

Agency Name: [Collin County](#) Grant/App: [2657204](#) Start Date: [9/1/2016](#) End Date: [8/31/2017](#)

Project Title: [Teen Court - Substance Abuse and Mental Health Evaluation and Treatment](#)
Status: [Application Pending Submission](#)

Profile Information

Applicant Agency Name: [Collin County](#)
Project Title: [Teen Court - Substance Abuse and Mental Health Evaluation and Treatment](#)
Division or Unit to Administer the Project: [Teen Court](#)
Address Line 1: [2300 Bloomdale Road](#)
Address Line 2: [Suite 4192](#)
City/State/Zip: [McKinney Texas 75071-8517](#)
Start Date: [09/01/2016](#)
End Date: [08/31/2017](#)

Regional Council of Governments (COG) within the Project's Impact Area: [North Central Texas Council of Governments](#)
Headquarter County: [Collin](#)
Counties within Project's Impact Area: [Collin](#)

Grant Officials:

Authorized Official

User Name: Keith Self
Email: keith.self@collincountytx.gov
Address 1: [2300 Bloomdale Road](#)
Address 1:
City: [McKinney, Texas 75071](#)
Title: [The Honorable](#)
Salutation: [Judge](#)

Financial Official

User Name: Jeff May
Email: jmay@co.collin.tx.us
Address 1: [2300 Bloomdale Rd](#)
Address 1: [Suite 3100](#)
City: [McKinney, Texas 75071](#)
Title: [Mr.](#)
Salutation: [Mr.](#)

Project Director

User Name: Janna Caponera
Email: jbenson-caponera@co.collin.tx.us
Address 1: [2300 Bloomdale Road, Suite 3100](#)
Address 1:
City: [McKinney, Texas 75069](#)
Title: [Ms.](#)
Salutation: [Ms.](#)

Grant Writer

User Name: Linda Riggs
Email: lriggs@co.collin.tx.us
Address 1: [2300 Bloomdale Rd](#)
Address 1:
City: [McKinney, Texas 75071](#)
Title: [Ms.](#)
Salutation: [Ms.](#)

Grant Vendor Information

Organization Type: [County](#)
Organization Option: [applying to provide juvenile prevention and / or intervention services](#)
Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID): [17560008736000](#)
Data Universal Numbering System (DUNS): [074873449](#)

Narrative Information

Fund Source Information and Requirements

Introduction

Information related to this program is in the CJD funding announcements for the Juvenile Justice Local and Statewide Grant Programs.

Section 1: Program-Specific Questions

Sustainment

How many additional years, beyond this request, do you plan to request continuation funding?

2

- 1) If three (3) years or fewer, provide a brief explanation of your sustainment plan, if it will be sustained; [if not to be sustained enter 'N/A']:
Collin County is very supportive of the Teen Court program; however, the county does not typically provide social services such as substance abuse or mental health evaluations, counseling, and treatment. Instead the county prefers to provide linkages to existing professionals and social service agencies. The Teen Court program intends to use the relationships developed and data collected over a 3-year project to integrate with a community provider to supply these services as a longer term solution.
- 2) If more than three (3) years, explain the longer term sustainment plan or why other resources cannot be used to continue this project and why a sustainment strategy is not possible:
NA

Section 2: Certifications

In addition to the requirements found in existing statute, regulation, and the funding announcement, this program requires applicant organizations to certify compliance with the following:

A. Constitutional Compliance

Applicant assures that it will not engage in any activity that violates Constitutional law including profiling based upon race.

B. Information Systems

Applicant assures that any new criminal justice information systems will comply with data sharing standards for the Global Justice XML Data Model and the National Information Exchange Model.

C. Bulletproof Vests

Applicant assures that if it plans to purchase body armor with grant funds, that it has adopted a mandatory wear policy and that all vests purchased have been tested and found to comply with the latest applicable National Institute of Justice (NIJ) ballistic or stab standards. Additionally, vests purchased must be American-made.

D. Uniform Crime Reports

Eligible applicants operating a law enforcement agency must be current on reporting Part I violent crime data to the Texas Department of Public Safety for inclusion in the annual Uniform Crime Report (UCR) and must have been current for the three previous years.

E. Criminal History Reporting

The county (or counties) in which the applicant is located must have a 90% average on both adult and juvenile criminal history dispositions reported to the Texas Department of Public Safety for calendar years 2010 through 2014.

F. DNA Testing of Evidentiary Materials

When funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System (CODIS) by a government DNA lab with access to CODIS.

G. Interoperable Communications

Funds to support emergency communications activities must ensure compliance with the FY 2015 SAFECOM Guidance on Emergency Communications Grants; adherence to the technical standards set forth in the FCC Waiver Order, or any succeeding FCC orders, rules, or regulations pertaining to broadband operations in the 700 MHz public safety band; and are fully coordinated with the full-time Statewide Interoperability Coordinator (SWIC) for Texas.

H. Immigration and Customs Enforcement Requests

If the applicant organization is a sheriff's department or the project is providing direct resources to or is being implemented by a sheriff's department, the following certification applies:

I certify that the applicant sheriff's department (department) participates fully, and will continue throughout the grant period to participate fully, in all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security (DHS) to (1) notify DHS of all information requested by DHS related to illegal aliens in the custody of the department, and (2) detain

such aliens in accordance with requests by DHS. I further certify that the department has no policy, procedure, or agreement that limits or restricts the department's full participation in all aspects of the programs and procedures utilized by DHS to (1) notify DHS of all information requested by DHS related to illegal aliens in the custody of the department, and (2) detain such aliens in accordance with requests by DHS. I agree that failure to comply with this certification will result in CJD terminating the grant and the department shall return all funds received to CJD. Additionally, I agree that the department will remain ineligible for future CJD funding until it can provide satisfactory evidence that the jurisdiction has been in compliance with this requirement for a period of at least one year.

I. Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

[Cynthia Jacobson](#)

Enter the Address for the Civil Rights Liaison:

[2300 Bloomdale Road, Suite 4117 McKinney, TX 75071](#)

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

[\(972\) 548-4606](#)

Overall Certification

Each applicant agency must certify to the specific requirements detailed above as well as all requirements within the CJD Funding [Local Announcement](#) or [Statewide Announcement](#), and CJD [Comprehensive Certification and Assurances](#) to be eligible for this program.

X I certify to all of the above requirements.

Project Narrative

Project Abstract

While teenagers frequently engage in acts (e.g., petty theft, criminal mischief, fighting) that may result in justice system contact, teens with substance abuse and/or mental (SAM) disorders are far more likely to have increased contact with law enforcement resulting in detention. Research shows that 8-10% of US teens meet the criteria for a serious emotional disturbance, but fewer than half receive treatment. Early identification and treatment of juveniles has been shown to help teens successfully navigate SAM disorder challenges and prevent further justice system involvement. However, when left untreated, juveniles with SAM disorders have an increased risk of engaging in delinquent behaviors leading to escalating criminal activity and progression into the adult justice system. Unfortunately, early identification can be difficult and treatment is frequently cost prohibitive.

Since it targets youth charged with minor misdemeanors, Collin County Teen Court has the unique opportunity to divert first-time offenders away from the juvenile justice system, while incorporating proven screening methods for early detection of SAM disorder indicators. Participants identified as having additional needs can be referred for professional evaluation and mental health / substance abuse treatment as part of the program requirements. Early detection linked with the provision of evaluation and treatment can improve behavioral outcomes and prevent further involvement with the justice system.

Problem Statement

Substance abuse and mental illness frequently occur together in juveniles (under 18 years), and a complex relationship exists between mental illness and substance abuse. Drug abuse can cause a mental illness; mental illness can lead to drug abuse; and/or drug abuse and mental disorders can both be caused by other common risk factors.

While teenagers frequently engage in acts (truancy, petty theft, criminal mischief, fighting, etc.) that could be the basis for contact with the criminal justice system, teens with substance abuse and/or mental (SAM) disorders are far more likely to have increased contact with law enforcement resulting in detention. Left untreated, juveniles with SAM disorders have an increased risk of social problems, violence, and engagement in other delinquent behaviors. Additionally, research suggests most adult mental health disorders emerge in childhood and adolescence and persist throughout life. Within the criminal justice system, the incidence of adults with SAM disorders is disproportionately high, lending credence that, left untreated, juveniles with SAM disorders feed into the adult justice system and highlighting the need for early intervention and treatment. Unfortunately, early identification can be difficult and treatment is frequently cost prohibitive.

Identifying and treating juveniles upon their first, usually minor, offense can help teens successfully navigate the challenges that come from experiencing SAM disorders and prevent further involvement with the justice system. However, leaving these early offenders untreated will likely lead to escalating and more serious criminal activity, increased law enforcement contact, detention with longer sentences, and progression into the adult justice system.

Supporting Data

Research has shown that one in every 4 to 5 juveniles meets the criteria for a lifetime SAM disorder associated with severe role impairment and/or distress; over 40% of those are diagnosed with multiple classes of disorders, and approximately 8-10% of US teens meet the current criteria for having a serious emotional disturbance (1). Fewer than half of youth with current disorders receive treatment (2).

Collin County's population increased 80% since 2000, from 491,772 to 885,241 persons. Over the same time period, the juvenile (under age 18) population has more than doubled – rising from 98,889 to 240,785 – resulting in an increase of more than 140,000 juveniles (3, 4, 5). Correspondingly, juvenile crime has risen. Per Collin County Juvenile Probation Services, between 2000 and 2015, the number of juveniles adjudicated more than doubled from 121 to 269 (7).

Common indicators for potential SAM disorders in adolescents include, but are not limited to, excessive fear, anger, anxiety, or feelings of worthlessness; severe mood swings; extreme difficulties concentrating and impulsive behavior; exercising unusually poor judgment; and/or little to no care or concern for others (6). Teen Court offenses that may be indicative of potential SAM disorders include drug/alcohol related offenses, disorderly conduct, and/or assault. Since FY 2009, 17.1% of all offenses referred to Teen Court have been related to these 3 categories. Each month in 2015, an average of 1 to 2 teens were referred to Teen Court after pleading guilty or no contest to aggressive, disruptive, or substance abuse charges. Since the end of July, Teen Court has collected parental responses to surveys. Of the 70 responses received, 16 (22.9%) responded the teen would benefit from both drug testing and counseling, while another 13 (18.6%) responded the teen would benefit from counseling and 1 said the teen would benefit from drug testing but not counseling. Altogether, of the 70 responses, 30 (42.9%) of the respondents indicated the juvenile Teen Court participant would benefit from the services proposed in this project (8).

In 2012, the Collin County Teen Court Coordinator referred one particular participant charged with assault to be professionally evaluated; the participant was diagnosed as bipolar and schizophrenic. The teen's parents paid for the \$600 evaluation, but in many cases the teens and their families cannot afford testing, much less treatment. Of the 30 survey respondents who indicated a need for counseling and/or drug testing, 36.7% had an income level under \$40,000 to provide for an average of 3 children in the household (8). Unfortunately, participants who are identified as potentially needing intervention commonly drop out of the voluntary Teen Court program and pay their misdemeanor fines to the originating Justice of the Peace or Municipal Court, which is less expensive than evaluation and treatment.

1. Merikangas KR, He JP, Burstein M, et. al. Lifetime prevalence of mental disorders in US adolescents: Results from the National Comorbidity Study-Adolescent Supplement (NCS-A). *J Am Acad Child Adolesc Psychiatry*. 2010 Oct; 49(10): 980-989.
2. Department of Health and Human Services. Identifying mental health and substance use problems of children and adolescents: A guide for child-serving organizations (HHS Publication No. SMA 12-4670). Rockville, MD: Substance Abuse and Mental Health Services Administration. 2011.
3. "Collin County QuickFacts." State and County QuickFacts. US Census Bureau, 02 Dec 2015. [Accessed Jan 07, 2016]. <http://quickfacts.census.gov/qfd/states/48/48085.html>.
4. Texas Association of Counties. Basic county data: Collin County profile." Austin, TX: The County Information Program. [Accessed Jan 07, 2016]. www.txcip.org/tac/census/profile.php?FIPS=48085.
5. "Intercensal Estimates of the Resident Population by Five-Year Age Groups and Sex for Counties: April 1, 2000 to July 1, 2010," US Census Bureau, Population Division, Oct 2012. [Accessed Jan 07, 2016]. <http://www.census.gov/popest/data/intercensal/county/county2010.html>.
6. The REACH Institute. The Action Signs Project: A Toolkit to Help Parents, Educators and Health Professionals Identify Children at Behavioral and Emotional Risk. 2011. [Accessed Jan 17, 2014]. www.thereachinstitute.org/files/documents/action-signs-toolkit-final.pdf.
7. Collin County. Juvenile Probation Services reports. 2000 – 2015.
8. Collin County. Teen Court reports. 2007 – 2015.

Project Approach & Activities

Teen Court is an ideal way to identify early SAM disorder indicators before comprehensive criminal justice involvement is required. Teen Court is a 90-day program that provides alternative sentencing to first-time adolescent (ages 12 to 18) offenders charged with Class C misdemeanors. Sentences are meant to be constructive, enable offenders to understand the harm caused

by their behavior, make amends to the person(s) affected by their actions, and improve relationships with victims and the community. Following completion of the program, the misdemeanor is dismissed from the adolescent's record.

At the original misdemeanor sentencing hearing, the Justice of the Peace or Municipal Judge may include participation in the Teen Court program as part of probation. After this referral to Teen Court, all participants will complete the Massachusetts Youth Screening Instrument (MAYSI-2), which is a short behavioral and substance abuse screening tool which can be quickly scored by a non-mental health professional. Additionally, the Teen Court Coordinator may identify the potential need for substance abuse and/or mental health evaluation or treatment through post-hearing discussions with the Judge, mandatory follow on contact with the teen's school, or parental meetings.

After referral, a Teen Court hearing is set. At the hearing, defendants explain and admit their wrongful acts before a jury of their peers, accepting whatever sentence is imposed. Sentencing options usually include community service, apology letters, research papers/essays, and future Teen Court jury duty. While the youth "jury" volunteers may include drug testing as part of the sentence, the requirement for evaluation and/or treatment will be assigned by the Teen Court Coordinator after the hearing is over.

The sentencing process begins the 13-week (90-day) program period, and the Coordinator will refer participants, as needed, for professional evaluation. Following evaluation results, participants with treatment needs will have 1-hour weekly treatment sessions with a licensed professional for 10 weeks paid using grant funds. As an incentive to attend treatment, the participant's community service hours will be reduced by the corresponding number of treatment hours. Drug testing will be conducted on participants in need of substance abuse treatment. In addition, participants will be connected with community based programs, maximizing successful service linkage to improve rehabilitation.

The Teen Court Coordinator will survey the participants, using self-reporting and completion of the MAYSI-2, at the end of the program and again 6 months later to determine if the teens have had any further law enforcement interactions, show improved/positive mental health, and/or remain drug free.

Identifying and treating juveniles upon their first, usually minor, offense can help teens successfully navigate the challenges that come from experiencing SAM disorders and prevent further involvement with the justice system. However, leaving these early offenders untreated will likely lead to escalating and more serious criminal activity, increased law enforcement contact, detention with longer sentences, and progression into the adult justice system.

Capacity & Capabilities

Collin County Teen Court was established in late-2006 and receives case referrals from Justice and Municipal Courts. The program targets youth who commit minor offenses and diverts them out of the traditional juvenile justice system to hearings staffed by volunteers their own age. By bringing the teens before a jury of their peers, the program encourages juvenile offenders to address the root cause of the behavior and take responsibility for their actions, thereby preventing future criminal activity. Juvenile offenders "pay" for their citation through community service and involvement in the judicial process. According to research, teen courts lower the re-offending rate from 20% for traditional juvenile offenders to 6-9%.

Since participants are generally first-time offenders, Teen Court is an ideal way to identify early SAM disorder indicators before comprehensive criminal justice involvement occurs. From FY 2010 through FY 2014, offenses included truancy (35%); speeding and driving offenses (23%); theft under \$50 (20%); possession/consumption of alcohol or tobacco (9%); disorderly conduct (6%); criminal mischief, classroom disruption, and other violations (4%), and assault (3%). Of the 1,462 Teen Court participants during this time period, 84.5% (n=1,236) successfully completed the program.

The current Program Coordinator has nearly five years' experience administrating the Teen Court program and previous experience working with at-risk families. The Coordinator earned a Bachelor of Science in Business Administration, is currently working toward a Master of Liberal Studies, and is Spanish/English bilingual. In addition to working with juveniles, parents, and schools for the past five years, the Program Coordinator has also been screening all participants with the MAYSI-2 tool pre- and post-program for the past two years.

Performance Management

Goal: Use the Collin County Teen Court to identify and diagnose teens with substance abuse and mental health disorders early and provide access to treatment improving behavioral outcomes and preventing further involvement with the justice system.

Objective: Reduce recidivism by confirming that at least 70% of Teen Court participants do not reoffend 6 months post-program completion.

Measures:

1. Screen/assess all Teen Court participants using the MAYSI-2 screening tool.
2. Provide professional substance abuse/mental health evaluation for 15 participants based on screening results.
3. Provide 1-hour weekly treatment for 10 participants for 10 weeks with 80% attending all sessions.
4. Survey participants 6 months post-program and re-screen using MAYSI-2 tool with 80% showing improved/maintained mental health.

Data Management

The Coordinator maintains a file for each participant and records a summary of pertinent information in an Excel spreadsheet kept on Collin County's secure network. Data points include participant contact information, cause number, offense/charge, date referral received, Teen Court hearing date, sentencing information including community service hours assigned and completed, and program success or failure. MAYSI-2 screening scores are calculated and maintained within the licensed software application on the Coordinator's computer. The contracted service provider submits invoices with dates of service for participants. Surveys are conducted and maintained through Google Docs, which are exported into Excel format for data analysis. Additionally, the Coordinator maintains any other documentation and/or correspondence needed for tracking and reporting program measures.

Target Group

Any juvenile (between 12 to 18 years of age) who has plead guilty or no contest to a Class C misdemeanor, been referred to the Collin County Teen Court, and exhibits a need for mental health and/or substance abuse evaluation and treatment.

Evidence-Based Practices

The proposed project utilizes academically researched and evidence-based practices to meld multiple state priorities together for a comprehensive diversionary juvenile justice program that provides mental health and substance abuse services to first-time youth offenders.

Teen (or youth) courts are programs designed to divert young, first-time offenders from the traditional, overburdened juvenile justice system to an informal process that incorporates components of restorative justice and pro-social peer pressure to hold youth accountable for their offenses and prevent future delinquency (2,4). As youth courts are the most replicated program to combat juvenile delinquency since the establishment of OJJDP with more than 1250 functioning in 49 states (2), they present opportunities for providing appropriate services treatments at the community level for first-time offenders.

One of the most important first steps to respond to the mental health and substance abuse treatment needs of youth in the juvenile justice system is to systematically identify those needs among youth at their earliest point of contact with the juvenile justice system (3). Increased awareness of youth mental health needs, along with recent scientific research demonstrating the prevalence of youth with mental health needs, has led to the development of a wide range of easy-to-use mental health screening tools for juvenile justice (1). Of these, the Massachusetts Youth Screening Instrument-Second Version (MAYSI-2), a 52 question self-report screening tool that identifies potential mental health and substance abuse problems, is the most widely used. This tool has been examined in more than 50 research studies, and it is possibly the only tool with national norms (5). Additionally, the State of Texas, has adopted the MAYSI-2 as the mandatory mental health screening tool for all youth referred to local juvenile probation departments.

Collin County Teen Court has the unique opportunity to divert first-time, usually minor, offenders away from the formal juvenile justice system, while incorporating the early detection of mental health and substance abuse needs through screening of all participants using the MAYSI-2 screening tool. Persons identified by the screening tool as potentially having additional needs will be referred for professional evaluation and mental health or substance abuse treatment as part of the program requirements. Through grant funds, individualized treatment will be provided with licensed professionals connected with community-based programs to maximize successful service linkages and improve rehabilitation. Early detection linked with the provision of the evaluation and treatment, can improve behavioral outcomes and prevent further involvement with the justice system.

1. National Center for Mental Health and Juvenile Justice. *Mental Health Screening within Juvenile Justice: The Next Frontier*. Delmar, NY: National Center for Mental Health and Juvenile Justice, 2007.
2. Schneider, J.M. *Youth Courts: An Empirical Update and Analysis of Future Organizational and Research Needs*, Hamilton Fish Institute Reports and Essays Serial. Washington, DC: Hamilton Fish Institute on School and Community Violence, The George Washington University, 2007.
3. Skowrya, K. and J. Coccozza. *Blueprint for Change: A Comprehensive Model for the Identification and Treatment of Youth with Mental Health Needs in Contact with the Juvenile Justice System*. Washington, DC: US Department of Justice, Office of Juvenile Justice and Delinquency Prevention, 2007.

4. Stickle, W., N.M. Povitsky, M. Connell, D.M. Wilson, and D.C. Gottfredson. "An Experimental Evaluation of Teen Courts." J of Exp Criminol 4 (Apr 2008):137–63.
5. Vincent, G.M. Screening and Assessment in Juvenile Justice Systems: Identifying Mental Health Needs and Risk of Reoffending. Washington, DC: Technical Assistance Partnership for Child and Family Mental Health, 2012.

Project Activities Information

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Professional Therapy and Counseling	100.00	Teen Court can help detect and refer youth with potential substance abuse and/or mental health disorders to evaluation and treatment as part of program completion. Teen Court participants will be required to complete a behavioral and substance abuse screening tool. Results will be used to refer participants for further assessment and treatment/counseling with licensed professionals and connected with community based programs, maximizing successful service linkage to improve rehabilitation.

Measures Information

Progress Reporting Requirements

All programs will be required to report the output and outcome measures for this program to Texas A&M University, Public Policy Research Institute ([PPRI](#)).

OUTPUT MEASURE	TARGET LEVEL
Number of program youth referred.	15
Number of program youth screened / assessed.	120
Number of program youth served.	15
Number of program youth with formal psychological / psychiatric evaluations.	15

OUTCOME MEASURE	TARGET LEVEL
Number of program youth completing program requirements.	12
Number of program youth complying with aftercare plan.	0
Number of program youth exhibiting a decrease in substance use.	5
Number of program youth exhibiting an improvement in family relationships.	0
Number of program youth exhibiting an improvement in social competencies.	0
Number of program youth who offend or reoffend.	3

Section 1: Resolution from Governing Body

Applications from nonprofit corporations, local units of governments, and other political subdivisions must include a [resolution](#) that contains the following:

1. Authorization by your governing body for the submission of the application to CJD that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update CJD should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to CJD.

Upon approval from your agency's governing body, upload the [approved](#) resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Section 2: Contract Compliance

Will CJD grant funds be used to support any contracts for professional services?

Yes

No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

[All County contractors submit monthly reports, including programmatic reports, which are reconciled and audited to ensure contractor is fulfilling statement of work and expenses match receipts. Program contractors will be required to submit a roster of participants who participate in counseling or therapy as invoiced. The contractor will certify that no material goods have been purchased but all funds were expended for therapy or counseling only.](#)

Section 3: Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Yes

No

N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Yes

No

N/A

Section 4: Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

[10/01/2013](#)

Enter the End Date [mm/dd/yyyy]:

[09/30/2014](#)

Section 5: Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (\$) of Federal Grant Funds:

[\\$2,731,297](#)

Enter the amount (\$) of State Grant Funds:

[\\$2,260,270](#)

Section 6: Single Audit

Select the appropriate response below based on the Fiscal Year Begin Date as entered above.

For Fiscal Years Beginning Before December 26, 2014

Applicants who expend less than \$500,000 in federal grant funding or less than \$500,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in OMB Circular A-133.

Has the applicant agency expended federal grant funding of \$500,000 or more, or state grant funding of \$500,000 or more during the most recently completed fiscal year?

OR

For Fiscal Years Beginning On or After December 26, 2014

Applicants who expend less than \$750,000 in federal grant funding or less than \$750,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in CFR Part 200, Subpart F - Audit Requirements.

Has the applicant agency expended federal grant funding of \$750,000 or more, or state grant funding of \$750,000 or more during the most recently completed fiscal year?

Yes

No

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133; or CFR Part 200, Subpart F - Audit Requirements.

Enter the date of your last annual single audit:

03/27/2015

Section 7: Equal Employment Opportunity Plan

Type I Entity

Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity

- The applicant is exempt from the EEOP requirements required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302;
- the applicant must complete Section A of the [Certification Form](#) and send it to the Office for Civil Rights (OCR) to claim the exemption from developing an EEOP; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity

Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity - Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;

- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD’s designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Cynthia Jacobson, 2300 Bloomdale Rd, McKinney TX 75071

Type III Entity

Defined as an applicant that is NOT a Type I or Type II Entity.

Requirements for a Type III Entity - Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

Type I Entity

Type II Entity

Type III Entity

Section 8: Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

I Certify

Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements. Enter the debarment justification:

NA

Section 9: FFATA Certification

Certification of Recipient Highly Compensated Officers

The Federal Funding Accountability and Transparency Act (FFATA) requires Prime Recipients (CJD) to report the names and total compensation of each of the five most highly compensated officers (a.k.a. positions) of each sub recipient organization for the most recently completed fiscal year preceding the year in which the grant is awarded if the subrecipient answers **YES** to the **FIRST** statement but **NO** to the **SECOND** statement listed below.

In the sub recipient’s preceding completed fiscal year, did the sub recipient receive: (1) 80 percent or more of its annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; AND (2) \$25,000,000 or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and

cooperative agreements?

Yes

No

Does the public have access to information about the compensation of the senior executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986?

Yes

No

If you answered **YES** to the **FIRST** statement and **NO** to the **SECOND** statement, please provide the name and total compensation amount of each of the five most highly compensated officers (a.k.a. positions) within your agency for the current calendar year. If you answered **NO** to the first statement you are **NOT** required to provide the name and compensation amounts. **NOTE:** "Total compensation" means the complete pay package of each of the sub recipient's compensated officers, including all forms of money, benefits, services, and in-kind payments (see SEC Regulations: 17 CCR 229.402).

Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Contractual and Professional Services	Drug Analysis or Employee Drug Testing Services	Lab supplies and service fees for drug screening tests; 16 participants, \$30 each	\$480.00	\$0.00	\$0.00	\$0.00	\$480.00	0
Contractual and Professional Services	Mental Health Assessment Services	Initial substance abuse and/or mental health evaluations, 15 participants @ \$350 each	\$5,250.00	\$0.00	\$0.00	\$0.00	\$5,250.00	0
Contractual and Professional Services	Non-Substance Abuse-Related Case Management, Forensic Interviews, Counseling, Outpatient, and/or Treatment Services	Weekly out-patient treatment provided by licensed professional; 10 weeks @ \$150 per session, 5 participants	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0
Contractual and Professional Services	Substance Abuse-Related Case Management, Counseling, Outpatient, and/or Treatment Services	Weekly out-patient treatment provided by licensed professional; 5 participants, 10 weeks, \$150 per session	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0

Source of Match Information

Summary Source of Match/GPI:

TOTAL REPORT	CASH MATCH	IN KIND	GPI FEDERAL SHARE	GPI STATE SHARE
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Budget Summary Information

Budget Summary Information by Budget Category:

CATEGORY	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Contractual and Professional Services	\$20,730.00	\$0.00	\$0.00	\$0.00	\$20,730.00

Budget Grand Total Information:

CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$20,730.00	\$0.00	\$0.00	\$0.00	\$20,730.00