

ILLINOIS JUVENILE JUSTICE COMMISSION

State Fiscal Year 2017 Local Juvenile Justice Funding:

Title II Juvenile Justice Formula Grant Program

Application for New Juvenile Justice Councils

This application should only be used by applicants who do not have an existing juvenile justice council. If you are seeking funding as an existing council, please use the Application for Existing Juvenile Justice Councils. If you are unsure which application to use, please email iljjcommission@gmail.com.

Introduction and Instructions

For State Fiscal Year (SFY) 2017 (July 1, 2016 through June 30, 2017), the Commission will award federal Title II juvenile justice funds to localities who do not have a juvenile justice council using this application.

Through a separate application process, the Commission may also award funds to localities with an existing juvenile justice council and for projects at the state or multi-jurisdictional level. **Please use this application only if you are applying for funds as a locality without a juvenile justice council.**

Juvenile Justice Councils

Since SFY 2014, the Commission has invested in local juvenile justice councils. Juvenile justice councils are defined in the Juvenile Court Act and the Commission believes such structures for local governance and collaboration are a core strategy for improving the juvenile justice system. **We require all applications for local funding to be connected to a juvenile justice council or include development of a juvenile justice council as an initial deliverable.**

Throughout this application, the terms “juvenile justice council,” “local council,” and “council” primarily mean local governance structures as defined by statute (705 ILCS 405/6-12). While the Commission’s preferred recipient of funds is such a council, in some circumstances a formal juvenile justice council may not be feasible. In such situations, alternate collaborative groups which engage in similar governance of juvenile justice activities may apply for funds; to the extent practicable, they should engage in the same activities required of councils in this application.

- The local council will be responsible for engaging an inclusive group of system and community representatives, reviewing local juvenile justice data, developing a strategic local plan, gathering resources to implement the plan, and monitoring the plan’s implementation and any necessary revisions.
- A local council can represent a portion of a county or municipality and be led by non-system community groups, such as a community justice coalition or a restorative justice hub.

- Applicants must document efforts to engage juvenile justice system representatives, but ultimately a council can operate without them.
- Applicants may request funding to support the development and/or maintenance of a local council.

Eligibility

To be eligible for funding, an existing council must:

- Have a local juvenile justice plan;
- Complete the Commission's Local Data Report on an annual basis;
- Conduct Disproportionate Minority Contact (DMC) analysis and develop DMC reduction plan;
- Participate in an annual Juvenile Justice Council grantee meeting;
- Allow Commission members and staff to visit council meetings;
- Partner with the Commission in maintaining compliance with the federal Juvenile Justice and Delinquency Prevention Act (see Appendix for more information);
- Comply with the requirements contained in the Illinois Department of Human Services (IDHS) Community Services Agreement and associated program guidance.

Scoring

Applications will be scored by the Commission, IDHS staff, and consultants. Maximum points for each section are noted throughout the application, with a total of 100 available points.

Components of a Complete Application

Each application will include:

- A completed program application (this document)
- Attachment A: Letters of Support
- Attachment B: Completed Local Data Template for Calendar Year 2014
- Attachment C: Juvenile Justice Council Funding Request Spreadsheet

Questions and Informational Conference Call

Questions about the application may be submitted via email to iljjcommission@gmail.com.

An informational conference call will be held on Thursday, January 7, 2016 at 2:00pm. The purpose of the call is to review the requirements of the application and respond to questions submitted via email. The call will address questions submitted to iljjcommission@gmail.com by 5:00pm on Tuesday, January 5, 2016. Call In: 888-494-4032 Code: 5329547331#. Written responses to questions will also be posted to <http://ijjc.illinois.gov/grants/apply>.

Submission Instructions

Applications should be submitted by email in PDF format. The fillable PDF application and all required forms for attachments may be downloaded at <http://ijjc.illinois.gov/grants/apply>.

Applications must be submitted by email to iljjcommission@gmail.com by 5:00pm on Friday, February 19, 2016. Late applications will be considered only if funds remain available after all other funding decisions have been made.

The Commission may schedule brief phone interviews with finalist applicants. Interviews will be scheduled, as needed, March 2-4, 2016 and March 7-8, 2016. The purpose of an interview is to clarify information provided in the application.

Please respond to each of the items in the following sections. The answers to these questions, along with the required attachments, will be your proposal. Each response has a word limit. Grant reviewers value concise and clear responses, so there is no need to use all the allowable words.

Section 1: Abstract (5 points)

In 100 or fewer words, describe the purposes and activities for which funding is requested. Include the amount requested to support your Juvenile Justice Council. We ask that this description be suitable for publication on the Commission's website, if an award is made. For example:

The 99th Judicial Circuit juvenile justice council requests \$7,500 to support a part time juvenile justice council coordinator and \$7,500 for implicit bias training for court personnel. The council coordinator is responsible for meetings, council engagement, research, and the juvenile justice plan, which includes DMC reduction work. Implicit bias training has been identified by the council as a strategy to decrease DMC.

Scoring Criteria for Section 1:

- *Does the abstract clearly summarize the proposal within 100 words?*

Section 2: Applicant Information (Not Scored)

Agency Information

Implementing Agency:

Implementing Agency's FEIN #:

Program Title:

1. Who will be responsible for preparing and submitting quarterly fiscal reports?

Name:

Title:

Agency:

Address:

Phone: Fax:

2. Who will be responsible for preparing and submitting quarterly data/progress reports?

Name:

Title:

Agency:

Address:

Phone: Fax:

3. Will a separate fiscal account/fund be maintained for the program?

Yes, this account will maintain: (Choose one)

Federal funds only

Both federal and local matching funds

No, but all program funds will be identified by a specific account or fund number and recorded within the general accounting records for the Agency.

4. Where should program fund disbursements be sent?

Address:

5. What organization is listed as holder of the bank account into which program funds will be deposited and who is the contact person there?

Name:

Title:

Agency:

Address:

Phone:

Fax:

Section 3: Juvenile Justice Council Information

The Commission’s understanding of a juvenile justice council reflects the definition provided by Illinois statute (705 ILCS 405/6-12); please note that this statute has been updated, effective January 1, 2016. We also encourage juvenile justice councils to meet the requirements for a local juvenile crime enforcement committee (see details on Attachment A). We encourage juvenile justice councils to include representatives from the court system, law enforcement, the county board, schools, social service agencies, the business community, and the faith community. We encourage councils to include parents and young people. A local council can represent a portion of a county or municipality and be led by non-system community groups, such as a community justice coalition or a restorative justice hub.

In some jurisdictions, it may not be possible to form a local council with all the system stakeholders identified by statute within the grant period. Applicants must document efforts to engage juvenile justice system representatives, but a council can operate without them.

Council Composition (20 points)

Attach any letters of support available from planned members. Label letters as “Attachment A: Letters of Support.”

Identify any individuals already committed to participating in the council and your plan for recruiting additional members. (250 words)

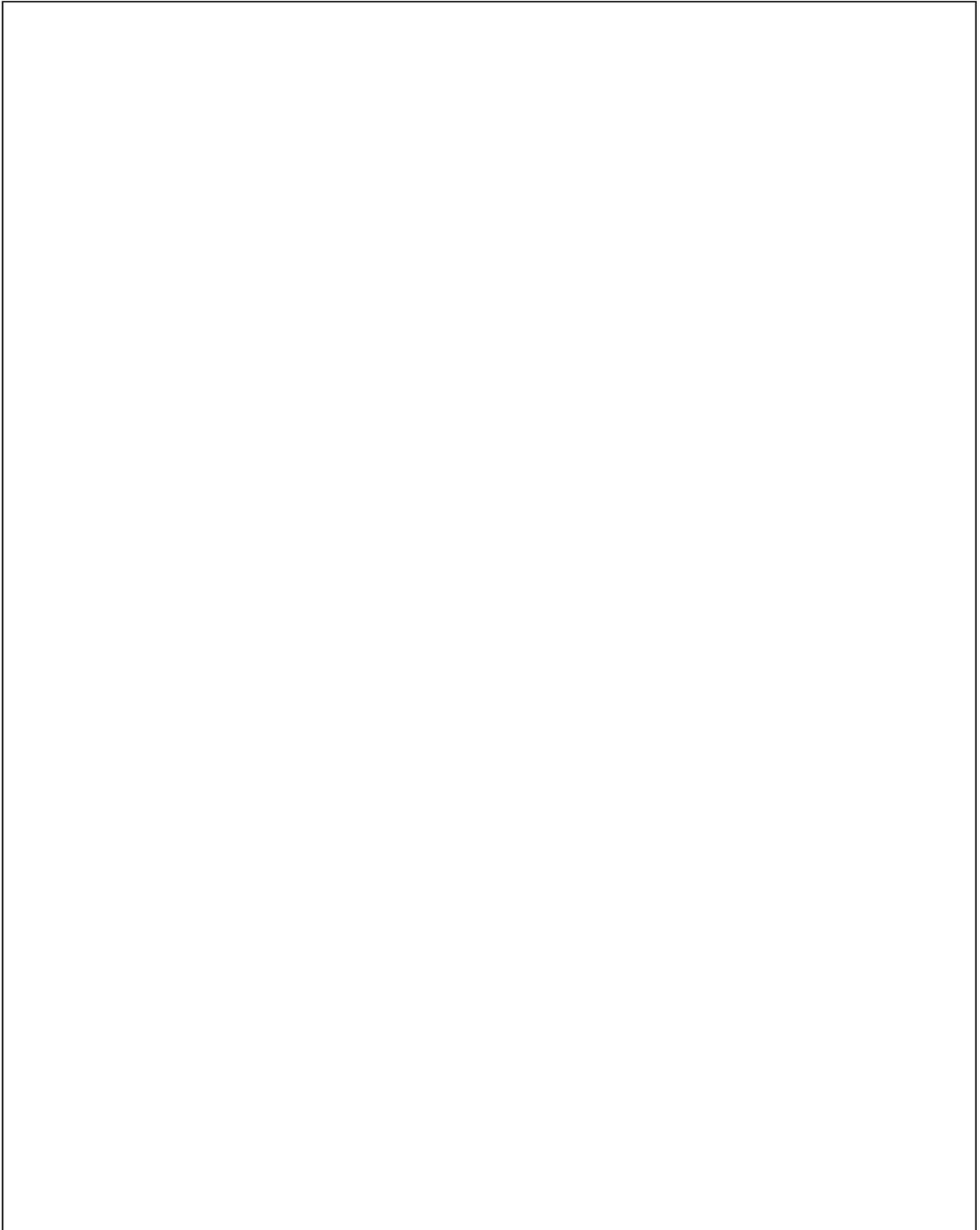
Juvenile Justice Plan (25 points)

While a new council will not have a juvenile justice plan, please respond to the following questions:

- Are there existing or previous collaborative efforts in your jurisdiction which provide groundwork for the new juvenile justice council?
- What process will you follow to develop a local juvenile justice plan?
- How will you ensure the plan reflects the priorities of all participating agencies and the wider community?
- Have any priority areas/goals/action steps already been identified? If so, please describe the process through which they were identified.

- What resources are needed to develop and begin to implement the plan?

(500 words).



DMC Reduction Efforts (15 points)

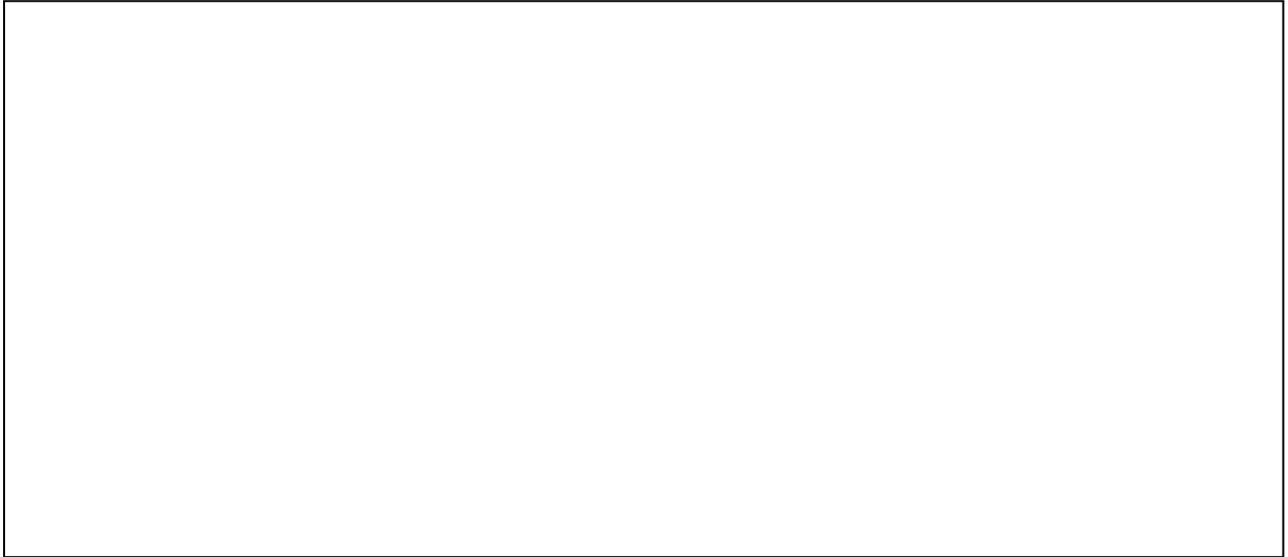
The federal Juvenile Justice and Delinquency Prevention Act, which provides the funding for juvenile justice councils, includes a requirement that states address Disproportionate Minority Contact (DMC). This involves identification of racial and ethnic disparities, assessment of the causes of disparities, and intervention to reduce disparities. We require grantees to submit local data, conduct an analysis of local disparities, devise strategies with council partners, and implement a plan to address DMC.

Attach completed local data template (Attachment B) for calendar year 2014.

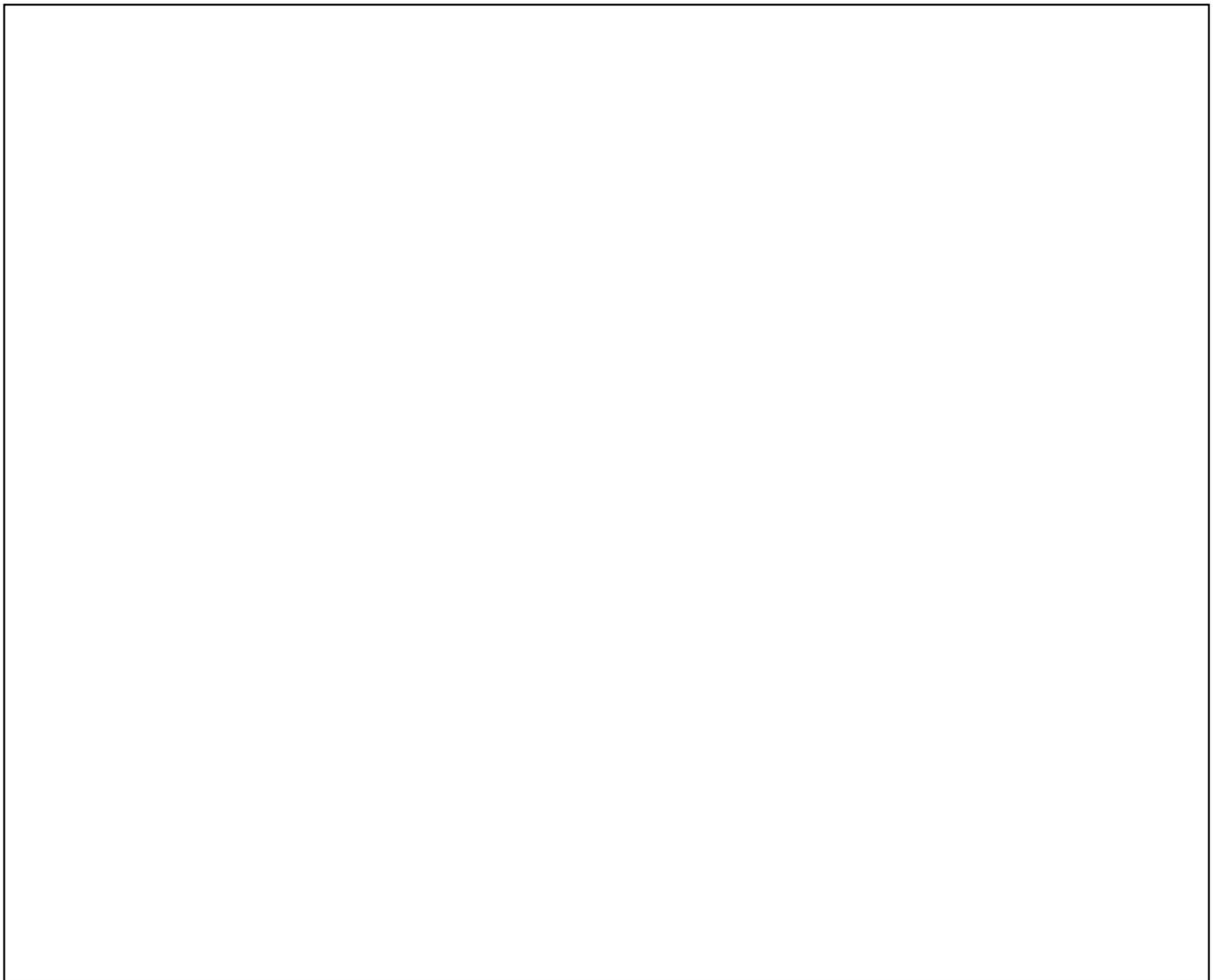
If unable to submit the data as part of the application for funding, please provide an explanation and a timeline for submitting the data. (100 words)

Provide an explanation for any missing decision point data. (100 words)

Based on the data, which decision points have the largest disparities? If 2014 data is not yet available, please discuss any other available data. (100 words)



Describe any current or previous efforts to address DMC in your jurisdiction. (250 words)



Provide a statement of your jurisdiction's willingness and efforts to engage in DMC Identification, Assessment, and Intervention. (150 words)

Juvenile Justice Council Funding Request (25 points)

Appropriate uses for Juvenile Justice Council Funding Requests may include, but are not limited to: a council coordinator; an outside facilitator for planning processes; data collection and analysis; other training and technical assistance to meet a local need. Funding may not be used for food or other refreshments for meetings.

Describe any funding request to support your local juvenile justice council. (500 words)

[Empty text box for funding request]

Attach your budget in the spreadsheet labeled Attachment C, "Juvenile Justice Funding Request."

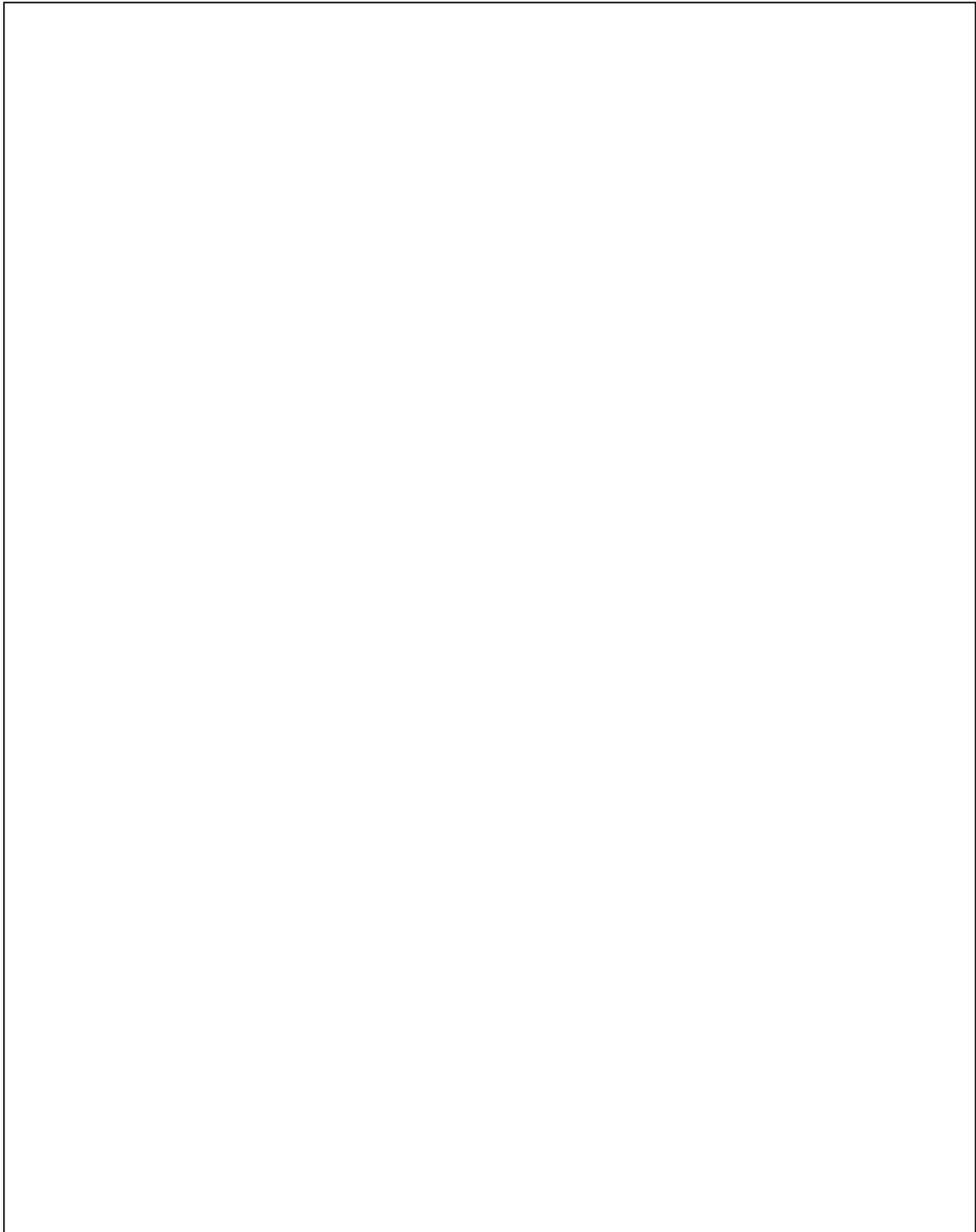
Scoring Criteria for Section 3:

- *Does the application provide a plausible plan for recruiting council members (who will be responsible, strategies used, knowledge of recruits and local dynamics)?*
- *Does application include strong letters of support and plans to recruit required membership?*
- *Does the application describe a plausible process for developing a local plan?*
- *Does the application describe other endeavors in the community and how they can inform the new council?*
- *Rate whether any initial priorities align with Commission priorities.*
- *Was 2014 local data template included?*
- *Rate whether application identifies disparities at specific decision points*
- *Rate whether the application clearly links the funding request to the juvenile justice plan and proposed "next steps"*
- *Evaluate whether the submitted budget for this funding request describes expenditures that are necessary/reasonable for the council's work and allowable (not for food or indirect costs).*

Section 4: Progress Review (10 points)

For existing grantees only:

Please identify the goals of previous funding and your progress toward meeting them. Also, describe the impact federal funds have had on your juvenile justice system. (500 words)



Scoring Criteria for Section 4:

- *Has the applicant made satisfactory progress toward achieving goals?*

Appendix:

Juvenile Justice & Delinquency Prevention Act Core Requirements¹

Under the JJDP, all states, territories, and the District of Columbia must comply with the following core protections:

1. Deinstitutionalization of Status Offenders (DSO)

Status offenses are offenses that only apply to minors whose actions would not be considered offenses if they were adults. The most common are skipping school, running away, breaking curfew, and possession or use of alcohol. Under the JJDP, status offenders may not be held in secure detention or confinement. There are, however, several exceptions to this rule, including allowing some status offenders to be detained for up to 24 hours. The DSO provision seeks to ensure that status offenders who have not committed a criminal offense are not held in secure juvenile facilities for extended periods of time or in secure adult facilities for any length of time. These children, instead, should receive community-based services, such as day treatment or residential home treatment, counseling, mentoring, family support, and alternative education.

2. Adult Jail and Lock-Up Removal (Jail Removal)

Youth may not be detained in adult jails and lock-ups except for limited times before or after a court hearing (6 hours), in rural areas (24 hours plus weekends and holidays), or in unsafe travel conditions. This provision does not apply to children who are tried or convicted in adult criminal court of a felony level offense. This provision is designed to protect children from psychological abuse, physical assault, and isolation. Children housed in adult jails and lock-ups have been found to be eight times more likely to commit suicide, two times more likely to be assaulted by staff, and 50 percent more likely to be attacked with a weapon than children in juvenile facilities, according to U.S. Department of Justice Studies.

3. "Sight and Sound" Separation

When children are placed in an adult jail or lock-up, as in exceptions listed above, "sight and sound" contact with adults is prohibited. This provision seeks to prevent children from psychological abuse and physical assault. Under "sight and sound," children cannot be housed next to adult cells, share dining halls, recreations areas, or any other common spaces with adults, or be placed in any circumstances that could expose them to threats or abuse from adult offenders.

4. Disproportionate Minority Contact (DMC)

States are required to assess and address the disproportionate contact of youth of color at all points in the justice system - from arrest to detention to confinement. Studies indicate that youth of color receive tougher sentences and are more likely to be incarcerated than white youth for the same offenses. With youth of color making up one-third of the youth population, but two-thirds of youth in the juvenile justice system, this provision requires states to gather information and assess the reason for disproportionate minority contact.

¹ Summary of Core Requirements taken from Act 4 Juvenile Justice, <http://act4jj.org/our-work/member-engagement>