

Harris County Leadership Academy

D-2010-11 Biennium

Effective date 09/01/2009

Latest Revision 09/01/2009

I. GRANT DESCRIPTION.

- A. The Harris County Leadership Academy (formally Harris County Boot Camp) provides an intensive cognitive-based program to address the problems of the youth to reduce their negative behavior and promote the acquisition of new positive behavior skill sets. The focus of the program is to redirect the thinking and behavior patterns of juveniles to remove barriers to their successful transition into their families and communities. The curricula will be combined with a new educational and physical activity program (including drill and ceremony) to provide an environment that promotes leadership skills.

II. GRANT SPECIFIC DEFINITIONS.

- A. **Personality Instrument.** A proprietary instrument that will be utilized to allow juveniles to learn how to quickly identify their own temperament and that of others and assist in the development of effective communication skills and build better relationships.

III. PERFORMANCE MEASURES.

- A. **Goal.** The goal of the Harris County Leadership Academy is to reduce delinquency, increase offender accountability, learning /leadership skills and rehabilitate juvenile offenders through a comprehensive, coordinated community-based juvenile probation system.
- B. **Program Objective.** The objective of the Harris County Leadership Academy is to positively impact the thinking and behavior patterns of juveniles to successfully reintegrate them back into the community.
- C. **Program Performance.** Grantee performance under this grant shall be determined using the following measures:
1. Total number of juveniles entering the Harris County Leadership Academy during each fiscal year of the grant period;
 2. Total number of juveniles exiting the Harris County Leadership Academy during each fiscal year of the grant period;
 3. Number and percentage of juveniles exiting the Harris County Leadership Academy who successfully complete the program;
 4. Number and percentage of juveniles exiting from the Harris County Leadership Academy for behavioral reasons; and
 5. Percent of juveniles enrolled in the Harris County Leadership Academy who have a subsequent referral within one year of exiting the program.

IV. PROGRAMMATIC COMPONENTS.

- A. **Eligibility/Target Population.** The target population of juveniles served through this program shall be:
1. Juveniles who meet the definition of “child” under the Texas Family Code Section 51.02(2); and
 2. Juveniles who have been adjudicated by the juvenile court and placed on court-ordered probation.
- B. **Requirements.** The Grantee shall operate the Harris County Leadership Academy using a personality instrument along with the evidenced-based and youth-specific curricula by the National Corrections Training Institute which utilizes group processing to promote the identification and initiation of an intrinsic desire to change behavior which include the following levels:
1. **Level 1.** A thirty-day program that will help the juvenile establish trust and learn program expectations.
 2. **Level 2.** A sixty-day program that will help the juvenile recognize and commit to self-change.

Summary of Grant Requirements

3. **Level 3.** A sixty-day program that will help the juvenile trust and believe in themselves as leaders.
4. **Level 4.** A thirty-day program that will help the juvenile reintegrate into family and community.

C. **Aftercare Supervision.** Aftercare supervision shall be provided to juveniles upon exit from the Harris County Leadership Academy to assist in reintegration into the community, family and school. Aftercare supervision includes intensive supervision by juvenile probation officers from the Community Unit Probation Service 7 (CUPS 7) field office (e.g., Saturday programs, electronic monitoring, parent-education workshops, etc.). Older juveniles may participate in special programming that prepares them for careers and independent living. The duration of aftercare shall extend through the time the juvenile remains under probation supervision in the community.

V. **PROGRAMMATIC REPORTING.**

A. **Annual Reports.** See Also General Grant Requirements.

1. The Grantee shall submit to the Commission the Harris County Leadership Academy Annual Report which shall detail the compliance with the performance measures in Section III (C) of this grant. The Grantee shall submit the annual report by October 1 after the end of the current fiscal year of the biennium, respectively.

B. **Quarterly Reports.** None.

C. **Monthly Reports.** Grantee shall submit monthly extract data electronically to the Commission no later than the 10th 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 become effective 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 or renumbered and enacted and effective during the term of this Contract:

A. **Applicable Standards.**

1. **Texas Administrative Code (TAC) Title 37 Public Safety and Corrections, Chapters 341 – 358.**

B. **General Statutes.**

1. **Federal Law.** See General Grant Requirements.
2. **State Law.** See General Grant Requirements.
 - a. **Texas Family Code, Title III, Juvenile Justice Code.**
 - i. Chapter 60 – Uniform Interstate Compact for Juveniles.
 - b. **Texas General Appropriations Act.**

Summary of Grant Requirements

c. **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 (CRM), Volume 1 - 2.**

VIII. **FINANCIAL COMPONENTS.**

A. **Allowable Expenditure of Funds.**

1. Grant funds shall only be expended for the reasonable and necessary expenses for the operation of the Harris County Leadership Academy facility located at 9120 Katy Hockley Road, Katy, Texas.
2. The Grantee shall expend Harris County Leadership Academy funding in the amounts allocated in the three budget categories of staff services, non-residential services and residential services in accordance with the *Annual Budget Application* submitted by the Grantee each fiscal year for the current grant period.

B. **Unallowable Expenditure of Funds.** See Also General Grant Requirements.

1. All expenditures other than those listed in Section VIII (A) are unallowable.

C. **Financial Match Requirements.** None.

D. **Funding Adjustments.**

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

E. **Timely Expenditure of Grant Funds.** See General Grant Requirements.

F. **Audits.** See General Grant Requirements.

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

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

IX. **FINANCIAL REPORTING.**

A. **Annual Reports.** The Grantee shall submit a completed *Annual Budget Application* concurrent with the submission of the executed *State Financial Assistance Contract* for the Commission's approval. The *Annual Budget Application* shall be submitted electronically as specified by the Commission each fiscal year for the current grant period.

B. **Quarterly Reports.** The Grantee shall report the expenditure of all funds received through this grant on the *Quarterly Expenditure Report* and the *Quarterly ISP and Residential Cost Report* [TJPC-FIS-49-04]. Reports shall be received by the Commission no later than January 1, April 1, July 1 and October 1 of the current fiscal year of the biennium, respectively. Funds may be temporarily suspended if a *Quarterly Expenditure Report* and/or a *Quarterly ISP and Residential Cost Report* is not received by the due date.

C. **Monthly Reports.** None.

Summary of Grant Requirements

D. Other Periodic Reports.

1. **Budget Adjustments.** The Grantee shall submit the *Budget Adjustment Request* [TJPC-FIS-03-04] to the Commission for any adjustment to the original budget. The Grantee shall receive written approval from the Commission prior to expending the funds.

X. FINANCIAL MONITORING.

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