Case Management - Liberty Resources
- Program Type – Intensive Case Management
- Program Location – Community
- Program Category – Treatment
- Code – 2LR1

North Region Start Up Funds

- Program Name – North Region Start Up Fund - Family in Transition – Santa Fe Youth Services
- Program Type – Intensive Case Management
- Program Location – Community
- Program Category – Treatment
- Code – 2SF1

Northeast Region Start Up Funds
- Program Name – Northeast Region Start Up Funds - Next Step Individual and Family Counseling
- Program Type – Counseling Services
- Program Location – Community
- Program Category – Treatment
- Code – 3NS1

Northeast Region Start Up Funds
- Program Name – Northeast Region Start Up Funds - Next Step Substance Abuse Counseling
- Program Type – Counseling Services
- Program Location – Community
- Program Category – Treatment
- Code – 3NS2

Northeast Region Start Up Funds
- Program Name – Northeast Region Start Up Funds – Gulf Coast Trade Case Management
- Program Type – Intensive Case Management
- Program Location – Community
- Program Category – Intervention
- Code – 3GC1

Northeast Region Start Up Funds
- Program Name – Northeast Region Start Up Funds – Bridge Online Education and GED
- Program Type – Educational
- Program Location – Community
- Program Category – Treatment
- Code – 3BE1

Panhandle Region Start Up Funds
- Program Name – Panhandle Region Start Up Funds – Telecounseling G4S
- Program Type – Counseling Services
- Program Location – Community
- Program Category – Treatment
- Code – 4G41

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South Region Start Up Funds

- Program Name – South Region Start Up Funds – Case Management Southwest Key Programs
- Program Type – Intensive Case Management
- Program Location – Community
- Program Category – Intervention
- Code – 5SW1

South Region Start Up Funds

- Program Name – South Region Start Up Funds – Telecounseling Southwest Key Programs
- Program Type – Counseling Services
- Program Location – Community
- Program Category – Treatment
- Code – 5SW2

Southeast Region Start Up Funds

- Program Name – Southeast Region Start Up Funds – Telepsychiatry JSA Health
- Program Type – Counseling Services
- Program Location – Community
- Program Category – Treatment
- Code – 6JS1

West Region Start Up Funds

- Program Name – West Region Start Up Funds – Telecounseling G4S
- Program Type – Counseling Services
- Program Location – Community
- Program Category – Treatment
- Code – 7G41