

# Diversionsary Placement Fund

H-2008-09 Biennium

Effective date 09/01/2007

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## I. GRANT DESCRIPTION.

- A. The Diversionsary Placement Fund is designed to provide secure post-adjudication or non-secure residential placement resources to local juvenile probation departments for placement at a rate not to exceed \$90 per juvenile per day as a diversionsary placement.

## II. GRANT SPECIFIC DEFINITIONS.

- A. **Aftercare Services.** Identified goals and interventions to be addressed in the period following the release of the juvenile from the facility. These may include but are not limited to participation in programs and counseling, continued probation, regular contact with juvenile probation officers, attending school or attaining a high school diploma.
- B. **Aftercare Services Plan.** A plan designed by the juvenile probation department and/or the placement facility to identify the juvenile's needs and the intervention planned to address those needs during the aftercare period.
- C. **Delinquent Conduct.** Conduct, other than a traffic offense, which violates a penal law of this state or the United States punishable by imprisonment or confinement in jail. Delinquent conduct also includes conduct that violates a lawful order of justice, municipal or county court for fineable offenses, driving while intoxicated and the third offense for driving by a minor under the influence of alcohol.
- D. **Eligible Placement Day.** A placement day that is eligible for payment under the Diversionsary Placement Fund grant is defined as:
1. The day that a juvenile is admitted into a facility regardless of the time of day;
  2. Each day or partial day a juvenile is present in the facility at least during all or part of the non-program hours (e.g., sleeping hours); and
  3. The day a juvenile is discharged as long as the juvenile is discharged from the facility after 12:00 p.m. and was present at least during all or part of the non-program hours (e.g., sleeping hours).
- E. **Non-Secure Residential Placement.** Non-secure residential placement is defined as any home, foster home or other unlocked facility structure that is licensed by a state or governmental regulatory agency and/or operated by or under the authority of the juvenile board to provide substitute care for juveniles.
- F. **Secure Post-Adjudication Placement.** Placement of a juvenile in a secure facility administered by a juvenile board or a privately operated facility certified by the juvenile board that includes construction and fixtures designed to physically restrict the movements and activities of the residents and is intended for the treatment and rehabilitation of juveniles who have been adjudicated.

## III. PERFORMANCE MEASURES.

- A. **Goal.** The goal of the Diversionsary Placement Fund is to reduce delinquency, increase offender accountability and rehabilitate juvenile offenders through a comprehensive, coordinated, community-based juvenile probation system.
- B. **Program Objective.** The objective of the Diversionsary Placement Fund is to increase the resources available for juvenile probation departments to place juveniles into secure post-adjudication or non-secure placement facilities thus reducing commitments to the Texas Youth Commission (TYC).
- C. **Program Performance.** Grantee performance under the grant shall be determined using the following measure:
1. Total number of placements made utilizing funds from this grant.
  2. Percentage of placements that meet target population criteria.

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## IV. PROGRAMMATIC COMPONENTS.

- A. **Eligibility/Target Population.** The Grantee shall be eligible for Diversionsary Placement Funds for a juvenile who has been court-ordered into a secure post-adjudication or non-secure residential facility.
1. **Eligibility.** Eligibility criteria is as follows:
- a. **Delinquent Conduct.** A juvenile shall be eligible under this grant for:
- i. an adjudication of a misdemeanor offense; or
  - ii. an adjudication of a felony offense.
- B. **Length of Placement.** The Grantee shall be eligible to receive payment for a placement for a period not to exceed 180 calendar days unless this timeframe is extended by prior written approval by the Commission based upon the special and reasonable circumstances of the case. The funding calculation of the length of placement regarding a juvenile whose probation supervision has been transferred shall relate to the length of placement of the juvenile who is the subject of the transfer, regardless of the change of location of the initial county of placement.
- C. **Aftercare Services.** The Grantee shall afford aftercare services to the juvenile for a minimum of 90 calendar days after the juvenile exits the facility.
- D. **Applicability.** The funds available shall apply to a juvenile with a current referral and adjudication that occurred on or after September 1, 2007. Prior adjudications shall be considered for purposes of meeting the criteria set forth in Section (IV) (A) (1).

## V. PROGRAMMATIC REPORTING.

- A. **Annual Reports.** See General Grant Requirements.
- B. **Quarterly Reports.** None.
- C. **Monthly Reports.** Grantee shall submit monthly extract data electronically to the Commission no later than the 10<sup>th</sup> calendar day of each month following the reporting period as required in Title 37, Texas Administrative Code, Sections 341.49 and 341.54 or successor provisions which may be amended or adopted during the term of this Contract.
- D. **Other Periodic Reports.** See General Grant Requirements.

## VI. PROGRAMMATIC MONITORING.

- A. **On-Site Monitoring Visits.** See General Grant Requirements.
- B. **Unannounced On-Site Monitoring Visits.** See General Grant Requirements.
- C. **Desk Audits.** See General Grant Requirements.
- D. **Other.** None.

## VII. APPLICABLE LAW, POLICY AND PROCEDURE.

The Grantee shall comply with the following applicable state laws, federal laws, standards, policies and procedures as they currently exist or as amended, revised or enacted during the term of this Contract:

- A. **Applicable Standards.**
1. **Texas Administrative Code (TAC) Title 37 Public Safety and Corrections.**
- a. Chapter 341 – Texas Juvenile Probation Commission.

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- b. Chapter 342 – Housing Non-Texas Juveniles in Texas Detention and Correctional Facilities.
- c. Chapter 343 – Standards For Secure Juvenile Pre-Adjudication Detention And Post-Adjudication Correctional Facilities.
- d. Chapter 349 – General Administrative Standards.

**B. General Statutes.**

1. **Federal Law.** See General Grant Requirements.
2. **State Law.** See Also General Grant Requirements.
  - a. **Code of Criminal Procedure.**
    - i. Chapter 62 – Sex Offender Registration Program.
  - b. **Texas Family Code, Title III, Juvenile Justice Code.**
    - i. Chapter 59 – Progressive Sanctions Model.
  - c. **Texas General Appropriations Act.**
  - d. **Texas Government Code, Title 7, Uniform Grant and Contract Management.**
    - i. Chapter 783 - Uniform Grant and Contract Management Act.

**C. Policy and Procedure.**

1. **Texas Juvenile Probation Compliance Resource Manual, Volumes 1 – 2.**

**VIII. FINANCIAL COMPONENTS.**

- A. **Allowable Expenditure of Funds.** Grant funds shall only be expended in the residential services category.
- B. **Unallowable Expenditure of Funds.** All expenditures other than those listed in Section VIII (A) are unallowable.
- C. **Financial Match Requirements.** The Grantee shall ensure that county funding for juvenile services (i.e., juvenile probation services and juvenile justice programs) shall not be decreased or be supplanted by funding received under this grant. The Grantee shall certify that the amount of local or county funds expended for juvenile services is at least equal to or greater than the amount spent in the 2006 county fiscal year excluding construction and capital outlay expenses.
- D. **Funding Adjustments.**
  1. **Reduction of Grant Payments.** None.
  2. **Unexpended Balances.** None.
  3. **Overpayments.** See General Grant Requirements.
  4. **Refunds Due.** See General Grant Requirements.
- E. **Timely Expenditure of Grant Funds.** None.
- F. **Audits.** None.

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G. **Financial Assurances.** See General Grant Requirements.

H. **Service Provider.** See General Grant Requirements.

## IX. FINANCIAL REPORTING.

A. **Annual Reports.** None.

B. **Quarterly Reports.** The Grantee shall report the expenditure of all funds received through this grant on the *Quarterly ISP and Residential Cost Report* [TJPC-FIS-49-04]. The report shall be received by the Commission no later than January 15, April 15, July 15 and October 15 of the current fiscal year of the biennium, respectively. Funds may be temporarily suspended if a *Quarterly ISP and Residential Cost Report* is not received by the due date.

C. **Monthly Reports.**

1. **Request for Payment Form.** The *Request for Payment Form* is generated by the Commission once the application has been approved and the funds have been encumbered for the Grantee. The Grantee shall submit on a monthly basis the *Request for Payment Form* along with the corresponding monthly invoice from the facility.

a. **Final Claims.** All final claims for a fiscal year shall be submitted no later than 45 calendar days after the end of each fiscal year in the grant period (i.e., October 15th).

2. **Submission of Invoices.** The Grantee shall submit to the Commission the monthly billing document or invoice from the facility concurrently with the *Request for Payment Form*.

D. **Other Periodic Reports.**

1. **Initial Application.** Prior to a placement, the Grantee shall submit an *Application for Diversionsary Placement Fund* [TJPC-FIS-03-08]. The Grantee shall also include the juvenile court order of placement and a copy of the most current Referral History from Caseworker or a similar referral history from the Grantee's computer system when Caseworker is not utilized.

a. **Approval of Application.** Upon approval of the Grantee's application for payment funding under this grant, the Commission will mail to the Grantee the *Application/Approval/Adjustment/Final Report Form*. This document shall serve as the approval for the placement payment, an adjustment form and the final report form that is required to be submitted with the last payment claim for that juvenile.

2. **Adjustment Form.** If under the terms or conditions of the placement, a change or adjustment (e.g., rate change, transfer from one facility to another facility) is required, the Grantee shall submit the *Application Approval/Adjustment/Final Report Form* detailing any necessary adjustments and the form shall be signed by the chief juvenile probation officer.

3. **Aftercare Service Plan.** No later than 15 calendar days after the juvenile exits the placement, the Grantee shall submit to the Commission one of the following documents detailing the aftercare services to be provided for the juvenile and the juvenile's family.

a. *Aftercare Services Plan*, [TJPC-FIS-14-04];

b. *Field Supervision Case Plan*, [TJPC-FS-01-06];

c. *Field Supervision Case Plan Review*, [TJPC-FS-06-04]; or

d. *Field Supervision Exit Plan*, Title 37 Texas Administrative Code Section 341.41.

4. **Final Report Form.** The *Application Approval/Adjustment/Final Report Form* shall be submitted to the Commission along with the last payment claim for each placement.

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- A. **Annual Monitoring.** See General Grant Requirements.
- B. **Periodic Monitoring.** See General Grant Requirements.