

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

**REVISED**

Meeting Date: October 16, 2012

☒ Consent

☐ Regular

☐ Ordinance

☐ Public Hearing

Department:

Submitted By: PALM BEACH COUNTY CRIMINAL JUSTICE COMMISSION

Submitted For: PALM BEACH COUNTY CRIMINAL JUSTICE COMMISSION

**I. EXECUTIVE BRIEF**

**MOTION AND TITLE:** Staff recommends motion to: **(A) Ratify** the submittal of a grant application (02/03/2011) to the Department of Justice for the Justice and Mental Health Collaboration Program in the amount of \$249,955 for 24 months beginning October 1, 2012 to be used for enhancing Delinquency Drug Court; **(B) Receive and File** a Justice and Mental Health Collaboration Program: Planning and Implementation Grant award from the Department of Justice (DOJ) for \$249,955 beginning October 1, 2012, through September 30, 2014 to fund an enhancement to Delinquency Drug Court by providing treatment to dually diagnosed juveniles; **(C) Approve** the addition of a position in the Fifteenth Judicial Circuit, Court Administration for \$36,291, a County Court Case Manager (pay grade 23); **(D) Authorize** the County Administrator or his designee to execute electronically all related documents and contracts for Palm Beach County's FY 2012 Justice Mental Health Collaboration Program Grant and to execute all necessary forms and documents as required by the U.S. Department of Justice, Bureau of Justice Assistance; **(E) Approve** a budget amendment for \$249,955 in the Criminal Justice Commission Grants Fund to establish budget for the grant program; and **(F) Approve** a budget amendment for \$82,568 in the General Fund to establish budget for the case manager's salary, benefits and operating expenses.

**SUMMARY:** Palm Beach County has received a grant award for a two (2) year \$249,955 grant from the Department of Justice to facilitate an enhancement to the existing Juvenile Drug Court. This grant will allow specialized treatment for juveniles with both mental health and substance abuse issues. The grant program utilizes the existing Delinquency Drug Court to enhance services to provide for additional youth that present with mental health diagnoses as well as substance abuse. The juveniles will be provided with evidence based treatment from a local mental health provider of juvenile services with staff that will be trained in this intervention. The one (1) grant funded County position will be eliminated at the expiration of the grant term. There is a 20% match requirement which has been identified through existing resources. Countywide (PGE).

**BACKGROUND:** The Palm Beach County Criminal Justice Commission, Criminal Justice Mental health Juvenile Population Committee has developed a Strategic Plan for providing effective and coordinated services to those requiring treatment for substance abuse and mental health. The vision of this initiative is to provide an evidence based treatment for juveniles. The program is intended to reduce recidivism and relapse among juvenile offenders, reduce future victimization, enhance public safety and improve the lives of communities, victims and offenders.

**Attachments:**

1. Grant application
2. JMHCP Grant award letter
3. Budget Amendment – Fund 1507
4. Budget Amendment – General Fund

RECOMMENDED BY:

DEPARTMENT DIRECTOR

DATE

APPROVED BY:

ASSISTANT COUNTY ADMINISTRATOR

DATE

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact:

Fiscal Year	2013	2014	2015	2016	2017
Capital Expenditures					
Operating Costs	\$318,754				
External Revenues	<\$249,955>				
County Match					
In-Kind Match	\$41,799				
<b>NET FISCAL IMPACT</b>	<b>\$27,000</b>				
POSITIONS (Cumulative)	1				

Is Item In adopted budget? Yes \_\_\_\_\_ No X

Budget Account No: Fund \_\_\_\_\_ Agency \_\_\_\_\_ Org \_\_\_\_\_ Object \_\_\_\_\_

### B. Recommended Sources Of Funds/Summary of Fiscal Impact:

Criminal Justice Commission Grant Fund 1507-762-7663 and General Fund 0001-520-5201

In Kind Match: 3,799- Supplies

38,000- Court Admin Staff (Support for case manager)

Fiscal Impact: 10,000- Existing CJC Staff (research)

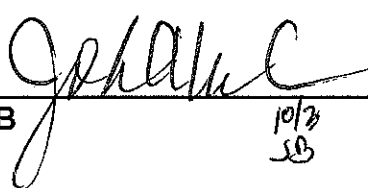
17,000- Existing CJC Staff (Contract management and support)

### C. Departmental Fiscal Review: ms 9/28/12

The fiscal impact is part of the adopted FY2013 budget and represents expenses that will be incurred with or without the grant program's approval.

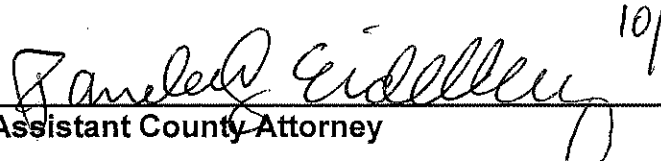
## III. REVIEW COMMENTS

### A. OFMB Fiscal And/Or Contract Development and Control Comments:

 10/3/12  
OFMB 10/3/12  
10/3/12  
10/2/12  
JL (SC)


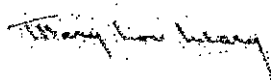
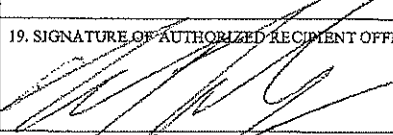
 10/10/12  
Contract Development & Control

### B. Legal Sufficiency:

 10/11/12  
Assistant County Attorney

REVISED 9/95  
ADM FORM 01

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

 <div>Department of Justice Office of Justice Programs <b>Bureau of Justice Assistance</b></div>	<b>Grant</b>	PAGE 1 OF 5
1. RECIPIENT NAME AND ADDRESS (Including Zip Code) Palm Beach County Board of County Commissioners 301 North Olive Avenue West Palm Beach, FL 33401	4. AWARD NUMBER: 2012-MO-BX-0028	
	5. PROJECT PERIOD: FROM 10/01/2012 TO 09/30/2014 BUDGET PERIOD: FROM 10/01/2012 TO 09/30/2014	
	6. AWARD DATE 09/06/2012	7. ACTION Initial
1A. GRANTEE IRS/VENDOR NO. 596000078	8. SUPPLEMENT NUMBER 00	
	9. PREVIOUS AWARD AMOUNT \$ 0	
3. PROJECT TITLE Juvenile Justice System Co-occurring Disorders Project	10. AMOUNT OF THIS AWARD	\$ 249,955
	11. TOTAL AWARD	\$ 249,955
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).		
13. STATUTORY AUTHORITY FOR GRANT This project is supported under FY11(BJA - JMHCP) 42 USC 3797aa		
15. METHOD OF PAYMENT GPRS		
<div>AGENCY APPROVAL</div> <div>GRANTEE ACCEPTANCE</div>		
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL  Mary Lou Leary Acting Assistant Attorney General	18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL  Michael Rodriguez Executive Director	
17. SIGNATURE OF APPROVING OFFICIAL 	19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL 	19A. DATE 9/17/12
<div>AGENCY USE ONLY</div>		
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OPC. REG. SUB. POMS AMOUNT  X B MO 80 00 00 249955		21. LMOUGT1719

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

AWARD CONTINUATION  
SHEET  
Grant

PAGE 2 OF 5

PROJECT NUMBER 2012-MO-BX-0028

AWARD DATE 09/06/2012

*SPECIAL CONDITIONS*

1. The recipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
2. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.
3. The recipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from OMB Circular A-133 audits (and any other audits of OJP grant funds) are not satisfactorily and promptly addressed, as further described in the current edition of the OJP Financial Guide.
4. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of OJP.
5. The recipient must promptly refer to the DOJ OIG any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either 1) submitted a false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. This condition also applies to any subrecipients. Potential fraud, waste, abuse, or misconduct should be reported to the OIG by -

mail:

Office of the Inspector General  
U.S. Department of Justice  
Investigations Division  
950 Pennsylvania Avenue, N.W.  
Room 4706  
Washington, DC 20530

e-mail: [oig.hotline@usdoj.gov](mailto:oig.hotline@usdoj.gov)

hotline: (contact information in English and Spanish): (800) 869-4499

or hotline fax: (202) 616-9881

Additional information is available from the DOJ OIG website at [www.usdoj.gov/oig](http://www.usdoj.gov/oig).

6. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of OJP.
7. The recipient agrees to comply with any additional requirements that may be imposed during the grant performance period if the agency determines that the recipient is a high-risk grantee. Cf. 28 C.F.R. parts 66, 70.

*WRC*



Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
Grant

PAGE 3 OF 5

PROJECT NUMBER 2012-MO-BX-0028

AWARD DATE 09/06/2012

*SPECIAL CONDITIONS*

8. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Department encourages recipients and sub recipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
9. The recipient agrees to comply with applicable requirements regarding Central Contractor Registration (CCR) and applicable restrictions on subawards to first-tier subrecipients that do not acquire and provide a Data Universal Numbering System (DUNS) number. The details of recipient obligations are posted on the Office of Justice Programs web site at <http://www.ojp.gov/funding/ccr.htm> (Award condition: Central Contractor Registration and Universal Identifier Requirements), and are incorporated by reference here. This special condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).
10. The recipient agrees to comply with all applicable laws, regulations, policies, and guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences, meetings, trainings, and other events, including the provision of food and/or beverages at such events, and costs of attendance at such events. Information on pertinent laws, regulations, policies, and guidance is available at [www.ojp.gov/funding/confcost.htm](http://www.ojp.gov/funding/confcost.htm).
11. The recipient understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <http://www.ojp.usdoj.gov/funding/ojptrainingguidingprinciples.htm>.
12. The recipient agrees that if it currently has an open award of federal funds or if it receives an award of federal funds other than this OJP award, and those award funds have been, are being, or are to be used, in whole or in part, for one or more of the identical cost items for which funds are being provided under this OJP award, the recipient will promptly notify, in writing, the grant manager for this OJP award, and, if so requested by OJP, seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.
13. The recipient agrees to comply with applicable requirements to report first-tier subawards of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients of award funds. Such data will be submitted to the FFATA Subaward Reporting System (FSRS). The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the Office of Justice Programs web site at <http://www.ojp.gov/funding/ffata.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here. This condition, and its reporting requirement does not apply to grant awards made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own operate in his or her name).
14. Award recipients must verify Point of Contact (POC), Financial Point of Contact (FPOC), and Authorized Representative contact information in GMS, including telephone number and e-mail address. If any information is incorrect or has changed, a Grant Adjustment Notice (GAN) must be submitted via the Grants Management System (GMS) to document changes.



Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Grant**

PAGE 4 OF 5

PROJECT NUMBER 2012-MO-BX-0028

AWARD DATE 09/06/2012

**SPECIAL CONDITIONS**

15. The recipient agrees to submit to BJA for review and approval any curricula, training materials, proposed publications, reports, or any other written materials that will be published, including web-based materials and web site content, through funds from this grant at least thirty (30) working days prior to the targeted dissemination date. Any written, visual, or audio publications, with the exception of press releases, whether published at the grantee's or government's expense, shall contain the following statements: "This project was supported by Grant No. 2012-MO-BX-0028 awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, the Community Capacity Development Office, and the Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice." The current edition of the OJP Financial Guide provides guidance on allowable printing and publication activities.
16. Any Web site that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages (i.e., pages (exclusive of documents) whose primary purpose is to navigate the user to interior content), and on any pages from which a visitor may access or use a Web-based service, including any pages that provide results or outputs from the service: "This Web site is funded in whole or in part through a grant from the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, this Web site (including, without limitation, its content, technical infrastructure, and policies, and any services or tools provided)." The full text of the foregoing statement must be clearly visible on the home page. On other pages, the statement may be included through a link, entitled "Notice of Federal Funding and Federal Disclaimer," to the full text of the statement.
17. The grantee agrees to comply with the applicable requirements of 28 C.F.R. Part 38, the Department of Justice regulation governing "Equal Treatment for Faith Based Organizations" (the "Equal Treatment Regulation"). The Equal Treatment Regulation provides in part that Department of Justice grant awards of direct funding may not be used to fund any inherently religious activities, such as worship, religious instruction, or proselytization. Recipients of direct grants may still engage in inherently religious activities, but such activities must be separate in time or place from the Department of Justice funded program, and participation in such activities by individuals receiving services from the grantee or a sub-grantee must be voluntary. The Equal Treatment Regulation also makes clear that organizations participating in programs directly funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. Notwithstanding any other special condition of this award, faith-based organizations may, in some circumstances, consider religion as a basis for employment. See [http://www.ojp.gov/about/ocr/equal\\_fbo.htm](http://www.ojp.gov/about/ocr/equal_fbo.htm).
18. The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.
19. All contracts under this award should be competitively awarded unless circumstances preclude competition. When a contract amount exceeds \$100,000 and there has been no competition for the award, the recipient must comply with rules governing sole source procurement found in the current edition of the OJP Financial Guide.
20. Approval of this award does not indicate approval of any consultant rate in excess of \$450 per day. A detailed justification must be submitted to and approved by the Office of Justice Programs (OJP) program office prior to obligation or expenditure of such funds.



Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

AWARD CONTINUATION  
SHEET  
Grant

PAGE 5 OF 5

PROJECT NUMBER 2012-MO-BX-0028

AWARD DATE 09/06/2012

*SPECIAL CONDITIONS*

21. Recipient understands and agrees that it must submit quarterly Federal Financial Reports (SF-425) and semi-annual performance reports through GMS (<https://grants.ojp.usdoj.gov>), and that it must submit quarterly performance metrics reports through BJA's Performance Measurement Tool (PMT) website ([www.bjaperformancetools.org](http://www.bjaperformancetools.org)). For more detailed information on reporting and other requirements, refer to BJA's website. Failure to submit required reports by established deadlines may result in the freezing of grant funds and High Risk designation.
22. The grant recipient agrees to complete and submit to BJA a copy of the Justice and Mental Health Collaboration Program (JMHC) Planning and Implementation Guide within 6 months from the project period start date. BJA will provide the grant recipient with instructions and assistance on how to complete the JMHC Planning and Implementation Guide. Once BJA has received and approved the grant recipient's completed JMHC Planning and Implementation Guide, BJA will notify the grant recipient to begin the project's implementation phase.

MC

Opportunity Title:	BJA FY 11 Justice and Mental Health Collaboration Progr
Offering Agency:	Bureau of Justice Assistance
CFDA Number:	16.745
CFDA Description:	Criminal and Juvenile Justice and Mental Health Collabo
Opportunity Number:	BJA-2011-2861
Competition ID:	BJA-2011-2863
Opportunity Open Date:	11/30/2010
Opportunity Close Date:	02/03/2011
Agency Contact:	For assistance with any other requirement of this solicitation, contact the BJA Justice Information Center at 87X 92X 5657. The BJA Justice Information Center hours of operation are 8:30 a.m. to 5:00 p.m. eastern time, Monday through Friday, and 8:30 a.m. to 2:00 p.m. eastern time on the solicitation close date.

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

\* Application Filing Name: Palm Beach County

Mandatory Documents

Move Form to Complete

Move Form to Delete

Mandatory Documents for Submission

Application for Federal Assistance (SF-424)
Project Narrative Attachment Form
Budget Narrative Attachment Form
Other Attachments Form
Assurances for Non-Construction Programs (SF-42)
Disclosure of Lobbying Activities (SF-LLL)

Optional Documents

Move Form to Submission List

Move Form to Delete

Optional Documents for Submission

Faith Based EEO Survey
------------------------

Instructions

- 1
- Enter a name for the application in the Application Filing Name field.

  - This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
  - You can save your application at any time by clicking the "Save" button at the top of your screen.
  - The "Save & Submit" button will not be functional until all required data fields in the application are completed and you clicked on the "Check Package for Errors" button and confirmed all data required data fields are completed.
- 2
- Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.

  - It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.
  - The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this application. "Optional Documents" can be used to provide additional support for this application or may be required for specific types of grant activity. Reference the application package instructions for more information regarding "Optional Documents".
  - To open and complete a form, simply click on the form's name to select the item and then click on the => button. This will move the document to the appropriate "Documents for Submission" box and the form will be automatically added to your application package. To view the form, scroll down the screen or select the form name and click on the "Open Form" button to begin completing the required data fields. To remove a form/document from the "Documents for Submission" box, click the document name to select it, and then click the <= button. This will return the form/document to the "Mandatory Documents" or "Optional Documents" box.
  - All documents listed in the "Mandatory Documents" box must be moved to the "Mandatory Documents for Submission" box. When you open a required form, the fields which must be completed are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message.
- 3
- Click the "Save & Submit" button to submit your application to Grants.gov.

  - Once you have properly completed all required documents and attached any required or optional documentation, save the completed application by clicking on the "Save" button.
  - Click on the "Check Package for Errors" button to ensure that you have completed all required data fields. Correct any errors or if none are found, save the application package.
  - The "Save & Submit" button will become active; click on the "Save & Submit" button to begin the application submission process.
  - You will be taken to the applicant login page to enter your Grants.gov username and password. Follow all onscreen instructions for submission.



Application for Federal Assistance SF-424		Version 02
<div style="display: flex; justify-content: space-between;"><div style="width: 30%;">* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application</div><div style="width: 30%;">* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision</div><div style="width: 35%;">* If Revision, select appropriate letter(s): <div style="border: 1px solid black; height: 15px; width: 100%;"></div> * Other (Specify) <div style="border: 1px solid black; height: 15px; width: 100%;"></div></div></div>		
<div style="display: flex; justify-content: space-between;"><div style="width: 45%;">* 3. Date Received: <div style="border: 1px solid black; padding: 2px;">02/03/2011</div></div><div style="width: 50%;">4. Applicant Identifier: <div style="border: 1px solid black; height: 15px; width: 100%;"></div></div></div>		
<div style="display: flex; justify-content: space-between;"><div style="width: 45%;">5a. Federal Entity Identifier: <div style="border: 1px solid black; height: 15px; width: 100%;"></div></div><div style="width: 50%;">* 5b. Federal Award Identifier: <div style="border: 1px solid black; height: 15px; width: 100%;"></div></div></div>		
<b>State Use Only:</b>		
<div style="display: flex; justify-content: space-between;"><div style="width: 30%;">6. Date Received by State: <div style="border: 1px solid black; width: 80px; height: 15px;"></div></div><div style="width: 65%;">7. State Application Identifier: <div style="border: 1px solid black; width: 350px; height: 15px;"></div></div></div>		
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: <div style="border: 1px solid black; padding: 2px;">Palm Beach County Board of County Commissioners</div>		
<div style="display: flex; justify-content: space-between;"><div style="width: 45%;">* b. Employer/Taxpayer Identification Number (EIN/TIN): <div style="border: 1px solid black; padding: 2px;">59-6000785</div></div><div style="width: 50%;">* c. Organizational DUNS: <div style="border: 1px solid black; padding: 2px;">078470481</div></div></div>		
<b>d. Address:</b>		
<div style="display: flex; justify-content: space-between;"><div style="width: 15%;">* Street1:</div><div style="border: 1px solid black; padding: 2px;">301 North Olive Avenue Suite 1001</div></div> <div style="display: flex; justify-content: space-between;"><div style="width: 15%;">Street2:</div><div style="border: 1px solid black; height: 15px; width: 100%;"></div></div> <div style="display: flex; justify-content: space-between;"><div style="width: 15%;">* City:</div><div style="border: 1px solid black; padding: 2px;">West Palm Beach</div></div> <div style="display: flex; justify-content: space-between;"><div style="width: 15%;">County:</div><div style="border: 1px solid black; padding: 2px;">Palm Beach</div></div> <div style="display: flex; justify-content: space-between;"><div style="width: 15%;">* State:</div><div style="border: 1px solid black; padding: 2px;">FL: Florida</div></div> <div style="display: flex; justify-content: space-between;"><div style="width: 15%;">Province:</div><div style="border: 1px solid black; height: 15px; width: 100%;"></div></div> <div style="display: flex; justify-content: space-between;"><div style="width: 15%;">* Country:</div><div style="border: 1px solid black; padding: 2px;">USA: UNITED STATES</div></div> <div style="display: flex; justify-content: space-between;"><div style="width: 15%;">* Zip / Postal Code:</div><div style="border: 1px solid black; padding: 2px;">33401</div></div>		
<b>e. Organizational Unit:</b>		
<div style="display: flex; justify-content: space-between;"><div style="width: 45%;">Department Name: <div style="border: 1px solid black; padding: 2px;">Criminal Justice Commission</div></div><div style="width: 50%;">Division Name: <div style="border: 1px solid black; height: 15px; width: 100%;"></div></div></div>		
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
<div style="display: flex; justify-content: space-between;"><div style="width: 30%;">Prefix: <div style="border: 1px solid black; padding: 2px;">Ms.</div></div><div style="width: 65%;">* First Name: <div style="border: 1px solid black; padding: 2px;">Rebecca</div></div></div> <div style="display: flex; justify-content: space-between;"><div style="width: 30%;">Middle Name: <div style="border: 1px solid black; padding: 2px;">Ann</div></div><div style="width: 65%;">* Last Name: <div style="border: 1px solid black; padding: 2px;">Walker</div></div></div> <div style="display: flex; justify-content: space-between;"><div style="width: 30%;">Suffix: <div style="border: 1px solid black; height: 15px; width: 100%;"></div></div><div style="width: 65%;">Title: <div style="border: 1px solid black; padding: 2px;">Criminal Justice Manager</div></div></div> <div style="display: flex; justify-content: space-between;"><div style="width: 30%;">Organizational Affiliation: <div style="border: 1px solid black; height: 15px; width: 100%;"></div></div><div style="width: 65%;">* Telephone Number: <div style="border: 1px solid black; padding: 2px;">5613551739</div></div></div> <div style="display: flex; justify-content: space-between;"><div style="width: 30%;">Fax Number: <div style="border: 1px solid black; padding: 2px;">5613554941</div></div><div style="width: 65%;">* Email: <div style="border: 1px solid black; padding: 2px;">bwalker@pbcgov.org</div></div></div>		

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

\* 10. Name of Federal Agency:

Bureau of Justice Assistance

11. Catalog of Federal Domestic Assistance Number:

16.745

CFDA Title:

Criminal and Juvenile Justice and Mental Health Collaboration Program

\* 12. Funding Opportunity Number:

BJA-2011-2861

\* Title:

BJA FY 11 Justice and Mental Health Collaboration Program

13. Competition Identification Number:

BJA-2011-2863

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Palm Beach County

\* 15. Descriptive Title of Applicant's Project:

Juvenile Justice System Co-occurring Disorders Project

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

\* a. Start Date:

\* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="249,955.00"/>
* b. Applicant	<input type="text" value="68,799.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="318,754.00"/>

\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on

☒ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☐ c. Program is not covered by E.O. 12372.

\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

☐ Yes ☒ No

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

\* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:

Fax Number:

\* Email:

\* Signature of Authorized Representative:

\* Date Signed:

**Application for Federal Assistance SF-424**

**Version 02**

**\* Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

## ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

<p>* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> <p>Rebecca Walker</p>	<p>* TITLE</p> <p>Executive Director</p>
<p>* APPLICANT ORGANIZATION</p> <p>Palm Beach County Board of County Commissioners</p>	<p>* DATE SUBMITTED</p> <p>02/03/2011</p>

Budget Narrative File(s)

---

\* Mandatory Budget Narrative Filename:

---

To add more Budget Narrative attachments, please use the attachment buttons below.

## DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB

0348-0046

<b>1. * Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. * Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. * Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name <input type="text" value="Palm Beach County Board of County Commissioners"/> * Street 1 <input type="text" value="301 North Olive Avenue Suite 1001"/> Street 2 <input type="text"/> * City <input type="text" value="West Palm Beach"/> State <input type="text" value="FL: Florida"/> Zip <input type="text" value="33401"/> Congressional District, if known: <input type="text" value="FL-023"/>		
<b>5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:</b>   		
<b>6. * Federal Department/Agency:</b> <input type="text" value="Department of Justice"/>	<b>7. * Federal Program Name/Description:</b> <input type="text" value="Criminal and Juvenile Justice and Mental Health Collaboration Program"/> CFDA Number, if applicable: <input type="text" value="16.745"/>	
<b>8. Federal Action Number, if known:</b> <input type="text"/>	<b>9. Award Amount, if known:</b> \$ <input type="text"/>	
<b>10. a. Name and Address of Lobbying Registrant:</b> Prefix <input type="text"/> * First Name <input type="text" value="none"/> Middle Name <input type="text"/> * Last Name <input type="text" value="none"/> Suffix <input type="text"/> * Street 1 <input type="text"/> Street 2 <input type="text"/> * City <input type="text"/> State <input type="text"/> Zip <input type="text"/>		
<b>b. Individual Performing Services</b> (including address if different from No. 10a) Prefix <input type="text"/> * First Name <input type="text" value="none"/> Middle Name <input type="text"/> * Last Name <input type="text" value="none"/> Suffix <input type="text"/> * Street 1 <input type="text"/> Street 2 <input type="text"/> * City <input type="text"/> State <input type="text"/> Zip <input type="text"/>		
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. * Signature: <input type="text" value="Rebecca Walker"/> * Name: Prefix <input type="text"/> * First Name <input type="text" value="Michael"/> Middle Name <input type="text"/> * Last Name <input type="text" value="Rodriguez"/> Suffix <input type="text"/> Title: <input type="text" value="Executive Director"/> Telephone No.: <input type="text" value="5613554943"/> Date: <input type="text" value="02/03/2011"/>		
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)



Other Attachment File(s)

---

\* Mandatory Other Attachment Filename:

Project timeline and Letters of Support.pdf

Add Mandatory Other Attachment

Delete Mandatory Other Attachment

View Mandatory Other Attachment

To add more "Other Attachment" attachments, please use the attachment buttons below.

Add Optional Other Attachment

Delete Optional Other Attachment

View Optional Other Attachment

Project Narrative File(s)

---

\* Mandatory Project Narrative File Filename: CJMHSA Grant Juvenile Justice Sytem Co-occurring Disor

Add Mandatory Project Narrative File Delete Mandatory Project Narrative File View Mandatory Project Narrative File

---

To add more Project Narrative File attachments, please use the attachment buttons below.

Add Optional Project Narrative File Delete Optional Project Narrative File View Optional Project Narrative File

# Survey on Ensuring Equal Opportunity For Applicants

OMB No. 1890-0014 Exp. 2/28/2009

## Purpose:

The Federal government is committed to ensuring that all qualified applicants, small or large, non-religious or faith-based, have an equal opportunity to compete for Federal funding. In order for us to better understand the population of applicants for Federal funds, we are asking nonprofit private organizations (not including private universities) to fill out this survey.

Upon receipt, the survey will be separated from the application. Information provided on the survey will not be considered in any way in making funding decisions and will not be included in the Federal grants database. While your help in this data collection process is greatly appreciated, completion of this survey is voluntary.

## Instructions for Submitting the Survey

If you are applying using a hard copy application, please place the completed survey in an envelope labeled "Applicant Survey." Seal the envelope and include it along with your application package. If you are applying electronically, please submit this survey along with your application.

Applicant's (Organization) Name:	Palm Beach County Board of County Commissioners
Applicant's DUNS Name:	078470481
Federal Program:	BJA FY 11 Justice and Mental Health Collaboration Program
CFDA Number:	16.745

- Has the applicant ever received a grant or contract from the Federal government?  
☒ Yes ☐ No
- Is the applicant a faith-based organization?  
☐ Yes ☒ No
- Is the applicant a secular organization?  
☐ Yes ☒ No
- Does the applicant have 501(c)(3) status?  
☐ Yes ☒ No
- Is the applicant a local affiliate of a national organization?  
☐ Yes ☒ No
- How many full-time equivalent employees does the applicant have? (Check only one box).  
☐ 3 or Fewer ☐ 15-50  
☐ 4-5 ☐ 51-100  
☐ 6-14 ☒ over 100
- What is the size of the applicant's annual budget? (Check only one box.)  
☐ Less Than \$150,000  
☐ \$150,000 - \$299,999  
☐ \$300,000 - \$499,999  
☐ \$500,000 - \$999,999  
☐ \$1,000,000 - \$4,999,999  
☒ \$5,000,000 or more

## Survey Instructions on Ensuring Equal Opportunity for Applicants

OMB No. 1890-0014 Exp. 2/28/2009

Provide the applicant's (organization) name and DUNS number and the grant name and CFDA number.

1. Self-explanatory.
2. Self-identify.
3. Self-identify.
4. 501(c)(3) status is a legal designation provided on application to the Internal Revenue Service by eligible organizations. Some grant programs may require nonprofit applicants to have 501(c)(3) status. Other grant programs do not.
5. Self-explanatory.
6. For example, two part-time employees who each work half-time equal one full-time equivalent employee. If the applicant is a local affiliate of a national organization, the responses to survey questions 2 and 3 should reflect the staff and budget size of the local affiliate.
7. Annual budget means the amount of money your organization spends each year on all of its activities.

### **Paperwork Burden Statement**

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this

information collection is **1890-0014**. The time required

to complete this information collection is estimated to average five (5) minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection.

**If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to:** The Agency Contact listed in this grant application package.

## Project Abstract

The Palm Beach County Criminal Justice Commission (CJC) is requesting \$250,000 for a twenty-four month planning and implementation grant (Category 2) to enhance the existing community-based, Delinquency Drug Court program through the addition of a co-occurring track. As of 2008, the total population of Palm Beach County was 1,265,293, with at least 124,905 youth between the ages of ten to seventeen. The population to be served is thirty (30) youth per year who have been referred to the juvenile justice system and have a co-occurring disorder as identified by the GAIN assessment tool. Services to be provided outside of court monitoring are: Adolescent Community Reinforcement Approach treatment with Assertive Continuing Care and outpatient psychiatric services.

The overarching goal is to provide mental health service components for youth designed to reduce future recidivism. Key outputs include: (1) an enhanced juvenile drug court with the ability to serve youth with co-occurring disorders; (2) new partnerships between county, state, and community-based agencies; and (3) an increase in the quality and quantity of substance abuse and mental health services available to juvenile offenders. In addition, Palm Beach County's Criminal Justice, Mental Health and Substance Abuse Planning Council (PBC Planning Council) identified nine priority strategies in their 2010 Strategic Plan for juveniles and this program addresses three of the nine.

Key partners who have participated in the PBC Planning Council and are committed to plan and implement this enhanced service component are: Palm Beach County Criminal Justice Commission (CJC); 15<sup>th</sup> Judicial Circuit Court; Department of Juvenile Justice (DJJ); Office of the State Attorney; Department of Children and Families - Substance Abuse and Mental Health Program Office (DCF); and Drug Abuse Treatment Association (DATA).

The CJC will provide oversight and evaluation of the juvenile and co-occurring courts and related performance measures as identified in the solicitation with a focus on mental health and recidivism.

## **Statement of the Problem**

Palm Beach County is developing a collaborative and systemic network approach to addressing the interface of juvenile justice, mental health, and substance abuse to ensure better services for consumers and more efficient use of public resources. The network involves all key actors in the juvenile justice and behavioral health systems along with many ancillary social services and consumer and family perspectives. This request will focus on three key needs identified in the strategic plan: (1) develop a specialty track for youth with co-occurring mental health and substance abuse disorders; (2) improved screening for mental health and substance abuse disorders; and (3) medication regime improvements. The funds of this grant will be used to (1) provide Adolescent Community Reinforcement Approach with Assertive Continuing Care services for juvenile offenders having co-occurring disorders, (2) train one therapist and one case manager in the Adolescent Community Reinforcement Approach and Assertive Continuing Care who shall be employed to provide these services, and (3) provide outpatient psychiatric medical services to appropriate youth offenders.

A key partner in this project is the 15<sup>th</sup> Judicial Circuit Court, which currently operates the County's Delinquency Drug Court (DDC). This specialty court provides an intensive treatment court for youth with a substance abuse issue(s) and was implemented in 2008. This proposal aims to enhance this Delinquency Drug Court by adding the capacity and capability to work with juveniles presenting co-occurring mental health and substance abuse disorders.

The impact of mental illness and substance abuse on the juvenile justice system is a high priority for Palm Beach County. The County shares national and state concerns regarding the detainment of juveniles with mental health disorders and dual substance abuse disorders, and recognizes the critical need to implement viable alternatives to detention for this vulnerable population. The County has been proactively seeking solutions to this problem through existing

task forces and system assessments. The Board of County Commissioners also recently created a Criminal Justice, Mental Health and Substance Abuse Planning Council. These have highlighted the need to focus on services for juveniles who have exhibited delinquent behaviors resulting from mental illness, substance abuse, and/or co-occurring disorders.

The Department of Juvenile Justice operates the Palm Beach County Juvenile Assessment Center (JAC), a central booking site for juveniles arrested in the county. The JAC offers youth an opportunity for mental health and substance abuse screening and assessment, as well as referral for appropriate services. For a four year study period during 2005-2008, exactly 7,807 arrested juveniles were assessed at the JAC by a team of substance abuse and mental health professionals. Key statistics resulting from these assessments are: (1) 43% of assessed youth had seen a psychiatrist at some point in their lives, (2) 25% had been hospitalized for mental health reasons, (3) 21% had been prescribed psychiatric medications, (4) 36% after assessment were referred to substance abuse treatment, and (5) 10% after assessment were referred to mental health treatment. Up to 72% of youth arrested in Palm Beach County are not assessed at the JAC, and are instead released to their families. This practice may inhibit access to mental health and substance abuse screening and assessment services for youth who are not delivered to the JAC.

According to *A Survey of Criminal Justice Practitioners and Their View on Florida's Mental Health and Substance Abuse Treatment and Delivery Systems* conducted by University of Central Florida's Department of Criminal Justice and Legal Studies, College of Health and Public Affairs, 87% of respondents felt that Florida's mental health and substance abuse delivery systems are not adequately funded; 72% felt that access to substance abuse and mental health services is related to public safety; 79% felt that Florida's mental health and substance abuse

delivery systems are in crisis; 76% agree that there are many children in Florida's juvenile justice system with serious emotional disturbances that went untreated; and 88% agree that access to services helps to avoid unnecessary and costly hospitalization and incarceration.

Studies have consistently shown that anywhere from 65% to 70% of youth in juvenile detention have diagnosable mental health disorders<sup>1</sup>. Greater than 50% of these youth also experience a co-occurring substance use disorder. An investigation led by the U.S. Department of Justice<sup>2</sup> called in to question the ability of juvenile justice facilities to adequately address these mental health needs of youth in their custody. Even so, there have been few systematic efforts to foster specialty courts for youth with mental illness in our country. As of 2006, only eleven juvenile mental health courts in the country were in operation, with an additional twenty jurisdictions reporting that they are considering or planning to implement a juvenile mental health court<sup>3</sup>. These reports provide evidence of the mental health crisis that currently exists within this nation's juvenile justice system.

As a response to this crisis, Palm Beach County developed a strategic plan for long-term systemic change to reduce the number of juveniles with mental health disorders and/or dual substance abuse disorders in the juvenile justice system. The plan utilized the Sequential Intercept Model<sup>4</sup> as its framework to divert or link these populations to treatment resources at

---

<sup>1</sup> Jennie Schufelt and Joseph Cocozza, "Youth with Mental Health Disorders in the Juvenile Justice System: Results from a Multi-State, Multi-System Prevalence Study," National Center for Mental Health and Juvenile Justice, 2006.

<sup>2</sup> U.S. Department of Justice, "Department of Justice Activities Under Civil Rights of Institutionalized Persons Act: Fiscal Year 2004," Washington, D.C., 2005.

<sup>3</sup> Jennie Schufelt and Joseph Cocozza, "Youth with Mental Health Disorders in the Juvenile Justice System: Results from a Multi-State, Multi-System Prevalence Study," National Center for Mental Health and Juvenile Justice, 2006.

<sup>4</sup> Dr. Mark Munetz and Dr. Patricia Griffin, "Use of the Sequential Intercept Model as an Approach to Decriminalization of People with Serious Mental Illness," (Psychiatric Services, April 2006, Vol. 57, No.4).



each stage of the Intercept Model. The plan identified systemic gaps and determined that the resources requested in this proposal will address a critical gap in the collaborative network of treatment and social services providers. At this time, the Delinquency Drug Court does not have component services to work with juveniles having co-occurring mental health and substance abuse disorders and does not have sufficient funding to enable this capability. In addition, no specific co-occurring disorder court or other coordination programs exist in Palm Beach County for juvenile offenders. However, a number of local programs may decide to refer youth for such mental health and substance abuse treatment services.

Some examples of local diversion programs or sub-systems currently in place in the county include the Intensive Delinquency Diversion Services (IDDS) Program, Juvenile First Offender Programs, the Family Violence Intervention Program, and Youth Court. Twelve local law enforcement agencies operate Juvenile First Offender Programs, which provide an opportunity for first time youth offenders to avoid a criminal record through non-judicial sanctions. The Office of the State Attorney diverts approximately 5,000 youth per year from the juvenile justice system to the Youth Court program, which provides referrals to a variety of community based initiatives and interventions. In addition, the Office of the State Attorney also diverts additional youth to the IDDS Program and the Family Violence Intervention Program, both of which provide non-judicial sanction options and services for youth. Sanctions coming from any one of these diversion services could include referrals for substance abuse or mental health assessment and/or treatment.

For those juveniles who are detained in the County's juvenile detention center for a period of time, counseling services are offered. In addition, youth who are already on medications upon arrest have access to a psychiatrist who sees clients once per week. If detained

youth are already receiving treatment by a psychiatrist in the community, the detention center will transport them to their psychiatrist's office for treatment. However, our County's system has failed to ensure that these juveniles receive necessary services upon their release to the community.

This proposal seeks to remedy this issue by implementing specific evidence-based solutions to co-occurring disorders among juvenile offenders in need. There is an infrastructure to work with in Palm Beach County, but there has been a failure to link and integrate systems. The primary goal of this proposal is to bridge the significant service delivery gap via a mechanism that links the juvenile offender from the juvenile justice system to systems addressing co-occurring mental health and substance abuse disorders, without compromising public safety.

## **Project Design and Implementation**

### Target Population And Number Of Persons To Be Served

The target populations of the proposed Delinquency Drug Court enhancement and associated Adolescent Community Reinforcement Approach, Assertive Continuing Care, and outpatient psychiatric services are those youth who can be characterized as court involved and dually diagnosed. These youth are often treatment resistant, have little in the way of support systems, and place the highest demands on the juvenile justice system. Because there are waiting times of between three and six weeks for appointments after referral, there is a large gap in service for therapy, case management, and psychiatric services that address co-occurring disorders in juveniles. It is the intent to target and serve thirty (30) youth per year during the two-year course of this project. Appropriate youth for the proposed project would demonstrate a need

for mental health and substance abuse treatment services via the evidence-based GAIN assessment tool<sup>5</sup>.

### Project's Purposes, Goals, and Objectives

Purpose: The purpose of this project is to further Palm Beach County's Strategic Plan by adding service capabilities for co-occurring disorders to the existing Delinquency Drug Court.

Goals: This request has four goals: (1) provide dually diagnosed court-involved juveniles with appropriate services through an enhanced Delinquency Drug Court; (2) promote consistent usage of proper medications via increases in treatment coordination; (3) provide a support system that will assist youth to participate and remain in treatment; and (4) reduce the number of youth who are at risk for recidivism with co-occurring mental health and substance abuse issues from detention and residential commitment.

Objectives: This request has the following objectives: (1) implement a co-occurring mental health and substance abuse disorder specialty court track for juvenile offenders in Palm Beach County; (2) develop and test the impact of Adolescent Community Reinforcement Approach, Assertive Continuing Care, and outpatient psychiatric services to a treatment resistant population; (3) identify the needs and treatment options required for juveniles with co-occurring disorders; and (4) increase the use of Baker Act or other appropriate co-occurring disorder resources other than juvenile detention or residential commitment.

---

<sup>5</sup> Patricia Shane, Paul Jasiukaitis, and Rex Green, "Treatment Outcomes Among Adolescents with Substance Abuse Problems: The Relationship Between Comorbidities and Post-Treatment Substance Involvement," (Evaluation and Program Planning, 2003, Vol. 26).

### Project Description

This proposal will address a significant service delivery gap by linking appropriate juvenile offenders promptly to systems addressing co-occurring mental health and substance abuse disorders and other support resources after entering Delinquency Drug Court. By enhancing the Delinquency Drug Court with co-occurring disorder treatment capabilities, a significant reduction in repeat arrests of program participants is anticipated.

### Responsibilities of Each Collaborating Agency

Fifteenth Judicial Circuit Court: will operate an enhanced co-occurring track of the Delinquency Drug Court program.

Drug Abuse Treatment Association, Inc. will: (1) provide Adolescent Community Reinforcement Approach with Assertive Continuing Care services; (2) provide outpatient psychiatric medical services; and (3) develop and implement collaborative protocols with the Juvenile Assessment Center/Fifteenth Judicial Circuit Court to integrate screening, assessment, and coordinate recommendations to the court.

Palm Beach County Criminal Justice Commission (PBCCJC). The PBCCJC will administer the grant between Palm Beach County and the U.S. Department of Justice, Bureau of Justice Assistance, Justice and Mental Health Collaboration grant program. This agency will also coordinate research, planning, and evaluation activities required for supporting the new services.

Office of the State Attorney: will provide collaboration and planning with the 15<sup>th</sup> Judicial Circuit Court.

Department of Juvenile Justice: will provide collaboration and planning with the 15<sup>th</sup> Judicial Circuit Court/Office of the State Attorney/Drug Abuse Treatment Association.

#### Screening And Needs-Based Assessment System

Juveniles arrested in Palm Beach County are currently screened and assessed by agencies that are working towards increased collaboration. One of the objectives of this project is to further enhance collaboration after arrest, so that resources can be directed to supervision, case management, and other services. While several alternatives to detention exist, the County currently has no specific diversion opportunity or alternative court for youth that integrates services to address co-occurring mental health and substance abuse disorders.

The Department of Juvenile Justice (DJJ) conducts a conference and assessment with each juvenile arrested in Palm Beach County. This information is utilized by a juvenile court judge in preparation for Detention Hearings so that a detention decision can be made. DJJ also operates the County's Juvenile Assessment Center (JAC), a central booking and assessment site for juveniles arrested in the county. Law enforcement officers deliver approximately 28% of arrested juveniles to the JAC instead of releasing them to their families.

Juveniles taken to the JAC are assessed by a Juvenile Assessment Team. This team generates referrals to service providers for further and more intensive evaluation and treatment. The Office of the State Attorney provides eligible youth opportunities for diversion to appropriate treatment services. However, implementation is the responsibility of the offender/client until they attend their first appointment at the appropriate treatment program. A significant percentage of clients are treatment resistant, disconnected from basic supportive resources, and do not make that first appointment, usually several weeks after referral.

### Relationship To Existing Plans

This project has been developed from the County's Strategic Plan for Criminal Justice, Mental Health and Substance Abuse Services. This particular plan is the cooperative effort of over 20 agencies sitting as the Criminal Justice, Mental Health and Substance Abuse Planning Council, a locally established effort. The plan itself was developed with input from multiple stakeholders including consumers and their families. It incorporates a number of national best practices and includes strategies for on-going governance and sustainability.

### Coordination Of Ancillary Social Services

Researchers<sup>6</sup> argue that new approaches are needed with respect to social service provision. Examples of new directions include enhancing social skills training, mitigating the effects of unhealthy social environments, and addressing "criminal thinking" patterns. The proposed Adolescent Community Reinforcement Approach with Assertive Continuing Care program is an evidenced-based practice<sup>7</sup> that will incorporate these concepts by addressing the holistic set of issues that often lead to repeat arrests, such as lack of family and/or peer support; substance use; and lack of linkage to or participation in appropriate services. An adaptation made to the approach is to provide Assertive Continuing Care immediately, rather than following residential treatment. The primary goal of this adaption is to offer juvenile offenders with co-occurring disorders an evidence-based service.

---

<sup>6</sup> William H. Fisher, PhD., and Robert E. Drake, MD, PhD, Policy Brief, Center for Behavioral Health Services and Criminal Justice Research, Rutgers, January 2009.

<sup>7</sup> Dr. Mark Godley, Dr. Susan Godley, Dr. Michael Dennis, Rodney Funk, and Lora Passetti, "Preliminary Outcomes from the Assertive Continuing Care Experiment for Adolescents Discharged from Residential Treatment," (Journal of Substance Abuse Treatment, 2002, Vol. 23).

### How This Proposal Will Improve The Functioning Of The Current System

First, this proposal will benefit the current system by developing collaborative assessment and recommendations to the court regarding the needs of juveniles with co-occurring mental health and substance abuse disorders between entities that currently conduct these assessments independently. Second, it will place dually diagnosed youth in a more intensively supported environment, beginning with participation in the specialty court. In addition to the benefits such youth will obtain from service components, a result will be the lowering of some demand on law enforcement and corrections resources if re-arrests can be reduced as projected.

### **Capabilities/Competencies**

#### Project Collaboration Structure

The Palm Beach County Criminal Justice Commission will be the criminal justice agency for this program jointly with Drug Abuse Treatment Association, Inc., as the local mental health agency. The Criminal Justice, Mental Health and Substance Abuse Planning Council of the CJC Sub-Committee on Juvenile Population will be the advisory body for this program. Grant management services, including project evaluation, will be provided by staff of the PBCCJC as well as coordination of the various collaboration and program start-up activities.

#### Stakeholders And Their Roles

Palm Beach County Criminal Justice Commission. The PBCCJC is the formally established body that is designed to facilitate collaborative efforts such as this one, provide evaluation services, and provide grant management services. Its role in this project will be to provide these supportive evaluation and management services. The PBCCJC is comprised of 33 members.

Twenty-one are public sector members from local, county, state, and federal criminal justice and governmental agencies and twelve are private sector business and educational leaders. The PBCCJC was established to study all aspects of the criminal justice and crime prevention systems within the federal, state, county, municipal and private agencies within the County. The PBCCJC then makes recommendations to the Board of County Commissioners on policies and programs designed to accomplish its objectives.

CJMHSa Planning Council. The role of the planning council is to function as a public management network where both the policy and operational issues involved in improving the interface of criminal justice, mental health, and substance abuse can occur. While having no line authority over any agency, it does provide the following critical functions for understanding and managing this interface as a system including (1) monitoring of key system indicators; (2) development of collaborative funding alternatives such as this proposal; (3) identification of policy issues that warrant advocacy strategies; (4) facilitation of cross system communication; and (5) facilitation of cross system improvements.

Drug Abuse Treatment Association, Inc. is a local provider of substance abuse and co-occurring substance abuse and mental health treatment services for juveniles as well as adults. This agency will provide Adolescent Community Reinforcement Approach, Assertive Continuing Care, and outpatient psychiatric services.

Fifteenth Judicial Circuit Court operates the County's Delinquency Drug Court for juveniles who have committed drug-related offenses or have a history of substance abuse. This Court will operate an enhanced Delinquency Drug Court for juveniles with co-occurring mental health and



substance abuse disorders, as well as provide a Drug Court Coordinator and case manager that will integrate service and program components for participants.

Anticipated Role Of Consumers, Advocates, And Family Members

Consumer, family and advocate input were solicited during the planning process through individual and group interviews, and will continue for the duration of the project. The case management aspect of the program design includes prompt linkage of clients to community resources. Client families will be involved in the project’s services. In addition, the evaluation element will contain a family/consumer perspective.

Key Activities, Milestones and Responsible Partners

The following table provides information on this topic:

Key Activity	Milestone	Responsible Partners
Project staffing	Project Staff in place and trained	PBCCJC, DATA
Analysis of recidivist population and diverted population	Analysis completed and recommendations regarding characteristics of target population finalized	PBCCJC
Collaborative screening and court recommendation protocols developed by Juvenile Assessment Center, Delinquency Drug Court, DATA, and State Attorney	Collaborative protocols approved	DATA, Department of Juvenile Justice, 15 <sup>th</sup> Judicial Circuit Court, Office of the State Attorney
Implementation of enhanced co-occurring capable Delinquency Drug Court	Enhanced co-occurring capable Delinquency Drug Court implemented	15 <sup>th</sup> Judicial Circuit Court, Office of the State Attorney

Screening system to select clients for enhanced Court developed	Screening system developed	DCF, 15 <sup>th</sup> Judicial Circuit Court
Clients selected	Client pool	15 <sup>th</sup> Judicial Circuit Court, Office of the State Attorney
Adolescent Community Reinforcement Approach(A-CRA) with Assertive Community Care(ACC) services enacted	Service provision	DATA, 15 <sup>th</sup> Judicial Circuit Court
Outpatient psychiatric services enacted	Service provision	DATA
Analysis of A-CRA with ACC fidelity in training and implementation	Research published; action plan to improve fidelity adopted	PBCCJC, DATA
Project evaluation	Evaluation completed	PBCCJC
Sustainability plan	Additional support secured	PBCCJC

#### Potential Barriers And Strategies To Overcome Them

Limited Resources. The primary barrier to implementing a juvenile co-occurring disorder court service has been limited resources. Currently, no co-occurring disorder juvenile diversion program or specialty court exists in Palm Beach County. The resources of this grant will allow enhancement of Delinquency Drug Court by adding service capabilities for co-occurring disorders.

Adherence to Medications. Failure to adhere to medications is a primary cause of incidents calling forth a law enforcement response. By providing a case manager and psychiatric

medication management services for the consumer, medications should be available and adherence increased.

Treatment Resistance. While the reasons for treatment resistance are many, one is the delay in receiving services following treatment referral, and the lack of time of staff to work regularly with the consumer in the consumer's environment. By providing prompt Adolescent Community Reinforcement Approach with Assertive Continuing Care services that follow the client into their community, this barrier will be addressed.

#### **Plan for Collecting the Data Required for This Solicitation's Performance Measures**

Performance data will be collected via several processes. The initial organization phase will develop procedures so that data collection is systemized. Some of the processes include: (1) documentation of meetings, participation, and decisions/actions; (2) collection of baseline data; (3) documentation of participation rates in the various activities of the project such as co-occurring disorder enhanced Delinquency Drug Court, psychiatric services, etc; (5) documentation of baseline and current rates of use of the Baker Act for juveniles; (6) and (7) collection of individual data on juveniles needing co-occurring mental health and substance abuse services as to established linkages with an agency equipped to treat such co-occurring disorders, time in juvenile detention, rate of recidivism and other useful data to the project.

#### **Plan for Measuring Program Success to Inform Plans for Sustainment**

##### Definitions Of Stakeholder Support And Service Coordination

Stakeholder support is defined as participation in meetings, collaborative work, in-kind provision of resources, direct financial support, referrals to others and follow-through on referrals and participation in assessment activities. Service coordination is defined from a

consumer's perspective as eliminating duplicative requirements, respect for the consumer's time by organizing services in coordinated time blocks, ensuring services are complimentary to each other and not contradictory, and response to consumer feedback. Service coordination from a systems or institutional perspective include process simplification or process consistency, elimination of service gaps, avoidance of duplication of services, consistency of client data and sharing of data bases where allowed.

#### Supplementation Nature Of Federal Support

Palm Beach County currently funds a Delinquency Drug Court. DCF/SAMH funds training for co-occurring disorders, as well as the Juvenile Evaluation Team which assesses youth after arrest. The Juvenile Alternative Sanctions division of Juvenile Court provides service coordination for delinquency cases. The Fifteenth Judicial Circuit Court also provides a Drug Court Coordinator position for the current Delinquency Drug Court. These entities will continue to fund their respective components of the effort while Federal funds will provide core project planning and implementation support.

#### Strategy For Long Term Support/Sustainability

The strategy to obtain long-term support is to empirically demonstrate sufficient cost savings and defensible cost avoidance that would warrant continued support from local funds. The sources of these savings and cost avoidance are most likely to come from saved or avoided detention or residential commitment costs in terms of recidivism and a shift to co-occurring disorder treatment costs. There may also be some savings from reduced law enforcement incidents. The sustainability plan will also address permanent leadership for the specialty court and service components.

Palm Beach County Criminal Justice Commission

24 month period

BJA Grant Application

Budget Category	Budget Narrative	Year 1				Year 2				24 month total expenses		
		Total	Grant	Match		Total	Grant	Match*		Total	Grant	Match
Personnel												
Primary Therapist	Position will be hired during month 4 of year 1, Full time, 100% of position, during grant period with 3% increase each year. Starting annual salary for year 1 is \$38,000 (will be paid for 8 months in year 1); year 2 is \$39,140 (will be paid for 12 months).	\$25,460.00	\$25,460.00	\$0.00		\$39,140.00	\$39,140.00	\$0.00		\$64,600.00	\$64,600.00	\$0.00
Case Manager	Position will be hired during month 4 of startup period. Full time, 100% of position during grant period with 3% increase in salary each year. Starting annual salary for year 1 is \$35,234 (will be paid for 8 months in year 1); year 2 is \$36,291.02 (will be paid for 12 months in year 2).	\$23,489.36	\$23,489.36	\$0.00		\$36,291.02	\$36,291.02	\$0.00		\$59,780.38	\$59,780.38	\$0.00
Fringe Benefits	See detailed breakout on next worksheet											
Primary Therapist	FICA, Workers' Comp, Retirement, Unemployment, Health Insurance	\$8,401.80	\$8,401.80	\$0.00		\$12,916.20	\$12,916.20	\$0.00		\$21,318.00	\$21,318.00	\$0.00
Case Manager	FICA, Workers' Comp, Retirement, Unemployment, Health Insurance	\$7,751.37	\$7,751.37	\$0.00		\$11,976.03	\$11,976.03	\$0.00		\$19,727.40	\$19,727.40	\$0.00
Travel												
Case Manager	Local travel to visit clients throughout county @ .51/mile - at average of 300 miles per month; 2400 miles for year 1; 3600 miles for year 2.	\$1,224.00	\$1,224.00	\$0.00		\$1,836.00	\$1,836.00	\$0.00		\$3,060.00	\$3,060.00	\$0.00
Primary Therapist	Local travel to juvenile court @ .51/mile -at an average of 100 miles per month; 800 miles for year 1; 1200 miles for year 2	\$408.00	\$408.00	\$0.00		\$612.00	\$612.00	\$0.00		\$1,020.00	\$1,020.00	\$0.00
Travel to orientation meeting with BJA	Travel for 2 people (airfare=\$1736.80) + (Meals =\$240, \$40/per day per diem x 3 days) + (Hotel=\$480, \$120 per night for 2 days) + Mileage=\$43.20; .54 cents x 40 miles roundtrip to airport x 2 people) = \$2500	\$2,500.00	\$2,500.00	\$0.00		\$0.00	\$0.00	\$0.00		\$2,500.00	\$2,500.00	\$0.00
Travel to BJA national conference	Travel for 4 people to Washington, DC – (airfare=\$2993.60; \$748.40 each) + (Meals =\$480, \$40/per day per diem x 3 days) + (Hotel=\$1,440 , \$120 per night for 3 days) + Mileage=\$86.40; .54 cents x 40 miles roundtrip to airport x 2 people) = \$5,000	\$0.00	\$0.00	\$0.00		\$5,000.00	\$5,000.00	\$0.00		\$5,000.00	\$5,000.00	\$0.00
Equipment	None											
Supplies												
Treatment Supplies	Supplies includes binders, printing of manuals, videos, creation and cost for compact discs, and refreshments for clients. (per year: binders \$25 x30 people=\$750; paper and printing treatment materials \$8.33 x 30 people= \$249.90; cds, DVDs, and videos \$16.67 x 30 people=\$500.10; refreshments, \$8.33 x 30 people x 12 days= \$2998.20.) Total \$4,498.80.	\$4,498.80	\$3,498.80	\$1,000.00	in-kind match	\$4,498.80	\$1,700.00	\$2,798.80	in-kind match	\$8,997.60	\$5,198.80	\$3,798.80
Construction	None											
Consultants/contracts												
V-CRA with ACC Training and Certification Team	Adolescent Community Reinforcement Approach with Assertive Continuing Care: yearly staff training, implementation, and supervision costs	\$5,000.00	\$5,000.00	\$0.00		\$5,000.00	\$5,000.00	\$0.00		\$10,000.00	\$10,000.00	\$0.00
To be determined	Analysis of clinical and law enforcement records to determine appropriate target population and service barriers.	\$5,000.00	\$0.00	\$5,000.00	in-kind match	\$0.00	\$0.00	\$0.00		\$5,000.00	\$0.00	\$0.00
To be determined	Data collection, analysis and evaluation	\$0.00	\$0.00	\$0.00		\$5,000.00	\$0.00	\$5,000.00	in-kind match	\$5,000.00	\$0.00	\$5,000.00
Other												
Palm Beach County Criminal Justice Commission	Support by the Criminal Justice, Mental Health and Substance Abuse Planning Council –miscellaneous–advisory council; correspondence. Research and Planning Manager (salary rate is \$42.62 per hour) and Sr. Analyst (salary rate is \$39.31 per hour) will provide part time staff support as needed.	\$8,500.00	\$0.00	\$8,500.00	in-kind match	\$8,500.00	\$0.00	\$8,500.00	in-kind match	\$17,000.00	\$0.00	\$17,000.00
Palm Beach County Criminal Justice Commission	Protocol development & Screening System – coordination with three existing entities. Hourly rate of \$50.00; 110 total hours per year by Research and Planning manager and Sr. Analyst of the Criminal Justice Commission (each) as in-kind	\$9,000.00	\$0.00	\$9,000.00	in-kind match	\$9,000.00	\$0.00	\$9,000.00	in-kind match	\$18,000.00	\$0.00	\$18,000.00
5th Judicial Circuit	Support by the 15th Judicial Circuit's Juvenile Alternative Sanctions Coordinator – will provide coordination of services in specialty track. Yearly salary of \$50,000; 20% of FTE per year as in-kind.	\$10,000.00	\$0.00	\$10,000.00	in-kind match	\$10,000.00	\$0.00	\$10,000.00	in-kind match	\$20,000.00	\$0.00	\$20,000.00
Psychiatric Services	Psychiatry. Funds will be used to purchase outpatient psychiatry services for each client as needed. Total cost is \$28,875.00 per year (up to 30 youth x \$275/hr unit x 3.5 units of psychiatric evaluation/medication management)	\$28,875.00	\$28,875.00	\$0.00		\$28,875.00	\$28,875.00	\$0.00		\$57,750.00	\$57,750.00	\$0.00
Indirect costs	None	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Total		\$140,108.33	\$106,608.33	\$33,500.00		\$178,645.05	\$143,346.25	\$35,298.80		\$318,753.38	\$249,954.58	\$68,798.80

Project Goal	Objectives	Activities/Tasks	Expected Start Date	Expected Completion Date	Responsible Party
1. Provide dually diagnosed court-involved juveniles with appropriate services through an expansion drug court track. (continued)	c. Develop uniform protocols for entities involved with specialty track.	Task 1 - Review screening, assessment and case plan process and identify protocols to be used uniformly by all parties.	Month 1	Month 4	15 <sup>th</sup> Judicial Circuit, DATA, PBCCJC
		Task 2 – Revise policies & protocols for implementation of uniform screening and recommendations to court for juveniles.	Month 4	Month 6	15 <sup>th</sup> Judicial Circuit, DATA, PBCCJC
	d. Cross-train staff from DATA, DJJ, and 15 <sup>th</sup> Judicial Circuit on new protocols.	Task 1- Training completed.	Month 7	Month 8	DATA
		Task 2- Monthly staff reviews of individuals receiving services scheduled with therapist and case manager to review client progress against screening and case plan recommendation.	Month 9	Month 24	DATA
	e. Develop protocols for use of outpatient psychiatric service funds for clients.	Task 1- Determine what outpatient psychiatric services will be funded.	Month 2	Month 4	DATA
		Task 2- Determine administrative process and timelines for outpatient psychiatric service funds.	Month 3	Month 4	DATA

Project Goal	Objectives	Activities/Tasks	Expected Start Date	Expected Completion Date	Responsible Party
1. Provide dually diagnosed court-involved juveniles with appropriate services through an expansion drug court track. (continued)	f. Develop and test the impact of Adolescent Community Reinforcement Approach with Continuing Care and outpatient psychiatric services to a treatment resistant population at risk for recidivism.	Task 1- Finalize service protocols.	Month 3	Month 7	DATA
		Task 2- Implement A-CRA with ACC and outpatient psychiatric services.	Month 5	Month 24	DATA
		Task 3- Reports and feedback to evaluation team and collaborating partners.	Month 8	Month 24	DATA
		Task 4- Collect outcome and participant data, including recidivism rates.	Month 12	Month 24	PBCCJC
2. Promote consistent usage of proper medications via increases in treatment coordination.	a. Develop medications protocols between Court and Agencies.	Task 1 – Finalize agreement to obtain medication records from previous mental health providers.	Month 1	Month 4	15 <sup>th</sup> Judicial Circuit, DATA
		Task 2 – Finalize agreement for youth in specialty track to receive outpatient psychiatric medication management services.	Month 3	Month 4	15 <sup>th</sup> Judicial Circuit, DATA
	b. Develop review mechanism for ongoing evaluation and quality improvement.	Task 1 – Develop evaluation and quality improvement methodology	Month 5	Month 8	DATA, PBCCJC
		Tasks 2 -- Evaluate consistency of medication usage from Court to case management to Assertive Continuing Care.	Month 8	Month 24	PBCCJC

Project Goal	Objectives	Activities/Tasks	Expected Start Date	Expected Completion Date	Responsible Party
3. Provide a support system that will assist persons to participate and remain in treatment.	a. Based on assessment, identify needed elements of support system.	Task 1 -- Develop service linkages for services needed by target population.	Month 5	Month 24	DATA, 15 <sup>th</sup> Judicial Circuit
		Task 2 -- Develop MOUs with appropriate providers.	Month 4	Month 10	DATA, 15 <sup>th</sup> Judicial Circuit
	b. Develop protocols for coordination and client transfer	Task 1 -- Determine criteria for transfer of clients at end of specialty track involvement	Month 1	Month 4	15 <sup>th</sup> Judicial Circuit
		Task 2 -- Implement case management.	Month 5	Month 24	15 <sup>th</sup> Judicial Circuit
	c. Develop mechanism for system feedback and quality improvement efforts	Task 1 -- Develop evaluation methodology and data collection procedures for client and cost data.	Month 3	Month 6	PBCCJC
		Task 2 -- Review all persons referred at monthly staff reviews with collaborative partners, and institute improvements to protocols as appropriate.	Month 5	Month 24	15 <sup>th</sup> Judicial Circuit, DATA, PBCCJC
		Task 3 -- Collect evaluation data from staff reviews and document modifications of case activities.	Month 9	Month 24	PBCCJC



Project Goal	Objectives	Activities/Tasks	Expected Start Date	Expected Completion Date	Responsible Party
4. Reduce the number of youth with a history of mental health and substance abuse issues in detention and residential commitment.	a. Increase the use of Baker Act or other appropriate mental health resources other than detention or residential commitment.	Task 1 – Document the baseline utilization of mental health resources and the Department of Juvenile Justice history for each person served by the program.	Month 3	Month 24	PBCCJC, DATA
		Task 2 – Identify service barriers and client resistance that result in law enforcement encounters for each client.	Month 5	Semi-annual to Month 24	15 <sup>th</sup> Judicial Circuit case manager
		Task 3 – Document utilization of mental health/Baker Act resources by participating clients for 12 months following admission to the specialty track.	Month 9	Semi-annual to Month 24	15 <sup>th</sup> Judicial Circuit case manager
		Task 4 – Data analysis, reports and feedback to the CJC Advisory Council for action.	Month 12	Semi-annual to Month 24	PBCCJC, 15 <sup>th</sup> Judicial Circuit, DATA
		Task 5 – Actions adopted by collaborating partners to address service issues that will improve use of appropriate mental health resources.	Month 12	Month 24	PBCCJC, 15 <sup>th</sup> Judicial Circuit, DATA



THE CIRCUIT COURT OF THE  
**FIFTEENTH JUDICIAL CIRCUIT**  
OF FLORIDA

CHAMBERS OF  
**PETER D. BLANC**  
CHIEF JUDGE

PALM BEACH COUNTY COURTHOUSE  
205 NORTH DIXIE HIGHWAY  
WEST PALM BEACH, FLORIDA 33401  
561/355-1721

February 3, 2011

Mr. Michael L. Rodriguez, Executive Director  
Palm Beach County Criminal Justice Commission  
301 N. Olive Ave  
Suite 1001  
West Palm Beach, FL 33401

Dear Mr. Rodriguez:

This correspondence serves as the Fifteenth Circuit Administrative Office of the Court's endorsement of and commitment to your efforts to secure the Justice and Mental Health Collaboration Program Planning and Implementation grant with the United States Department of Justice's Office of Justice Programs. We recognize the critical need for resources in the juvenile justice system to deal with co-occurring disorders.

The purpose of this grant proposal is to expand the treatment services to participants, thus expanding the number of candidates admitted into the existing Delinquency Drug Court. In addition, this collaboration grant is vital to the overall success of the program.

The Administrative Office of the Court oversees all judicial and non-judicial matters arising within the Circuit. This includes support for all aspects of the Delinquency Drug Court including technology, case management, resource development and fiscal support.

Should you be successful in securing this grant, the Fifteenth Circuit Administrative Office of the Court pledges to assist in the operation of the Delinquency Drug Court and newly established co-occurring track, as well as contribution of a Circuit Judge, Drug Court Coordinator and Juvenile Case Manager.

Please feel free to contact me with any questions.

Sincerely,

Peter D. Blanc  
Chief Judge



**OFFICE OF THE STATE  
ATTORNEY**

FIFTEENTH JUDICIAL CIRCUIT  
IN AND FOR PALM BEACH COUNTY

**MICHAEL F. MCAULIFFE  
STATE ATTORNEY**



February 3, 2011

Mr. Michael L. Rodriguez, Executive Director  
Palm Beach County Criminal Justice Commission  
301 N. Olive Ave  
Suite 1001  
West Palm Beach, FL 33401


Dear Mr. Rodriguez:

This correspondence serves as an endorsement of and commitment to your efforts in applying for the Justice and Mental Health Collaboration Program Planning and Implementation grant with the United States Department of Justice's Office of Justice Programs. We recognize the need for resources in the juvenile justice system to deal with co-occurring disorders.

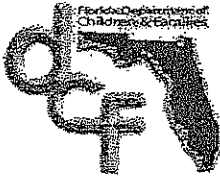
Your proposal to enhance Delinquency Drug Court by adding service capabilities for juveniles with co-occurring disorders will benefit the community. I support your proposal.

Should you have any questions or comments, feel free to call.

Sincerely,

  
MICHAEL F. MCAULIFFE  
STATE ATTORNEY

401 N. Dixie Highway, West Palm Beach, Florida 33401-4209  
(561) 355-7100



State of Florida  
Department of Children and Families

Rick Scott  
Governor

David E. Wilkins  
Secretary

Perry Borman  
Regional Director

February 3, 2011

Mr. Michael L. Rodriguez, Executive Director  
Palm Beach County Criminal Justice Commission  
301 N. Olive Ave  
Suite 1001  
West Palm Beach, FL 33401

Dear Mr. Rodriguez:

This correspondence serves as the Department of Children and Families, Substance Abuse and Mental Health Program Office's endorsement of and commitment to your efforts in applying for the Justice and Mental Health Collaboration Program Planning and Implementation grant with the United States Department of Justice's Office of Justice Programs. We recognize the need for resources in the juvenile justice system to deal with co-occurring disorders.

The proposed services support the Department's ongoing efforts to integrate substance abuse and mental health services. The Juvenile Drug Court program is strongly aligned with the Department's mission to protect the vulnerable, promote strong and economically self-sufficient families, and advance personal and family recovery and resiliency.

Should you be successful in securing this grant, The Circuit 15 SAMH Program Office pledges to assist in planning and coordination of services.

Should you have any questions or comments, feel free to call.

Sincerely,

Cathy A. Claud, MNM, CAP, CAPP  
Substance Abuse Service Coordinator  
Substance Abuse and Mental Health Program Office  
C15 Department of Children and Families

Circuit 15  
111 South Sapodilla Avenue, West Palm Beach, FL

Mission: Protect the Vulnerable, Promote Strong and Economically Self-Sufficient Families, and  
Advance Personal and Family Recovery and Resiliency



## OFFICERS

Deborah Praeg  
Chair

Ersine Rogers  
Vice Chair

Gary Frechette  
Treasurer

Sally Mohler  
Secretary

Norman C. Hayslip  
(1916-2004)

Walter D. Kelly  
(1927-1996)

John E. Fowler III  
President and CEO



Town of Palm Beach United Way  
United Way of Indian River County  
United Way of Martin County  
United Way of St. Lucie County, Inc.

February 1, 2011

Mr. Michael L. Rodriguez, Executive Director  
Palm Beach County Criminal Justice Commission  
301 N. Olive Ave  
Suite 1001  
West Palm Beach, FL 33401

Dear Mr. Rodriguez:

This correspondence serves as the *Drug Abuse Treatment Association, Inc.'s (DATA)* endorsement of and commitment to your efforts in applying for the Justice and Mental Health Collaboration Program Planning and Implementation grant with the United States Department of Justice's Office of Justice Programs. We recognize the need for resources in the juvenile justice system to deal with co-occurring disorders.

DATA's mission is to provide effective quality programs for children and adolescents, and their families experiencing problems with substance abuse and/or juvenile delinquency. We provide services in Palm Beach, St. Lucie, Martin, Indian River and Okeechobee Counties. We are committed to provide programs, which foster the skills necessary for individuals to be responsible, productive members of their communities. As you know, we believe in collaboration and partnerships, and commit to support this project.

Should you be successful in securing this grant, DATA pledges to assist in the implementation of the program, and to continue to participate in collaborative efforts consistent with our mission. Should you have any questions or comments, or need any additional information, please don't hesitate to contact me. Thank you.

Sincerely,

John Fowler  
President and CEO

- ☐ ADMINISTRATION
- ☐ OUTPATIENT/FT. PIERCE
- ☐ OUTPATIENT/INTERVENTION
- ☐ WALTER D. KELLY CENTER
- ☐ NORMAN C. HAYSLIP CENTER

561-743-1034  
772-595-3322  
561-844-3556  
561-844-9661  
772-464-7575

1016 CLEMONS STREET, SUITE 300, JUPITER, FLORIDA 33477  
4590 SELVITZ ROAD, BUILDING B, FT. PIERCE, FLORIDA 34981  
1720 E. TIFFANY DRIVE, SUITE 102, MANGONIA PARK, FLORIDA 33407  
1041 45TH STREET, Building #3, WEST PALM BEACH, FLORIDA 33407  
4590 SELVITZ ROAD, Building A, FT. PIERCE, FLORIDA 34981

FAX 561-743-1037  
FAX 772-595-3704  
FAX 561-845-0316  
FAX 561-840-8716  
FAX 772-464-6169



## FLORIDA DEPARTMENT OF JUVENILE JUSTICE

Rick Scott, Governor

Wansley Walters, Secretary

February 3, 2011

Mr. Michael L. Rodriguez, Executive Director  
Palm Beach County Criminal Justice Commission  
301 N. Olive Ave  
Suite 1001  
West Palm Beach, FL 33401

Dear Mr. Rodriguez:


This correspondence serves as Circuit 15 Department of Juvenile Justice Administration endorsement of and commitment to your efforts in applying for the Justice and Mental Health Collaboration Program Planning and Implementation grant with the United States Department of Justice's Office of Justice Programs. We recognize the need for resources in the juvenile justice system to deal with co-occurring disorders.

The Florida Department of Juvenile Justice and its local Circuit Administration in Circuit 15 up our mission to increase public safety by reducing juvenile delinquency through effective prevention, intervention and treatment services that strengthen families and turn around the lives of troubled youth. Our vision is that children and families of Florida will live in safe, nurturing communities that provide for their needs, recognize their strengths and support their success. Maintaining, preserving and enhancing the resources that produce the desired results are key in meeting the needs of all those served by agencies working and collaborating together.

Should you be successful in securing this grant, DJJ Circuit Administration pledges to assist in providing assistance in implementation within its scope of services to meet the needs of youth and their families.

Should you have any questions or comments, feel free to call.

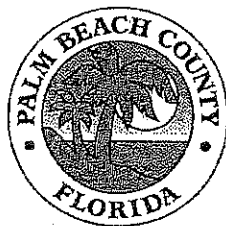
Sincerely,

  
Feirmon E. Johnson  
Chief Probation Officer Circuit 15  
Department of Juvenile Justice

3400 Belvedere Road, West Palm Beach, FL 33406 – 561-682-0000

<http://www.djj.state.fl.us>

*The mission of the Department of Juvenile Justice is to increase public safety by reducing juvenile delinquency through effective prevention, intervention, and treatment services that strengthen families and turn around the lives of troubled youth.*



**Criminal Justice Commission**  
301 North Olive Avenue, Suite 1001  
West Palm Beach, FL 33401-4705  
(561) 355-4943  
FAX: (561) 355-4941  
[www.pbcgov.com/cjc](http://www.pbcgov.com/cjc)

**Palm Beach County  
Board of County  
Commissioners**

Karen T. Marcus, Chair

Shelley Vana, Vice Chair

Paulette Burdick

Steven L. Abrams

Burt Aaronson

Jess R. Santamaria

Priscilla A. Taylor

**County Administrator**

Robert Weisman

*"An Equal Opportunity  
Affirmative Action Employer"*

printed on recycled paper

February 3<sup>rd</sup>, 2011

**Re: Letter of Commitment for Justice and Mental Health Collaboration  
Program Grant**

To Whom It May Concern:

On September 24<sup>th</sup>, 2007 members of the Criminal Justice Commission fully supported the establishment of the Mental Health and Substance Abuse Planning Council. Since that time, the Commission has supported the Council with dedicated staffing for meeting purposes and grant administration. In 2009, the Council completed a comprehensive strategic plan through the Reinvestment grant and has been working on developing the 52 strategies that were identified.

The Commission was also recently in agreement that the Criminal Justice Commission submit a planning and implementation grant for the Justice and Mental Health Collaboration program in order to add a co-occurring specialty track to the current Delinquency Drug Court. For this project, the Commission is committed to providing grant administration with the use of administrative cost and is committed to providing \$17,500.00 in salary in-kind dollars for existing staff positions to provide 210 hours of support and coordination throughout the 24 month period of the program.

The Criminal Justice Commission's founding ordinance and track record shows that we are very well suited to help the State and County redirect youth with mental health and substance abuse disorders away from incarceration.

The Criminal Justice Commission is firmly committed to ensuring that youth with mental health and/or substance abuse disorders are helped by implementing policies and programs that promote prevention and treatment. Diverting this at-risk population away from incarceration is an indicator of civil society and paramount to maintaining public health and safety.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael L. Rodriguez".

Michael L. Rodriguez  
Executive Director



Department of Justice  
Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

September 6, 2012

Mr. Michael Rodriguez  
Palm Beach County Board of County Commissioners  
301 North Olive Avenue  
West Palm Beach, FL 33401

Dear Mr. Rodriguez:

On behalf of Attorney General Eric Holder, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the FY 11 Justice and Mental Health Collaboration Program: Planning and Implementation in the amount of \$249,955 for Palm Beach County Board of County Commissioners.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Nikisha L. Love, Program Manager at (202) 616-8241; and
- Financial Questions, the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at [ask.ocfo@usdoj.gov](mailto:ask.ocfo@usdoj.gov).

Congratulations, and we look forward to working with you.

Sincerely,

Mary Lou Leary  
Acting Assistant Attorney General

Enclosures

Attachment #

2



13-

0134

BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET AMENDMENT

Page 1 of 1

FUND 1507 - Criminal Justice Commission Grant Fund

BGEX 762-092612\*2144  
BGRV 762-092612\*704

Use this form to provide budget for items not anticipated in the budget.

ACCOUNT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED as of 9/25/12	REMAINING BALANCE
<b>REVENUES</b>								
Justice Mental Health Grant Program								
762-7663-3129	Fed Grant - Oth Public Safety	0	0	249,955	0	249,955		
<b>TOTAL REVENUES</b>		1,626,100	1,626,100	249,955	0	1,876,055		
<b>EXPENDITURES</b>								
Justice Mental Health Grant Program								
762-7663-8201	Contributions-Non-Govtl Agencies	0	0	159,887	0	159,887	0	159,887
762-7663-4001	Travel	0	0	7,500	0	7,500	0	7,500
762-7663-9000	Transfer to General Fund (0001)	0	0	82,568	0	82,568	0	82,568
<b>TOTAL EXPENDITURES</b>		1,626,100	1,626,100	249,955	0	1,876,055		

Attachment #

Criminal Justice Commission

INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

Signatures

Date

By Board of County Commissioners  
At Meeting of 10/16/12

Deputy Clerk to the  
Board of County Commissioners

*[Signature]* 10/2/12  
*[Signature]* 10/3/12  
10/2/12  
ce

13- 0135

BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET AMENDMENT

Page 1 of 1

FUND 0001 - General Fund

BGEX 762-100212\*24  
BGRV 762-100212\*004

Use this form to provide budget for items not anticipated in the budget.

ACCOUNT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED as of 10/01/12	REMAINING BALANCE
<b>REVENUES</b>								
<u>Court Administration</u>								
520-5201-8249	Tr Fr Fund 1507	0	0	82,568	0	82,568		
	<b><u>TOTAL REVENUES</u></b>	<b>1,037,880,761</b>	<b>1,037,880,761</b>	<b>82,568</b>	<b>0</b>	<b>1,037,963,329</b>		
<b>EXPENDITURES</b>								
<u>Court Administration</u>								
520-5201-1201	Salaries and Wages	307,006	307,006	59,780	0	366,786	0	366,786
520-5201-2101	Fica - Taxes	18,574	18,574	3,696	0	22,270	0	22,270
520-5201-2105	Fica - Medicare	4,353	4,353	867	0	5,220	0	5,220
520-5201-2201	Retirement Contributions - FRS	16,693	16,693	2,889	0	19,582	0	19,582
520-5201-2301	Insurance - Life & Health	92,832	92,832	12,276	0	105,108	0	105,108
520-5201-4001	Travel	700	700	3,060	0	3,760	0	3,760
	<b><u>TOTAL EXPENDITURES</u></b>	<b>1,037,880,761</b>	<b>1,037,880,761</b>	<b>82,568</b>	<b>0</b>	<b>1,037,963,329</b>		

Attachment #

4

Criminal Justice Commission  
INITIATING DEPARTMENT/DIVISION  
Administration/Budget Department Approval  
OFMB Department - Posted

28

Signatures

Date

*[Signature]* 10/4/12  
*[Signature]* 10/4/12

By Board of County Commissioners  
At Meeting of 10/16/12

Deputy Clerk to the  
Board of County Commissioners