



Probation Department

COUNTY OF TULARE

AGENDA ITEM

BOARD OF SUPERVISORS

ALLEN ISHIDA
District One

PETE VANDER POEL
District Two

PHILLIP A. COX
District Three

J. STEVEN WORTHLEY
District Four

MIKE ENNIS
District Five

AGENDA DATE: June 02, 2009

Public Hearing Required	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Resolution, Ordinance or Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>

CONTACT PERSON: Cheryl Summers-Lane PHONE: 733-6207 ext. 6431

SUBJECT: Probation Department application to the California Corrections Standards Authority for Aggression Replacement Training (ART) and Technical Assistance and Training for Probation Department personnel.

REQUEST(S):

That the Board of Supervisors:

1. Authorize the submission of a grant application to the California Corrections Standards Authority for Aggression Replacement Training (ART) and Technical Assistance and Training for Probation Department personnel.
2. Authorize the Chairman to sign the required grant application where indicated.

SUMMARY:

In support of California's efforts to reduce gang and youth violence among youth in the juvenile justice system, the Corrections Standards Authority (CSA) has issued a Request for Application to identify county probation departments that are prepared to implement and or expand aggression replacement training (ART) programs to youth in custodial settings and in the community. Federal Juvenile Accountability Block Grant funds totaling \$1.1 million are set aside for this project. Funds are to be used by probation departments to contract for services with providers of aggression replacement training who were selected through a separate application process. ART training utilizes a multimodel psychoeducational intervention designed to alter the behavior of chronically aggressive adolescents and young children to improve social skill competence, anger control, and moral reasoning.

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DATE: June 02, 2009

The ART program incorporates three specific interventions: skill-streaming, anger-control training, and training in moral reasoning. ART training is evidence-based and conforms to the model found in the federal Office of Juvenile Justice and Delinquency Prevention Model Programs Guide.

Tulare County Probation Department qualifies to send up to ten staff to Facilitator Training and four to "Training the Trainer." The Probation Department will be allocated grant funding based upon the actual costs of sending a maximum of ten staff to Sacramento for initial 3-day training (in two separate groups) and up to four staff to "Train the Trainers" for two days.

FISCAL IMPACT/FINANCING:

The total cost of ART training is \$29,929. A ten percent cash match is required (\$2,992) and will be paid from SB-81, Youthful Offender Block Grant. There will be no net county cost.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's five-year strategic plan includes the safety and security of the public and organizational performance. The implementation of Aggression Replacement Training is an evidence-based practice recommended by the Office of Juvenile Justice and Delinquency Prevention (OJJDP) and is part of their Model Programs Guide. ART training will assist youthful offenders by improving social skill competence, anger control, and moral reasoning at no cost to the general fund.

ALTERNATIVES:

The Board could choose not to approve the submission of this grant application to the California Corrections Standards Authority. This is not recommended because there is no net county cost associated with this project. This project supports the county's strategic initiative of Safety and Security and will improve the lives of youthful offenders, their families and communities.

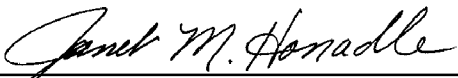
SUBJECT: Probation Department application to the California Corrections Standards Authority for Aggression Replacement Training (ART) and Technical Assistance and Training for Probation Department personnel.

DATE: June 02, 2009

INVOLVEMENT OF OTHER DEPARTMENTS OR AGENCIES:

No other county departments involved at this time. If the grant is awarded, the Probation Department will return to the Board for grant acceptance.

ADMINISTRATIVE SIGN-OFF:



Name
Title

Cc: Auditor/Controller
County Counsel
County Administrative Office (2)

Attachment(s)

Aggression Replacement Training Grant Application

BEFORE THE BOARD OF SUPERVISORS COUNTY OF TULARE, STATE OF CALIFORNIA

IN THE MATTER OF Probation Department)
Application to the California Corrections)
Standards Authority for Aggression Replacement)
Training (ART) and Technical Assistance and)
Training for Probation Department personnel)

RESOLUTION NO.
AGREEMENT NO.

WHEREAS the County of Tulare desires to receive and utilize federal grant funds available through the Juvenile Accountability Block Grants (JABG) Program administered by the California Corrections Standards Authority (hereafter referred to as CSA).

NOW, THEREFORE, BE IT RESOLVED that the Chairman of the Tulare County Board of Supervisors is authorized on behalf of the Board of Supervisors to submit the JABG application and sign the Grant Contract with CSA, including any amendments thereof.

BE IT FURTHER RESOLVED that the County of Tulare agrees to provide all matching funds required for said project and abide by the statutes and regulations governing the JABG Program as well as the terms and conditions of the Grant Contract as set forth by the CSA.

BE IT FURTHER RESOLVED that the grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD June 2, 2009 BY THE
FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

BY: _____
Phillip A. Cox
Chairman, Tulare County Board of Supervisors

ATTEST: JEAN M. ROUSSEAU
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk



DEPARTMENT OF CORRECTIONS AND REHABILITATION
CORRECTIONS STANDARDS AUTHORITY
Juvenile Accountability Block Grants Program
Aggression Replacement Training for
Probation Departments

SECTION I: APPLICANT INFORMATION

A. IMPLEMENTING AGENCY

APPLICANT NAME	TELEPHONE NUMBER	FEDERAL EMPLOYER IDENTIFICATION NUMBER	
Tulare County Probation Department	(559) 733-6207	94-6000545	
STREET ADDRESS	CITY	STATE	ZIP CODE
221 South Mooney Boulevard, Rm 206	Visalia	CA	93291
MAILING ADDRESS (if different)	CITY	STATE	ZIP CODE

B. PROJECT TITLE

C. PROGRAM PURPOSE AREA

D. AMOUNT OF FUNDS REQUESTED

Aggression Replacement Training

11 Accountability

\$

E. PROBATION DEPARTMENT

CHIEF	TELEPHONE NUMBER		
Janet M. Honadle	(559) 733-6207		
STREET ADDRESS	FAX NUMBER		
221 South Mooney Boulevard, Room 206	(559) 730-2626		
CITY	STATE	ZIP CODE	E-MAIL ADDRESS
Visalia	CA	93291	jhonadle@co.tulare.ca.us

F. DESIGNATED FINANCIAL OFFICER

NAME, TITLE	TELEPHONE NUMBER		
Linda Hanson-Wimp	(559) 733-6207		
STREET ADDRESS	FAX NUMBER		
221 South Mooney Boulevard, Room 206	(559) 730-2626		
CITY	STATE	ZIP CODE	E-MAIL ADDRESS
Visalia	CA	93291	lwimp@co.tulare.ca.us

G. DAY-TO-DAY PROJECT CONTACT PERSON

NAME, TITLE	TELEPHONE NUMBER		
Cheryl Summers-Lane	(559) 733-6207		
STREET ADDRESS	FAX NUMBER		
221 South Mooney Boulevard, Room 206	(559) 730-2626		
CITY	STATE	ZIP CODE	E-MAIL ADDRESS
Visalia	CA	93291	csummers@co.tulare.ca.us

H. AGGRESSION REPLACEMENT TRAINING INFORMATION

Please provide the information below to help CSA in planning for services related to the funding available through this grant as well as to plan for future funding opportunities should they become available.

1. Number of ART youth groups your agency will conduct simultaneously after training (or additional training) is received	8
2. Number of supervisors and managers that will be assigned to oversee ART staff after training (or additional training) is received	3
3. Number of staff <u>previously</u> trained in ART	0
4. Number of staff <u>currently</u> delivering ART to youth	0
5. Number of ART youth groups currently being conducted	<u>0</u> Community <u>0</u> Juv. Hall <u>0</u> Camps <u>0</u> Ranches
6. Number of youth per month <u>currently</u> receiving ART	0
7. Number of staff who are <u>currently</u> assigned to maintain quality assurance, and maintain data for tracking outcomes	1
8. If additional funds become available beyond the capped number identified for your department's size, please indicate the number of additional staff your agency would like to train as facilitators	10
9. If additional funds become available beyond the capped number identified for your department's size, please indicate the number of additional staff your agency would like to send to train the trainers training.	4

I. APPLICANT'S AGREEMENT

By submitting this application, the applicant assures that it will abide by the laws, policies, and procedures governing this funding.

NAME AND TITLE OF AUTHORIZED OFFICER (PERSON WITH LEGAL AUTHORITY TO SIGN)			TELEPHONE NUMBER	
Phillip A Cox			(559) 636-5000	
STREET ADDRESS	CITY	STATE	ZIP CODE	FAX NUMBER
2800 West Burrel Avenue	Visalia	CA	93291	(559) 733-6898
MAILING ADDRESS (if different)	CITY	STATE	ZIP CODE	E-MAIL ADDRESS
APPLICANT'S SIGNATURE			DATE	
			June 02, 2009	

SECTION II: PROVIDER SELECTION

Please see page four (4) and/or **Attachment C** for names of providers and contact information. A complete description of each individual provider's training; services and costs are available on the CSA website [Qualified Provider List](#). Please review this information carefully to help you select the provider who best meets the needs of your agency.

In the box below, please identify your first and second choice of provider. Every effort will be made to match each department with their first choice. The provider's capacity to meet the demand of training requests as well as the efficient use of resources will be assessed by CSA who will give final authorization of the selected provider.

Choice of Provider
1. California Institute for Mental Health
2. NC Consulting, LCC

SECTION III: BUDGET INFORMATION

PLEASE NOTE: Grant funds are intended to reimburse probation departments for aggression replacement training and technical assistance received from qualified providers.

CSA will allocate funds directly to probation departments, via grant contract, for training and technical assistance. Qualified providers will contract directly with the probation departments. CSA will pay invoices from counties for approved services from providers.

As previously mentioned, information about the training and the related costs for each provider can be located on the CSA website [Qualified Provider List](#). Please review this information carefully to help select the provider who best meets the needs of your agency. Contact information for each provider is also available on the website, and on Attachment C, should you wish to communicate directly with a provider prior to submitting this application. Please note that any preliminary agreements made between a probation department and a provider are subject to final approval by CSA.

Training costs vary from provider to provider. Probation departments are to develop a budget in this application by using the per person training costs and other costs for activities and services identified by the provider selected. The CSA will reimburse probation departments only for the costs identified by provider that they have selected and as listed on the CSA webpage. Each department will be expected to train the number of staff they have applied for in this application. Contracts that are developed with the providers will be the responsibility of each probation department. Most providers indicate that they typically train groups with a maximum of 25 participants. To promote efficiency, departments are encouraged to work with each other in setting up training with a common provider. CSA will also assist in facilitating this process between the providers and probation departments once all applications have been submitted.

A. COST BREAKDOWN

Please complete the applicable fields in the following sections for the proposed budget using Section C of the provider information on the CSA website [Qualified Provider List](#). A 10% cash match is required and must be included in the budget. Match dollars used for administrative overhead may not exceed 5% of the total grant funds requested.

1. Per Person Package Cost for Facilitator Training \$1,400
2. Per Person Package Cost for Training for Trainers \$ 3,300

3. Some providers have additional costs outside of the per person package cost identified above for facilitator training or training for trainers. After reviewing the cost detail of your selected provider located on the CSA webpage [Qualified Provider List](#), please complete the chart below. Identify any cost that is in addition to the per person package costs for facilitator training or training for trainers for your selected provider. If the items below are included in the per person costs of your selected provider, indicate "N/A" in the Total Cost column for each activity/ service.

NOTE: Not all provider's activities/services are included as a per person package cost. While developing your budget please confirm whether the provider's activities/services are optional or required to accurately assess budget costs.

ADDITIONAL ACTIVITIES AND SERVICES (not included in per person packages)			
If activity/services below are not included in per person package cost listed above, indicate the additional cost for each one to be included in your budget	Per person cost for activity or service listed	Number of staff participating in this service or activity	Total cost (per person cost multiplied by number of staff participating in service or activity)
Implementation support and planning activities	0	0	n/a
Coaching/supervision calls for group facilitator trainees	0	0	n/a
Video review and feedback for group facilitator trainees	0	0	n/a
Telephone conference calls for group facilitator trainees	0	0	n/a
Observation sessions for group facilitator trainees	0	0	n/a
Monthly meetings with group facilitator trainees	0	0	n/a
Pre & post facilitator assessment tools	0	0	n/a
Coaching/supervision calls for training for trainer graduates	0	0	n/a
Video review and feedback for training for trainer graduates	0	0	n/a
Pre & post training for trainer assessment tools	0	0	n/a
Annual refresher training for group facilitator trainees	0	0	0
Annual refresher training for the training for trainer graduates	0	0	0
Program fidelity assessment tools	0	0	n/a
Site-visit and feedback	0	0	n/a
Quality assurance meetings	0	0	n/a
Monthly calls to administrative personnel	0	0	n/a
Data collection evaluation and reporting	0	0	n/a
Other	0	0	n/a
Total agency costs for services and activities outside of per person packages			0

4. Although departments may send up to the maximum cap allowed per their county size, departments should send only the number of staff who will actually be able to implement services to youth within 30 days of completing the facilitator training (see page 8 – Department Readiness). With these factors in mind, please complete the chart below

5. Summary Table

- A. 10 Number of staff to be trained as facilitators
- B. \$14,000 Total allocation for facilitator training (per person cost from Section A 1 on page 14 multiplied by number of staff to be trained)
- C. 4 Number of staff to be trained in training the trainers
- D. \$13,200 Total allocation for training for trainers (per person cost from Section A 2 on page 14 multiplied by number of staff to be trained)
- E. \$1,304 Total allocation for services and activities in addition to per person package (see under Services and Supplies B 1 below)
- F. 0 Total allocation request for costs related to department or regional training
- G. \$28,504 Total project allocation requested (B+D+E+F) Enter this number in the Professional Services line item

B. BUDGET LINE ITEM DETAILS:

Provide sufficient detail to explain how the requested funds outlined in the table above will be expended in each applicable line item. Match funding may be expended in any line item and are to be identified as to their respective dollar amounts, and source of the match.

1. **SERVICES AND SUPPLIES:** Includes rental facilities, youth incentives, and training curriculum and supplies, counties may budget up to \$2000 for provider travel costs in this section. NOTE: all travel costs must be based on California State Travel Policy
- a. If counties do regional training, these costs will be a shared cost for participating probation departments

\$344 to be used to purchase 200 "How I Think Questionnaires and one Manual from PAR, Inc.

\$960 to be used to purchase Children's Aggression Scale Introductory Kit and 200 questionnaires from Research Press Publishers. The purchase of both these evaluation tools is recommended by the ART service provider and will support accurate program evaluation.

2. **PROFESSIONAL SERVICES:** Includes cost of aggression replacement training and technical assistance. (Use Eligible Provider List and information enclosed in application packet to estimate cost).

\$27,200 This is the total amount of the training. Federal funding in the amount of \$25,840 will be utilized. The remainder of the cost will be covered by cash match in the amount of \$2,850. Match funding will be provided through SB-81 funding.

3. **ADMINISTRATIVE OVERHEAD:** Indicate percentage and how calculated. This total may not exceed 5% of the grant funds.

\$1,425 (5% of federal funding)

4. **FIXED ASSETS/EQUIPMENT:** Includes purchase of office equipment and/or other equipment necessary to perform program activities.

\$0

5.	Budget Line Items	Grant Funds	Cash Match	Total
	Services and Supplies	\$1,304	\$130	\$1,174
	Professional Services	\$27,200	\$2,720	\$24,480
	Administrative Overhead	\$1,425	\$142	\$1,283
	Fixed Assets/Equipment	N/A	\$0	\$0
	Total	\$29,929	\$2,992	\$26,937

SECTION IV: BOARD OF SUPERVISORS' RESOLUTION

As part of the grant application process, applicants must submit a resolution from the Board of Supervisors addressing specified issues. **Please see Attachment B for a Sample Resolution.** The resolution need not be submitted at the same time as the application document; however, the original resolution or copy thereof must be provided to the CSA prior to a grant award contract being executed. Original resolutions should be directed to Colleen Stoner, at Corrections Standards Authority, 600 Bercut Drive, Sacramento 95811.

SECTION V: AUDIT IDENTIFICATION

Grant recipients must submit an audit of expenditures within 120 days following the end of the grant period. Grantees may choose either a program specific audit or a single federal audit. Federal guidelines allow grant recipients receiving \$500,000 or more in federal funds (from all sources including pass-through sub-awards) in a fiscal year to use their federal juvenile justice grant funds to pay for the cost of the audit. Grantees falling below the \$500,000 threshold must use non-federal funds (i.e., match funds) to pay for audit costs. For purposes of this application, please check one of the boxes below to indicate the grantee's choice for meeting the audit requirement.

☒ In conformance with Federal OMB Circular #A-133, and the California State Controller's Accounting Standards and Procedures Chapter 23, Grant Accounting Index, the identified grant will be included in the City/County **Single Federal Audit Report**, which will be submitted to the CSA within the required timeframe of 120 days from the end of the 12-month grant period. NOTE: Should an extension be needed, please provide in advance of the deadline a written justification that indicates reasons for the extension and the timeframe needed.

OR

☐ In conformance with Federal OMB Circular #A-133, and the California State Controller's Accounting Standards and Procedures Chapter 23, Grant Accounting Index, the grantee will provide a **Program Specific Final Audit Report** to the CSA within the required timeframe of 120 days from the end of the 12-month grant period.

SECTION VI: PROGRAM PURPOSE AREA
PERFORMANCE MEASURES
GRADUATED SANCTIONS

A. PROGRAM PURPOSE AREA(S): JABG funded projects must fall within one or more of the designated 17 federally recognized purpose areas. For this application all grantees will use the following Program Purpose Area:

“Accountability 11: Establishing and maintaining accountability-based programs designed to reduce recidivism among juveniles who are referred by law enforcement personnel or agencies.”

B. FEDERAL PERFORMANCE MEASURES: Grantees receiving over \$10,000 must report data to the CSA on mandatory performance measures developed by the Federal Office of Juvenile Justice and Delinquency Prevention. For this application, all grantees will use the performance measures applicable to Program Purpose Area 11.

C. GRADUATED SANCTIONS: The JABG program collects data on a graduated sanctions approach for funded projects and tracks data on participants who re-offend within a year of project participation. Please note the “Reporting Format” column that prescribes the precise data to be collected.

CATEGORY 1: DIRECT SERVICE PROGRAMS			PURPOSE AREA 11: ACCOUNTABILITY		
	TYPE	MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
I.	Output	Number and percent of eligible youth served using graduated sanctions approaches	Improve program activities	An unduplicated count of the number of youth served using a graduated sanctions approach by the program during the reporting period. Definition of the number of youth served for a reporting period is the number of program youth served during any part of the reporting period using a graduated sanctions approach. To calculate the percentage, divide the number above by the total number of youth served during the reporting period. Program records are the preferred data source.	a. Number of youth admitted to graduated sanctions program b. Number of youth admitted into any grantee program c. Percent (a/b)
II.	Short-Term Outcome	Number and percent of program youth completing program requirements	Increase accountability	The number and percent of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source.	a. Number of program youth who exited the program having completed program requirements b. Number of youth who left the program c. Percent (a/b)
III.	Long-Term Outcome	Number and percent of program youth who re-offend	Reduce Delinquency	Note: Occurs six months to 1 year after program completion, and within 12-month grant period. Report the number and percent of program youth who were rearrested or seen at juvenile court for a new delinquent offense. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. (For quarterly reporting purposes, if the long-term segment of data is not available, then report “n/a” for this segment.)	a. Number of youth with a new offense* b. Number of youth in program c. Percent (a/b)

*Does not include violations of probation

PLEASE E-MAIL YOUR COMPLETED APPLICATION
to Colleen.Stoner@cdcr.ca.gov
no later than June 9, 2009, @ 5:00 p.m.

Tulare County Administrative Office

Grant Management Statement

Department:		Probation Department					
Grant Project Title and Description:							
In support of California's efforts to reduce gang and youth violence among youth in the juvenile justice system, the Corrections Standards Authority (CSA) has issued a Request for Application to identify county probation departments that are prepared to implement and or expand aggression replacement training (ART) programs to youth in custodial settings and in the community. Federal Juvenile Accountability Block Grant funds totaling \$1.1 million are set-aside for this project. Funds are to be used by probation departments to contract for services with providers of aggression replacement training who were selected through a separate application process. ART training utilizes a multimodel psychoeducational intervention designed to alter the behavior of chronically aggressive adolescents and young children to improve social skill competence, anger control, and moral reasoning. The program incorporates three specific interventions: skill-streaming, anger-control training, and training in moral reasoning.							
Funding Agency:		Program: (Fed. Grant #/State Bill or Code #)			Grant Acceptance Deadline:		
U.S. Department of Justice, Office of Justice Programs		Juvenile Accountability Block Grants			June 09, 2009		
Total Amount of Grant Funding:		\$26,937		County Match:		\$2,992 from SB-81 funds	
Grant Period:	2 Years	Begin Date:	06/30/2011 (est.)	End Date:	September 30, 2011 (est.)		
Number of Personnel to be hired under his Grant:		0	Full Time:		Part Time:		
<u>Obligations Imposed on the County When the Grant Expires</u>							
Will all personnel hired for this program be informed this is a grant-funded program?					Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Is the County obligated to continue this program after the grant expires?					Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>
If the County is not obligated to continue this program after the grant expires, the Department will: Not Applicable. This grant is to be utilized for employee training in Aggression Replacement Training (ART).							
a.) Absorb the program cost without reducing other services					Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>
b.) Identify other revenue sources (describe below) Not Applicable					Yes	<input type="checkbox"/>	No <input type="checkbox"/>
c.) Eliminate or reduce, as appropriate, positions/program costs funded by the grant.					Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Impact of additional personnel on existing space:							
Not Applicable							
Other requirements not mentioned above:							
None.							