



# HAYWOOD COUNTY BOARD OF COMMISSIONERS

## AGENDA REQUEST

***Must be presented to the County Manager's Office  
NO LATER THAN 5 P.M. FRIDAY 10 DAYS BEFORE THE MEETING***

DATE OF REQUEST: 6/6/16

FROM: JCPC/ John Chicoine

MEETING DATE REQUESTED: **6/20/16**

*Regular meetings: First (1<sup>st</sup>) Monday of the month at 9:00 am  
Third (3<sup>rd</sup>) Monday of the month at 5:30 pm*

SUBJECT: JCPC County Plan and Certification

REQUEST: Signature on documents and approve plan  
*(What action are you seeking?)*

BACKGROUND:

*(Research and justification of proposal and need; Alternatives evaluated; Legal Basis: Outcome-What will be achieved and how will it be measured?)*

IMPLEMENTATION PLAN: on going program  
*(How and when will staff undertake the action?)*

FINANCIAL IMPACT STATEMENT: local matching funds  
*(What is the cost? Where is the money coming from? Optional or mandated?)*

SUPPORTING ATTACHMENTS: YES XX NO \_\_\_\_\_ HOW MANY? \_\_\_\_  
LIST:

PowerPoint Presentation: YES \_\_\_\_\_ NO XX

PERSON MAKING PRESENTATION AT MEETING: John Chicoine/June Ward

TITLE JCPC Chair/ Area Consultant

PHONE NUMBER: 356-2833

E-MAIL: [jchicoine@mountainprojects.org](mailto:jchicoine@mountainprojects.org)

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THIS SECTION FOR OFFICE USE ONLY

Received (Date/Time): \_\_\_\_\_

County Manager / Clerk to the Board Comments: \_\_\_\_\_

# **Juvenile Crime Prevention Council County Plan**

## **Haywood County**

### **For FY 2016-2017**

#### **Table of Contents**

- I. Executive Summary
- II. County Funding Plan
- III. Juvenile Crime Prevention Council Organization
- IV. County Risk and Needs Assessment Summary
- V. County Juvenile Crime Prevention Council Request for Proposals
- VI. Funding Decisions Summary
- VII. Funded Programs SPEP score and PEP (for programs without a PEP, include brief program description)

#### Attachments:

JCPC Monitoring Reports (stored in County with copy in DPS Area Office)

JCPC Minutes (stored in County with copy in DPS Area Office)

JCPC Conflict of Interest forms (stored in County with copy in DPS Area Office)

## Executive Summary

The Haywood County Juvenile Crime Prevention Council (JCPC), in fulfillment of the duties and responsibilities as set forth in the General Statutes of the State of North Carolina, has completed the activities required to develop this County Plan for FY 2016-17 through FY 2019-20.

The JCPC has identified the issues and factors which have an influence and impact upon delinquent youth, at-risk youth, and their families in Haywood County. Further, the JCPC has identified the strategies and services most likely to reduce/prevent delinquent behavior.

Priorities for Funding: Through a risk & needs assessment and a resource assessment, the JCPC has determined that the following services are needed to reduce/prevent delinquency Haywood County.

1. **Restitution and Community Service** – to provide a means for youth to make amends and to teach youth who have violated the community's trust the reasons to give back.
2. **Residential Programs, specifically Temporary Shelter, Specialized Foster Care or Group Home** – to address family supervision issues and mental health needs – respite for families in crisis, providing needed services to youth and families and helping develop a plan of action to build family success.
3. **Structured Day Programming** – providing treatment, supervision and academic opportunities to youth whose behavior makes it impossible for them to remain in public school setting. Also addresses mental health and substance abuse issues.
4. **Skill Building Programs** – interpersonal and experiential - to improve positive Peer Relationships, decrease risk of substance abuse and other risky associations and behavior.
5. **Mentoring** – to create a one on one relationship with a responsible and caring adult to aide youth in making better choices and envisioning a different path toward adulthood

Monitoring and Evaluation: Each program funded in the past year by the JCPC has been monitored. The monitoring results and program outcomes evaluations were considered in making funding allocation decisions. The JCPC continues to conduct implementation monitoring of its funded programs by having reports at each JCPC meeting.

Funding Recommendations: Having published a Request for Proposals for these needed services for a minimum of thirty (30) days, the JCPC has screened the submitted proposals and has determined which proposals best meet the advertised needed services. As required by statute, the JCPC recommends allocation of the NC Department of Public Safety – Juvenile Justice Funds to the following Programs in the amounts specified below for FY 2016-17

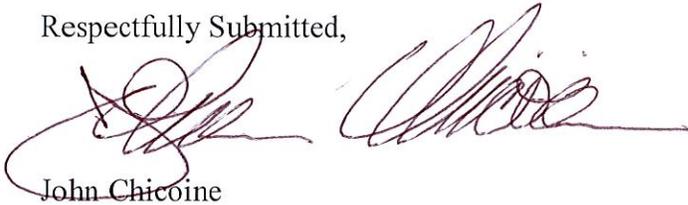
(See JCPC Funding Allocations page):

1. Aspire (Structured Day Program and Kids at Work)	\$30,920
2. COMPASS (Interpersonal Skills Program)	\$21,762
3. Hawthorn Heights (Temporary Shelter)	\$37,666
4. Project Challenge (Restitution/Community Service)	\$40,361
5. Mediation	\$12,583

*(Please see Attachment for descriptions of the programs recommended for funding)*

The JCPC further recommends that the following amount be allocated from the NC Division of Juvenile Justice funds for the administrative costs of the Council for FY 2016-17  
\$ 2,700

Respectfully Submitted,



John Chicoine

Chair, Haywood County Juvenile Crime Prevention Council



# Juvenile Crime Prevention Council Organization

2016-17 Leadership	Name	Organization	Title
Chairperson	Brian Matlock	DPS	Juvenile Court Counselor
Vice-Chairperson	Brad Renegar	Guardian Ad Litem	Supervisor
Secretary			
Treasurer			
Assessment Committee Chairperson			
Funding Committee Chairperson			

Number of members  
FY 16-17:

**13**

**Summary of current FY 2015-16:** List meeting dates during the current fiscal year and identify the number of JCPC members in attendance for each.

Meeting Date	Number of Members in Attendance	Quorum Present? Yes/No
8/5/15	9	Yes
9/2/15	6	No
10/7/15	6	No
11/4/15	7	No
12/2/15	9	Yes
2/3/16	6	No
3/2/16	8	No
4/6/16	5	No
2/9/16**	11	E-Vote

**SUMMARY REPORT OF THE  
HAYWOOD COUNTY RISK AND NEEDS ASSESSMENT COMMITTEE**

- I. Risk Assessment Summary**
- II. Needs Assessment Summary**
- III. Resource Assessment Summary**
- IV. Summary of Gaps and Barriers in the Community Continuum**
- V. Proposed Priority Services for Funding**

**Part I. Risk**

The Risk and Needs Assessment Committee reviewed data gleaned from the Juvenile Risk Assessment instrument administered by Juvenile Court Counselors after juveniles are referred with a complaint alleging that a delinquent act has occurred and prior to adjudication of the juvenile. The Juvenile Risk Assessment is an instrument used to predict the likelihood of the juvenile being involved in future delinquent behavior. For some youth, some of the individual item ratings may be heavily dependent upon information reported by the juvenile or the parent(s).

**Haywood County Risk Factor Observations: FY 2014-15**

*The Risk and Needs assessment data only covers a small percentage of the juvenile court youth served. However, the following observations are noted.*

*See attached summary of data. Risk factors below are targeted to be addressed by funded programs:*

- Associations with delinquent peers and/or gangs*
- Insufficient Parenting Skills*
- School Behavior Problems*
- History of prior juvenile court referrals*
- History of assault, runaway, substance abuse*
- Academic performance below grade level*

**Part II. Needs**

The Risk and Needs Assessment Committee also reviewed data gleaned from the Juvenile Needs Assessment instrument administered by Juvenile Court Counselors prior to court disposition of a juvenile. The Juvenile Needs Assessment is an instrument used to examine a youth's needs in the various domains of his life: The Individual Domain, The School Domain, The Peer Domain, and the Community Domain. This instrument was designed to detect service intervention needs as an aid in service planning. As with the Juvenile Risk Assessment, some of the individual item ratings may be heavily dependent upon information reported by the juvenile or the parent(s).

### **Haywood County Elevated Needs Observations: FY 2014-15**

*See attached summary of data. The Needs listed below are targeted to be addressed by funded programs:*

- *Substance Abuse – Family and the individual juvenile*
- *Family Criminality*
- *Peer relationships – Associations with delinquent peers*
- *Parental Supervision Skills*
- *Family discord and violence*
- *Serious school behavior problems*
- *Problem sexual behaviors*

### **Part III. Summary of the Existing Community Resources**

*See attached summary of the local continuum of juvenile services, which includes this partial list:*

Mental Health services (Haywood Psychological, Meridian Psychological, Smoky Mountain LME, Aspire Day Tx and Intensive Outpatient for SA), alternative education, mediation services, life skills through HIGHTs and Kids at Work, church youth groups, school athletics, 4-H, afterschool program at Waynesville Middle, recreation athletics, as well as Waynesville recreation center, County recreation services, Big Brothers and Big Sisters, temporary shelter at Hawthorn Heights, Project Challenge Community Service and Restitution, SOAR's educational camps and alternative school setting. Children's Hope Alliance – Treatment Alternatives for Sexualized Kids, MultiPurpose Home in Franklin.

### **Part IV. Summary of Gaps and Barriers in the Continuum of Services**

Gaps in Services were determined to be the following:

- Mentoring, specifically for juvenile justice involved clients
- Constructive organized, structured evening and weekend activities for youth and court involved youth
- Specialized Foster Care for court involved youth with high level of behavioral needs
- Without JCPC funding, the following areas would also be GAPS:
  - Temporary shelter
  - Restitution
  - Positive youth development opportunities for court involved youth – character building, social or interpersonal skills and self esteem building
  - Structured Day program for youth suspended from school

### **Part V. Proposed Priority Services for Funding**

The committee compared the services needed to address the elevated Juvenile Risk Factors and Juvenile Needs with services currently available in the community. Services which are currently available in the community and sufficient to meet the needs of court involved youth or those youth most at risk for court involvement are not considered as a priority for JCPC funding.

**The Committee proposes that the following services in non-ranked order be approved as the funding priorities for FY 2016-17:**

1. Restitution-Community Service
2. Interpersonal/Experiential Skill Building
3. Temporary Shelter
4. Mentoring
5. Specialized Foster Care
6. Temporary Shelter or Group Home
7. Structured Day

## Haywood County III. Continuum of Services - At a Glance FY16-17 DRAFT 2 based on 12/2/15 JCPC work

**Instructions: Adjust arrows to cover target populations**

- 1. JCPC funded
- 2. Available in community
- 3. Needed, not available
- 4. Available, but difficult to access
- 5. Available, state contract
- 6. Service needs expansion

### Comprehensive Strategy

Prevention

Graduated Sanctions

### Target Populations

Program Services & Structures Categories	Instructions: Adjust arrows to cover target populations	All Youth	Youth at Greatest Risk	Pre-Adjudicated Youth	Delinquent-Level I / Prot. Supervision	Delinquent-Level II Youth	Delinquent-Level III Youth	Post Release Youth
Structured Activities	COMPASS							
	HIGHTS services							
	Boy/Girl Scouts							
	Upward Bound(Annette Kesgen SWCC; ASU)							
	Rec Sports/School Sports						?????	
	Teen Institute							
	Prime for Life							
	Kids at Work							
	BB&BS Mentoring	????						
	Tricks for Kids							
Restorative Services	Project Challenge							
	Mountain Mediation Services							
Assessment Services	RHA (at Alexander Detention)							
	Private Providers (as below)							
Clinical Treatment	Appalachian (Mobile Crisis, Walk-in Clinics)							
	Haywood Psychological Services							
	Meridian Behavioral Health							
	Youth Villages MST- Medicaid							
	Youth Villages MST- Non-Medicaid							
	Children's Hope Alliance Tx ALT for Sexualized Kids (TASK)							
	Keystone Behavioral Health (great with adolescents - in Bryson City)							
Residential	Hawthorn Heights							
	Therapeutic Foster Care (Eliada,Gfather,Bair, Meridian)							
	Therapeutic Foster Care - Sex Offender Specific							
	Broyhill and Drake							
	Eckerd Residential	Expansion needed						
	Cherokee Children's Home							
	Other Residential Facilities out of region/NC							
	Tarheel Challenge (16 & over)							
	Job Corps (17 & older)							
	Timber Ridge (incl. SO Spec. MH Level 3)							
	Wake (Female)& Craven (Male) Transitional Homes	Expansion needed						
	WestCare (near Henderson, NC) - females	Expansion needed						
	Macon Multi-Purpose Home							

Instructions: Choose the protective factor(s) from the list that most directly correlate to identified offender needs; then indicate the program service that would most likely be able to synthesize the identified protective factor.

Domain	Summary	Selected Protective Factors (Desired Outcomes) - Choose one to four for each domain	Programs which are expected to address the priority concerns and provide the indicated protective factors.
Peer	R8 Observations: Peers - 57% have some or significant association with other delinquents, comparable to state average, and 1% with gang association/membership.		
	Y1 Observations: 45% of youth either rejected by peers, or had some or regular association with delinquent peers		
School	R7 Observations: 52% of youth assessed as having serious school behavior problems. Higher than NC average.		
	Y2 Observations: 47% moderate to serious school behavior problems.		
	Y3 Observations:		

Domain	Summary	Selected Protective Factors (Desired Outcomes) - Choose one to four for each domain	Programs which are expected to address the priority concerns and provide the
Individual	R1 Observations: Percent of youth with first delinquent complaint being under age 12 is up from last year at 11%		
	R2 Observations:		
	R3 Observations:		
	R4 Observations: Prior assault history - 16%		
	R5 Observations: History of Runaway at 11% comparable to state average, and is down from last year.		
	R6 Observations: Substance use assessed in 29% of youth. Comparable to state average, and is likely under-assessment of substance use as a community problem.		
	Y4 Observations: 24% needed further assessment for substance abuse, 6% assessed as in need of treatment.		
	Y5 Observations:		
	Y6 Observations: 41% have history of child abuse or neglect. ELEVATED when compared to state rate of 19%.		
	Y7 Observations: 11% of youth in need of further assessment of sexual behavior, 3% dangerous sexual practices , 4% sexually victimized others.		
Individual	Y8 Observations:		
Individual	Y9 Observations: 2% of youth are living independently		
Individual	Y10 Observations: 32% assessed with health/hygiene issue that is not impairing (often this is related to smoking and/or oral health)		

Domain	Summary	Selected Protective Factors (Desired Outcomes) - Choose one to four for each domain	Programs which are expected to address the priority concerns and provide the
Family	R9 Observations: 3% of families assessed as unwilling, and 7% unable to provide needed supervision.		
	F1 Observations: 21% assessed as having domestic discord and 6% with violence in the home - both higher than state average		
	F2 Observations: 43% of families assessed as having marginal supervision skills		
	F3 Observations: 5% of families have a parent with a disability.		
	F4 Observations: 13% of families have history of alcohol or substance abuse.		
	F5 Observations: 35% of juvenile families have criminal history; 9% of families have members on active court supervision or are gang involved - higher than state average.		

# Haywood County Juvenile Crime Prevention Council Request for Proposals

\$145,992

Anticipated County Allocation

20%

Required Local Match Rate

February 17, 2016

Date Advertised

The Juvenile Crime Prevention Council (JCPC) has studied the risk factors and needs of Juvenile Court involved youth in this county and hereby publishes this Request for Proposals. The JCPC anticipates funds from the NC Dept. of Public Safety, Division of Adult Correction & Juvenile Justice, Juvenile Community Programs Section, in the amount stated above to fund the program types specified below. Such programs will serve delinquent and at-risk youth for the state fiscal year 2016-2017 beginning on, or after, July 1, 2016. The use of these funds in this county requires a local match in the amount specified above.

**The JCPC will consider proposals for the following needed programs:**

Mentoring	Restitution & Community Service	Temporary Shelter
Interpersonal Skills	Structured Day	
Experiential Skills	Mediation	

**Note:** Special consideration will be given to programs that address substance abuse prevention, particularly preventing or reducing use of tobacco, alcohol, and marijuana; as well as programs that address anti-bullying (face- to- face and bullying on digital media).

**Proposed program services should target the following risk factors for delinquency or repeat delinquency:**

Negative Peer Associations, Parental Supervision Skills, School Behavior Problems, History of Assaultive Behavior, Prior referrals to Juvenile Court, History of Runaway, Substance Abuse or need for further assessment

**Programs should address the following concerns as reported in the Needs Assessments for adjudicated youth:**

Peer Domain: Associations with delinquent peers  
Individual Domain: Substance Abuse, History of Victimization, Dangerous Sexual Practices  
Family Domain: Parental Supervision Skills, Family Substance Abuse, History of Family Criminality, Family Discord and Violence  
School Domain: Serious School Behavior Problems

**Applicants are being sought that are able to address items below:**

1. Program services compatible with research that are shown to be effective with juvenile offenders.
2. Program services are outcome-based.
3. The program has an evaluation component.

Local public agencies, 501(c)(3) non-profit corporations and local housing authorities are invited to submit applications to provide services addressing the above elements.

John Chicoine      jchicoine@mountainprojects.org

JCPC Chairperson or Designee

at

828-356-2833

Telephone #

In order to apply for FY 2016-2017 JCPC funding, you must complete and submit your application online by accessing NC ALLIES. Please review instructions at the following link:

<https://www.ncdps.gov/index2.cfm?a=000003,002476,002483,002482,002514>

**A MANDATORY applicant orientation will be held on March 14th, 2016 at 1:00 PM at the Haywood Health & Human Services Training Room, located at 157 Paragon Parkway, Clyde, NC. Attendance is required for new applicants. The JCPC allocations committee will meet to review proposals and vote on their recommendation for funding on Wednesday, April 6, 2016 at 9:00 a.m. in the Haywood Health & Human Services Training Room, located at 157 Paragon Parkway, Clyde, NC. Note: Private non-profits are required to submit No Over Due Tax form, Conflict of Interest Statement, agency Conflict of Interest policy, and, upon request, proof of 501(c)(3) status.**

**NOTE:** For further information, or technical assistance about applying for JCPC funds in this county, contact June Ward, Area Consultant, at 828-296-4745.

Deadline for Application is: Friday, April 1, 2016 by 3:00 P.M.

Mail or deliver applications to: John Chicoine  
Haywood County Resource Center, 81 Elmwood Way  
Waynesville, NC 28786

Number of copies to submit: 5

Telephone: 828-356-2833

## Juvenile Crime Prevention Council Funding Decisions Summary

Program Funded	Reason for Funding (Check all that apply)
Project Challenge	<input checked="" type="checkbox"/> Meets funding priority <input checked="" type="checkbox"/> Compatible with research <input type="checkbox"/> Cost efficient <input checked="" type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input checked="" type="checkbox"/> Has evaluation component <input type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input checked="" type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input type="checkbox"/> Other <input type="checkbox"/> Other <input checked="" type="checkbox"/> Would increase funding to this service if funds were available
Aspire	<input checked="" type="checkbox"/> Meets funding priority <input checked="" type="checkbox"/> Compatible with research <input type="checkbox"/> Cost efficient <input type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input checked="" type="checkbox"/> Has evaluation component <input checked="" type="checkbox"/> Addresses parental accountability <input checked="" type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input type="checkbox"/> Other <input type="checkbox"/> Other <input checked="" type="checkbox"/> Would increase funding to this service if funds were available
COMPASS	<input checked="" type="checkbox"/> Meets funding priority <input checked="" type="checkbox"/> Compatible with research <input type="checkbox"/> Cost efficient <input checked="" type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input checked="" type="checkbox"/> Has evaluation component <input checked="" type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input type="checkbox"/> Other <input type="checkbox"/> Other <input checked="" type="checkbox"/> Would increase funding to this service if funds were available
Hawthorn Heights	<input checked="" type="checkbox"/> Meets funding priority <input checked="" type="checkbox"/> Compatible with research <input type="checkbox"/> Cost efficient <input type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input checked="" type="checkbox"/> Has evaluation component <input checked="" type="checkbox"/> Addresses parental accountability <input checked="" type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input type="checkbox"/> Other <input type="checkbox"/> Other <input checked="" type="checkbox"/> Would increase funding to this service if funds were available
Kids At Work	<input checked="" type="checkbox"/> Meets funding priority <input checked="" type="checkbox"/> Compatible with research <input checked="" type="checkbox"/> Cost efficient <input checked="" type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input type="checkbox"/> Has evaluation component <input type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input type="checkbox"/> Other <input type="checkbox"/> Other <input checked="" type="checkbox"/> Would increase funding to this service if funds were available
Juvenile Mediation	<input checked="" type="checkbox"/> Meets funding priority <input checked="" type="checkbox"/> Compatible with research <input checked="" type="checkbox"/> Cost efficient <input checked="" type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input checked="" type="checkbox"/> Has evaluation component <input checked="" type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input checked="" type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input type="checkbox"/> Other <input type="checkbox"/> Other <input checked="" type="checkbox"/> Would increase funding to this service if funds were available
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## Juvenile Crime Prevention Council Funding Decisions Summary

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Program Not Funded	Reason for Not Funding (Check all that apply)
Prime for Life	<input type="checkbox"/> Lack of funding, addresses priority need and would fund if resources allowed <input type="checkbox"/> Does not meet funding priority <input type="checkbox"/> Not compatible with research <input type="checkbox"/> Lesser quality than another program funded of it's type <input type="checkbox"/> Greater cost than program of same type and quality <input checked="" type="checkbox"/> Other failed to attend funding presentation <input type="checkbox"/> Other
	<input type="checkbox"/> Lack of funding, addresses priority need and would fund if resources allowed <input type="checkbox"/> Does not meet funding priority <input type="checkbox"/> Not compatible with research <input type="checkbox"/> Lesser quality than another program funded of it's type <input type="checkbox"/> Greater cost than program of same type and quality <input type="checkbox"/> Other <input type="checkbox"/> Other
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## Brief Descriptions of Programs Funded By Haywood County JCPC

### County Plan FY 2016-2017

**Hawthorn Heights** (HH) (Barium Springs Home for Children) is a **temporary shelter** in a large single-family dwelling in a residential community at 155 Patterson Avenue in Bryson City. Hawthorn Heights serves the 7 counties in the 30<sup>th</sup> Judicial District. The home provides shelter, food, basic needs, behavior management and family counseling.

HH is a behavior modification program centered on a point and level system. Clients have written work as well group assignments to advance in the program and to earn privileges such as off campus visitation with their family. Clients participate in Moral Reconciliation Therapy (MRT) with twice a week groups and daily assignments from a workbook. This enhances the behavior modification program through the teaching of moral reasoning and decision making skills. Upon intake each client participates with their legal representative and other team members in developing an individualized service plan. Information is gathered for this service plan through assessment criteria and information given by team members as needs for this individual. These needs such as anger management and other skill building areas are what develop the daily work, level work and group work for each client at HH.

**Project Challenge** (Project Challenge of NC) is a **restitution/community service** program which provides a dispositional option to juvenile court allowing participants to repay or give back to their community due to the damages or injury caused by their offenses. Project Challenge provides participants the opportunity to fulfill their obligation to the courts by completing community service, and provides victims repayment of monetary loss. The mission of Project Challenge is to help youth become confident, productive members of their community through the offering of their time and talents and through challenging recreational activities. Program staff members supervise service activities and teach participants four basic social skills: asking permission, getting along with peers, accepting correction, following instructions.

**COMPASS** (HIGHTS) is an **interpersonal skills building** program designed to assist court involved clients or those at risk of court involvement in the development of critical life skills. COMPASS is a program with an experiential philosophy that teaches social and communication skills, conflict resolution, interpersonal, problem solving and resistance skills, coping and practical skills and provides youth the opportunity to participate in adventure wilderness based activities designed to foster self-esteem while providing a platform to more fully develop their interpersonal skills. The program will also support academic achievement and address behaviors that result in school difficulties through its school-based element. The program will operate utilizing a Peaks and Valleys metaphor that allows participants the opportunity to examine where they are in life and to create their own plan for moving in a positive direction towards

their life goals. The program will focus on using local low cost resources that participants can continue to utilize after they graduate from the program. The program is designed to address the risk factors identified for Jackson County juvenile justice youth through development of protective factors that will foster personal growth and help youth make the decisions that will lead to their life moving in a positive direction.

**Aspire Day Treatment** (Aspire Youth and Family) is a *structured day program* for court-involved and at-risk youth ages 10-17 where mental health, substance abuse, and academic assistance (with the opportunity to earn credits) is provided for approximately 7 hours daily, Monday through Friday. Aspire also requires that the parents of youth served participate in the parent support groups, parent training sessions and family counseling sessions. Transportation for youth and parents is provided as needed. Aspire also offers a summer program that begins one week after schools are out and ends one week before schools resume.

**Aspire** (Aspire Youth and Family) **Kids at Work** is an *interpersonal skills* development program based around the culinary art, where students gain academic credit while working on their academic concepts in an experiential setting. Kids At Work! is a 16 week program with a curriculum consists of 24 hands on that meets the needs of at-risk youth and set them up for academic and vocational success. For students of employment age, we work with community partners to set students up with internships or jobs opportunities.

**Juvenile Mediation** (Mountain Mediation Services) - The Juvenile Mediation Program will divert juvenile cases to mediation using the Restorative Justice (RJ) process. RJ provides a safe environment for communication among a victim, the offender and others harmed by the crime allowing them to address the conflict, repair damage to relationships, compensate the victim and allow all to move forward in a positive manner. The Victim-Offender model/ Peacemaking Circles will be used.

## Program Enhancement Plan

Program:	Project Challenge NC Inc.-Haywood County
Brief Description:	Project Challenge is a dispositional option to juvenile court allowing participants to repay or give back to their community as part of their probation requirements. Participants are given the opportunity to fulfill their obligation to the courts by completing community service and provide victims repayment of monetary loss.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Comments:
Primary Service Supplemental Services	15	None	None-Program received the full score a Restitution service can obtain		
Quality of Service Delivery	19	Improve protocol manual to receive the full 20 points	Add detail in the program process section of the manual; evaluation process and corrective action sections of the manual	Project Challenge Program Manager	With well trained and consistent staff the program, the protocol manual development is the best place to focus to obtain the maximum points
Amount of Service: Duration and Contact Hours	4	Improve % of juvenile receiving optimal duration	<ol style="list-style-type: none"> <li>1. Schedule participants for 12 weeks in all possible cases, adhering to frequency requirements in JCPC policy</li> <li>2. Communicate change and rationale to referral sources, clients, and families</li> <li>3. Modify protocol manual to reflect changes</li> </ol>	<ol style="list-style-type: none"> <li>1. Project Challenge Haywood coordinator</li> <li>2. Project Challenge Haywood Coordinator</li> <li>3. Program Manager</li> </ol>	With implementing the action steps this will ensure an increase in duration to receive a maximum score
Risk Level of Youth	13	None	None-Risk score is not an area that a program receiving all court counselor referrals can improve upon		
Total	51				

Program Enhancement Plan

POP  
64%

This Plan is approved by:

*Aria Puland*  
Program Manager Name & Signature

2,9,16  
Date

\_\_\_\_\_  
JCPC Chair Name & Signature

/ /  
Date

## Program Enhancement Plan

Program:

Structured Day Haywood County

Brief Description:

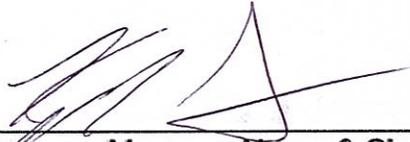
Structured Day Program for court-involved and at-risk youth ages 10-17 where mental health treatment, substance abuse intervention, and academic instruction (with the opportunity to earn credits) is provided in an integrated manner. Aspire also requires that the parents of youth served participate in the parent support groups, parent training sessions, and family counseling sessions. Transportation for youth and parents is provided as needed.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Comments:
Primary Service Supplemental Services	30	N/A			
Quality of Service Delivery	18	Reduce the number of staff turnovers and improve Staff evaluation systems	<ol style="list-style-type: none"> <li>1. Providing additional staff support through supervision and incorporating discussion for self care.</li> <li>2. Reminders have been set on company calendar to ensure that deadlines for evaluations are not missed and this is done at date of hire and again after each evaluation. Implemented 7/1/15</li> </ol>	<ol style="list-style-type: none"> <li>1. Program Manager</li> <li>2. Program Manager</li> </ol>	
Amount of Service: Duration and Contact Hours	10	Look at how duration and Contact hours are being documented	<ol style="list-style-type: none"> <li>1. Do a self assessment to look at how hours and week of services are being documented</li> </ol>	<ol style="list-style-type: none"> <li>1. Day Treatment Supervisor</li> </ol>	

Program Enhancement Plan

Risk Level of Youth	18	N/A			
Total					

This Plan is approved by:

  
\_\_\_\_\_  
Program Manager Name & Signature  
KIMBERLY CASTANO

5/27/16  
\_\_\_\_\_  
Date

\_\_\_\_\_  
JCPC Chair Name & Signature

1/1  
\_\_\_\_\_  
Date

## Program Enhancement Plan

Program:	<b>HIGHTS Inc.</b>
Brief Description:	<b>HIGHTS Compass Program Interpersonal Skills Building</b>

Category	Enhancement Opportunity	Action Steps	Responsible Party	Comments
Primary Service Supplemental Services	<b>Streamline referral process</b>	<b>Maintain communication with partnering agencies.</b>	<b>Marcus Metcalf</b>	
Quality of Service Delivery	<b>Standardize programs and protocol</b>	<b>Continue development of standard protocol manual.</b>	<b>Marcus Metcalf/ Mike Yow</b>	
Amount of Service: Duration and Contact Hours	<b>Standardized procedure in client tracking through NC Allies</b>	<b>Train all staff in SPEP with documents from SPEP training. Ensure all staff accurately record direct service/SPEP hours on NC Allies</b>	<b>Mike Yow</b>	
Risk Level of Youth	_____	_____	_____	_____

This plan is approved by:  6-1-16 \_\_\_\_\_  
 Program Manager Name and Signature      Date      JCPC Chair Name and Signature      Date

## Program Enhancement Plan

Program:

Hawthorn Heights

Brief Description:

Hawthorn Heights is the only runaway shelter west of Asheville and is one of the few temporary shelters in the state designed to serve the needs of juvenile justice involved youth. The program serves males and females, ages 12-17, who are homeless and/or exhibit at-risk behaviors. We also work with youth living in unstable or critical situations and youth who are lacking parental supervision. Youth may reside in the shelter up to 90 days. Hawthorn Heights receives referrals from DJJ, DSS, mental health, law enforcement, schools, and parents/legal guardians. The program also accepts self-referrals made by youth. Referrals are accepted 24-hours a day.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Comments:
Primary Service Supplemental Services					
Quality of Service Delivery	19	Evaluation/ Monitoring	1. Develop Quality Improvement goals and monitoring procedures by April 1, 2016. 2. Report progress toward goals to JCPC at monthly meetings beginning May 1, 2016.	Kara Long, Program Manager Matt Gaunt, Managing Director Lakisha Marelli, Quality Management Director	
Amount of Service: Duration and Contact Hours					
Risk Level of Youth					
Total					

This Plan is approved by:



Program Manager Name & Signature

12/16/15

Date

\_\_\_\_\_  
JCPC Chair Name & Signature

\_\_\_\_\_  
Date

## Program Enhancement Plan

Program:

Kids At Work Haywood County

Brief Description:

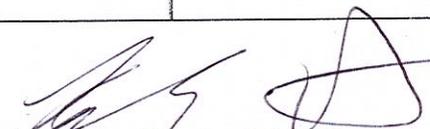
Kids At Work is an interpersonal skills development program based around the culinary art. Clients progress through our interpersonal skill development curriculum on a week by week basis and apply what they learn in the kitchen environment. Youth are a part of the program for 16 weeks and meet for 3 hours once a week. The whole curriculum consists of 24 hands on lessons that are designed to meet the clients unique learning styles and help them apply the skills into their daily environment.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Comments:
Primary Service Supplemental Services	20	N/A			
Quality of Service Delivery	16	Yes	<ol style="list-style-type: none"> <li>1. Creation of a fidelity of program delivery document to be done on a monthly basis</li> <li>2. Time created to deliver staff training on an ongoing basis and a schedule of topic created.</li> <li>3. Creation and implementation of a program documentation monitoring form to better recognize training needs and gaps in program documentation</li> </ol>	<ol style="list-style-type: none"> <li>1. Program Coordinator fills out and shares with staff</li> <li>2. Program coordinator and staff.</li> <li>3. Program Coordinator</li> </ol>	
Amount of Service: Duration and Contact Hours	8	Yes	<ol style="list-style-type: none"> <li>1. Through better communication and the purchase of another vehicle the contact hours should be able to increase thus our score will increase.</li> <li>2. Ensure that NC Allies is upto date and we work with and</li> </ol>	<ol style="list-style-type: none"> <li>1. All Staff</li> <li>2. Program Coordinator</li> </ol>	

Program Enhancement Plan

			graduate more than 10 youth a year.		
Risk Level of Youth	15	No			
Total					

This Plan is approved by:

  
KIMBERLY CASTANO  
 Program Manager Name & Signature

5/27/16  
 Date

\_\_\_\_\_  
 JCPC Chair Name & Signature

1/1  
 Date



**NC Department of Public Safety  
Juvenile Crime Prevention Council Certification**

Fiscal Year: 2016 -2017

County: <b>Haywood</b>	Date: <b>6/26/16</b>
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**CERTIFICATION STANDARDS**

**STANDARD #1 - Membership**

- |   |     |
|---|-----|
| A. Have the members of the Juvenile Crime Prevention Council been appointed by county commissioners?                              | Yes |
| B. Is the membership list attached?   | Yes |
| C. Are members appointed for two year terms and are those terms staggered?  | Yes |
| D. Is membership reflective of social-economic and racial diversity of the community?   | Yes |
| E. Does the membership of the Juvenile Crime Prevention Council reflect the required positions as provided by N.C.G.S. §143B-846? | No  |

If not, which positions are vacant and why?

Several vacancies will be addressed in summer due to changes in leadership in several required positions

**STANDARD #2 - Organization**

- |  |     |
|--|-----|
| A. Does the JCPC have written Bylaws?  | Yes |
| B. Bylaws are <input type="checkbox"/> attached or <input checked="" type="checkbox"/> on file (Select one.)                     |     |
| C. Bylaws contain Conflict of Interest section per JCPC policy and procedure.  | Yes |
| D. Does the JCPC have written policies and procedures for funding and review?  | Yes |
| E. These policies and procedures <input checked="" type="checkbox"/> attached or <input type="checkbox"/> on file. (Select one.) |     |
| F. Does the JCPC have officers and are they elected annually?  | Yes |
- JCPC has:  Chair;  Vice-Chair;  Secretary;  Treasurer.

**STANDARD #3 - Meetings**

- |  |     |
|--|-----|
| A. JCPC meetings are considered open and public notice of meetings is provided.  | Yes |
| B. Is a quorum defined as the majority of membership and required to be present in order to conduct business at JCPC meetings? | Yes |
| C. Does the JCPC meet bi-monthly at a minimum?   | Yes |
| D. Are minutes taken at all official meetings?   | Yes |
| E. Are minutes distributed prior to or during subsequent meetings?   | Yes |

**STANDARD #4 - Planning**

- |   |     |
|---|-----|
| A. Does the JCPC conduct an annual planning process which includes a needs assessment, monitoring of programs and funding allocation process? | Yes |
| B. Is this Annual Plan presented to the Board of County Commissioners and to DPS?   | Yes |
| C. Is the Funding Plan approved by the full council and submitted to Commissioners for their approval?  | Yes |

**Juvenile Crime Prevention Council Certification (cont'd)**

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**STANDARD #5 - Public Awareness**

- A. Does the JCPC communicate the availability of funds to all public and private non-profit agencies which serve children or their families and to other interested community members? ( RFP, distribution list, and article attached) Yes
- B. Does the JCPC complete an annual needs assessment and make that information available to agencies which serve children or their families, and to interested community members? Yes

**STANDARD #6 – No Overdue Tax Debt**

- A. As recipient of the county DPS JCPC allocation, does the County certify that it has no overdue tax debts, as defined by N.C.G.S. §105-243.1, at the Federal, State, or local level? Yes

Briefly outline the plan for correcting any areas of standards non-compliance.  
 We will contact and recruit potential members during June 2016

Having complied with the Standards as documented herein, the Juvenile Crime Prevention Council may use up to \$15,500 of its annual Juvenile Crime Prevention fund allocation to cover administrative and related costs of the council. *Form JCPC/ OP 002 (b) JCPC Certification Budget Pages* detailing the expenditure budget must be attached to this certification.  
**The JCPC Certification must be received by June 30, 2016.**

**JCPC Administrative Funds  
 SOURCES OF REVENUE**

<b>DPS JCPC</b>	
Only list requested funds for JCPC Administrative Budget.	2700
<b>Local</b>	
<b>Other</b>	
<b>Total</b>	2700

  5/26/16  
 \_\_\_\_\_  
 JCPC Chairperson Date

\_\_\_\_\_  
 Chairman, Board of County Commissioners Date

\_\_\_\_\_  
 DPS Designated Official Date

**Juvenile Crime Prevention Council Certification (cont'd)**

Haywood

County

FY 2016-17

Instructions: N.C.G.S. § 143B-846 specifies suggested members be appointed by county commissioners to serve on local Juvenile Crime Prevention Councils. In certain categories, a designee may be appointed to serve. Please indicate the person appointed to serve in each category and his/her title. Indicate appointed members who are designees for named positions. Indicate race and gender for all appointments.

Specified Members	Name	Title	Designee	Race	Gender
1) School Superintendent or designee			<input type="checkbox"/>		
2) Chief of Police			<input type="checkbox"/>		
3) Local Sheriff or designee	Heidi Warren	Youth Resource/DARE	<input checked="" type="checkbox"/>	C	F
4) District Attorney or designee			<input type="checkbox"/>		
5) Chief Court Counselor or designee	Dianne Whitman	Chief Court Counselor	<input checked="" type="checkbox"/>	C	F
6) Director, AMH/DD/SA, or designee	Diane Conger	Smoky Mt Center	<input checked="" type="checkbox"/>	C	F
7) Director DSS or designee	Gayla Jones	Social Work Supervisor	<input checked="" type="checkbox"/>	C	F
8) County Manager or designee			<input type="checkbox"/>		
9) Substance Abuse Professional	Jamie Oxendine	Haywood Psychological Services	<input checked="" type="checkbox"/>	C	F
10) Member of Faith Community			<input type="checkbox"/>		
11) County Commissioner	Bill Upton	County Commissioner	<input checked="" type="checkbox"/>	C	M
12) Two Persons under age 18 (State Youth Council Representative, if available)	Payton Renegar	Youth/Waynesville Middle School	<input checked="" type="checkbox"/>	C	F
			<input type="checkbox"/>		
13) Juvenile Defense Attorney			<input type="checkbox"/>		
14) Chief District Judge or designee	Brad Renegar	Guardian Ad Litem	<input checked="" type="checkbox"/>	C	M
15) Member of Business Community			<input type="checkbox"/>		
16) Local Health Director or designee			<input type="checkbox"/>		
17) Rep. United Way/other non-profit	Celesa Willett	UW Director	<input checked="" type="checkbox"/>	C	F
18) Representative/Parks and Rec.	Claire Carlton	Haywood Rec & Parks Director	<input checked="" type="checkbox"/>	C	F
19) County Commissioner appointee	John Chicoine	Haywood Co Senior Resource Center Director	<input checked="" type="checkbox"/>	C	M
20) County Commissioner appointee	Ed Brown	Retired Educator	<input checked="" type="checkbox"/>	C	M
21) County Commissioner appointee	Torrie Murphy	Mountain projects/Senior Corps Programs	<input checked="" type="checkbox"/>	C	F

**Juvenile Crime Prevention Council Certification (cont'd)**

<del>22) County Commissioner appointee</del>	<del>Brian Matlock</del>	<del>Juvenile Court Counselor</del>	<del><input checked="" type="checkbox"/></del>	<del>C</del>	<del>M</del>
23) County Commissioner appointee			<input type="checkbox"/>		
24) County Commissioner appointee			<input type="checkbox"/>		
25) County Commissioner appointee			<input type="checkbox"/>		

<b>SECTION VI: BUDGET NARRATIVE</b>			
<b>JCPC Administration</b>		<b>Fiscal Year</b>	<b>FY 16-17</b>
<b>Item #</b>	<b>Justification</b>	<b>Expense</b>	<b>In Kind Expense</b>
190	Contract clerical support	\$1,200	
220	Lunch for JCPC meetings - estimate 9 meetings @ \$89	\$800	
290	Volunteer Recognition Banquet	\$700	
<b>TOTAL</b>		<b>\$2,700</b>	

<b>Job Title</b>	<b>Annual Expense Wages</b>	<b>Annual In Kind Wages</b>
<b>TOTAL</b>		

**SECTION VII**

Program: JCPC Administration

Fiscal Year: FY 16-17

Number of Months: 12

	Cash	In Kind	Total
<b>I. Personnel Services</b>	<b>\$1,200</b>		<b>\$1,200</b>
120 Salaries & Wages			\$0
180 Fringe Benefits			\$0
190 Professional Services*	\$1,200		\$1,200
*Contracts MUST be attached			
<b>II. Supplies &amp; Materials</b>	<b>\$1,500</b>		<b>\$1,500</b>
210 Household & Cleaning			\$0
220 Food & Provisions	\$800		\$800
230 Education & Medical			\$0
240 Construction & Repair			\$0
250 Vehicle Supplies & Materials			\$0
260 Office Supplies and Materials			\$0
280 Heating & Utility Supplies			\$0
290 Other Supplies and Materials	\$700		\$700
<b>III. Current Obligations &amp; Services</b>			<b>\$0</b>
310 Travel & Transportation			\$0
320 Communications			\$0
330 Utilities			\$0
340 Printing & Binding			\$0
350 Repairs & Maintenance			\$0
370 Advertising			\$0
380 Data Processing			\$0
390 Other Services			\$0
<b>IV. Fixed Charges &amp; Other Expenses</b>			<b>\$0</b>
410 Rental or Real Property			\$0
430 Equipment Rental			\$0
440 Service and Maint. Contracts			\$0
450 Insurance & Bonding			\$0
490 Other Fixed Charges			\$0
<b>V. Capital Outlay</b>			<b>\$0</b>
<b>[This Section Requires Cash Match]</b>			
510 Office Furniture & Equipment			\$0
530 Educational Equipment			\$0
540 Motor Vehicle			\$0
550 Other Equipment			\$0
580 Buildings, Structure & Improv.			\$0
<b>Total</b>	<b>\$2,700</b>		<b>\$2,700</b>

## Haywood County Juvenile Crime Prevention Council Funding Allocations Policies and Procedures

1. **Purpose:** JCPC funds are used to provide community based services for youth who are defined by Department of Public Safety, Division of Adult Correction and Juvenile Justice, Community Programs Section (DPS) as delinquent, undisciplined, or youth at risk. Funding priority is given to those programs meeting the dispositional needs of juvenile court and the priorities established by the Haywood County Juvenile Crime Prevention Council and advertised in the annual request for proposals.
2. **Applicant Requirements:** Applicant agencies may be non-profit organizations, governmental entities, or Housing Authorities only. Programs providing treatment or intervention services must meet the criteria for the type of service offered as established by the DPS and described in JCPC policy. Programs are also expected to work with JCPC members and DPS staff to develop programs that use acknowledged "best practices" for at risk and court involved youth.
3. **Request for Proposals (RFP):** Each year, the Haywood County JCPC will produce and publicize a request for proposals (RFP). RFPs will be publicly advertised in the local newspaper, and mailed (either by US or electronic mail) to all funded providers, the local United Way (if applicable), other agencies serving youth (public and private non-profit), area mental health, housing authorities and the school system(s). The RFP may also be posted in the location (physical or electronic) for other Public Notices in Haywood County. The RFP will allow a minimum of 30 days from the date of publication until the application due date, and will include (at a minimum):
  - a. The funding priority areas established by the JCPC
  - b. The due date for applications
  - c. A contact for information regarding application procedures.
4. **Exclusions:** An application may be excluded from consideration for funding, for any of the following reasons:
  - a. Late submission (after the published deadline date and time). Note: both electronic and, if required, paper submission must meet the deadline.
  - b. Incomplete information
  - c. Failing to meet the funding priorities as established by the JCPC.The JCPC shall log all applications submitted by the published due date.
5. **Additional Rounds of Proposals:** Under certain conditions, the JCPC may choose to request additional rounds of proposals. Specifically,
  - a. If all available funds are not allocated, or
  - b. If a funded program is unable to operate and returns funds, or
  - c. If funds are revoked by the JCPC due to malfeasance or misfeasance, or
  - d. If the JCPC has elected to reserve funds for a specific priority area, and the priority services are not included in the first round of applications received.
6. **Applicant Orientation:** Applicants must complete all information, both budget and narrative, required by the DPS application system. The area consultant can provide technical assistance to the JCPC by offering an Applicant Orientation which provides detailed instructions on completing the application as well an introduction to JCPC and the legislative intent of their development. The JCPC may require, strongly recommend, or offer the Orientation to applicants.
7. **Presentation:** All agencies whose applications meet the program requirements will be given an opportunity to present their proposal to the JCPC (or allocation committee) for consideration. The committee may establish the format for the presentation (i.e. Time limit, content they wish to see covered). The agency will also have the opportunity to respond to committee or JCPC questions at the time of presentation.
8. **Criteria:** The JCPC will review the applications and award funding based on priority needs, quality of services and cost per unit (of same-type projects). A *Funding Decisions Summary*

form is available from DPS to document the local decision process and is to be completed and included in the JCPC County Plan.

9. **Conflict of Interest:** In order to avoid conflict of interest, any JCPC member who has a conflict should declare the conflict and abstain from voting on funding. Abstentions shall be documented in the minutes.
10. **Appeals/Grievance:** Any grievance of an agency regarding the local funding decision shall be appealed locally in this order:
  - a. JCPC funding committee, when applicable;
  - b. JCPC;
  - c. County Manager;
  - d. County Board of Commissioners; and
  - e. DPS, through the Area Consultant for the County.

**Haywood County Juvenile Crime Prevention Council  
Request for Proposals**

**\$145,992**

Anticipated County Allocation

**20%**

Required Local Match Rate

**February 17, 2016**

Date Advertised

The Juvenile Crime Prevention Council (JCPC) has studied the risk factors and needs of Juvenile Court involved youth in this county and hereby publishes this Request for Proposals. The JCPC anticipates funds from the NC Dept. of Public Safety, Division of Adult Correction & Juvenile Justice, Juvenile Community Programs Section, in the amount stated above to fund the program types specified below. Such programs will serve delinquent and at-risk youth for the state fiscal year 2016-2017 beginning on, or after, July 1, 2016. The use of these funds in this county requires a local match in the amount specified above.

**The JCPC will consider proposals for the following needed programs:**

Mentoring	Restitution & Community Service	Temporary Shelter
Interpersonal Skills	Structured Day	
Experiential Skills	Mediation	

**Note:** Special consideration will be given to programs that address substance abuse prevention, particularly preventing or reducing use of tobacco, alcohol, and marijuana; as well as programs that address anti-bullying (face-to-face and bullying on digital media).

**Proposed program services should target the following risk factors for delinquency or repeat delinquency:**

Negative Peer Associations, Parental Supervision Skills, School Behavior Problems, History of Assaultive Behavior, Prior referrals to Juvenile Court, History of Runaway, Substance Abuse or need for further assessment

**Programs should address the following concerns as reported in the Needs Assessments for adjudicated youth:**

Peer Domain: Associations with delinquent peers  
Individual Domain: Substance Abuse, History of Victimization, Dangerous Sexual Practices  
Family Domain: Parental Supervision Skills, Family Substance Abuse, History of Family Criminality, Family Discord and Violence  
School Domain: Serious School Behavior Problems

**Applicants are being sought that are able to address items below:**

1. Program services compatible with research that are shown to be effective with juvenile offenders.
2. Program services are outcome-based.
3. The program has an evaluation component.

Local public agencies, 501(c)(3) non-profit corporations and local housing authorities are invited to submit applications to provide services addressing the above elements.

John Chicoine      jchicoine@mountainprojects.org

JCPC Chairperson or Designee

at

828-356-2833

Telephone #

In order to apply for FY 2016-2017 JCPC funding, you must complete and submit your application online by accessing NC ALLIES. Please review instructions at the following link:

<https://www.ncdps.gov/index2.cfm?a=000003,002476,002483,002482,002514>

**A MANDATORY applicant orientation will be held on March 14th, 2016 at 1:00 PM at the Haywood Health & Human Services Training Room, located at 157 Paragon Parkway, Clyde, NC. Attendance is required for new applicants. The JCPC allocations committee will meet to review proposals and vote on their recommendation for funding on Wednesday, April 6, 2016 at 9:00 a.m. in the Haywood Health & Human Services Training Room, located at 157 Paragon Parkway, Clyde, NC. Note: Private non-profits are required to submit No Over Due Tax form, Conflict of Interest Statement, agency Conflict of Interest policy, and, upon request, proof of 501(c)(3) status.**

**NOTE:** For further information, or technical assistance about applying for JCPC funds in this county, contact June Ward, Area Consultant, at 828-296-4745.

Deadline for Application is: Friday, April 1, 2016 by 3:00 P.M.

Mail or deliver applications to: John Chicoine  
Haywood County Resource Center, 81 Elmwood Way  
Waynesville, NC 28786

Number of copies to submit: 5

Telephone: 828-356-2833

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## Grants available to prevent juvenile crime, delinquency

Feb 17, 2016

2

The Haywood County Juvenile Crime Prevention Council is accepting proposals for \$145,992 in grant funds that will address the issue of juvenile delinquent and crime issues.

Applicants must be prepared to offer a 20 percent match and must attend a mandatory applicant funding session at 1 p.m. March 14 at the Haywood Health and Human Services Training room at 157 Paragon Parkway in Clyde.

The local JCPC board will make funding recommendations on April 6.

Applicants are being sought that are able to provide program services for juvenile offenders that have been shown to be effective and have an evaluation component.

Special consideration will be given to programs that address substance abuse prevention as well as programs that address anti-bullying.

For more information, contact John Chicoine, Haywood County Resource Center, 81 Elmwood Way, Waynesville, or call him at 356-2833.



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Comments (0)

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## John Chicoine

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**From:** Gayla Jones  
**Sent:** Tuesday, February 16, 2016 8:52 AM  
**To:** Anna Roland; Bill L. Upton; Brad Renegar; Brian Matlock; Celesa Willett; Claire Carleton; Diane Conger; Dianne Whitman; Dr. Anne Garrett; Dr. Ed Brown; Greg Paninski; Heidi Warren; Jamie Oxendine; John Chicoine; Jonathan Metellus ; June Ward; Kara Haney; Kim Castano; Marcus Metcalf; mmswaynesville; Patti Tiberi; Torrie Murphy  
**Subject:** Voting results  
**Attachments:** Vote 2016.pdf

I am attaching the final numbers for our electronic vote. We had enough members participate and all voted "yes" for all 4 items. Please see the attached document with those votes.

If you have any questions please let me know.

Our next meeting will be on March 2, 2016 at 12:00.

Thanks,

Gayla Jones  
Child Welfare Program Manager

Haywood County Health and Human Services Agency  
157 Paragon Parkway Suite 300  
Clyde, NC 28721  
828-356-2412

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Pursuant to North Carolina General Statutes Chapter 132, Public Records, this electronic mail message and any attachments hereto, as well as any electronic mail message(s) sent in response to it, may be considered public record and as such are subject to request and review by anyone at any time.

JCPC Member	Item 1 – MST extra \$ from DPS thru Haywood County JCPC	Item 2 – December Minutes	Item 3 – Revised Funding Policy	Item 4 – Request for Proposals for FY 16-17
Bill Upton	Yes	Yes	Yes	Yes
Claire Carleton	Yes	Yes	Yes	Yes
Brad Renegar	Yes	Yes	Yes	Yes
Brian Matlock	Yes	Yes	Yes	Yes
Celesa Willett	Yes	Yes	Yes	Yes
Dianne Conger	Yes	Yes	Yes	Yes
Dianne Whitman				
Dr. Ed Brown	Yes	Yes	Yes	Yes
Heidi Warren				
Jamie Oxendine				
John Chicoine	Yes	Yes	Yes	Yes
Torrie Murphy	Yes	Yes	Yes	Yes
Gayla Jones	Yes	Yes	Yes	Yes
Payton Renegar	Yes	Yes	Yes	Yes
John Laursen				
Kyla Laursen				

## John Chicoine

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**From:** John Chicoine  
**Sent:** Tuesday, February 16, 2016 11:10 AM  
**To:** 'Candace Way'  
**Subject:** JCPC RFP  
**Attachments:** Copy of Haywood 2016-17 RFP.xls

Candace,

Here is the info on the RFP that we need to get out for JCPC, let me know if you need more info.

Thanks,

John

BLIND Copy to Membership - RFP RFP - Distribution list

**John Chicoine**

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**From:** John Chicoine  
**Sent:** Tuesday, February 09, 2016 3:41 PM  
**To:** jchicoine@mountainprojects.org  
**Subject:** FW: Haywood JCPC Email VOTE - please vote by Fri. 2/12/16 at 5 p.m.  
**Attachments:** Haywood 2016-17 RFP.xls; JCPC Funding Policy proposed 2016\_0203.doc; December 2015 Minutes.docx

**Importance:** High

Good morning JCPC members,

Several members of the JCPC were unable to attend the Haywood County Juvenile Crime Prevention Council (JCPC) meeting on Feb 3, 2016, and a quorum was not present. The following agenda items were presented for consideration, and the JCPC is conducting an email vote requesting that **all members** (those present on Feb. 3 and those who were absent) please review the items as summarized below, and then **email your vote to either approve or disapprove** the items listed.

- Please respond to this email from me, your JCPC Secretary, to indicate your vote on each item listed below. My email address is [GJones@haywoodnc.net](mailto:GJones@haywoodnc.net)
- Please vote YES to approve, or NO to disapprove each separate recommendation.
- List the items by number 1 – 4 and state YES or NO for each item.

**Your vote on each item is due by Friday, February 12, 2016 at 5 p.m.**

1. **Recommendation to Increase the State Funds for the JCPC endorsed Level 2 Multi-Systemic Therapy (MST) program provided by Youth Villages serving Haywood, Jackson and Macon counties.** These are additional state funds and do not come from the existing JCPC allocation for Haywood County. The purpose of the increase of \$30,000 is to serve 2 additional youth/families in the intensive home-based family counseling MST program. The \$50,000 funds for FY 15-16 previously allocated have already been used. DPS has funds available and will increase funds to MST by \$30,000 if there is local approval. This is a needed service, which serves clients/families without Medicaid coverage, who are either uninsured, and underinsured for this type of service.
2. **Recommendation to Approve December 2, 2015 meeting minutes** (see attached, as distributed at the Feb. 3, 2016 meeting)
3. **Recommendation to Approve revised Haywood JCPC Funding Policy** (See highlighted changes in the attached document which was distributed at the Feb. 3, 2016 meeting)
4. **Recommendation to Approve of draft Haywood JCPC Request for Proposals for FY 2016-17, from the Planning and Community Study Committee** (attached as discussed at the Feb. 3, 2016 meeting)

Thank you kindly for your Email vote on these important items of JCPC business.

Sincerely,

Gayla Jones  
JCPC Secretary



**NC Department of Public Safety, Division of Juvenile Justice  
JCPC Conflict of Interest Disclosure Form for JCPC Members**

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 No  Yes (Please describe below.)

Name	Identify Name of Program or Organization	Position (Program manager, director, officer, employee or board member)
Sam Oxendine	HIGHTS / COMPASS	employee (PT)

- 2) Are you aware of any other information necessary to fully disclose any actual, potential, or the appearance of conflicts of interest you may have during the course of fulfilling your duties and responsibilities as a JCPC member?  No  Yes (Please describe below.)

- 3) If replying yes to either of the above questions, please attach a description of the steps that will be taken by the JCPC to address any conflict of interest, potential conflicts of interest and the appearance of conflicts of interest. The description must include the name and address of the persons involved and a description of the relationship and any potential transaction.

County or Counties \_\_\_\_\_  
 JCPC member's name \_\_\_\_\_  
 (Print, Sign, Date) James Oxendine Jamie Oxendine 10/17/15  
 JCPC Chairperson's name \_\_\_\_\_  
 (Print, Sign, Date)

Date Received in County Manager's Office: \_\_\_\_\_ Date Received in DJJ Area Office: \_\_\_\_\_



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County or Counties Haywood  
 JCPC member's name David Bradley Renegar, Jr. B. Fey, 10/7/15  
 (Print, Sign, Date)  
 JCPC Chairperson's name \_\_\_\_\_  
 (Print, Sign, Date)

Date Received in County Manager's Office: \_\_\_\_\_ Date Received in DJJ Area Office: \_\_\_\_\_



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County or Counties Haywood  
 JCPC member's name Cayla Jones - Gaja Jones  
 (Print, Sign, Date) 10-7-15  
 JCPC Chairperson's name \_\_\_\_\_  
 (Print, Sign, Date) \_\_\_\_\_

Date Received in County Manager's Office: \_\_\_\_\_ Date Received in DJJ Area Office: \_\_\_\_\_



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County or Counties Haywood  
 JCPC member's name Brian L. Matlock Brian L. Matlock 8/5/2015  
 (Print, Sign, Date)  
 JCPC Chairperson's name \_\_\_\_\_  
 (Print, Sign, Date)

Date Received in County Manager's Office: \_\_\_\_\_ Date Received in DJJ Area Office: \_\_\_\_\_



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County or Counties Haywood  
 JCPC member's name Claire Carleton Colan Carleton  
 (Print, Sign, Date) 8/5/15  
 JCPC Chairperson's name \_\_\_\_\_  
 (Print, Sign, Date) \_\_\_\_\_

Date Received in County Manager's Office: \_\_\_\_\_ Date Received in DJJ Area Office: \_\_\_\_\_



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County or Counties Haywood  
 JCPC member's name Dianne Whitman  
 (Print, Sign, Date) Dianne Whitman 8/5/15  
 JCPC Chairperson's name \_\_\_\_\_  
 (Print, Sign, Date) \_\_\_\_\_

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County or Counties Haywood  
 JCPC member's name Celesa T. Willett, Celesa T. Willett  
 (Print, Sign, Date) 8/4/15  
 JCPC Chairperson's name \_\_\_\_\_  
 (Print, Sign, Date) \_\_\_\_\_

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County or Counties           HAYWOOD            
 JCPC member's name           DIANNE CONGER            
 (Print, Sign, Date)           Dianne H Engler 9/15/15            
 JCPC Chairperson's name \_\_\_\_\_  
 (Print, Sign, Date) \_\_\_\_\_

Date Received in County Manager's Office: \_\_\_\_\_ Date Received in DJJ Area Office: \_\_\_\_\_



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JCPC Conflict of Interest Disclosure Form for JCPC Members**

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Therefore, personal relationships that may inappropriately influence (bias) or appear to influence actions must be disclosed. Conflict means a conflict or the appearance of a conflict between the private interests and official responsibilities of a person in a position of trust, including a Juvenile Crime Prevention Council member. *[Examples of conflict of interest include, but are not limited, to a JCPC member being related to a JCPC funded program staff member, a JCPC member being employed by a competing applicant for JCPC funding, or a JCPC member or managing staff having personal, financial, professional, or political gain at the expense or benefit of the JCPC; other than the benefit of therapeutic intervention for the juveniles and families served by JCPC funded programs.]*

**Failure to disclose any conflicts of interest, potential conflicts of interest and the appearance of conflicts of interest within the JCPC may result in the Department's cessation of any further State funds.**

- 1) Are you, your spouse, or any other members of your family serving as a program manager, employee, director, officer, or governing board member of any organization for which the JCPC has funding interest or jurisdiction?  
 No     Yes (Please describe below.)

Name	Identify Name of Program or Organization	Position (Program manager, director, officer, employee or board member)

- 2) Are you aware of any other information necessary to fully disclose any actual, potential, or the appearance of conflicts of interest you may have during the course of fulfilling your duties and responsibilities as a JCPC member?  
 No     Yes (Please describe below.)

- 3) If replying yes to either of the above questions, please attach a description of the steps that will be taken by the JCPC to address any conflict of interest, potential conflicts of interest and the appearance of conflicts of interest. The description must include the name and address of the persons involved and a description of the relationship and any potential transaction.

County or Counties Haywood  
 JCPC member's name Dr. Ed Brown, III  
 (Print, Sign, Date)  
 JCPC Chairperson's name Dr. Ed Brown, III  
 (Print, Sign, Date)

Date Received in County Manager's Office: \_\_\_\_\_ Date Received in DJJ Area Office: \_\_\_\_\_



**NC Department of Public Safety, Division of Juvenile Justice  
JCPC Conflict of Interest Disclosure Form for JCPC Members**

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County or Counties Haywood  
 JCPC member's name (Print, Sign, Date) Bill L. Upton Bill L. Upton 8/5/15  
 JCPC Chairperson's name (Print, Sign, Date) \_\_\_\_\_

Date Received in County Manager's Office: \_\_\_\_\_ Date Received in DJJ Area Office: \_\_\_\_\_



**NC Department of Public Safety, Division of Juvenile Justice  
JCPC Conflict of Interest Disclosure Form for JCPC Members**

The purpose of disclosure of financial and personal interests (business, professional, or political) of JCPC members is to avoid conflicts of interest, potential conflicts of interest and the appearance of conflicts of interest between the member's private interest and his/her public duties. It is critical to this process that JCPC members examine, evaluate, and disclose those personal and financial interests that may pose a real or potential conflict of interest. Each JCPC member must take an active, thorough, and conscientious role in the disclosure and review process, including having a complete knowledge of how the JCPC member's private interests (business, professional, or political) might impact his/her position or duties on the council. JCPC members have an affirmative duty to provide any and all information that a reasonable person would conclude is necessary to disclose any conflict of interest, potential conflict of interest, or the appearance of a conflict of interest between the member's public and private interests; however the disclosure, review, and evaluation process is not intended to result in the disclosure of unnecessary or irrelevant personal information.

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**Failure to disclose any conflicts of interest, potential conflicts of interest and the appearance of conflicts of interest within the JCPC may result in the Department's cessation of any further State funds.**

- 1) Are you, your spouse, or any other members of your family serving as a program manager, employee, director, officer, or governing board member of any organization for which the JCPC has funding interest or jurisdiction?  
 No     Yes (Please describe below.)

Name	Identify Name of Program or Organization	Position (Program manager, director, officer, employee or board member)

- 2) Are you aware of any other information necessary to fully disclose any actual, potential, or the appearance of conflicts of interest you may have during the course of fulfilling your duties and responsibilities as a JCPC member?  
 No     Yes (Please describe below.)

- 3) If replying yes to either of the above questions, please attach a description of the steps that will be taken by the JCPC to address any conflict of interest, potential conflicts of interest and the appearance of conflicts of interest. The description must include the name and address of the persons involved and a description of the relationship and any potential transaction.

County or Counties HAYWOOD

JCPC member's name JOHN CHICLINE      8/5/15  
(Print, Sign, Date)

JCPC Chairperson's name [Signature]      8/5/15  
(Print, Sign, Date)

Date Received in County Manager's Office: \_\_\_\_\_ Date Received in DJJ Area Office: \_\_\_\_\_



**NC Department of Public Safety**

Juvenile Crime Prevention Council Monitoring Report and Confidentiality Statement

<b>County:</b>	<b>Haywood</b>	<b>Date:</b>	<b>1/27/2016</b>
<b>Evaluation Period:</b>	<b>July 2015-Dec. 31, 2015</b>	<b>FY:</b>	<b>2015-2016</b>

SECTION I	PROGRAM INFORMATION	
Program Name:	Prime For Life	
Sponsoring Agency:	Mountain Projects	
Component Type (s):	Social Skills Training	<b>Please attach Sections III – V for each additional component, if applicable</b>
Program Manager:	Patti Tiberi	
Name of Person(s) Interviewed:	Patti Tiberi	

SECTION II	DOCUMENT REVIEW		
ITEMS FOR REVIEW	YES	NO	
Approved Program Agreements/Revisions	<input type="checkbox"/>	<input type="checkbox"/>	Last Revision Approval Date: N/A
Last Financial Expense/Revenue Report	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date of Report: <b>12/31/15</b> If no, a recommendation for follow-up by the Area Consultant must be made.
Client Tracking Client Count Report Youth Served and Admitted	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Date of Reports: <b>N/A. Program starts in Feb. 2016</b> Please attach.
Court Counselor Staff Review/Comments	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Date of Report Comments: N/A Please attach.
Signed Section IX Confidentiality Agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Please attach.
Other supporting documentation reviewed, i.e. surveys, pre/post tests, etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	List: Syllabus, TB Screen, RISK, GAIN. Please attach.

**Component Name: Prime For Life Skills**

**Component Type: Social**

SECTION III		PROGRAM SERVICE STATISTICS
Total agreed to serve per current Program Agreement:	15 (2 groups per year)	Total served year-to-date: 0 Group st start in Feb. 2016.
Is the number served year-to-date on track with Program Agreement projections	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	If no, why: Group did not start until Feb. 2016.
Total number of youth admitted year-to-date:	o- they have received verbal confirmation from DJJ of 4 ready to start in Feb.	Referral source(s) for admitted juveniles: DJJ Does this match the target outlined in the program agreement (explain): Yes

SECTION IV		COMPLIANCE INFORMATION	
PROGRAM AGREEMENT	YES	NO	
Attach Measurable Objectives Status Report for <b>first six months</b> (July – Dec)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If not attached, explain: Group has not started yet. Comment (include your conclusions based on the measurable results): They have everything ready to start.
Attach Measurable Objectives Status Report if <b>program was funded last fiscal year</b> (July – June)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If not attached, explain: N/a. Group has not started yet, so no information available yet. Comment (include your conclusions based on the measurable results):
Supporting documentation collected for assessment of client progress and Measurable Objectives Status Reporting	<input checked="" type="checkbox"/> Grade Reports <input checked="" type="checkbox"/> Attendance Reports <input checked="" type="checkbox"/> School Discipline Reports <input checked="" type="checkbox"/> Pre/Post Tests <input checked="" type="checkbox"/> Juvenile Court recidivism information <input checked="" type="checkbox"/> Other; List <b>GAIN, RISK and above will be used and available at next review.</b>		
Were these reports/documents available for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment: On-Line
Other measurement tools utilized to determine program effectiveness?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> N/A If yes, describe:
Does the program have a <b>SPEP</b> primary service?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	List:                      or <input checked="" type="checkbox"/> N/A If no or N/A, indicate why a <b>SPEP</b> service is not provided: It will be provided after the first year.
Does the program have a qualifying <b>SPEP</b> supplemental service?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	List:

Juvenile Crime Prevention Council Monitoring Report and Confidentiality Statement (con'd)

**Component Name: Prime For Life Skills training**

**Component Type: Social**

SECTION V		OPERATIONAL INFORMATION	
PROGRAM OPERATION	YES	NO	
Program services consistent with the description within the Program Agreement?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Comment: N/A. Not started yet.
Screening, admission, and termination process matches program agreement and policies?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Comment: N/A. Not available yet.
Interaction with Court Counseling Staff?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Describe any problems or concerns with the program's interaction or contact with the Juvenile Court Counselors' Office No problems. They will receive referrals from DJJ and will have regular meetings after group starts.
Physical facilities adequate and as defined in the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment: Viewed facilities and they were adequate, appropriate, confidential
Program staffing patterns consistent with the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment:
Any Staff vacancies during this review period?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, describe; How has it affected program service delivery?  How does the program address lapsed salary?
Any Staff vacancies in the prior fiscal year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, describe; How has it affected program service delivery?  How does the program address lapsed salary?
Has any aspect of the program changed since the beginning of the fiscal year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, describe:
Are there any program issues/concerns that should be shared with the JCPC?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, describe:

SECTION VI		FINANCIAL INFORMATION	
EXPENDITURES & REVENUES	YES	NO	
Are expenditures and revenues consistent with the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment: Program will start in Feb. Only salaries and fringe and indirect so far but is following projection.  If no, a recommendation for follow-up by the Area Consultant must be made.
Cost centers significantly <b>over or under expended</b> six months into fiscal year?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment: Under because the program will start in Feb. 2016. If yes, a recommendation for follow-up by the Area Consultant must be made.
Was there a refund due on the <b>prior</b> year's final accounting?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, indicate amount and why? \$ N/A Comment:

SECTION VII	SUMMARY
Overall Program Strengths/Weaknesses and other Summary Comments:	

SECTION VIII	RECOMMENDATIONS
This program is recommended for consideration for continued funding.	Check One <input checked="" type="checkbox"/> YES without conditions <input type="checkbox"/> YES with conditions as noted below <input type="checkbox"/> NOT recommended for consideration for continued funding.
	Comments/Conditions: Program will begin in February 2016. They have everything in place to begin then.
Area Consultant follow-up is recommended. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO  Comments:	

**SECTION IX JPCPC MONITOR CONFIDENTIALITY AGREEMENT AND SIGNATURES**

My signature acknowledges monitoring of the aforementioned program, including any program policies, files and supporting documentation. **All client-specific information reviewed is privileged, confidential,** and permitted only in the context of monitoring responsibilities. I will not disclose or discuss any confidential or private information including program enrollment to any third parties.

Copies of the completed form have been provided to the Program Manager, JPCPC Chairperson, and Area Consultant.

Patricia Fisher 1/27/16 Sign \_\_\_\_\_ Date \_\_\_\_\_

Deanne J. Conroy 1/27/16 Sign \_\_\_\_\_ Date \_\_\_\_\_

Sign \_\_\_\_\_ Date \_\_\_\_\_ Sign \_\_\_\_\_ Date \_\_\_\_\_

**DPS**  
**N.C. Department of Public Safety**  
 Juvenile Crime Prevention Council Monitoring Report

<b>County:</b>	<b>Haywood</b>	<b>Date:</b>	<b>1/19/2016</b>
<b>Evaluation Period:</b>	<b>7/1/2015-12/31/2015</b>	<b>FY:</b>	<b>15-16</b>

<b>SECTION I</b>	<b>PROGRAM INFORMATION</b>	
Program Name:	Aspire Structured Day/Kids at Work	
Sponsoring Agency:	Aspire Youth and Family	
Component Type (s):	structured ay/interpersonal skills	<b>Please attach Sections III – V for each additional component, if applicable</b>
Program Manager:	Kim Castano	
Name of Person(s) Interviewed:	Kim Castano, Jamie Pannell, Greg Paninski	

<b>SECTION II</b>	<b>DOCUMENT REVIEW</b>		
ITEMS FOR REVIEW	YES	NO	
Approved Program Agreements/Revisions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Last Revision Approval Date: 11/10/15
Last Financial Expense/Revenue Report	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date of Report: <b>1/18/16</b> If no, a recommendation for follow-up by the Area Consultant must be made.
Client Tracking Client Count Report Youth Served and Admitted	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date of Reports: <b>1/18/16</b> Please attach.
Court Counselor Staff Review/Comments	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date of Report 1/4/16 Please attach. Comments:
Signed Section IX Confidentiality Agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Please attach.
Other supporting documentation reviewed, i.e. surveys, pre/post tests, etc.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	List: youth surveys Please attach.

**DPS**  
**N.C. Department of Public Safety**  
 Juvenile Crime Prevention Council Monitoring Report

**Component Name:**

**Component Type:**

<b>SECTION III</b>		<b>PROGRAM SERVICE STATISTICS</b>
Total agreed to serve per current Program Agreement:	10 structured day 20 Kids at Work	Total served year-to-date: 18 day tx and 17 for Kids at Work
Is the number served year-to-date on track with Program Agreement projections	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	If no, why:
Total number of youth admitted year-to-date:	7 day tx 10 Kids at Work	Referral source(s) for admitted juveniles: DJJ, school and MH provider Does this match the target outlined in the program agreement (explain): yes

<b>SECTION IV</b>		<b>COMPLIANCE INFORMATION</b>	
PROGRAM AGREEMENT	YES	NO	
Attach Measurable Objectives Status Report for <b>first six months</b> (July – Dec)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If not attached, explain: Comment (include your conclusions based on the measurable results):
Attach Measurable Objectives Status Report <b>if program was funded last fiscal year</b> (July – June)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If not attached, explain: Comment (include your conclusions based on the measurable results):
Supporting documentation collected for assessment of client progress and Measurable Objectives Status Reporting	<input checked="" type="checkbox"/> Grade Reports <input checked="" type="checkbox"/> Attendance Reports <input checked="" type="checkbox"/> School Discipline Reports <input checked="" type="checkbox"/> Pre/Post Tests <input checked="" type="checkbox"/> Juvenile Court recidivism information <input type="checkbox"/> Other; List I		
Were these reports/documents available for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment: all reports in the file
Other measurement tools utilized to determine program effectiveness?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> N/A If yes, describe: surveys and academic assessments
Does the program have a <b>SPEP</b> primary service?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	List: structured day/interpersonal skills or <input type="checkbox"/> N/A If no or N/A, indicate why a <b>SPEP</b> service is not provided:
Does the program have a qualifying <b>SPEP</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	List: structured day- mixed counseling

**DPS**  
N.C. Department of Public Safety  
Juvenile Crime Prevention Council Monitoring Report

supplemental service?			
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**DPS**  
**N.C. Department of Public Safety**  
 Juvenile Crime Prevention Council Monitoring Report

**Component Name:**

**Component Type:**

SECTION V	OPERATIONAL INFORMATION		
PROGRAM OPERATION	YES	NO	
Program services consistent with the description within the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment:
Screening, admission, and termination process matches program agreement and policies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment:
Interaction with Court Counseling Staff?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Describe any problems or concerns with the program's interaction or contact with the Juvenile Court Counselors' Office
Physical facilities adequate and as defined in the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment:
Program staffing patterns consistent with the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment:
Any Staff vacancies during this review period?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, describe; How has it affected program service delivery?  How does the program address lapsed salary?
Any Staff vacancies in the prior fiscal year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, describe; How has it affected program service delivery?  How does the program address lapsed salary?
Has any aspect of the program changed since the beginning of the fiscal year?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, describe: Kids at Work added an additional hour to put in more cooking time.
Are there any program issues/concerns that should be shared with the JCPC?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If yes, describe: ACS will be the partnering agency.

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**N.C. Department of Public Safety**  
 Juvenile Crime Prevention Council Monitoring Report

SECTION VI	FINANCIAL INFORMATION		
EXPENDITURES & REVENUES	YES	NO	
Are expenditures and revenues consistent with the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment: Over \$60,000 in debt due to medicaid.  If no, a recommendation for follow-up by the Area Consultant must be made.
Cost centers significantly <u>over or under expended</u> six months into fiscal year?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment: If yes, a recommendation for follow-up by the Area Consultant must be made.
Was there a refund due on the <i>prior</i> year's final accounting?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, indicate amount and why? \$ Comment:

SECTION VII	SUMMARY
<p>Overall Program Strengths/Weaknesses and other Summary Comments: Kids at Work - strengths are staff in place to meet needs of youth. Youth like program and learn new skills. The ability to help with transport. Needed growth - communication with referral sources and working on transitioning to electronic filing.</p> <p>Aspire day treatment - strength is structured schedule. Youth working on t ransitioning skills so they can be successful in public school. Staff bring different strenghts to the program and groups. Transportation. If students don't bring lunch from home, will provide the lunch to make sure needs are met. Needed growth - moving over to electonic record system. Learning new system through ACS. Work on more consistent communication.</p>	

SECTION VIII	RECOMMENDATIONS
This program is recommended for consideration for continued funding.	<p style="text-align: center;"><u>Check One</u></p> <input checked="" type="checkbox"/> YES without conditions <input type="checkbox"/> YES with conditions as noted below <input type="checkbox"/> NOT recommended for consideration for continued funding.
Comments/Conditions:	
Area Consultant follow-up is recommended. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO  Comments:	





NC Department of Public Safety
Court Counselor Review and Comment Report

Table with 4 columns: County, Program Name, Review Period, Staff Completing Report, District, Type, Title, Date. Contains details for Haywood County, Aspire program, July 2015-December 2015, Dianne Whitman, District 30, and Date 1/7/16.

Have you referred to this program within the past six months? [X] Yes [ ] No
If no, state why and stop here. One CC has not needed or used the Day Treatment service, only the Kids At Work program..The other CC has made referrals to both.

(If answering "no" to any of these questions, please briefly explain and provide feedback for improvement.)

- 1) Are the services offered by the program satisfactory? [X] Yes [ ] No
2) Are consumers reasonably satisfied with the program's services? [X] Yes [ ] No
3) Are services easily accessible? [X] Yes [ ] No
4) Is there regular communication between the program and the local court counselors' office? [X] Yes [ ] No
Communication with at least one monthly update has improved, though not always consistent.
5) Are monthly progress reports or client progress updates provided by the program for court referred juveniles? [X] Yes [ ] No
I believe one or two months were missed.
6) Is the length of time between referral and admission reasonable for this program type? [X] Yes [ ] No
7) List any pertinent program strengths/weaknesses. Strength: a great positive pro-social skill that the youth inform to JCC that they enjoy and are learning much from. Weakness: consistent communication.



NC Department of Public Safety

Juvenile Crime Prevention Council Monitoring Report and Confidentiality Statement

<b>County:</b>	Haywood	<b>Date:</b>	2/15/2016
<b>Evaluation Period:</b>	July 2015-December 2015	<b>FY:</b>	2015/2016

SECTION I	PROGRAM INFORMATION	
Program Name:	Compass	
Sponsoring Agency:	Hights	
Component Type (s):	Interpersonal Skills	<b>Please attach Sections III - V for each additional component, if applicable</b>
Program Manager:	Marcus Metcalf	
Name of Person(s) Interviewed:	Marcus Metcalf	

SECTION II	DOCUMENT REVIEW		
ITEMS FOR REVIEW	YES	NO	
Approved Program Agreements/Revisions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Last Revision Approval Date: 6/26/2015
Last Financial Expense/Revenue Report	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date of Report: <b>January 2016</b> If no, a recommendation for follow-up by the Area Consultant must be made.
Client Tracking Client Count Report Youth Served and Admitted	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date of Reports: <b>2/15/2016</b> Please attach.
Court Counselor Staff Review/Comments	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date of Report 12/28/2015 Please attach. Comments:
Signed Section IX Confidentiality Agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Please attach.
Other supporting documentation reviewed, i.e. surveys, pre/post tests, etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	List: Available for review in individual files Please attach.

Component Name: **Compass**

Component Type: **Interpersonal**

SECTION III		PROGRAM SERVICE STATISTICS
Total agreed to serve per current Program Agreement:	20	Total served year-to-date: 23
Is the number served year-to-date on track with Program Agreement projections	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	If no, why: Has served more than agreed upon.
Total number of youth admitted year-to-date:	23	Referral source(s) for admitted juveniles: Schools, mental health, Juvenile Justice Does this match the target outlined in the program agreement (explain): Yes

SECTION IV		COMPLIANCE INFORMATION	
PROGRAM AGREEMENT	YES	NO	
Attach Measurable Objectives Status Report for <b>first six months</b> (July – Dec)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If not attached, explain: Comment (include your conclusions based on the measurable results):
Attach Measurable Objectives Status Report <b>if program was funded last fiscal year</b> (July – June)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If not attached, explain: Comment (include your conclusions based on the measurable results):
Supporting documentation collected for assessment of client progress and Measurable Objectives Status Reporting	<input checked="" type="checkbox"/> Grade Reports <input checked="" type="checkbox"/> Attendance Reports <input checked="" type="checkbox"/> School Discipline Reports <input checked="" type="checkbox"/> Pre/Post Tests <input checked="" type="checkbox"/> Juvenile Court recidivism information <input type="checkbox"/> Other; List		
Were these reports/documents available for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment:
Other measurement tools utilized to determine program effectiveness?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> N/A If yes, describe: Set Scale
Does the program have a <b>SPEP</b> primary service?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	List: Interpersonal skills or <input type="checkbox"/> N/A If no or N/A, indicate why a <b>SPEP</b> service is not provided:
Does the program have a qualifying <b>SPEP</b> supplemental service?	<input type="checkbox"/>	<input type="checkbox"/>	List: Unsure

Component Name: **Compass**

Component Type: **Interpersonal**

SECTION V		OPERATIONAL INFORMATION	
PROGRAM OPERATION	YES	NO	
Program services consistent with the description within the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment:
Screening, admission, and termination process matches program agreement and policies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment:
Interaction with Court Counseling Staff?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Describe any problems or concerns with the program's interaction or contact with the Juvenile Court Counselors' Office Still need the attendance records sent to JCC.
Physical facilities adequate and as defined in the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment:
Program staffing patterns consistent with the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment:
Any Staff vacancies during this review period?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, describe; How has it affected program service delivery?  How does the program address lapsed salary?
Any Staff vacancies in the prior fiscal year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, describe; How has it affected program service delivery?  How does the program address lapsed salary?
Has any aspect of the program changed since the beginning of the fiscal year?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If yes, describe: Added "Seeking Safety" program
Are there any program issues/concerns that should be shared with the JCPC?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, describe:

<b>SECTION VI</b>	<b>FINANCIAL INFORMATION</b>
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Juvenile Crime Prevention Council Monitoring Report and Confidentiality Statement (con'd)

EXPENDITURES & REVENUES	YES	NO	
Are expenditures and revenues consistent with the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment: If no, a recommendation for follow-up by the Area Consultant must be made.
Cost centers significantly <b>over or under expended</b> six months into fiscal year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Comment: If yes, a recommendation for follow-up by the Area Consultant must be made.
Was there a refund due on the <b>prior</b> year's final accounting?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, indicate amount and why? \$ Comment:

SECTION VII	SUMMARY
Overall Program Strengths/Weaknesses and other Summary Comments: Strength: it is one of only two pro-social activities currently available to address interpersonal skills through JCPC in Haywood County. Weakness: lack of additional funds to expand the program.	

SECTION VIII	RECOMMENDATIONS
This program is recommended for consideration for continued funding.	<p style="text-align: center;"><u>Check One</u></p> <input checked="" type="checkbox"/> YES without conditions <input type="checkbox"/> YES with conditions as noted below <input type="checkbox"/> NOT recommended for consideration for continued funding.
Comments/Conditions: Additional funding to expand would be helpful.	
Area Consultant follow-up is recommended. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Comments:	





NC Department of Public Safety
Court Counselor Review and Comment Report

Table with 4 columns: County, Program Name, Review Period, Staff Completing Report, District, Type, Title, Date. Values include Haywood and Jackson, HIGHTS: Compass, July 2015-December 2015, Dianne Whitman, Chief Court Counselor, 30, 1/7/16.

Have you referred to this program within the past six months? [X] Yes [ ] No
If no, state why and stop here.

(If answering "no" to any of these questions, please briefly explain and provide feedback for improvement.)

- 1) Are the services offered by the program satisfactory? [X] Yes [ ] No
2) Are consumers reasonably satisfied with the program's services? [X] Yes [ ] No
3) Are services easily accessible? [X] Yes [ ] No
4) Is there regular communication between the program and the local court counselors' office?
5) Are monthly progress reports or client progress updates provided by the program for court referred juveniles?
6) Is the length of time between referral and admission reasonable for this program type?
7) List any pertinent program strengths/weaknesses.

Jackson - Excellent program. Marcus Metcalf and his staff provide lots of skill building activities and opportunities to the kids served in this program.



NC Department of Public Safety
Court Counselor Review and Comment Report

Table with 4 columns: Field, Value, Field, Value. Rows include County: Haywood, District: 30, Program Name: Compass Heights, Type: Recreational, Staff Completing Report: Jonathan Metellus, Title: Juvenile Court Counselor, Date: 01/04/2016.

Have you referred to this program within the past six months? [X] Yes [ ] No
If no, state why and stop here.

(If answering "no" to any of these questions, please briefly explain and provide feedback for improvement.)

- 1) Are the services offered by the program satisfactory? [X] Yes [ ] No
2) Are consumers reasonably satisfied with the program's services? [X] Yes [ ] No
3) Are services easily accessible? [X] Yes [ ] No
4) Is there regular communication between the program and the local court counselors' office? [X] Yes [ ] No
5) Are monthly progress reports or client progress updates provided by the program for court referred juveniles? [X] Yes [ ] No
Weekly Reports are provided in DJJ's Juvenile Justice Treatment Continuum Meetings.
6) Is the length of time between referral and admission reasonable for this program type? [X] Yes [ ] No
7) List any pertinent program strengths/weaknesses. N/A



**NC Department of Public Safety  
Court Counselor Review and Comment Report**

County:	Haywood	District:	30
Program Name:	HIGHTS: Compass	Type:	Interpersonal Skills
Review Period:	July 2015-December 2015		
Staff Completing Report:	Brian Matlock		
Title:	Juvenile Court Counselor	Date:	12/30/2015

Have you referred to this program within the past six months?  Yes  No  
If no, state why and **stop here**.

(If answering "no" to any of these questions, please briefly explain and provide feedback for improvement.)

- 1) Are the services offered by the program satisfactory?  Yes  No
  
- 2) Are consumers reasonably satisfied with the program's services?  Yes  No  
Only a couple youth did not fully participate and missed a few activities.
  
- 3) Are services easily accessible?  Yes  No
  
- 4) Is there regular communication between the program and the local court counselors' office?  
 Yes  No  
Communication has improved this year over last year.
  
- 5) Are monthly progress reports or client progress updates provided by the program for court referred juveniles?  Yes  No  
Some months, but not every month.
  
- 6) Is the length of time between referral and admission reasonable for this program type?  Yes  No
  
- 7) List any pertinent program strengths/weaknesses. Strengths include the variety of activities the program does with the youth; the positive feedback from most youth when they do attend.  
Weaknesses include non- regular communication with Juvenile Court Counselor

**DPS**  
**N.C. Department of Public Safety**  
 Juvenile Crime Prevention Council Monitoring Report

<b>County:</b>	<b>Haywood</b>	<b>Date:</b>	<b>1/25/2016</b>
<b>Evaluation Period:</b>	<b>7/1/2015-12/31/2015</b>	<b>FY:</b>	<b>15-16</b>

<b>SECTION I</b>	<b>PROGRAM INFORMATION</b>	
Program Name:	Project Challenge	
Sponsoring Agency:	Project Challenge	
Component Type (s):	Restorative Justice	<b>Please attach Sections III – V for each additional component, if applicable</b>
Program Manager:	Anna Roland	
Name of Person(s) Interviewed:	Anna Roland, Shaun Cribbs, Eric Bates, Amanda MacMullen, Jordan Sessoms	

<b>SECTION II</b>	<b>DOCUMENT REVIEW</b>		
ITEMS FOR REVIEW	YES	NO	
Approved Program Agreements/Revisions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Last Revision Approval Date: 11/23/15
Last Financial Expense/Revenue Report	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date of Report: <b>12/31/2015</b> If no, a recommendation for follow-up by the Area Consultant must be made.
Client Tracking Client Count Report Youth Served and Admitted	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date of Reports: <b>1/20/2016</b> Please attach.
Court Counselor Staff Review/Comments	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date of Report 1/4/16 Please attach. Comments:
Signed Section IX Confidentiality Agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Please attach.
Other supporting documentation reviewed, i.e. surveys, pre/post tests, etc.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	List: pre/post tests, and misc. Please attach.

**DPS**  
**N.C. Department of Public Safety**  
 Juvenile Crime Prevention Council Monitoring Report

**Component Name:**

**Component Type:**

<b>SECTION III</b>		<b>PROGRAM SERVICE STATISTICS</b>
Total agreed to serve per current Program Agreement:	37	Total served year-to-date: 24
Is the number served year-to-date on track with Program Agreement projections	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	If no, why: It is close to being on track. Juvenile Justice numbers are low in Swain.
Total number of youth admitted year-to-date:	17	Referral source(s) for admitted juveniles: Juvenile Justice Does this match the target outlined in the program agreement (explain): yes

<b>SECTION IV</b>		<b>COMPLIANCE INFORMATION</b>	
PROGRAM AGREEMENT	YES	NO	
Attach Measurable Objectives Status Report for <b>first six months</b> (July – Dec)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If not attached, explain: Comment (include your conclusions based on the measurable results):
Attach Measurable Objectives Status Report <b>if program was funded last fiscal year</b> (July – June)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If not attached, explain: Comment (include your conclusions based on the measurable results):
Supporting documentation collected for assessment of client progress and Measurable Objectives Status Reporting	<input type="checkbox"/> Grade Reports <input type="checkbox"/> Attendance Reports <input type="checkbox"/> School Discipline Reports <input checked="" type="checkbox"/> Pre/Post Tests <input checked="" type="checkbox"/> Juvenile Court recidivism information <input checked="" type="checkbox"/> Other; List <b>Weekly and Monthly update reports-Participant update report</b>		
Were these reports/documents available for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment: behavioral reports are in the file
Other measurement tools utilized to determine program effectiveness?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> N/A If yes, describe:
Does the program have a <b>SPEP</b> primary service?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	List: restorative justice or <input type="checkbox"/> N/A If no or N/A, indicate why a <b>SPEP</b> service is not provided:
Does the program have a qualifying <b>SPEP</b> supplemental service?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	List:

**DPS**  
**N.C. Department of Public Safety**  
 Juvenile Crime Prevention Council Monitoring Report

**Component Name:**

**Component Type:**

SECTION V	OPERATIONAL INFORMATION		
PROGRAM OPERATION	YES	NO	
Program services consistent with the description within the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment:
Screening, admission, and termination process matches program agreement and policies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment:
Interaction with Court Counseling Staff?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Describe any problems or concerns with the program's interaction or contact with the Juvenile Court Counselors' Office
Physical facilities adequate and as defined in the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment:
Program staffing patterns consistent with the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment: Down a position but covering the county.
Any Staff vacancies during this review period?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If yes, describe; How has it affected program service delivery? Has not affected services How does the program address lapsed salary? Has not changed the district. Money on boundary.
Any Staff vacancies in the prior fiscal year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, describe; How has it affected program service delivery?  How does the program address lapsed salary?
Has any aspect of the program changed since the beginning of the fiscal year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, describe:
Are there any program issues/concerns that should be shared with the JCPC?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, describe:

**DPS**  
**N.C. Department of Public Safety**  
 Juvenile Crime Prevention Council Monitoring Report

<b>SECTION VI</b>	<b>FINANCIAL INFORMATION</b>		
EXPENDITURES & REVENUES	YES	NO	
Are expenditures and revenues consistent with the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment: If no, a recommendation for follow-up by the Area Consultant must be made.
Cost centers significantly <u>over or under expended</u> six months into fiscal year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Comment: If yes, a recommendation for follow-up by the Area Consultant must be made.
Was there a refund due on the <i>prior</i> year's final accounting?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If yes, indicate amount and why? \$ 3164.00 for district Comment:

<b>SECTION VII</b>	<b>SUMMARY</b>
Overall Program Strengths/Weaknesses and other Summary Comments: Transportation, flexibility to work with different types of youth, serve all 7 counties in the district plus 33 counties throughout the state. Weakness - down a person stretches staff. Some counties do not have a variety of work sites. Shaun and Anna are both very receptive to any concerns or issues. They work on fixing any issues we may have.	

<b>SECTION VIII</b>	<b>RECOMMENDATIONS</b>
This program is recommended for consideration for continued funding.	<p style="text-align: center;"><u>Check One</u></p> <input checked="" type="checkbox"/> YES without conditions <input type="checkbox"/> YES with conditions as noted below <input type="checkbox"/> NOT recommended for consideration for continued funding.
Comments/Conditions:	
Area Consultant follow-up is recommended. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
Comments:	

**SECTION IX JCPC MONITOR CONFIDENTIALITY AGREEMENT AND SIGNATURES**

My signature acknowledges monitoring of the aforementioned program, including any program policies, files and supporting documentation. **All client-specific information reviewed is privileged, confidential**, and permitted only in the context of monitoring responsibilities. I will not disclose or discuss any confidential or private information including program enrollment to any third parties.

Copies of the completed form have been provided to the Program Manager, JCPC Chairperson, and Area Consultant.

\_\_\_\_\_  
Sign Date

Juvenile Crime Prevention Council Monitoring Report and Confidentiality Statement (con'd)

**SECTION IX JCPC MONITOR CONFIDENTIALITY AGREEMENT AND SIGNATURES**

My signature acknowledges monitoring of the aforementioned program, including any program policies, files and supporting documentation. **All client-specific information reviewed is privileged, confidential, and permitted only in the context of monitoring responsibilities.** I will not disclose or discuss any confidential or private information including program enrollment to any third parties.

Copies of the completed form have been provided to the Program Manager, JCPC Chairperson, and Area Consultant.

<u>A Beck</u> Sign	<u>1-25-16</u> Date	<u>Jordyn Gustafson</u> Sign	<u>1/25/16</u> Date
<u>Dianne Whitman</u> Sign	<u>1-25-16</u> Date	<u>Christa Blahut</u> Sign	<u>1/25/16</u> Date
<u>John Miller</u> Sign	<u>1-25-16</u> Date	<u>Sh. [Signature]</u> Sign	<u>1/25/16</u> Date

Jordyn Lessner 1/25/16      Andrew [Signature] 1/25/16  
Eric [Signature] 1/25/16



**NC Department of Public Safety  
Court Counselor Review and Comment Report**

County:	All 7 western counties	District:	30th
Program Name:	Project Challenge	Type:	Restitution
Review Period:	7/1/14-12/31/14		
Staff Completing Report:	Dianne Whitman		
Title:	Chief Court Counselor	Date:	1/4/15

Have you referred to this program within the past six months?  Yes  No  
If no, state why and **stop here**.

(If answering "no" to any of these questions, please briefly explain and provide feedback for improvement.)

1) Are the services offered by the program satisfactory?  Yes  No

Macon - There have been some issues with consistently, lack of adequate training to new staff, staff not taking initiative to find alternate and variety of community service sites; lack of good communication between staff and parents/school/group homes. Staff has recently made some efforts to improve in these areas with direction from Supervisors. Staff are spread thin and have been over last several months and staff are covering multiple counties. There is current part-time opening.

2) Are consumers reasonably satisfied with the program's services?  Yes  No

Macon - Overall, but there have been a couple of parents and group home staff become frustrated with communication and cancellation of service

Haywood - Some consumers would like more opportunities to complete more hours than just once a week. Some also would like to do more things other than just picking up trash and writing cards to troops and the elderly. .

3) Are services easily accessible?  Yes  No

4) Is there regular communication between the program and the local court counselors' office?

Yes  No

5) Are monthly progress reports or client progress updates provided by the program for court referred juveniles?  Yes  No

Good and Consistent Reports received by CC.

6) Is the length of time between referral and admission reasonable for this program type?  Yes  No



**NC Department of Public Safety  
Court Counselor Review and Comment Report**

- 7) List any pertinent program strengths/weaknesses. Provides service which allows juveniles to give back to community, earn restitution (if needed for victims), but at same time provide sense of accomplishment and pride while developing or enhancing pro-active and social skills. Refer to 1<sup>st</sup> comment as to weaknesses.

Clay -The year 2015 has been especially good with Project Challenge. CC Brewer is informed on a very regular basis as to how the kids in the program are doing as well as when they do not show or are having issues. No weaknesses to report. There is genuine concern shown by the program coordinator (Jordyn Sessoms) for the kids participating in the program.

Haywood -Strenghts include the communication between the program and the Juvenile Court Counselor and the communication between staff and the juveniles/families. Weaknesses include lack of a monthly list of activities that youth do each month. Often the only thing we here from the youth are about picking up trash and writing cards for the troops or elderly.

Jackson - Project Challenge has made some positive changes with a different staff member working in Jackson County now and also youth are engaging in positive activites like working at Community Table.

Graham - Consistent opportunities for community service and restitution.



**NC Department of Public Safety**  
 Juvenile Crime Prevention Council Monitoring Report and Confidentiality Statement

<b>County:</b>	<b>Haywood</b>	<b>Date:</b>	<b>1/27/2016</b>
<b>Evaluation Period:</b>	July 1, 2015 - December 31, 2015	<b>FY:</b>	15-16

SECTION I		PROGRAM INFORMATION
Program Name:	Haywood Mediation	
Sponsoring Agency:	Mountain Mediation	
Component Type (s):	Mediation/Conflict Resolution	Please attach Sections III – V for each additional component, if applicable
Program Manager:	Rebecca Herbers	
Name of Person(s) Interviewed:	Lorraine Williams, Rebecca Herbers	

SECTION II	DOCUMENT REVIEW		
ITEMS FOR REVIEW	YES	NO	
Approved Program Agreements/Revisions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Last Revision Approval Date: 7/16/15
Last Financial Expense/Revenue Report	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date of Report: 12/31/15 If no, a recommendation for follow-up by the Area Consultant must be made.
Client Tracking Client Count Report Youth Served and Admitted	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date of Reports: 1/27/16 Please attach.
Court Counselor Staff Review/Comments	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date of Report 12/30/15 Please attach. Comments: positive remarks with the service
Signed Section IX Confidentiality Agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Please attach.
Other supporting documentation reviewed, i.e. surveys, pre/post tests, etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	List: pre/post tests, cyberbullying survey, individual service plan (JCPC and Mountain Mediation) Please attach.



**Component Name: Juvenile Mediation Program**

**Component Type: Mediation/ Conflict Resolution**

SECTION V		OPERATIONAL INFORMATION	
PROGRAM OPERATION	YES	NO	
Program services consistent with the description within the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment: Overviews of the Restorative Justice program/Mountain Mediation's purpose have been given to the school system and parents
Screening, admission, and termination process matches program agreement and policies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment: Juvenile Counselor provides assessments/paperwork that makes the referral process very easy and effective for the program.
Interaction with Court Counseling Staff?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Describe any problems or concerns with the program's interaction or contact with the Juvenile Court Counselors' Office None
Physical facilities adequate and as defined in the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment: Fire evacuation plan and child labor laws are posted in the office. The program has provided most services in the school setting. The schools have been helpful with providing space.
Program staffing patterns consistent with the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment: Rebecca and volunteer trained in Restorative Justice.
Any Staff vacancies during this review period?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, describe; How has it affected program service delivery?  How does the program address lapsed salary?
Any Staff vacancies in the prior fiscal year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, describe; How has it affected program service delivery?  How does the program address lapsed salary?
Has any aspect of the program changed since the beginning of the fiscal year?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If yes, describe: During one referral, Rebecca has been given permission to only work with the offender, as the victim declined services.
Are there any program issues/concerns that should be shared with the JCPC?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If yes, describe: Refferals have been slow, however Rebecca and Lorraine have been to several different schools and met with school SRO's to give them information about Restorative Justice and their services. Providing 8 hours for the SPEP scoring can be challenging due to transportation fo the youth.

SECTION VI		FINANCIAL INFORMATION	
EXPENDITURES & REVENUES	YES	NO	
Are expenditures and revenues consistent with the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment: Travel time to SPEP training consumed projected amount for travel for the year.  If no, a recommendation for follow-up by the Area Consultant must be made.
Cost centers significantly <u>over or under expended</u> six months into fiscal year?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment: Travel is over at this time due to travel for SPEP training. If yes, a recommendation for follow-up by the Area Consultant must be made.
Was there a refund due on the <i>prior</i> year's final accounting?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, indicate amount and why? \$ Comment:

SECTION VII	SUMMARY
Overall Program Strengths/Weaknesses and other Summary Comments: Strengths-1. Restorative Justice process. 2. The offender is able to accept responsibility and repair relationships. 3. This program restores the harm and it is very skill building throughout the program. Weaknesses 1. Lack of time by schools and others in the community to "buy into" the program. 2. Number of referrals has hindered the effectiveness of the "peacemaker circle." The more participates the better the circle will be.	

SECTION VIII	RECOMMENDATIONS
This program is recommended for consideration for continued funding.	<p style="text-align: center;"><u>Check One</u></p> <input checked="" type="checkbox"/> YES without conditions <input type="checkbox"/> YES with conditions as noted below <input type="checkbox"/> NOT recommended for consideration for continued funding.
	Comments/Conditions: Reviewer feels that this is a very beneficial service to the youth in the community and would recommend continued funding for this service.
Area Consultant follow-up is recommended. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
Comments:	

**SECTION IX JCPC MONITOR CONFIDENTIALITY AGREEMENT AND SIGNATURES**

My signature acknowledges monitoring of the aforementioned program, including any program policies, files and supporting documentation. **All client-specific information reviewed is privileged, confidential,** and permitted only in the context of monitoring responsibilities. I will not disclose or discuss any confidential or private information including program enrollment to any third parties.

Copies of the completed form have been provided to the Program Manager, JCPC Chairperson, and Area Consultant.

Lawson Williams 1/27/16  
Sign Date

Jaja Jones 1-27-16  
Sign Date

Rebecca Herbert 1/27/16  
Sign Date

\_\_\_\_\_  
Sign Date

\_\_\_\_\_  
Sign Date

\_\_\_\_\_  
Sign Date



**NC Department of Public Safety  
Court Counselor Review and Comment Report**

County:	Haywood	District:	30
Program Name:	Mountain Mediation: Restorative Justice	Type:	
Review Period:	July 2015-December 2015		
Staff Completing Report:	Brian Matlock		
Title:	Juvenile Court Counselor	Date:	12/30/2015

Have you referred to this program within the past six months?  Yes  No  
If no, state why and **stop here**.

(If answering "no" to any of these questions, please briefly explain and provide feedback for improvement.)

- 1) Are the services offered by the program satisfactory?  Yes  No
  
- 2) Are consumers reasonably satisfied with the program's services?  Yes  No
  
- 3) Are services easily accessible?  Yes  No
  
- 4) Is there regular communication between the program and the local court counselors' office?  
 Yes  No  
Communication and consistent updates have been great.
  
- 5) Are monthly progress reports or client progress updates provided by the program for court referred juveniles?  Yes  No  
Often the updates are weekly.
  
- 6) Is the length of time between referral and admission reasonable for this program type?  Yes  No
  
- 7) List any pertinent program strengths/weaknesses. Strength: the program involves all parties and I have received positive feedback from the school systems. Weakness: SRO's do not want to participate in the healing circles and ful process, so that frustrates the program.



**NC Department of Public Safety**

Juvenile Crime Prevention Council Monitoring Report and Confidentiality Statement

<b>County:</b> Haywood	<b>Date:</b> 1/28/2015
<b>Evaluation Period:</b> 07/15-01/16	<b>FY:</b> 15/16

SECTION I	PROGRAM INFORMATION
Program Name:	Hawthorne Heights
Sponsoring Agency:	Homes for Children
Component Type (s):	Temporary Shelter <b>Please attach Sections III – V for each additional component, if applicable</b>
Program Manager:	John Koppelmeyer
Name of Person(s) Interviewed:	Kara Long, Matt Gaunt

SECTION II	DOCUMENT REVIEW		
ITEMS FOR REVIEW	YES	NO	
Approved Program Agreements/Revisions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Last Revision Approval Date: 7/7/2015
Last Financial Expense/Revenue Report	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date of Report: 1/25/16 If no, a recommendation for follow-up by the Area Consultant must be made.
Client Tracking Client Count Report Youth Served and Admitted	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date of Reports: 1/27/16 Please attach.
Court Counselor Staff Review/Comments	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date of Report 1/14/16 Please attach. Comments:
Signed Section IX Confidentiality Agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Please attach.
Other supporting documentation reviewed, i.e. surveys, pre/post tests, etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	List: Measurable Objectives, access to files, pre/post test surveys  Please attach.



**NC Department of Public Safety**  
 Juvenile Crime Prevention Council Monitoring Report and Confidentiality Statement

<b>County:</b> Haywood	<b>Date:</b> 1/28/2015
<b>Evaluation Period:</b> 07/15-01/16	<b>FY:</b> 15/16

SECTION I	PROGRAM INFORMATION
Program Name:	Hawthorne Heights
Sponsoring Agency:	Homes for Children
Component Type (s):	Temporary Shelter <b>Please attach Sections III – V for each additional component, if applicable</b>
Program Manager:	John Koppelmeyer
Name of Person(s) Interviewed:	Kara Long, Matt Gaunt

SECTION II	DOCUMENT REVIEW		
ITEMS FOR REVIEW	YES	NO	
Approved Program Agreements/Revisions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Last Revision Approval Date: 7/7/2015
Last Financial Expense/Revenue Report	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date of Report: 1/25/16 If no, a recommendation for follow-up by the Area Consultant must be made.
Client Tracking Client Count Report Youth Served and Admitted	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date of Reports: 1/27/16 Please attach.
Court Counselor Staff Review/Comments	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date of Report 1/14/16 Please attach. Comments:
Signed Section IX Confidentiality Agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Please attach.
Other supporting documentation reviewed, i.e. surveys, pre/post tests, etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	List: Measurable Objectives, access to files, pre/post test surveys Please attach.

**Component Name:**

**Component Type:**

SECTION III		PROGRAM SERVICE STATISTICS
Total agreed to serve per current Program Agreement:	7	Total served year-to-date: 3
Is the number served year-to-date on track with Program Agreement projections	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	If no, why:
Total number of youth admitted year-to-date:	3	Referral source(s) for admitted juveniles: DJJ, Mental health Does this match the target outlined in the program agreement (explain): yes

SECTION IV		COMPLIANCE INFORMATION	
PROGRAM AGREEMENT	YES	NO	
Attach Measurable Objectives Status Report for <b>first six months</b> (July – Dec)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If not attached, explain: Comment (include your conclusions based on the measurable results):
Attach Measurable Objectives Status Report <b>if program was funded last fiscal year</b> (July – June)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If not attached, explain: Comment (include your conclusions based on the measurable results):
Supporting documentation collected for assessment of client progress and Measurable Objectives Status Reporting	<input checked="" type="checkbox"/> Grade Reports <input checked="" type="checkbox"/> School Discipline Reports <input checked="" type="checkbox"/> Juvenile Court recidivism information <input checked="" type="checkbox"/> Other; List <b>individual service plans</b>		<input checked="" type="checkbox"/> Attendance Reports <input checked="" type="checkbox"/> Pre/Post Tests
Were these reports/documents available for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment:
Other measurement tools utilized to determine program effectiveness?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> N/A If yes, describe: Beck youth Inv., Maysi II, Bi-monthly Eval, Point system,
Does the program have a <b>SPEP</b> primary service?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	List: behavior contracting or <input type="checkbox"/> N/A If no or N/A, indicate why a <b>SPEP</b> service is not provided:
Does the program have a qualifying <b>SPEP</b> supplemental service?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	List:

**Component Name:**

**Component Type:**

SECTION V		OPERATIONAL INFORMATION	
PROGRAM OPERATION	YES	NO	
Program services consistent with the description within the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment:
Screening, admission, and termination process matches program agreement and policies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment:
Interaction with Court Counseling Staff?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Describe any problems or concerns with the program's interaction or contact with the Juvenile Court Counselors' Office overall CC review was glowing of program
Physical facilities adequate and as defined in the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment: The new home is a huge upgrade over the last one
Program staffing patterns consistent with the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment:
Any Staff vacancies during this review period?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If yes, describe; How has it affected program service delivery? Not at all How does the program address lapsed salary? part time people absorb lapsed salary
Any Staff vacancies in the prior fiscal year?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, describe; How has it affected program service delivery? not at all How does the program address lapsed salary? Same as above
Has any aspect of the program changed since the beginning of the fiscal year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, describe: Possible looking into new CARE system
Are there any program issues/concerns that should be shared with the JCPC?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, describe:

SECTION VI	FINANCIAL INFORMATION
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Juvenile Crime Prevention Council Monitoring Report and Confidentiality Statement (con'd)

EXPENDITURES & REVENUES	YES	NO	
Are expenditures and revenues consistent with the Program Agreement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comment: If no, a recommendation for follow-up by the Area Consultant must be made.
Cost centers significantly <b>over or under expended</b> six months into fiscal year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Comment: If yes, a recommendation for follow-up by the Area Consultant must be made.
Was there a refund due on the <b>prior</b> year's final accounting?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, indicate amount and why? \$ Comment:

SECTION VII	SUMMARY
Overall Program Strengths/Weaknesses and other Summary Comments: Strengths included: it is the only emergency placement within a huge radius in WNC, can serve as an alternative to detention, utilizes evidenced-based therapies, nationally accredited, staffing	
Weaknesses: Always a struggle to maintain funding	

SECTION VIII	RECOMMENDATIONS
This program is recommended for consideration for continued funding.	<p style="text-align: right;"><u>Check One</u></p> <input checked="" type="checkbox"/> YES without conditions <input type="checkbox"/> YES with conditions as noted below <input type="checkbox"/> NOT recommended for consideration for continued funding.
Comments/Conditions:	
Area Consultant follow-up is recommended. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
Comments:	

**SECTION IX JPCPC MONITOR CONFIDENTIALITY AGREEMENT AND SIGNATURES**

My signature acknowledges monitoring of the aforementioned program, including any program policies, files and supporting documentation. **All client-specific information reviewed is privileged, confidential,** and permitted only in the context of monitoring responsibilities. I will not disclose or discuss any confidential or private information including program enrollment to any third parties.

Copies of the completed form have been provided to the Program Manager, JPCPC Chairperson, and Area Consultant.



\_\_\_\_\_  
Sign Date

\_\_\_\_\_  
Sign Date