

# Madison County Juvenile Drug Court

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April 8, 2019

Attn: Madison County Board of Supervisors

Re: National Council of Juvenile and Family Court Judges

Please approve registration for my coordinator, Amy Nisbett, Prosecutor, Hazel Cunningham, and Public Defender, Lindsey Herr, as a members of the Juvenile Drug Treatment Court staff to register membership for the Council at a rate of \$145/person.

Additionally, Please approve registration for my coordinator, Amy Nisbett, Prosecutor, Hazel Cunningham, and Public Defender, Lindsey Herr, as a members of the Juvenile Drug Treatment Court staff to attend the 82<sup>nd</sup> Annual National Council of Juvenile and Family Court Judges in Orlando, Florida on July 28-31, 2019. The event registration cost \$740.00. Payment is required electronically. This conference offers training for the staff members regarding the changes and ways that drugs affect the lives of our juveniles and family trends. The Juvenile Drug Treatment Court budget is able to support this travel. This training is invaluable for our staff and is much needed at this time.

The Juvenile Drug Treatment Court is requesting approval for registration fee and hotel room costs to be reimbursed through our budget.

Thank you for your consideration,

  
Judge Staci B. O'Neal



NATIONAL COUNCIL OF  
JUVENILE AND FAMILY COURT JUDGES

WWW.NCJFCJ.ORG

# MEMBERSHIP APPLICATION

Join today and become part of an organization with more than 80 years of improving outcomes for children, families, and victims of domestic violence! We need your voice to continue improving juvenile and family court systems and outcomes for those who come before the nation's courts. Help ensure that the NCJFCJ remains at the forefront of the court improvement movement by becoming a member. As a member, you will not only benefit from the cutting-edge educational opportunities, research, and technical assistance support we provide, but also from the collective wisdom and voice of justice system professionals nationwide.

Name: Amy D. Nisbett Date: 4/05/19  
 Title: Attorney/Coordinator Court/Organization: Madison County Youth Court  
 Address: 128 West North St Email: amy.nisbetta@madison-co.com (very important!)  
 City: Canton State: MS Zip: 39046 Phone: 601-506-7556  
 Types of cases you hear/Area(s) of expertise: Family, CPS, Youth Court

Ethnicity (optional): American Indian  Asian/Pacific Rim  Black/African American  Hispanic  White/Caucasian  Other

**Active Judge Membership (voting) \$195 per year** \$195.00  
 (Present or former judge, judge-elect, referee, commissioner or other designated judicial officer exercising or having exercised juvenile jurisdiction or jurisdiction over families and children in any court.)

**Lifetime Membership (voting) \$800** \$800.00  
 (Anyone who holds retired status from an elected or appointed judicial office.)

**NAICJA/NCJFCJ Joint Membership (voting) \$215 per year** \$215.00  
 Are you a tribal court judge or peacemaker? If yes, you qualify and can join as a NAICJA/NCJFCJ Joint Member. If no, consider the National American Indian Court Judges Association (NAICJA) Supporting Membership below.

**Associate Membership (non-voting) \$145 per year** \$145.00  
 (Anyone not qualified to be an Active Judge Member – see above.)

**Dual NCJFCJ/NACM Membership Discount (non-voting) \$120 per year** \$120.00  
 (Discount applies to the Associate Membership – see above. Proof of membership in NACM must be provided. The discount on the NACM Regular Membership applies to court personnel and judicial officers at \$100/year paid to NACM.)

**NCJFCJ-NJCSA Joint Membership (non-voting) \$175 per year** \$175.00  
 (Associate Membership in the NCJFCJ and membership in the National Juvenile Court Services Association.)

**Student Membership (non-voting) \$35 per year** \$ 35.00  
 (Includes electronic subscription to the *Journal*.)

**NAICJA Supporting Membership \$125/year** \$125.00  
 Do you also want to join the NAICJA? State court judges and justice system professionals can join as a NAICJA Supporting Member by enclosing \$125.00 for NAICJA dues with your NCJFCJ membership dues.

**Total Enclosed \$** \_\_\_\_\_

*Membership dues are non-refundable.*

Payment may be made by check, Visa, Master Card, Discover, or American Express.

Credit Card Type/Number \_\_\_\_\_ Expiration Date \_\_\_\_\_ Security Code \_\_\_\_\_

Cardholder Signature \_\_\_\_\_ Referred By \_\_\_\_\_  
 Please return a copy of this application with your payment. In order to qualify for full membership status, the entire amount must be received. If you would like to pay by phone, please contact the Finance Department at (775) 507-4798. If you have any questions in general about membership, please contact Sarah Grabowska at (775) 507-4825 or sgrabowska@ncjfcj.org. **NCJFCJ Federal Tax ID #: 36-2486896.**

THANK YOU!

FOR YOUR SECURITY, PLEASE DO NOT EMAIL THIS FORM.

UNIVERSITY OF NEVADA, RENO AFFILIATE P.O. Box 8970 RENO, NV 89507 (775) 507-4777 (775) 507-4848 FAX

# Office of Justice Programs

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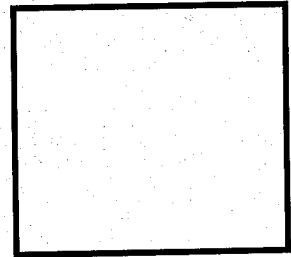
## SUBGRANT APPLICATION PACKAGE



**Mississippi Department of Public Safety  
Division of Public Safety Planning  
1025 Northpark Drive  
Ridgeland, MS 39157**



**STATE OF MISSISSIPPI**  
**DEPARTMENT OF PUBLIC SAFETY**  
**DIVISION OF PUBLIC SAFETY PLANNING**



**SUBGRANT APPLICATION SUMMARY**

<b>1. Applicant (Name, Address, Zip, Phone, Email)</b> Madison County Juvenile Drug Treatment Court 146 W. Center Street Canton, Mississippi 39046	<b>2. Project Director (Name, Address, Zip, Phone)</b> 601 855-5698 Amy Nisbett 146 W. Center Street Canton, Mississippi 39046	<b>3. Financial Officer (Name, Title, Address, Zip, Phone)</b> 601 855-5580 Greg Higginbotham, County Administrator 146 W. Center Street Canton, Mississippi 39046
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<b>4. Project Title</b> <p style="text-align: center;"><b>2018 Drug Courts</b></p>	<b>5. DUNS Number:</b> _____ <b>Tax ID Number:</b> _____
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<b>6. Type of Application</b> <input type="checkbox"/> Initial <input type="checkbox"/> 2 <sup>nd</sup> Yr. or <input type="checkbox"/> ____ Yr. Funding <input type="checkbox"/> Continuation of Grant No. _____	<b>7. Desired Project Duration</b> <u>12</u> Months Start Date: July 1, 2019 End Date: June 30, 2020
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**8. Brief Project Summary (required)**  
 Developing strategies to motivate juvenile offenders to change. Juvenile substance abusers have never hit the bottom. It is the desire of the Madison County Youth Court to develop that bottom so the offender can realize what substance abuse leads to such as crime and a desolate life.

9. Budget Category	Requested	Approved by DPSP
a. Personnel	85,200.00	
b. Fringe Benefits	35061.20	
c. Equipment	0	
d. Travel	4738.80	
e. Operating Expense	0	
f. Contractual Services	0	
g. Miscellaneous	0	
<b>Total Project Budget</b>	<b>125,000</b>	

10. Source of Funds	Federal	%	St/Local Match	%	Total	%
Requested Budget						

*Figure 1*

<b>11. Number of pages in this application</b>	25
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\_\_\_\_\_  
 Chief Administrative Officer (Signature and Date)

\_\_\_\_\_  
 Project Director (Signature and Date)

\_\_\_\_\_  
 Chief Administrative Officer (Type or Print)

\_\_\_\_\_  
 Financial Officer (Signature and Date)

\_\_\_\_\_  
 Title

# INSTRUCTIONS FOR COMPLETING SUBGRANT APPLICATION SUMMARY

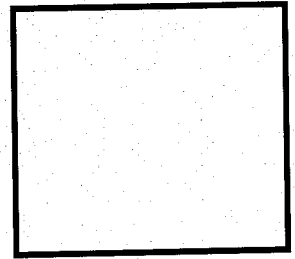
(DPSP Form A-1)

1. Enter the name, address, zip and telephone number of the Agency or unit of Government that will administer the project.
2. Enter the name, title, address, zip and telephone number of the person who will be charged with the responsibility of implementing and operating the project.
3. Enter the name, title, address, zip and telephone number of the person who will be responsible for financial matters relating to the project, such as accounting and financial reports, and who will be authorized to sign request for reimbursements of expenditures.
4. Enter or select the project title type.
5. Enter Jurisdiction DUNS # and Tax Id.
6. Enter Email address of the primary contact person.
7. Enter the desired project duration in months. (DPSP only awards 12 month maximum contracts.)
8. Develop a brief summary for the project. Explain the project operation and how objectives will be accomplished.
9. Enter total funds proposed to be spent on the project in the eight (8) major budget categories brought forward from DPSP Form A-3 Budget Summary.
10. Enter the appropriate match ratio in both dollar amount and percentage.
11. Enter the total number of pages in application.

**NOTE:** The application must be signed by a person duly authorized to enter into a contract, or contractually obligate funds on behalf of the agency or unit of government of the subgrantee: The head of the implementing agency and/or the financial officer. The application should be dated when signed and the appropriate title of the signor should be in the space provided.



**STATE OF MISSISSIPPI**  
**DEPARTMENT OF PUBLIC SAFETY**  
**DIVISION OF PUBLIC SAFETY PLANNING**



**PROJECT PLAN AND SUPPORTING DATA**

**PART I. STATEMENT OF PROBLEM**

Madison County is a suburban County that borders Jackson, the capital city of Mississippi. As crime increases in our Capital city, we have seen an increase in drug use among juveniles. Madison County has a very diverse population. Our county contains two school districts. In the northern part of the county our problem is poverty, poor education and broken family units putting youth at risk. In fact, it is one of the lowest performing school districts in the entire country. In the southern part of the county, the schools are successful and the graduation rates are high. However, drug abuse is no respecter of socioeconomics. Drug use among the youth throughout our county extends beyond the typical gateway drugs to opioids, spice, heroin, crystal meth and benzodiazepines.

Our Juvenile Drug Treatment Court services youth from all corners of the county. In some cases, we service youth who reside in Jackson. For our youth located in the northern part of the county, the courthouse facilities are available for youth services. In the middle and southern parts of the county, our counselors are meeting juveniles in public places to accommodate transportation issues. Our parents have difficulties being engaged in the program due to the distance required to travel for court appearances or meetings. We need office space in the southern portion of the county to be most effective.

Madison County juvenile drug court participants ranged in age from 14 to 18 and of the 44 Madison County juvenile drug court participants there were 34 white/Anglo (79.5%). Gender was coded as 35 males (81.8%) and 8 females (18.2%). Due to the lack of diversity in the population and manageability race was dichotomized. Of the total juvenile drug court, 88.6% were Protestant. None of the 44 juvenile drug court participants reported being married or ever having been married, and no children were reported. Physical Disability Status was coded as 31 (70.5%), 1 Past Disability (2.3%), and 12 Present Disability, (27.3), Mental disability.

Three-fourths (75%) of Madison County participants had not graduated high school (16% had an 8th grade education or below and 59% had some high school). Five percent of participants had graduated high school, and 2% had obtained a G.E.D. Eleven percent of Madison County participants had some college education (likely through dual enrollment programs).

Seven (7%) percent of Madison County participants had unavailable or missing education data-substance abuse history among client status categories for Madison County participants. Alcohol use was prevalent in all client status categories, with 93.3% of active participants, 62.5% of graduates, 50% of absconded participants, and 100% of terminated participants reporting use at intake. Marijuana use, was reported by 90% of active participants, 87.5% of graduates, 100% absconded participants, and 100% of terminated participants. Powder or unspecified cocaine use was only reported by active participants, or (26.7%). No Madison County participants reported using crack cocaine at intake. Reported methamphetamine use was limited to active participants (16.7%). Little heroin use was reported among Madison County participants. Prescription drug use was elevated among active participants (46.7%), but slightly lower for graduates (25%) and absconded participants (25%). Other drug use was reported by 53.3% of active participants, 25% of graduates and 25% of absconded participants.

Substance abuse history with regards to race for Madison County participants; Alcohol use was reported by 88.6% of Caucasians and 66.7% of minorities. Marijuana use was nearly equivalent among Caucasians (82.9%) and

minorities (88.9%). The use of powder or unspecified cocaine was limited to Caucasians (22.9%). No crack cocaine use was reported by Madison County participants. Methamphetamine use was also limited to Caucasians (14.3%). No heroin use was reported. Prescription drug use was more prevalent among Caucasians (42.9%) than minorities (22.2%). Other drug use was, reported by 51.4% of Caucasians and 11.1% of minorities.

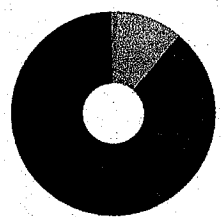
Another issue we face is parent ignorance. Every generation seems to be lost with the issues of the next generation. However, the drug culture has rapidly changed in the last 15 years in our area and parents are not equipped to understand or battle the current drug culture. We have had several waves of tragedies involving synthetic drugs leading to death or severe injuries. Our resources in Mississippi are few. Our tax base is the poorest in the country and our options for juvenile treatment are limited. Our JDTC team members field calls on a weekly basis from community parents who are struggling to parent teenagers through a drug crisis. We need to educate and equip our parents and provide treatment resources for our youth.

**Data Demonstrating the Problem in Madison County**

Madison County received six hundred forty six (646) referrals to youth court in 2017. The cases were split evenly between the southern portion of the county and the northern portion of the county. Our JDTC currently serves 32% of the youth on probation who were assessed to be moderate or high risk for reoffending. This percentage also coincides with a general public survey wherein 33% said that their family had been directly affected by drug abuse of a teenager.

A general survey of Madison County was conducted to measure public opinion as to the prevalence of drug abuse in Madison County. The results overwhelmingly demonstrate that there is a significant drug crisis in Madison County and the JDTC is the **only** community based resource (free of charge) for parents and youth in our community. The results of the public opinion survey are below:

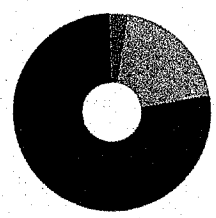
3. To your knowledge, how prevalent is marijuana use among teenagers in Madison



Skipped: 0 Answered: 253

A lot	46%	117
A moderate amount	42%	107
A little	11%	27
None at all	1%	2

4. To your knowledge, how prevalent is prescription drug abuse among Madison County teenagers?



Skipped: 1 Answered: 252

A lot	28%	70
A moderate amount	50%	125
A little	20%	50
None at all	3%	7

**Target Population-** Our target population is juveniles between the ages of 14-18 involved in delinquent acts or chronic CHINS offenses **and** involved in substance use **and** who have a moderate to high risk of reoffending.

**Current Attempts to Address the Problem and Proposed Changes**

We currently have a Juvenile Drug Treatment Court and hold regular hearings in both the northern and southern part of the county. Our current attempts to address the problem of no office space in the southern part of the county are to utilize public spaces and public libraries for counseling purposes. While this has increased our ability to service the southern part of the county, it is not an ideal space for effective counseling.

In addition, we propose to add a family counselor to our JDTC team and require families to go through a minimum of three sessions of family counseling. See other sources used in the development of the program profile.<sup>1</sup>

The State of Mississippi created a state strategy for sustainable drug court funding that established an administrative foundation for drug courts through the passage of legislation.

As a result, Mississippi Code Ann. § 99-19-73, stating that monies from this fund derived from assessments under Section 99-19-73 shall be distributed "to the drug courts where the respective violations occur in the state, and funds from other sources Municipalities and counties without drug courts), shall be distributed to the drug courts based on a formula set by the State Drug Court Advisory Committee". This law generated approximately \$5.1 million for Mississippi's drug courts. At present there are twenty-one (21) Circuit Drug Courts, three (3) Municipal Drug Courts and thirteen (13) county Juvenile Drug courts.

The Madison County Juvenile Drug court has been in existence since 2002. Since the beginning, we have seen approximately 800 youths come through our program with a very high success rate. More and more, these youths are presenting with co-occurring mental disorders; such as, drug induced mental illnesses. They have been placed on probation for either drug possession charges or the crime they committed was caused by their drug use. MCJDTC program has three phases totaling a minimum of ten months. The program consist of frequent counseling, urinalysis drug tests and sometimes referral to other programs such as outpatient counseling, inpatient counseling and/or AA or NA attendance.

Grants such as this in conjunction with the minimal funding from the Administrative Office of Courts allow MCJDTC to properly function and care for juveniles with drug abuse issues. We are well aware with concerns of the financial state of our state and country, but we believe that the youth of this country are our future and deserve a chance to be rehabilitated. The youth should be considered first.

Juvenile Drug Treatment Court is the first form of awareness of rule of responsibility and law which is foreign to many young people in today's society. One can imagine the type of life these juveniles' have to live through such as the drunken parent(s) or poverty and what they may have already experienced before making it to the court. From the life of survival to a life of fear; the value of knowing right and wrong, importance of education, and use of talent; "that many of these young clients did not have the luxury to develop." We are investing in today's youth because they will be tomorrow's parent, citizen and deserve a spiritual and wholesome life.

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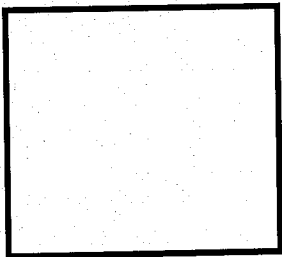
<sup>1</sup> Lattimore, Pamela K., Christopher P. Krebs, Phillip Graham, and Alexander J. Cowell. 2004. *Evaluation of the Juvenile Breaking the Cycle Program*. Research Triangle Park, North Carolina: RTI International. <https://www.ncjrs.gov/pdffiles1/nij/grants/209799.pdf>

Henggeler, Scott W., Jason E. Chapman, Melisa D. Rowland, Colleen A. Halliday-Boykins, Jeff Randall, Jennifer Shackelford, and Sonja K. Schoenwold. 2008. "Statewide Adoption and Initial Implementation of Contingency Management for Substance Abusing Adolescents." *Journal of Counseling and Clinical Psychology* 76(4):556-67. <http://www.ncbi.nlm.nih.gov/pmc/articles/PMC2603081/>

Sheidow, Ashli J., Jayani Jayawardhana, W. David Bradford, Scott W. Henggeler, and Steven B. Shapiro. 2012. "Money Matters: Cost-Effectiveness of Juvenile Drug Court With and Without Evidence-Based Treatments." *Journal of Child and Adolescent Substance Abuse* 21:69-90. <http://www.ncbi.nlm.nih.gov/pmc/articles/PMC3290130/>







**STATE OF MISSISSIPPI  
DEPARTMENT OF PUBLIC SAFETY  
DIVISION OF PUBLIC SAFETY PLANNING**

**PROJECT PLAN AND SUPPORTING DATA**

**PART II. OBJECTIVES AND PROJECTED IMPACT**

Our program goals were developed by our JDTC Team after spending several planning sessions carefully reviewing our current program in light of OJJDP's *JDTC Guidelines*. Our JDTC Team came up with the following Program Goals that, if achieved, will enhance our success and also bring our program into full compliance with the guidelines.

**Program Goals**

**GOAL 1** - Reduce substance abuse among JDTC participants.

**GOAL 2** - Reduce delinquent behavior among JDTC participants.

**GOAL 3** - Reduce Educational failure.

**GOAL 4** - We will bring our JDTC into full compliance with JDTC Guidelines during the funding period.

**GOAL 5** - We will educate and equip JDTC parents to prevent or reduce delinquency or substance abuse.

**GOAL 6** - We will reduce recidivism by providing semi-open aftercare community support groups for youth.

(Open to persons ages 14-18)

**GOAL 7** - Increase parent engagement.

**GOAL 8** - We will provide services that can restore familial relationships and provide stability for participants.

## GOAL 9 - Enhance JDTC capacity for program quality assurance

### Program Objectives

Our program objectives are as follows:

Goal	Objectives
GOAL 1	80% of participants will reach phase III within 12 months. 85 % participants will successfully graduate from the program. Disciplinary discharges will be less than 5%. 85% of participants will be testing clean every week. 85% of Participants will attend weekly counseling sessions for Phase 1.
GOAL 2	80% of participants will not be adjudicated with a delinquent act after enrollment in JDTC.
GOAL 3	30% of participants will show improvement in school attendance and grades. 90% of students who drop out of school will pursue a GED.
GOAL 4	50% of JDTC Guidelines will be followed after 6 months of the funding period. 80% of JDTC Guidelines will be followed after 8 months of the funding period. 100% of JDTC Guidelines will be followed after 11 months of the funding period. All participants will have individualized Case Management Plans by week 3 in the program
GOAL 5	40% of JDTC parents will attend drug education parenting classes.
GOAL 6	40% of participants will attend a youth support group 3 or more times during Phase II or III of JDTC. 60% of participants will attend a youth support group 1 time during the program year. 85% of participants who attend support groups will not relapse after attending 3 or more group meetings.
GOAL 7	JDTC will provide parenting classes and parenting seminars.
GOAL 8	20% of participants will participate in 6 sessions of evidence based family counseling. 50% of participants will participate in at least 3 session of family counseling.
GOAL 9	Create baseline descriptive data of JDTC participants. Conduct program evaluations every six months.

### Performance Measures

Currently our Drug Court uses the Drug Court Case Management software to track performance of participants. In addition, the Judge has her Court Reporter attend all staff meetings and hearings to ensure consistency and an accurate record. Our Drug Court stands ready and willing to submit performance data as part of

the reporting requirements under an award. We have identified the following performance measures related to our stated goals as follows:

Goals	Performance Measures
<b>GOAL 1</b> -Reduce substance abuse among JDTC participants.	# of participants who reach phase III within 12 months. # of participants who successfully graduate from the program. # of participants attending weekly support group # of disciplinary discharges. # of participants testing clean each week. # of participants meeting with their JDTC counselor every week.
<b>GOAL 2</b> -Reduce delinquent behavior among JDTC participants.	# of participants who are adjudicated with a delinquent act after enrollment in JDTC.
<b>GOAL 3</b> - Reduce Educational failure.	# of participants whose grade point average increases. # of participants who drop out of school without entering a GED program.
<b>GOAL 4</b> -We will bring our JDTC into full compliance with JDTC Guidelines during the funding period.	# of Guidelines implemented after 6 months. # of Guidelines implemented after 8 months. # of Guidelines implemented after 11 months.
<b>GOAL 5</b> -We will educate and equip JDTC and community parents to prevent or reduce delinquency or substance abuse.	# of JDTC parents who attended drug education parenting classes.
<b>GOAL 6</b> - We will reduce recidivism by providing semi-open aftercare community support groups for youth. (Open to persons ages 14-18)	# of participants who attended a youth support group. # of times each youth attended a youth support group. # of youth who relapse. # of youth who relapse after attending 3 or more meetings.
<b>GOAL 7</b> – Increase parent engagement.	# of parents attending court. # of parent attending classes and seminars.
<b>GOAL 8</b> - We will provide services that can restore familial relationships and provide stability for participants.	# of JDTC families participating in family counseling. # of JDTC families participating in 6 weeks of family counseling. # of family counseling sessions less than 6.
<b>GOAL 9</b> - Enhance JDTC capacity for program quality assurance	# of participants entered into DCCM. Creation of bi-annual report on JDTC outcomes and evaluation findings. # of biannual reports disseminated/presented to stakeholders. # of program improvements.

Our project evaluations are intended only to generate internal improvements and are conducted only to meet OJP's performance measure data reporting requirements. We have determined that these evaluations are not "research" within the technical meaning of that term and therefore no other information is required.

## **B. PROJECTED IMPACT**

The incorporation of individual as active stakeholders in all issues of implementation, and evaluations is a central goal of the program. Dialogue, will be maintained through interactive forums at several levels (e.g. weekly meetings at school or home, and semi-annual review meetings). Analysis and interpretation of program-related data will be subject to review by the project coordinator, the staff and juveniles. Identification of areas for program re-structuring will be informed both by data-driven strategies and from on-going, more qualitative input from juveniles and staff. Likewise, action plans to program improvement will represent a collaborative effort by juveniles, staff, Directors and former program graduates. In addition and supportive services for clients, this venture, project coordinators; designed to involve additional features including the following:

- Both individually and corporately, juveniles would play an active and central role in the operation, maintenance, and governance of this program: While some differences will exist between juveniles and staff; in terms of roles, responsibilities and functions, the juveniles will be regarded as co-partners with the staff in fulfilling the mission of the project.
- Staff will serve as mentors who assist juveniles in moving from the role of a passive recipient of social services provided to him/her by staff to being an active, responsible, and empowered partner. This partnership will pay dividends not only in enhanced services and operations, but also in helping the juvenile develop a repertoire of skills and self-confidence that form a solid foundation upon which to build true self-determination.
- Focus on developing juveniles into invested individual and corporate stakeholders in their community organizations and projects. It also means becoming an invested and integral member of the juvenile's neighborhood or community. In the role of counselor and manager, the Drug Court staff that will assist juveniles in identifying and linking with community investment opportunities (e.g., Habitat for Humanity, AA groups, churches). In the role of mentor, the Drug Court staff will join the client in actual participation of these opportunities. Not only will this program modification feature assist the Drug Court in becoming a full member of his/her home community, it will also facilitate the community's acceptance of the Drug Court as one of their own.
- Inclusion of a motivational enhancement-training component as a central program feature, this project will utilize a structured program module that focuses on identifying and actually manipulating the personal motivational factors that influence the juvenile's decisions regarding both lifestyles (incarceration vs. freedom from incarceration). We do not presume that juveniles are and will remain sufficiently committed to making and maintaining the behavior changes necessary to escape the social behaviors that contributed to detention and able to deal with all the factors that contributed to it. However, we do know this will have a challenging effect on recidivism.

The Drug Court project will make evident that for a person to overcome the obstacles in recovery and the attributes of a wholesome lifestyle, a series of goals and tasks, must be accomplished. This unique and innovative program allows the Judge, staff and juveniles to form a working relationship with "freedom" from incarceration as the acquired goal and independence as the ultimate reward. Should a juvenile become a hindrance or stumbling-block, the juvenile will then be reported for the proper sanctions. Should the juvenile maintain a working relationship, helping each other and have not been a problem, the Coordinator will plan an incentive event.

A key feature will be its focus on developing juveniles into invested individuals and corporate stakeholders in their community through a program of active participation in self-selected community activities and projects. It is the

philosophy of this program that the resolution of reentry means becoming an invested and integral member of the neighborhood and community. As counselor/case-managers, staff will assist juveniles in identifying and linking community investment opportunities (e.g., Habitat for Humanity, AA/NA groups, churches, and other community service organizations). As mentors, staff will join their residents in actual participation. Not only will this program-feature assist the juvenile in becoming a full member of the community, it will also facilitate the community's acceptance of the juvenile as one of their own.

### Phases of Program

1. To provide a III Phase Treatment setting and Aftercare
2. Programs for early Drug Court entrance at first detention.
3. To provide a quality-counseling program within a total therapeutic environment, including individual and group counseling.
4. To develop juveniles' personal, social and vocational skills needed to lead a productive and satisfying life. (Coping skills, Solution training, Financial management, Budget training, etc.)
5. To assist in developing client's spiritual experiences by means of a spiritual support group program and spirituality lectures.
6. To provide the opportunity to raise the functional literacy level of clients. (General Equivalency Diploma/Coping Living Skills classes presented on a weekly basis.)
7. To encourage juveniles continued participation with Drug court, Church, Alcoholics Anonymous, Narcotics Anonymous, other support groups and/or Aftercare.
8. To provide therapy/education for family members to enhance successful re-entry into the home and community and to implement relapse prevention planning.
9. To provide aftercare for persons who have successfully completed the MCJDTC program, if needed.
10. To assist juveniles and their families in obtaining adequate understanding of the Drug Court procedures.



STATE OF MISSISSIPPI  
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**PROJECT PLAN AND SUPPORTING DATA**

**PART III. IMPLEMENTATION**

A. As soon as funds are received, all areas of implementation will be put to use within three (3) months. Full forty (4) hour case management will be instrumented and continued along with the officer, public defender and prosecutor availability.

This will add a great meaning to the Juvenile Drug Treatment Court due to many of our juveniles have never been taught accountability and consequences of the legal system as a result of drug use or other criminal activity that drug abuse causes.

The MCJDTC goal is to have around the clock counseling/case managers available to all juveniles involved in the program. The ability to train and maintain staff members make this a functional reality. More juveniles will have access to the program because staff will be able to give them the specialized attention that they need.

The Madison County Juvenile Drug Court Program consists of three phases that can be completed in 12 months.

**Phase I:**

Phase I is composed of orientation, including counseling or treatment as recommended by screening evaluator. Phase I also includes education concerning alternatives to criminal and addictive thinking and basic life skills training. Incentives and rewards begin at this level. Phase I can be completed in about 6 months.

**Minimum Requirements:**

1. Attend two (2) court sessions a month.
2. Provide all required drug screens which reflect no use of drugs or alcohol.
3. Attend all assigned meetings and activities with appropriate documentation.
4. Begin all assigned group, family, and/or individual counseling sessions.
5. Begin to make necessary arrangements for payment of Court obligations.
6. Begin or maintain educational or vocational training.
7. Meet with court staff for in-home visits and/or office sessions weekly.

Phase I is complete after 25 points have been achieved with 8 consecutive weeks of earning points. One (1) point is given per week for compliance with the above requirements. A failed drug test during this phase results in a loss of two (2) points. Points are not earned until participant begins to test clean again.

An individual will enter the 100% club after 8 weeks of being clean.

**Phase II:**

Counseling, case management and education continues—possibly including group therapy, family counseling and any other activities assigned by Court or Case Manager/Counselor. Random alcohol and drug screens continue as

the same frequency as Phase I and at the discretion of case manager/counselor. Court appearances every other week continue. Incentives and rewards are increased in both quantity and quality in phase II, in order to reward consistency and encourage their behavior. Phase II can be completed in about 3 months, but may be extended if needed.

#### Minimum Requirements:

1. Continue attending two (2) court sessions a month.
2. Provide all random drug screens each week which reflect no use of drugs or alcohol.
3. Attend all assigned meetings and activities and provide documentation.
4. Attend all assigned group, family, and/or individual counseling sessions.
5. Meet with Court Case Manager/Counselor.
6. Maintain educational, vocational training or employment.

A failed drug test during this phase results in the participant losing 4/6 points or possibly beginning Phase II over again which will be determined by the Drug Court Judge and Staff.

A participant *can* begin to earn extra credit during this phase as long as they remain in the 100% club.

At 39 points, upon discretion of the Drug Court Staff, and continuing in the 100% club, you will be eligible for Phase III which is 39 points to 52 points.

On average, this phase lasts between 26-39 points.

#### **Phase III:**

Case management continues, as well as all other requirements of Phase II, reduction of drug court appearances to once (1) per month. Random alcohol and drug screens are still conducted but frequency reduced at the discretion of case manager/counselor. Privileges are increased and restrictions decreased. Phase III can be completed in about 3 months, but may be extended if needed.

#### Minimum Requirements:

1. Continue attending one (1) court session a month.
2. Provide all random drug screens each week which reflect no use of drugs or alcohol.
3. Attend all assigned meetings and activities and provide documentation.
4. Attend all assigned group, family, and/or individual counseling sessions.
5. Meet with Court Case Manager/Counselor.
6. Maintain educational, vocational training or employment.

A failed drug test during this phase results in the participant losing 6/8 points or possibly back at the beginning of Phase II to be determined by the Drug Court Judge and Staff. Usually at the achievement of 52 points a participant is eligible for graduation.

**Phase IV → Aftercare** Up to three (3) months. Persons who have completed Phase 3 and who for economic or emotional reasons wish to continue with a supportive environment will participate in this phase. Aftercare will be on a case by case basis as to the duration and level of services provided. The participants are required to maintain continued education and work with their case manager/counselor on goals and recovery process.

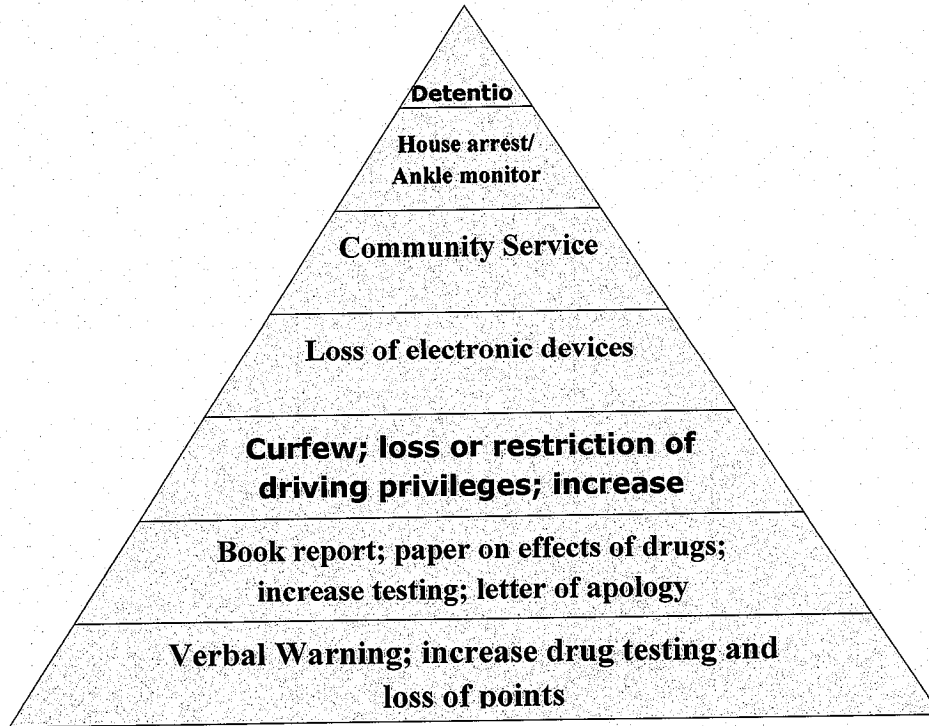
## INCENTIVES

Incentives reward participants for positive steps toward attaining a drug-free, crime-free lifestyle. Incentives include promotion to the next phases, decreased supervision and more personal responsibility. Other creative, individualized incentives may include:

Extra points	100% Club	Extended curfew	\$5 gift cards*
Driving privileges	Art or music supplies*	Music or art lesson*	\$10 gift cards*
Recognition	Tickets to MS Braves game*	Sport lesson*	Candy

\*if funding is available

## GRADUATED SANCTIONS



- Loss of points resulting in extending the length of time in the program with each Sanction
- Repeating an earlier phase of the program for failure to graduate to a higher level
- If a participant is absent from all program requirements (fails to appear at court hearings, not showing up for drug tests, etc.), he/she is considered to have absconded from the program. The judge may issue a pick up order for the participant's arrests and a Sheriff's deputy will be sent out to find the participant.



B. List the tasks or various individual activities, which will be performed in the order in which they will occur and indicate the month in which it is anticipated the task will begin and the month in which it will be completed.

1. Recent National trends training for attorneys and coordinator (first and second months- 4 days of training).
2. Refine operating procedures (second month - third month).
4. Perform designated tasks (first month - twelfth month).

C. Prepare a Bar Task Timetable.

TASK TO BE PERFORMED	MONTHS IN PROJECT PERIOD											
	01	02	03	04	05	06	07	08	09	10	11	12
1. National Trends raining	-----											
2. Refine Operating Procedures	_____											
3. Perform Designated Tasks	_____											

D. Attach a current resume for each person employed in the conduct of grant activities.

***See Exhibit A***

E. Attach a job description of proposed positions.

**Case Manager/Counselor** - We have two (2) full time case manager and one (1) part-time Case manager on our team. The Case Manager/counselor's primary duty is to develop a case management plan (also known as an individual treatment plan "ITP") for each participant and ensure that the plan is implemented. Our current Case Managers also act as life-coaches that provide counseling and oversight of participants as they progress through the phases of the program. Their duties also include the following:

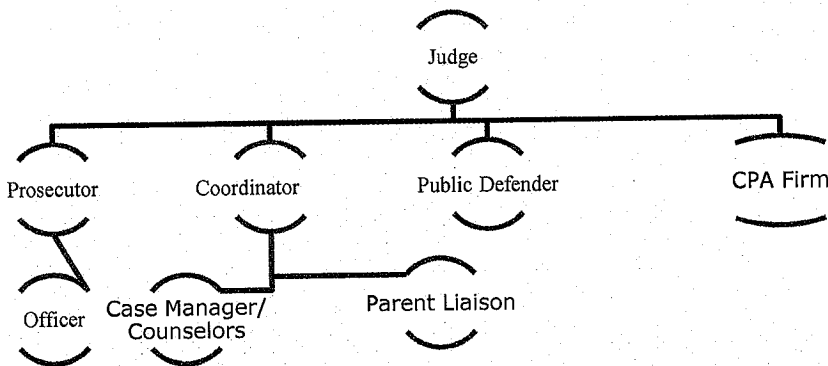
- Meet with participants according to their ITP.
- Monitor and facilitate where possible the terms of each ITP.
- Perform necessary substance screening to determine presence or absence of unapproved substances.
- Refer participants to available substance abuse treatment services as well as to other necessary social health services.
- Participate in weekly staffing.
- Attend Youth Court on Thursdays and be available for consultation with existing or prospective Drug Court Participants and their parents. This may include Drug Testing or intake services. (Full-time employees only).
- Attend Drug Court hearings and be prepared to make recommendations to the Court for incentives and sanctions when necessary.
- Attend and participate in Staff Meetings.

- Be available during business or “on call” hours by phone or email for impromptu staffing as needed.
- Maintain journal entries in DCCM for each participant or parent contact (by phone or in person). The content or substance of the contact is not necessary. However, the DCCM should be an accurate representation of **all** contact points between staff and participants. Insignificant texting contact need not be entered into DCCM. DCCM should be updated weekly.
- In addition to journal entries for contacts, Counselors should also make monthly journal entries as needed for outside treatment, progress or lack thereof if the same information has not already been provided in a previous journal entry.
- Visit participants twice monthly who are in detention or monthly for those in inpatient treatment, if permitted.

**Prosecutor /Public Defender** - The Prosecutor and defender maintain their traditional roles. However, the MCJDTC is a less adversarial relationship in that our prosecutor gears her sanction recommendations towards recovery. The MCJDTC prosecutor ensures community safety concerns are met and participates fully as a drug court team member. The MCJDTC defender ensures his/her client’s legal rights are protected and participates fully as a drug court team member. Both attorneys participate in staff meetings balancing their adversarial roles as well as working together as unified Drug Treatment Court team staff members.

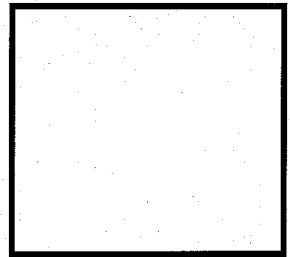
**Law Enforcement Officer** - The law enforcement officer conducts drug testing and is a vital member of our team. Our participants develop a relationship with him as a resource in the community. He provides security for the court during hearings in the Southern part of the county. When needed, the officer arranges transportation by law enforcement for participants.

F. Include an organizational chart associated with the project.





**STATE OF MISSISSIPPI**  
**DEPARTMENT OF PUBLIC SAFETY**  
**DIVISION OF PUBLIC SAFETY PLANNING**



**SUSTAINABILITY PLAN**

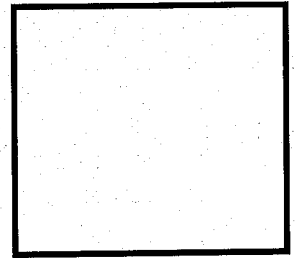
**PART IV:**

A well-conceived and implemented MCJDTC is certainly going to experience team turnover. The innovative and creative professionals it takes to implement and successfully run a juvenile drug court are going to be in high demand for promotions into new positions at their home agency or by other competing agencies. Therefore, the remaining team must see turnovers as a natural part of the program, just as relapse is for drug and alcohol abusers -- it needs to be viewed as a positive change, not as self-defeating. New team members must be quickly trained in the Drug Court model's philosophy, mission and goals. Collaborative processes must be reconnected to make sure that new members understand their importance as a stakeholder. The team must constantly monitor the political climate between the MCJDTC, the county, and the community. Very often political support begins to wane when funding sources are threatened within and between agencies such as the Madison County Juvenile Drug Treatment Court is facing now. The MCJDTC team has become advocates for the program by reporting to key stakeholders about the success of the program, planning for the future funding opportunities, and using positive media relations to keep information available to the public. Although a Juvenile Drug Treatment Court stabilizes, it should never be stagnant. As new members join the team and as new challenges arise in the juvenile justice system or the community regarding substance-abusing juveniles, the Court must make informed, data-driven decisions about how best to respond. For example, as these new evidence-based practices are introduced to a proven project successful such as to the field, the MCJDTC is poised to become educated about them and ready to adopt/adapt such services.

If for some reason federal funding becomes unavailable, we would attempt to utilize and restructure our State Budget as well as seek possible assistance from Madison County. When funding was halted previously, Madison County stepped up to sustain the staff this grant funds for several months. As a last resort, we could make budget cuts.



**STATE OF MISSISSIPPI**  
**DEPARTMENT OF PUBLIC SAFETY**  
**DIVISION OF PUBLIC SAFETY PLANNING**  
**BUDGET SUMMARY**



BUDGET CATEGORY	REQUESTED BUDGET	DPSP USE ONLY APPROVED BUDGET
<b>A. PERSONNEL:</b>		
<b>TOTAL PERSONNEL</b>	<b>85,200.00</b>	
<b>B. FRINGE</b>		
2. FICA Match	6,517.80	
3. Retirement Match	12,972.00	
4. Other	15,571.40	
<b>TOTAL FRINGE</b>	<b>35,061.20</b>	
<b>C. EQUIPMENT</b>		
<b>TOTAL EQUIPMENT</b>	<b>0.00</b>	
<b>D. TRAVEL</b>		
2. Commercial Carrier	2,162.80	
3. Meals	656.00	
4. Lodging	1,920.00	
5. Other		
<b>TOTAL TRAVEL</b>	<b>4,738.80</b>	
<b>E. OPERATING EXPENSE</b>		
2. Rental		
3. Printing and Reproduction		
4. Communications (Telephone, Postage)		
5. Other		
<b>TOTAL OPERATIONAL EXPENSES</b>	<b>0.00</b>	
<b>F. CONTRACTUAL SERVICES</b>		
2. Contracts w/Organizations		
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>0.00</b>	
<b>G. MISCELLANEOUS</b>		
2. Training Materials		
3. Other		
<b>TOTAL MISCELLANEOUS</b>	<b>0.00</b>	
<b>H. TOTAL PROJECT BUDGET</b>	<b>125,000.00</b>	

**SUMMARY FUNDING DATA**

	Federal	%	State/Local	%	TOTAL	%
<b>REQUESTED BUDGET</b>						
<b>APPROVED BUDGET</b>						

Budget Prepared By: \_\_\_\_\_



**SUPREME COURT OF MISSISSIPPI  
Administrative Office of Courts  
Drug Court Budget Request Form – FY 2020**

Complete and return the budget request form along with supporting budget narrative & copies of contracts no later than May 1, 2019, to the Administrative Office of Courts (AOC). The budget request shall reflect anticipated spending from

July 1, 2019, through June 30, 2020. All funding sources shall be included. Documents can be mailed or emailed by the May 1<sup>st</sup> deadline.

Email: drugcourts@courts.ms.gov or Mail: AOC, Attn: Drug Court Financial Analyst, P.O. Box 117, Jackson, MS 39205-0117.

For questions or more information regarding this form, contact the AOC at 601.359.6567 or by the email listed above.

**AOC USE ONLY**

AOC Budget Requested \_\_\_\_\_ Participant Level \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date \_\_\_\_\_

AOC \$\$ Approved \_\_\_\_\_ TOTAL \$\$ Approved \_\_\_\_\_

Approved by: \_\_\_\_\_ Date \_\_\_\_\_

Drug Court: Madison Juvenile Drug Treatment Court

Lead County: Madison

Phone: 601-855-5698

Remittance Address: P.O. Box 1626, Canton, MS 39046

Email: amy.nisbett@madison-co.com

Category	AOC State Reimbursable Amounts	Local Drug Court Fund Amounts	Local Government Contribution Amounts	Grant Amount JAG (name)	Grant Amount (name)	Other Source (name)	Other Source (name)	Private Foundation / Donation Amounts	TOTAL FY 2020 BUDGET
Salaries & Fringe	\$ 107,185.42	\$ 0.00	\$ 0.00	\$ 120,261.20				\$ 0.00	\$ 227,446.62
Treatment Expenses	\$ 12,062.40		\$ 0.00						\$ 12,062.40
Testing & Lab Expenses	\$ 10,000.00		\$ 0.00						\$ 10,000.00
Travel & Training	\$ 11,543.18		\$ 0.00	\$ 4,738.80					\$ 16,281.98
Commodities	\$ 3,957.00		\$ 0.00						\$ 3,957.00
Contractual Services	\$ 1,252.00		\$ 0.00						\$ 1,252.00
Equipment	\$ 4,000.00	\$ 0.00	\$ 0.00						\$ 4,000.00
<b>TOTAL</b>	<b>\$ 150,000.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 125,000.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 275,000.00</b>

Budget Request Prepared By:

*Amy D. Nisbett*  
Signature

Amy D. Nisbett  
Printed Name

Coordinator  
Title

4/08/19  
Date

Budget Request Reviewed By:

*Staci B. O'Neal*  
Signature of Drug Court Judge / Referee

Staci B. O'Neal  
Printed Name of Drug Court Judge / Referee

4/8/19  
Date

# Madison County Juvenile Drug Treatment Court

## Budge Detail FY 2019-2020

### Administrative Personnel:

Drug Court Coordinator-Amy Nisbett:

Salary	\$48,500.00	
Fringe	\$22,383.50	\$70,883.50

Female case Manager/Part-time- Ashley Thomas:

Salary	\$ 14,000.00	
Fringe	\$ 1,666.00	\$15,666.00

Case Manager (Full-time) -Charles Humphrey<sup>1</sup>:

Salary	\$46,000.00	
Fringe	\$ 21,621.00	\$67,621.00

Case Manager(full time) -John Barnts:

Salary	\$ 12,444.00	
Fringe	\$ 8,191.92	\$20,670.92
Salary <sup>2</sup>	\$ 11,956.00	
Fringe	\$ 7,186.68	\$19,142.68

Officer/Part-time -Ryan Wigley<sup>3</sup>:

Salary	\$ 7,200.00	
Fringe	\$ 2,126.60	\$9,326.60

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<sup>1</sup> Funded by JAG

<sup>2</sup> Funded by JAG

<sup>3</sup> Funded by JAG

Prosecutor (part-time) -Hazel Cunningham<sup>4</sup>:

Salary	\$10,000.00	
Fringe	\$ 2,925.00	\$12,925.00

Public Defender (part-time) -Lindsey Herr<sup>5</sup>:

Salary	\$ 10,000.00	
Fringe	\$ 1,200.00	\$12,200.00

TOTAL: \$227,435.70

**Treatment:** MCJDC does not provide outside treatment assistance. However, we are setting aside an amount of our budget for our counselor on staff.

TOTAL: \$12,072.56

Treatment scholarships \$3,287.00

Part-Time Counselor-Avis Stringer:

Salary	\$ 6,780.76
Fringe	\$ 2,004.80
TOTAL Salary and Fringe:	\$8,785.56

**Drug Testing/Lab:**

TOTAL: \$10,000.00

Supplies \$ 5,000.00

Lab Verification \$ 5,000.00

**Commodities:** This expense includes pens, paper, printer ink, postage, graduation expenses such as diplomas, incentives and money for background checks if we hire a parent liaison in the future or probation officer.

Office Expenses: \$ 3,922.00

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<sup>4</sup> Funded by JAG

<sup>5</sup> Funded by JAG

**Contractual Services:** This expense is for the cell phone for our full time case manager and our part time parent liaison.

TOTAL: \$1,252

Cell Phone:  $52.16/\text{phone} * 2 = 104.32 * 12 \text{ months} = \$1,252.00$

**Equipment:** MCJDC needs basic equipment to adequately run the program efficiently such as a computer and/or printers for our staff, cell phone for new counselor or coordinator etc.

Equipment: \$ 4,000.00

**Travel:** MCJDC would like to compensate counselors and/or case managers their travel reimbursement for their weekly drug testing with participants as well as to provide funding for the MCJDC staff to attend the annually MADCP training conference.

Travel: \$ 11,543.18

MADCP Conference Oxford:  $(160 \text{ miles} * 2) * 8 = 2560 \text{ miles} * .58 = \$1,484.80$

Monthly travel limited  $(180 * 4) * 12 = 8,640 \text{ miles} * .58 = \$ 5,011.20$

Unforeseen trainings/travel: \$ 345.42

MADCP registration:  $(150 * 7)$  \$1,050

MADCP hotel 2019 pre-registration \$1,000

National Conference  $(762 * 2) * 3 = 4,572 \text{ miles} * .58 = \$2,651.76$

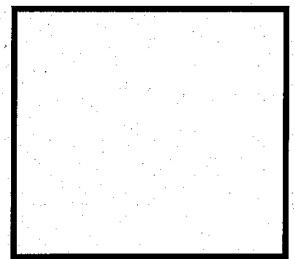
JAG: \$4,738.80

TOTAL Travel: \$16,281.98





**STATE OF MISSISSIPPI**  
**DEPARTMENT OF PUBLIC SAFETY**  
**DIVISION OF PUBLIC SAFETY PLANNING**  
**BUDGET NARRATIVE**



**PART VI:**

In the personnel category, the Madison County Juvenile Drug Treatment Court (hereafter "MCJDTC") is seeking funds to allow our full-time case manager, Charles Humphrey, to remain at his full time salary of \$46,000.00 per year. We are also asking for benefits to match his full salary. The Officer, Ryan Wigley, aids and ensures compliance within the program. The \$7,200 along with FICA and PERS would compensate him for his work. Due to our increase to 40 plus participants, we would like to keep our full time counselor, John Barnts. The \$12,000 is 45% of his full time salary of \$24,400. We are also asking for benefits to match the requested salary. This counselor would meet a tremendous need and help MCJDTC meet its goals of our juveniles receiving lifelong rehabilitation from drugs, alcohol and possible trauma and attempt to ensure they never return to the legal system once completion of Drug Treatment Court. Likewise, the prosecutor and public defender assist in keeping the MCJDTC on track with their legal expertise. The \$10,000 along with fringe would compensate them for the time and skills.

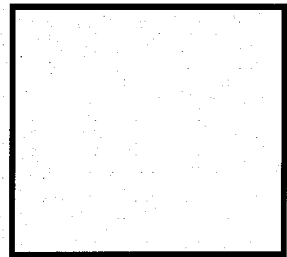
We are not asking for any equipment because MCJDTC believes that other categories have much more significance to our juveniles.

In the travel portion of the budget MCJDTC is requesting \$4,738.80 to cover the National Council of Juvenile and Family courts conference in Orlando, Florida July 28-31 along with travel and meals for this conference. Additionally, this amount will cover mileage for counselors throughout the year. MCJDTC's office is in Canton and the majority of our juveniles reside or go to school in the southern part of the county in Madison and Ridgeland. Driving is a part of the job and these monies would help eliminate economic strain on MCJDTC's employees.

We are not asking for any operating expenses at this time.



**STATE OF MISSISSIPPI**  
**DEPARTMENT OF PUBLIC SAFETY**  
**DIVISION OF PUBLIC SAFETY PLANNING**



**BUDGET NARRATIVE**

**PART VI:**

**A. PERSONNEL:**

<u>Name of Employee</u>	<u>Title</u>	<u>% of Time Devoted to Project</u>	<u>Date Hired</u>	<u>Salary Rate</u>
John Barnts	Case Manager	45%	07/01/2017	12,000 (annual)
Hazel Cunningham	Prosecutor	50%	03/01/1991	10,000 (annual)
Lindsey Herr	Public Defender	50%	01/01/2017	10,000 (annual)
Charles Humphrey	Case Manager	100%	12/01/2013	46,000 (annual)
Ryan Wigley	Officer	50%	07/01/2015	7,200(annual)
Total Salaries & Wages			\$ 85,200	
= Total Personnel			\$ 85,200	

**Note:** 55% of John Barnts' salary will come from Administrative Office of Courts budget.

**B. FRINGE:** Based on gross salary.

John Barnts:

+	FICA 7.65% =	\$ 918.00	
+	Retirement 17.25%=	\$1,070.00	
+	Worker's Comp 4%=	\$ 480.00	
+	Insurance and Dental=	\$3,731.40	
+	unemployment=	\$ 0.00	
=	Total Fringe		\$14,398.80

Hazel Cunningham:

+	FICA 7.65% =	\$ 765.00	
+	Retirement 17.25%=	\$1,725.00	
+	Worker's Comp 4%=	\$ 400.00	
+	Insurance and Dental=	\$ 0.00	
+	unemployment=	\$ 35.00	
=	Total Fringe		\$ 2,925.00

Lindsey Herr:

+	FICA 7.65% =	\$ 765.00	
+	Retirement 17.25%=	\$ 0.00	
+	Worker's Comp 4%=	\$ 400.00	
+	Insurance and Dental=	\$ 0.00	
+	unemployment=	\$ 35.00	

= Total Fringe \$ 1,200.00

Charles Humphrey:

+ FICA 7.65% = \$ 3,519.00  
+ Retirement 17.25%= \$ 7,935.00  
+ Worker's Comp 4%= \$ 1,840.00  
+ Insurance and Dental= \$ 8,292.00  
+ unemployment= \$ 35.00  
= Total Fringe \$21,621.00

Ryan Wigley:

+ FICA 7.65% = \$ 550.80  
+ Retirement 17.25%= \$1,242.00  
+ Worker's Comp 4%= \$ 288.00  
+ Insurance and Dental= \$ 0.00  
+ unemployment= \$ 35.00  
= Total Fringe \$ 2,115.80

Total Soc. Sec. Match \$ 6,517.80  
+ Total Retirement Match \$ 12,972.00  
+ Total Insurance + dental \$ 12,023.40  
+ Total Workers Comp \$ 3,408.00  
+ Total unemployment \$ 140.00  
= Total Fringe \$ 120,261.20

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C. **TRAVEL:**

3,728 miles @ \$.58 per mile + Total Mileage \$ 2,162.80  
(Ex. Taxi, shuttle etc.) + Total Commercial Carrier \$ 0.00  
\$41/day (4 people) for 4 days + Total Meals \$ 656.00  
Hotel rate \$160 \* 4 days for 3 people + Total Lodging \$ 1,920.00  
  
= Total Travel \$ 4,738.80

The Lodging will be for Hazel Cunningham, Lindsey Herr and Amy Nisbett at a rate of \$160 for 4 days in Orlando, Florida for the National Juvenile and Family Court Conference July 28-31, 2019. The meal allowance fat \$41/day for 4 days will provide for Hazel Cunningham, Lindsey Herr, Amy Nisbett, and Judge Staci O'Neal. The mileage will allow for two of the individuals mentioned above to travel to Orlando for the conference and remaining mileage will be for case managers/counselors sessions if needed. The remaining individual's travel will come from Administrative Office of Courts budget.

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H. **TOTAL PROJECT BUDGET:** \$ 125,000.00



**STATE OF MISSISSIPPI  
DEPARTMENT OF PUBLIC SAFETY  
DIVISION OF PUBLIC SAFETY PLANNING**

DPSP Use  
Only

Grant No.

**PART VII: EVALUATION PLAN**

There are generally two types of evaluations that might take place in a drug court setting. The first is called a process evaluation, which tells the team what is or is not working in the program's day-to-day operations.

The Madison County Juvenile Drug Treatment Court uses the Drug Court Management System ("DCCM") to record data from the juvenile participants. This data helps us to monitor the ongoing progress of each participant.

The second type of evaluation is an outcome evaluation, which measures the effectiveness of the program. Such an evaluation might look at the graduation rate in the program, and the recidivism rate of both successful and unsuccessful participants. A comparison group of similar offenders handled by traditional methods and/or a control group of eligible but randomly selected participants will be beneficial to have for baseline information and comparison.

The Madison County Juvenile Drug Treatment Court will make an argument that for a juvenile participant to overcome obstacles presented to them and the attributes of a wholesome lifestyle, a series of goals and task must be accomplished. This unique and innovative program allows the Judge, staff and juveniles to form a working relationship with "freedom" from incarceration as the acquired goal and independence as the ultimate reward. Should a juvenile become a hindrance or stumbling-block to himself/herself, then the juvenile will then be reported for the appropriate sanction. Should the juvenile maintain a working relationship, helping each other and not being a problem, incentive plans are in place to reward this juvenile. The Coordinator evaluates the juvenile's behavior and tracks drug tests through the DCCM database in addition to his/her case manager/counselor.

This program starts with a comprehensive bio-pyscho-social-spiritual assessment package that will be modeled after that which has been accredited with distinction by the county of Madison and the State of Mississippi. The juvenile first completes a SASSI assessment exam to possibly reveal their level of drug use. The juveniles and counselor(s) will develop a problem-oriented treatment plan and standardized checklist that identify all relevant objectives associated with the three (3) main treatment goals: (a) juvenile stability, (b) increase skill level, academics and/or income, and (c) greater self-determination. This data will be used as a primary source during monthly treatment planning meetings, which will include each staff member and the judge. During these meetings, the progression and goals of each juvenile treatment plan will be discussed and modified when necessary.



**STATE OF MISSISSIPPI  
DEPARTMENT OF PUBLIC SAFETY  
DIVISION OF PUBLIC SAFETY PLANNING**

**NON-SUPLANT CERTIFICATION**

DPSP Use  
Only

Grant No.

**PART VIII:**

The Madison County Juvenile Drug Treatment Court (Applicant) hereby assures that the federal funds will not be used to supplant state or local funds and those federal funds will be used to supplement existing funds for program activities and not to replace those funds that have been appropriated for the same purpose.

**Signature:** \_\_\_\_\_  
(Chief Executive Officer)

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_



STATE OF MISSISSIPPI  
DEPARTMENT OF PUBLIC SAFETY  
DIVISION OF PUBLIC SAFETY PLANNING

DPSP USE  
ONLY

Grant No.

**EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE**

**PART IX:**

A. The Madison County Juvenile Drug Treatment Court (Applicant) hereby certifies that it has formulated an Equal Employment Opportunity Program in accordance with 28 CFR 42, 301, et seq., Subpart E of the Code of Federal Regulations, and that it is on file in the office of:

Name Loretta Phillips

Address Post Office Box 606, Canton, MS 39046

Title Human Resources Director

for review or audit by officials of the Division of Public Safety Planning or the Office Programs, U.S. Department of Justice as required by relevant laws or regulations.

B. The Madison County Juvenile Drug Treatment Court (Applicant) hereby certifies that it is in compliance with the terms and conditions of 28 CFR 42, 301, et seq., and is not required to file an Equal Employment Opportunity Program.

## INSTRUCTIONS FOR COMPLETING EEOC CERTIFICATION

### (DPSP Form 9)

#### GENERAL

The purpose of the EEOC Guidelines is set forth in Title 28, Chapter 1, Subpart E of Part 42 of the Code of Federal Regulations. It provides recognition of the fact that full and equal participation of women and minority individuals in employment opportunities is a necessary element of the Office of Justice Programs by requiring that certain recipients of OJP funding make a careful evaluation of their employment practices as these affect minority persons and women and then develop a comprehensive EEO Program.

#### WHO MUST PREPARE AN EQUAL EMPLOYMENT OPPORTUNITY PROGRAM?

Any criminal justice recipient of funds may be required to formulate, implement and maintain an Equal Employment Opportunity Program as it relates to minority persons and women or women only. A recipient criminal justice agency must develop and implement a program if either of the following sets of criteria are fully met:

- I. For minority persons and women.
  - a. Has fifty or more employees.
  - b. Has received grants or subgrants of \$25,000 or more.
  - c. Has a service population with a minority representation of less than 3%.
  
- II. For women only.
  - a. Has fifty or more employees.
  - b. Has received grants or subgrants of \$25,000 or more.
  - c. Has a service population with a minority representation of less than 3%.

#### COMMENTS:

1. When determining the number of employees in an agency, all employees are to be counted, including clerical, custodial, etc.
2. The "recipient" agency is defined in terms of the implementing agency. For example, if a grant is made through a municipality to the police department for conducting a program or purchasing equipment, the recipient is considered to be the police department.
3. The criterion of \$25,000 in grant money is cumulative for the recipient (may be the sum of several small grants) and does not require a single grant of \$25,000 or more.
4. For the purpose of these guidelines, the relevant "service population" shall be determined as follows:
  - A. For adult and juvenile correctional institutions, facilities and programs (including probation and parole programs), the service population shall be the inmate or client population served by the institution, facility, or program during the preceding fiscal year.
  - B. For all other recipient agencies (e.g., police and courts), the service population shall be the state population for state agencies, the county population for county agencies, and the municipal population for municipal agencies.

#### PROCEDURE FOR COMPLETION OF FORM 9

Complete section on the reverse of this form if the implementing agency meets the criteria set out above and has formulated an Equal Employment Opportunity Program. If the implementing agency meets the criteria and this program has not been formulated, your application may not be accepted. For assistance, contact the DPSP EEOC officer at the central office.

A



# JOHN BARNTS

927 ADKINS BLVD. JACKSON MS 39206 • 818-209-0597 • [JOHN.BARNTS@GMAIL.COM](mailto:JOHN.BARNTS@GMAIL.COM)  
BLOG: [WWW.BARNTSINTHEBELFRY.WORDPRESS.COM](http://WWW.BARNTSINTHEBELFRY.WORDPRESS.COM)

## EDUCATION

Master of Arts in Biblical Literature, Summa Cum Laude • Wesley Biblical Seminary, Jackson, MS (2013)  
Capernwray Bible School, Torchbearers International, Lancashire, England (1999)  
Bachelor of Arts in Music Education, Magna Cum Laude • Azusa Pacific University, Azusa, CA (1996)

Languages: Biblical Greek and Hebrew

## MINISTRY EXPERIENCE

### ADULT, COLLEGE AND YOUTH MINISTRY:

- Guest preacher at Fannin United Methodist Church, Fannin, MS (2013 – Present)
- Youth pastor of Fannin United Methodist Church, Fannin, MS (2013 – Present)
- College program director at Redwood Christian Park, Boulder Creek, CA (1993 – 2012)
- College pastor of New Life Community Church, San Dimas, CA (1997 – 1998)

### BIBLE STUDY LEADERSHIP:

- Community Group leader at Ecclesia Church, Hollywood, CA (2009 to 2011)
- Home Bible Study for college-aged students and young married couples (1995 to 2011)

### WORSHIP LEADER & MUSICIAN:

- Fannin United Methodist Church, Fannin, MS (2013 – Present)
- First Independent Methodist Church, Madison, MS (2011 – 2013)
- Ecclesia Church, Hollywood, CA (2009 – 2011)
- Redeemer Presbyterian Church, Newport Beach, CA (2002 – 2009)
- Grace Community Church, Cerritos, CA (1999 – 2001)
- New Life Nazarene Church, Glendora, CA (1996 – 1997)
- Hillside Community Church, Alta Loma, CA (1994 – 1996)

## ADMINISTRATION

### DIRECTOR OF FINE ARTS: VILLAGE CHRISTIAN SCHOOLS (2007 – 2011)

- Responsible to manage and develop a Fine Arts program which included ceramics, art, graphic design, video production, drama, band, choir, strings, drum line and an after-school program
- Worked with principals and administrators to create a comprehensive K-12 program to allow creative students to maximize their potential and matriculate to elite colleges and universities
- Wrote, directed and produced an annual Fine Arts Showcase of high school students for parents, administration, prospective families and donors

## **CREATOR & DIRECTOR OF A FINE ARTS ACADEMY: VCS (2003 – 2011)**

- Managed an after-school Fine Arts program that provided private lessons and group classes to Village students, parents and members of the community in a safe, professional environment
- Recruited, selected and trained instructors to work well with children, teach with clarity, and prepare students for performances
- Planned and managed approximately six festivals, shows and recitals throughout the year

## **TEACHING**

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### **CLASSROOM TEACHING:**

- Hinds Community College, Pearl, MS (2013 – Present)  
Created and taught New Testament and Old Testament Survey classes to undergraduate students
- Village Christian Schools, Sun Valley, CA (2004 – 2011)  
Created and taught a Bible curriculum for High School Sophomores (2008 – 2009)  
Created and taught an AP Music Theory curriculum (2004 – 2010)

### **PRIVATE TEACHING:**

- Piano Instructor, Jackson Academy, Jackson, MS (2011 – Present)
- Piano instructor, Village Christian Schools, Sun Valley, CA (1999 – 2011)

# Charles T. Humphrey

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601.899.2235  
CTHumphrey@wbs.edu

658 Hoy Rd.  
Madison, MS  
39110

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## EXPERIENCE

Madison County Youth Court

Canton, MS

### *Case Manager*

*Dec. 2013 - Present*

- ◆ Aid juveniles in the successful completion of probation
- ◆ Facilitate recovery from drug addiction
- ◆ Assess level of dependency and recommend in/out patient treatment
- ◆ Weekly drug testing of all youth and random testing for those deemed hi-risk
- ◆ Assist youth to maintain grades by tutoring, accountability, and family contact
- ◆ Contacting teachers or guidance counselors
- ◆ Family therapy insofar as it helps the child

Belhaven University

Jackson, MS

### *Financial Aid Officer*

*May 2011 - Dec., 2013*

- ◆ Head of the online, graduate education and PACE programs
- ◆ Responsible for processing of FAFSA
- ◆ Aid the student in budgeting
- ◆ Primary financial liaison between student and the university
- ◆ Resolved financial discrepancies on a federal and state level

Baker Engineering

Jackson, MS

### *Meter Tech*

*March 2010 - May 2011*

- ◆ Service, inspect and read electrical meters
- ◆ Maintain strict safety standards in the field and in company vehicle

Brown Bottling Group

Hattiesburg & Jackson, MS

### *Merchandiser*

*Sept. 2008 - March 2010*

- ◆ Responsible for product upon entry until exit of all accounts
- ◆ Manage brand flow, rotation and keeping back stock ordered

Wesley College

Florence, MS

### *Admissions Counselor*

*Aug. 2004 - May 2007*

- ◆ Assisted in recruitment for college and supervised previews
- ◆ Lead summer traveling groups
- ◆ Traveled to various locations to speak on behalf of college

### *Resident Assistant*

*Sept. 2005 - May 2007*

- ◆ Official liaison between the Dean of Students and male dorm
- ◆ Supervised dorm life in conjunction with Resident Director

## EDUCATION

Wesley Biblical Seminary

Jackson, MS

*Masters of Teaching with a concentration in Apologetics*

*Aug. 2007 - 2013*

Wesley College

Florence, MS

*Bachelor of Arts, Double Major: Theology & Biblical Literature*

*May 2007*

Natchez High School

Natchez, MS

*Graduated with a 3.0 GPA*

*May 1998*

## AWARDS & ACHIEVEMENTS

Student Body Vice-President, Wesley College 2006

Winner of Mr. Wesley Award, Wesley College 2006

Winner of Most Dedicated, Wesley College 2005

Selected to perform with United States Collegiate Wind Band 1998

# DANIEL RYAN WIGLEY

106 Middle Ridge Drive Florence, MS 39073 | rwigley346@gmail.com | 601-918-1489

## EXPERIENCE | **MILITARY POLICE UNITED STATES MARINE CORPS**

AUGUST 2000 – AUGUST 2004

Worked as a patrolman where I responded to domestics, fights, larcenies, suicides and other calls for service. When I was deployed I ran the gun ranges while on ship. Team leader for the 12 man fly team and assistant team leader for the 24 man ground team for the 31st MEU.

## **COMMUNICATIONS RANKIN COUNTY SHERIFFS OFFICE**

AUGUST 2004 – AUGUST 2007

Shift Sergeant for dayshift. Ensured that 911 calls and other calls of service were being handled efficiently. Dispatched Deputies and Fire Departments to calls.

## **INVESTIGATOR MADISON POLICE DEPARTMENT**

AUGUST 2007 – PRESENT

Investigate crimes against children, murders, house burglaries, assaults and other crimes

## EDUCATION | **FLORENCE HIGH SCHOOL, FLORENCE, MS**

HIGH SCHOOL DIPLOMA

General high school courses.

## **HINDS COMMUNITY COLLEGE, PEARL, MS**

20 HOURS

Criminal Justice

**COMMUNICATION** | A lot of the cases I work involve a lot of different agencies so I work well with others. I can take the lead or follow when I need to.

**LEADERSHIP** | While in the Marine Corps I was taught leadership from the beginning of boot camp till the end of my 4 year contract. I have been in charge of patrol shifts from six to ten officers. Lead investigator on numerous cases from missing children to armed robberies.

## REFERENCES | **MICHAEL BRENT**

AYERITT

601-813-6101

## **JAMES MERRITT**

HARRISON COUNTY SHERFFS OFFICE

662-902-6002

## **PETE LUKE**

MADISON POLICE DEPARTMENT

601-966-1448

## **STEPHEN KING**

MADISON POLICE DEPARTMENT

270-519-3083

B

1. Drug Court integrates alcohol and other drug treatment services with justice system case processing.

A Madison County Juvenile Drug Court team member will identify if the potential participant has a substance abuse problem and determine the appropriate level of treatment. In addition, the Drug Court treatment staff will assess the family's willingness to participate, as well as their strengths. The assessment is designed to evaluate motivation for treatment, provide details of prior and current legal status, family and social relationships, mental and medical health histories, and education status. The Drug Court treatment staff member will assess each participant before he/she is formally entered into the Drug Court. The Drug Court treatment staff member can administer an objective substance abuse measure called the Substance Abuse Subtle Screening Inventory for Adolescents (SASSI-3). The Drug Court treatment staff member reports the assessment findings to Youth Services and the Drug Court team.

At this assessment, the treatment staff member will orient the participant and family as to what to expect and have the parent/guardian and participant sign all necessary paperwork for admittance into the program.

The treatment options are determined based on the juvenile participants needs at the time of the assessment and as an on-going process. Many options are available to the participant such as out-patient services, weekly group meetings, in-patient treatment, long-term in-patient treatment and monitoring throughout the program. Madison County Juvenile Drug Court's (MCJDC) case manager has an established relationship with all treatment facilities in the state of Mississippi. This gives our participants numerous options for treatment both local and statewide.

2. Using a non-adversarial approach, prosecution and defense counsel promote public safety while protecting participants' due process rights.

The MCJDC uses the non-adversarial approach. Both the prosecutor and public defender are at every court session and staff meeting. They are an integral part of the drug court. Working with the rest of the MCJDC staff the prosecutor and public defender are able to help best formulate the most effective treatment plan for the participant.

3. Eligible participants are identified early and promptly placed in drug court.

A Madison County Juvenile Drug Court team member will identify if the potential participant has a substance abuse problem and determine the appropriate level of treatment. In addition, the Drug Court treatment staff will assess the family's willingness to participate, as well as their strengths. The assessment is designed to evaluate motivation for treatment, provide details of prior and current legal status, family and social relationships, mental and medical health histories, and education status.

Often, MCJDC is notified when a juvenile first makes an appearance at their detention hearing before the youth court. From that point, MCJDC can speak with the juvenile and the juvenile's family as well as the youth court counselor. Juveniles are identified as possible candidates for any number of reasons, such as: drug offense (possession or paraphernalia), committing another offense and testing positive for drugs or having a known drug problem to the parents or youth court counselor.

4. Drug Court provides access to a continuum of alcohol, drug and other related treatment and rehabilitation services.

The treatment options are determined based on the juvenile participants needs at the time of the assessment and as an on-going process. Many options are available to the participant such as out-patient services, weekly group meetings, in-patient treatment, long-term in-patient treatment and monitoring throughout the program. Madison County Juvenile Drug Court's (MCJDC) case manager has an established relationship with all treatment facilities in the state of Mississippi. This gives our participants numerous options for treatment both local and statewide. Assessment is an on-going process. MCJDC's main goal is rehabilitation and as such our focus is on the participant at all stages of the program. This continuum of services helps to make MCJDC successful and our participants are able to become productive members of society.

5. Abstinence is monitored by frequent alcohol and other drug testing, including evenings and weekends.

Participants are tested weekly. More frequent random testing is used in cases where participants have previously tested positive, are suspected to be adulterating tests, have a history of adulterating, or have parents that suspect their participant is using drugs again.

6. A coordinated strategy governs drug court responses to participant's compliance.

MCJDC conducts bi-monthly staffing before each drug court session as well as monthly staff meetings. If a situation arises in between these meetings then all staff will be contacted to discuss a particular participant and what treatment or other options are available based on circumstances. MCJDC's coordinated strategy is always targeted at the best interest of the participant and their rehabilitation.

7. Ongoing judicial interaction with each drug court participant is essential.

MCJDC meets bi-monthly for drug court where the Judge is present and interacts with participants. Again, depending on each participant's specific needs more meetings with the Judge are available and are often used in cases of rule violations or other unforeseen consequences that may be putting the

participant in danger for their life or health. The Judge is available twenty-four hours a day and seven days a week. If needed, contact can always be made to discuss what treatment is best for a MCJDC participant.

8. Monitoring and evaluation measure the achievement of drug court goals and gauge effectiveness.

MCJDC uses the DCCM case manager. This system allows all staff to have access each participant's information such as: frequency of drug testing, parent information, birthdate and any other pertinent information such as prescription drugs, allergies, etc. This data is updated before each court session and used in our drug court staffings.

9. Continuing interdisciplinary education promotes effective drug court planning, implementation, and operations.

MCJDC has support from all the schools in Madison County, as well as, community programs that allow community service. Programs such as Metamorphosis offer participants the opportunity to meet away from the court setting in a safe and confidential environment with community service opportunities offered monthly. MCJDC is also partnering with community education centers to allow our participants to be education in drug abuse, communication, job opportunities and other life skills.

10. Forging partnerships among drug court, public agencies and community based organizations generate local support and enhance drug court effectiveness.

MCJDC works with Alliance Health Services, Region 8 Mental Health, Imagine outpatient program , Mississippi Children Home Services and numerous other treatment facilities and programs. MCJDC's main goal is to fit the best treatment option available to the participant. Again, MCJDC's main goal the rehabilitation of the participant and a productive member of society.



# **Office of Justice Programs**

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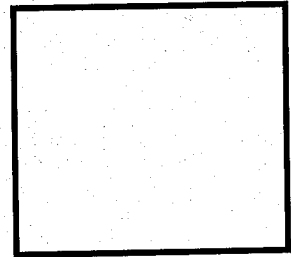
## **SUBGRANT APPLICATION PACKAGE**



**Mississippi Department of Public Safety  
Division of Public Safety Planning  
1025 Northpark Drive  
Ridgeland, MS 39157**



**STATE OF MISSISSIPPI**  
**DEPARTMENT OF PUBLIC SAFETY**  
**DIVISION OF PUBLIC SAFETY PLANNING**



**SUBGRANT APPLICATION SUMMARY**

<b>1. Applicant (Name, Address, Zip, Phone, Email)</b> Madison County Juvenile Drug Treatment Court 146 W. Center Street Canton, Mississippi 39046	<b>2. Project Director (Name, Address, Zip, Phone)</b> 601 855-5698 Amy Nisbett 146 W. Center Street Canton, Mississippi 39046	<b>3. Financial Officer (Name, Title, Address, Zip, Phone)</b> 601 855-5580 Greg Higginbotham, County Administrator 146 W. Center Street Canton, Mississippi 39046
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<b>4. Project Title</b> <p style="text-align: center;"><b>2018 Drug Courts</b></p>	<b>5. DUNS Number:</b> _____ <b>Tax ID Number:</b> _____
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<b>6. Type of Application</b> <input type="checkbox"/> Initial <input type="checkbox"/> 2 <sup>nd</sup> Yr. or <input type="checkbox"/> ____ Yr. Funding <input type="checkbox"/> Continuation of Grant No. _____	<b>7. Desired Project Duration</b> <u>12</u> Months Start Date: July 1, 2019 End Date: June 30, 2020
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**8. Brief Project Summary (required)**  
 Developing strategies to motivate juvenile offenders to change. Juvenile substance abusers have never hit the bottom. It is the desire of the Madison County Youth Court to develop that bottom so the offender can realize what substance abuse leads to such as crime and a desolate life.

9. Budget Category	Requested	Approved by DPSP
a. Personnel	85,200.00	
b. Fringe Benefits	35061.20	
c. Equipment	0	
d. Travel	4738.80	
e. Operating Expense	0	
f. Contractual Services	0	
g. Miscellaneous	0	
<b>Total Project Budget</b>	<b>125,000</b>	

10. Source of Funds	Federal	%	St/Local Match	%	Total	%
Requested Budget						

Figure 1
25

Chief Administrative Officer (Signature and Date)	Project Director (Signature and Date)
Chief Administrative Officer (Type or Print)	Financial Officer (Signature and Date)
Title	

# INSTRUCTIONS FOR COMPLETING SUBGRANT APPLICATION SUMMARY

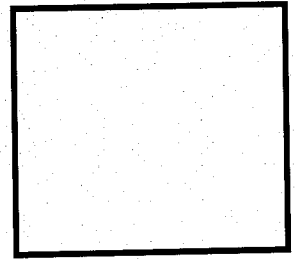
(DPSP Form A-1)

1. Enter the name, address, zip and telephone number of the Agency or unit of Government that will administer the project.
2. Enter the name, title, address, zip and telephone number of the person who will be charged with the responsibility of implementing and operating the project.
3. Enter the name, title, address, zip and telephone number of the person who will be responsible for financial matters relating to the project, such as accounting and financial reports, and who will be authorized to sign request for reimbursements of expenditures.
4. Enter or select the project title type.
5. Enter Jurisdiction DUNS # and Tax Id.
6. Enter Email address of the primary contact person.
7. Enter the desired project duration in months. (DPSP only awards 12 month maximum contracts.)
8. Develop a brief summary for the project. Explain the project operation and how objectives will be accomplished.
9. Enter total funds proposed to be spent on the project in the eight (8) major budget categories brought forward from DPSP Form A-3 Budget Summary.
10. Enter the appropriate match ratio in both dollar amount and percentage.
11. Enter the total number of pages in application.

**NOTE:** The application must be signed by a person duly authorized to enter into a contract, or contractually obligate funds on behalf of the agency or unit of government of the subgrantee: The head of the implementing agency and/or the financial officer. The application should be dated when signed and the appropriate title of the signor should be in the space provided.



**STATE OF MISSISSIPPI**  
**DEPARTMENT OF PUBLIC SAFETY**  
**DIVISION OF PUBLIC SAFETY PLANNING**



**PROJECT PLAN AND SUPPORTING DATA**

**PART I. STATEMENT OF PROBLEM**

Madison County is a suburban County that borders Jackson, the capital city of Mississippi. As crime increases in our Capital city, we have seen an increase in drug use among juveniles. Madison County has a very diverse population. Our county contains two school districts. In the northern part of the county our problem is poverty, poor education and broken family units putting youth at risk. In fact, it is one of the lowest performing school districts in the entire country. In the southern part of the county, the schools are successful and the graduation rates are high. However, drug abuse is no respecter of socioeconomics. Drug use among the youth throughout our county extends beyond the typical gateway drugs to opioids, spice, heroin, crystal meth and benzodiazepines.

Our Juvenile Drug Treatment Court services youth from all corners of the county. In some cases, we service youth who reside in Jackson. For our youth located in the northern part of the county, the courthouse facilities are available for youth services. In the middle and southern parts of the county, our counselors are meeting juveniles in public places to accommodate transportation issues. Our parents have difficulties being engaged in the program due to the distance required to travel for court appearances or meetings. We need office space in the southern portion of the county to be most effective.

Madison County juvenile drug court participants ranged in age from 14 to 18 and of the 44 Madison County juvenile drug court participants there were 34 white/Anglo (79.5%). Gender was coded as 35 males (81.8%) and 8 females (18.2%). Due to the lack of diversity in the population and manageability race was dichotomized. Of the total juvenile drug court, 88.6% were Protestant. None of the 44 juvenile drug court participants reported being married or ever having been married, and no children were reported. Physical Disability Status was coded as 31 (70.5%), 1 Past Disability (2.3%), and 12 Present Disability, (27.3), Mental disability.

Three-fourths (75%) of Madison County participants had not graduated high school (16% had an 8th grade education or below and 59% had some high school). Five percent of participants had graduated high school, and 2% had obtained a G.E.D. Eleven percent of Madison County participants had some college education (likely through dual enrollment programs).

Seven (7%) percent of Madison County participants had unavailable or missing education data-substance abuse history among client status categories for Madison County participants. Alcohol use was prevalent in all client status categories, with 93.3% of active participants, 62.5% of graduates, 50% of absconded participants, and 100% of terminated participants reporting use at intake. Marijuana use, was reported by 90% of active participants, 87.5% of graduates, 100% absconded participants, and 100% of terminated participants. Powder or unspecified cocaine use was only reported by active participants, or (26.7%). No Madison County participants reported using crack cocaine at intake. Reported methamphetamine use was limited to active participants (16.7%). Little heroin use was reported among Madison County participants. Prescription drug use was elevated among active participants (46.7%), but slightly lower for graduates (25%) and absconded participants (25%). Other drug use was reported by 53.3% of active participants, 25% of graduates and 25% of absconded participants.

Substance abuse history with regards to race for Madison County participants; Alcohol use was reported by 88.6% of Caucasians and 66.7% of minorities. Marijuana use was nearly equivalent among Caucasians (82.9%) and

minorities (88.9%). The use of powder or unspecified cocaine was limited to Caucasians (22.9%). No crack cocaine use was reported by Madison County participants. Methamphetamine use was also limited to Caucasians (14.3%). No heroin use was reported. Prescription drug use was more prevalent among Caucasians (42.9%) than minorities (22.2%). Other drug use was, reported by 51.4% of Caucasians and 11.1% of minorities.

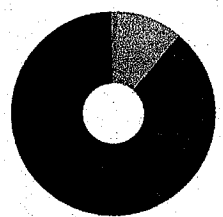
Another issue we face is parent ignorance. Every generation seems to be lost with the issues of the next generation. However, the drug culture has rapidly changed in the last 15 years in our area and parents are not equipped to understand or battle the current drug culture. We have had several waves of tragedies involving synthetic drugs leading to death or severe injuries. Our resources in Mississippi are few. Our tax base is the poorest in the country and our options for juvenile treatment are limited. Our JDTC team members field calls on a weekly basis from community parents who are struggling to parent teenagers through a drug crisis. We need to educate and equip our parents and provide treatment resources for our youth.

**Data Demonstrating the Problem in Madison County**

Madison County received six hundred forty six (646) referrals to youth court in 2017. The cases were split evenly between the southern portion of the county and the northern portion of the county. Our JDTC currently serves 32% of the youth on probation who were assessed to be moderate or high risk for reoffending. This percentage also coincides with a general public survey wherein 33% said that their family had been directly affected by drug abuse of a teenager.

A general survey of Madison County was conducted to measure public opinion as to the prevalence of drug abuse in Madison County. The results overwhelmingly demonstrate that there is a significant drug crisis in Madison County and the JDTC is the **only** community based resource (free of charge) for parents and youth in our community. The results of the public opinion survey are below:

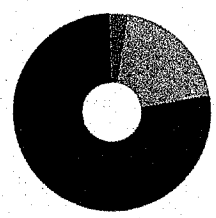
3. To your knowledge, how prevalent is marijuana use among teenagers in Madison



Skipped: 0 Answered: 253

A lot	46%	117
A moderate amount	42%	107
A little	11%	27
None at all	1%	2

4. To your knowledge, how prevalent is prescription drug abuse among Madison County teenagers?



Skipped: 1 Answered: 252

A lot	28%	70
A moderate amount	50%	125
A little	20%	50
None at all	3%	7

**Target Population-** Our target population is juveniles between the ages of 14-18 involved in delinquent acts or chronic CHINS offenses **and** involved in substance use **and** who have a moderate to high risk of reoffending.

**Current Attempts to Address the Problem and Proposed Changes**

We currently have a Juvenile Drug Treatment Court and hold regular hearings in both the northern and southern part of the county. Our current attempts to address the problem of no office space in the southern part of the county are to utilize public spaces and public libraries for counseling purposes. While this has increased our ability to service the southern part of the county, it is not an ideal space for effective counseling.

In addition, we propose to add a family counselor to our JDTC team and require families to go through a minimum of three sessions of family counseling. See other sources used in the development of the program profile.<sup>1</sup>

The State of Mississippi created a state strategy for sustainable drug court funding that established an administrative foundation for drug courts through the passage of legislation.

As a result, Mississippi Code Ann. § 99-19-73, stating that monies from this fund derived from assessments under Section 99-19-73 shall be distributed "to the drug courts where the respective violations occur in the state, and funds from other sources Municipalities and counties without drug courts), shall be distributed to the drug courts based on a formula set by the State Drug Court Advisory Committee". This law generated approximately \$5.1 million for Mississippi's drug courts. At present there are twenty-one (21) Circuit Drug Courts, three (3) Municipal Drug Courts and thirteen (13) county Juvenile Drug courts.

The Madison County Juvenile Drug court has been in existence since 2002. Since the beginning, we have seen approximately 800 youths come through our program with a very high success rate. More and more, these youths are presenting with co-occurring mental disorders; such as, drug induced mental illnesses. They have been placed on probation for either drug possession charges or the crime they committed was caused by their drug use. MCJDTC program has three phases totaling a minimum of ten months. The program consist of frequent counseling, urinalysis drug tests and sometimes referral to other programs such as outpatient counseling, inpatient counseling and/or AA or NA attendance.

Grants such as this in conjunction with the minimal funding from the Administrative Office of Courts allow MCJDTC to properly function and care for juveniles with drug abuse issues. We are well aware with concerns of the financial state of our state and country, but we believe that the youth of this country are our future and deserve a chance to be rehabilitated. The youth should be considered first.

Juvenile Drug Treatment Court is the first form of awareness of rule of responsibility and law which is foreign to many young people in today's society. One can imagine the type of life these juveniles' have to live through such as the drunken parent(s) or poverty and what they may have already experienced before making it to the court. From the life of survival to a life of fear; the value of knowing right and wrong, importance of education, and use of talent; "that many of these young clients did not have the luxury to develop." We are investing in today's youth because they will be tomorrow's parent, citizen and deserve a spiritual and wholesome life.

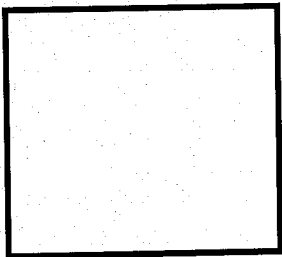
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<sup>1</sup> Lattimore, Pamela K., Christopher P. Krebs, Phillip Graham, and Alexander J. Cowell. 2004. *Evaluation of the Juvenile Breaking the Cycle Program*. Research Triangle Park, North Carolina: RTI International. <https://www.ncjrs.gov/pdffiles1/nij/grants/209799.pdf>

Henggeler, Scott W., Jason E. Chapman, Melisa D. Rowland, Colleen A. Halliday-Boykins, Jeff Randall, Jennifer Shackelford, and Sonja K. Schoenwold. 2008. "Statewide Adoption and Initial Implementation of Contingency Management for Substance Abusing Adolescents." *Journal of Counseling and Clinical Psychology* 76(4):556-67. <http://www.ncbi.nlm.nih.gov/pmc/articles/PMC2603081/>

Sheidow, Ashli J., Jayani Jayawardhana, W. David Bradford, Scott W. Henggeler, and Steven B. Shapiro. 2012. "Money Matters: Cost-Effectiveness of Juvenile Drug Court With and Without Evidence-Based Treatments." *Journal of Child and Adolescent Substance Abuse* 21:69-90. <http://www.ncbi.nlm.nih.gov/pmc/articles/PMC3290130/>





**STATE OF MISSISSIPPI  
DEPARTMENT OF PUBLIC SAFETY  
DIVISION OF PUBLIC SAFETY PLANNING**

**PROJECT PLAN AND SUPPORTING DATA**

**PART II. OBJECTIVES AND PROJECTED IMPACT**

Our program goals were developed by our JDTC Team after spending several planning sessions carefully reviewing our current program in light of OJJDP's *JDTC Guidelines*. Our JDTC Team came up with the following Program Goals that, if achieved, will enhance our success and also bring our program into full compliance with the guidelines.

**Program Goals**

**GOAL 1** - Reduce substance abuse among JDTC participants.

**GOAL 2** - Reduce delinquent behavior among JDTC participants.

**GOAL 3** - Reduce Educational failure.

**GOAL 4** - We will bring our JDTC into full compliance with JDTC Guidelines during the funding period.

**GOAL 5** - We will educate and equip JDTC parents to prevent or reduce delinquency or substance abuse.

**GOAL 6** - We will reduce recidivism by providing semi-open aftercare community support groups for youth.

(Open to persons ages 14-18)

**GOAL 7** - Increase parent engagement.

**GOAL 8** - We will provide services that can restore familial relationships and provide stability for participants.

## GOAL 9 - Enhance JDTC capacity for program quality assurance

### Program Objectives

Our program objectives are as follows:

Goal	Objectives
GOAL 1	80% of participants will reach phase III within 12 months. 85 % participants will successfully graduate from the program. Disciplinary discharges will be less than 5%. 85% of participants will be testing clean every week. 85% of Participants will attend weekly counseling sessions for Phase 1.
GOAL 2	80% of participants will not be adjudicated with a delinquent act after enrollment in JDTC.
GOAL 3	30% of participants will show improvement in school attendance and grades. 90% of students who drop out of school will pursue a GED.
GOAL 4	50% of JDTC Guidelines will be followed after 6 months of the funding period. 80% of JDTC Guidelines will be followed after 8 months of the funding period. 100% of JDTC Guidelines will be followed after 11 months of the funding period. All participants will have individualized Case Management Plans by week 3 in the program
GOAL 5	40% of JDTC parents will attend drug education parenting classes.
GOAL 6	40% of participants will attend a youth support group 3 or more times during Phase II or III of JDTC. 60% of participants will attend a youth support group 1 time during the program year. 85% of participants who attend support groups will not relapse after attending 3 or more group meetings.
GOAL 7	JDTC will provide parenting classes and parenting seminars.
GOAL 8	20% of participants will participate in 6 sessions of evidence based family counseling. 50% of participants will participate in at least 3 session of family counseling.
GOAL 9	Create baseline descriptive data of JDTC participants. Conduct program evaluations every six months.

### Performance Measures

Currently our Drug Court uses the Drug Court Case Management software to track performance of participants. In addition, the Judge has her Court Reporter attend all staff meetings and hearings to ensure consistency and an accurate record. Our Drug Court stands ready and willing to submit performance data as part of



the reporting requirements under an award. We have identified the following performance measures related to our stated goals as follows:

Goals	Performance Measures
<p><b>GOAL 1</b> -Reduce substance abuse among JDTC participants.</p>	<p># of participants who reach phase III within 12 months.                      # of participants who successfully graduate from the program.                      # of participants attending weekly support group                      # of disciplinary discharges.                      # of participants testing clean each week.                      # of participants meeting with their JDTC counselor every week.</p>
<p><b>GOAL 2</b> -Reduce delinquent behavior among JDTC participants.</p>	<p># of participants who are adjudicated with a delinquent act after enrollment in JDTC.</p>
<p><b>GOAL 3</b> - Reduce Educational failure.</p>	<p># of participants whose grade point average increases.                      # of participants who drop out of school without entering a GED program.</p>
<p><b>GOAL 4</b> -We will bring our JDTC into full compliance with JDTC Guidelines during the funding period.</p>	<p># of Guidelines implemented after 6 months.                      # of Guidelines implemented after 8 months.                      # of Guidelines implemented after 11 months.</p>
<p><b>GOAL 5</b> -We will educate and equip JDTC and community parents to prevent or reduce delinquency or substance abuse.</p>	<p># of JDTC parents who attended drug education parenting classes.</p>
<p><b>GOAL 6</b> - We will reduce recidivism by providing semi-open aftercare community support groups for youth. (Open to persons ages 14-18)</p>	<p># of participants who attended a youth support group.                      # of times each youth attended a youth support group.                      # of youth who relapse.                      # of youth who relapse after attending 3 or more meetings.</p>
<p><b>GOAL 7</b> – Increase parent engagement.</p>	<p># of parents attending court.                      # of parent attending classes and seminars.</p>
<p><b>GOAL 8</b> - We will provide services that can restore familial relationships and provide stability for participants.</p>	<p># of JDTC families participating in family counseling.                      # of JDTC families participating in 6 weeks of family counseling.                      # of family counseling sessions less than 6.</p>
<p><b>GOAL 9</b> - Enhance JDTC capacity for program quality assurance</p>	<p># of participants entered into DCCM.                      Creation of bi-annual report on JDTC outcomes and evaluation findings.                      # of biannual reports disseminated/presented to stakeholders.                      # of program improvements.</p>

Our project evaluations are intended only to generate internal improvements and are conducted only to meet OJP's performance measure data reporting requirements. We have determined that these evaluations are not "research" within the technical meaning of that term and therefore no other information is required.

## **B. PROJECTED IMPACT**

The incorporation of individual as active stakeholders in all issues of implementation, and evaluations is a central goal of the program. Dialogue, will be maintained through interactive forums at several levels (e.g. weekly meetings at school or home, and semi-annual review meetings). Analysis and interpretation of program-related data will be subject to review by the project coordinator, the staff and juveniles. Identification of areas for program re-structuring will be informed both by data-driven strategies and from on-going, more qualitative input from juveniles and staff. Likewise, action plans to program improvement will represent a collaborative effort by juveniles, staff, Directors and former program graduates. In addition and supportive services for clients, this venture, project coordinators; designed to involve additional features including the following:

- Both individually and corporately, juveniles would play an active and central role in the operation, maintenance, and governance of this program: While some differences will exist between juveniles and staff; in terms of roles, responsibilities and functions, the juveniles will be regarded as co-partners with the staff in fulfilling the mission of the project.
- Staff will serve as mentors who assist juveniles in moving from the role of a passive recipient of social services provided to him/her by staff to being an active, responsible, and empowered partner. This partnership will pay dividends not only in enhanced services and operations, but also in helping the juvenile develop a repertoire of skills and self-confidence that form a solid foundation upon which to build true self-determination.
- Focus on developing juveniles into invested individual and corporate stakeholders in their community organizations and projects. It also means becoming an invested and integral member of the juvenile's neighborhood or community. In the role of counselor and manager, the Drug Court staff that will assist juveniles in identifying and linking with community investment opportunities (e.g., Habitat for Humanity, AA groups, churches). In the role of mentor, the Drug Court staff will join the client in actual participation of these opportunities. Not only will this program modification feature assist the Drug Court in becoming a full member of his/her home community, it will also facilitate the community's acceptance of the Drug Court as one of their own.
- Inclusion of a motivational enhancement-training component as a central program feature, this project will utilize a structured program module that focuses on identifying and actually manipulating the personal motivational factors that influence the juvenile's decisions regarding both lifestyles (incarceration vs. freedom from incarceration). We do not presume that juveniles are and will remain sufficiently committed to making and maintaining the behavior changes necessary to escape the social behaviors that contributed to detention and able to deal with all the factors that contributed to it. However, we do know this will have a challenging effect on recidivism.

The Drug Court project will make evident that for a person to overcome the obstacles in recovery and the attributes of a wholesome lifestyle, a series of goals and tasks, must be accomplished. This unique and innovative program allows the Judge, staff and juveniles to form a working relationship with "freedom" from incarceration as the acquired goal and independence as the ultimate reward. Should a juvenile become a hindrance or stumbling-block, the juvenile will then be reported for the proper sanctions. Should the juvenile maintain a working relationship, helping each other and have not been a problem, the Coordinator will plan an incentive event.

A key feature will be its focus on developing juveniles into invested individuals and corporate stakeholders in their community through a program of active participation in self-selected community activities and projects. It is the

philosophy of this program that the resolution of reentry means becoming an invested and integral member of the neighborhood and community. As counselor/case-managers, staff will assist juveniles in identifying and linking community investment opportunities (e.g., Habitat for Humanity, AA/NA groups, churches, and other community service organizations). As mentors, staff will join their residents in actual participation. Not only will this program-feature assist the juvenile in becoming a full member of the community, it will also facilitate the community's acceptance of the juvenile as one of their own.

### Phases of Program

1. To provide a III Phase Treatment setting and Aftercare
2. Programs for early Drug Court entrance at first detention.
3. To provide a quality-counseling program within a total therapeutic environment, including individual and group counseling.
4. To develop juveniles' personal, social and vocational skills needed to lead a productive and satisfying life. (Coping skills, Solution training, Financial management, Budget training, etc.)
5. To assist in developing client's spiritual experiences by means of a spiritual support group program and spirituality lectures.
6. To provide the opportunity to raise the functional literacy level of clients. (General Equivalency Diploma/Coping Living Skills classes presented on a weekly basis.)
7. To encourage juveniles continued participation with Drug court, Church, Alcoholics Anonymous, Narcotics Anonymous, other support groups and/or Aftercare.
8. To provide therapy/education for family members to enhance successful re-entry into the home and community and to implement relapse prevention planning.
9. To provide aftercare for persons who have successfully completed the MCJDTC program, if needed.
10. To assist juveniles and their families in obtaining adequate understanding of the Drug Court procedures.



STATE OF MISSISSIPPI  
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**PART III. IMPLEMENTATION**

A. As soon as funds are received, all areas of implementation will be put to use within three (3) months. Full forty (4) hour case management will be instrumented and continued along with the officer, public defender and prosecutor availability.

This will add a great meaning to the Juvenile Drug Treatment Court due to many of our juveniles have never been taught accountability and consequences of the legal system as a result of drug use or other criminal activity that drug abuse causes.

The MCJDTC goal is to have around the clock counseling/case managers available to all juveniles involved in the program. The ability to train and maintain staff members make this a functional reality. More juveniles will have access to the program because staff will be able to give them the specialized attention that they need.

The Madison County Juvenile Drug Court Program consists of three phases that can be completed in 12 months.

**Phase I:**

Phase I is composed of orientation, including counseling or treatment as recommended by screening evaluator. Phase I also includes education concerning alternatives to criminal and addictive thinking and basic life skills training. Incentives and rewards begin at this level. Phase I can be completed in about 6 months.

**Minimum Requirements:**

1. Attend two (2) court sessions a month.
2. Provide all required drug screens which reflect no use of drugs or alcohol.
3. Attend all assigned meetings and activities with appropriate documentation.
4. Begin all assigned group, family, and/or individual counseling sessions.
5. Begin to make necessary arrangements for payment of Court obligations.
6. Begin or maintain educational or vocational training.
7. Meet with court staff for in-home visits and/or office sessions weekly.

Phase I is complete after 25 points have been achieved with 8 consecutive weeks of earning points. One (1) point is given per week for compliance with the above requirements. A failed drug test during this phase results in a loss of two (2) points. Points are not earned until participant begins to test clean again.

An individual will enter the 100% club after 8 weeks of being clean.

**Phase II:**

Counseling, case management and education continues—possibly including group therapy, family counseling and any other activities assigned by Court or Case Manager/Counselor. Random alcohol and drug screens continue as

the same frequency as Phase I and at the discretion of case manager/counselor. Court appearances every other week continue. Incentives and rewards are increased in both quantity and quality in phase II, in order to reward consistency and encourage their behavior. Phase II can be completed in about 3 months, but may be extended if needed.

#### Minimum Requirements:

1. Continue attending two (2) court sessions a month.
2. Provide all random drug screens each week which reflect no use of drugs or alcohol.
3. Attend all assigned meetings and activities and provide documentation.
4. Attend all assigned group, family, and/or individual counseling sessions.
5. Meet with Court Case Manager/Counselor.
6. Maintain educational, vocational training or employment.

A failed drug test during this phase results in the participant losing 4/6 points or possibly beginning Phase II over again which will be determined by the Drug Court Judge and Staff.

A participant *can* begin to earn extra credit during this phase as long as they remain in the 100% club.

At 39 points, upon discretion of the Drug Court Staff, and continuing in the 100% club, you will be eligible for Phase III which is 39 points to 52 points.

On average, this phase lasts between 26-39 points.

#### **Phase III:**

Case management continues, as well as all other requirements of Phase II, reduction of drug court appearances to once (1) per month. Random alcohol and drug screens are still conducted but frequency reduced at the discretion of case manager/counselor. Privileges are increased and restrictions decreased. Phase III can be completed in about 3 months, but may be extended if needed.

#### Minimum Requirements:

1. Continue attending one (1) court session a month.
2. Provide all random drug screens each week which reflect no use of drugs or alcohol.
3. Attend all assigned meetings and activities and provide documentation.
4. Attend all assigned group, family, and/or individual counseling sessions.
5. Meet with Court Case Manager/Counselor.
6. Maintain educational, vocational training or employment.

A failed drug test during this phase results in the participant losing 6/8 points or possibly back at the beginning of Phase II to be determined by the Drug Court Judge and Staff. Usually at the achievement of 52 points a participant is eligible for graduation.

**Phase IV → Aftercare** Up to three (3) months. Persons who have completed Phase 3 and who for economic or emotional reasons wish to continue with a supportive environment will participate in this phase. Aftercare will be on a case by case basis as to the duration and level of services provided. The participants are required to maintain continued education and work with their case manager/counselor on goals and recovery process.

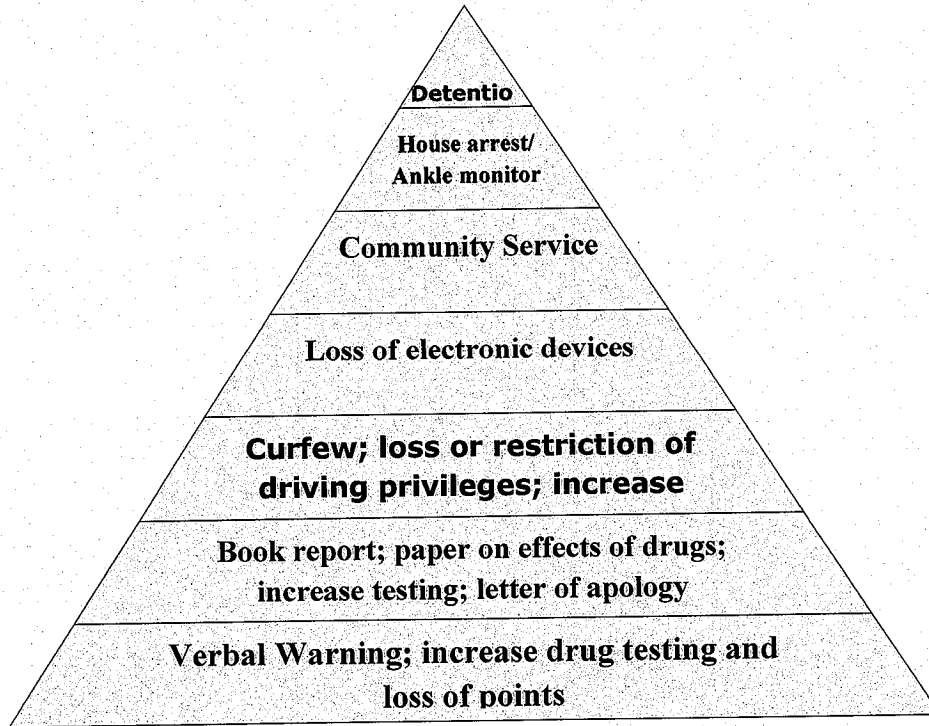
## INCENTIVES

Incentives reward participants for positive steps toward attaining a drug-free, crime-free lifestyle. Incentives include promotion to the next phases, decreased supervision and more personal responsibility. Other creative, individualized incentives may include:

Extra points	100% Club	Extended curfew	\$5 gift cards*
Driving privileges	Art or music supplies*	Music or art lesson*	\$10 gift cards*
Recognition	Tickets to MS Braves game*	Sport lesson*	Candy

\*if funding is available

## GRADUATED SANCTIONS



- Loss of points resulting in extending the length of time in the program with each Sanction
- Repeating an earlier phase of the program for failure to graduate to a higher level
- If a participant is absent from all program requirements (fails to appear at court hearings, not showing up for drug tests, etc.), he/she is considered to have absconded from the program. The judge may issue a pick up order for the participant's arrests and a Sheriff's deputy will be sent out to find the participant.

B. List the tasks or various individual activities, which will be performed in the order in which they will occur and indicate the month in which it is anticipated the task will begin and the month in which it will be completed.

1. Recent National trends training for attorneys and coordinator (first and second months- 4 days of training).
2. Refine operating procedures (second month - third month).
4. Perform designated tasks (first month - twelfth month).

C. Prepare a Bar Task Timetable.

TASK TO BE PERFORMED	MONTHS IN PROJECT PERIOD											
	01	02	03	04	05	06	07	08	09	10	11	12
1. National Trends raining	-----											
2. Refine Operating Procedures	_____											
3. Perform Designated Tasks	_____											

D. Attach a current resume for each person employed in the conduct of grant activities.

***See Exhibit A***

E. Attach a job description of proposed positions.

**Case Manager/Counselor** - We have two (2) full time case manager and one (1) part-time Case manager on our team. The Case Manager/counselor's primary duty is to develop a case management plan (also known as an individual treatment plan "ITP") for each participant and ensure that the plan is implemented. Our current Case Managers also act as life-coaches that provide counseling and oversight of participants as they progress through the phases of the program. Their duties also include the following:

- Meet with participants according to their ITP.
- Monitor and facilitate where possible the terms of each ITP.
- Perform necessary substance screening to determine presence or absence of unapproved substances.
- Refer participants to available substance abuse treatment services as well as to other necessary social health services.
- Participate in weekly staffing.
- Attend Youth Court on Thursdays and be available for consultation with existing or prospective Drug Court Participants and their parents. This may include Drug Testing or intake services. (Full-time employees only).
- Attend Drug Court hearings and be prepared to make recommendations to the Court for incentives and sanctions when necessary.
- Attend and participate in Staff Meetings.

- Be available during business or “on call” hours by phone or email for impromptu staffing as needed.
- Maintain journal entries in DCCM for each participant or parent contact (by phone or in person). The content or substance of the contact is not necessary. However, the DCCM should be an accurate representation of **all** contact points between staff and participants. Insignificant texting contact need not be entered into DCCM. DCCM should be updated weekly.
- In addition to journal entries for contacts, Counselors should also make monthly journal entries as needed for outside treatment, progress or lack thereof if the same information has not already been provided in a previous journal entry.
- Visit participants twice monthly who are in detention or monthly for those in inpatient treatment, if permitted.

**Prosecutor /Public Defender** - The Prosecutor and defender maintain their traditional roles. However, the MCJDTC is a less adversarial relationship in that our prosecutor gears her sanction recommendations towards recovery. The MCJDTC prosecutor ensures community safety concerns are met and participates fully as a drug court team member. The MCJDTC defender ensures his/her client’s legal rights are protected and participates fully as a drug court team member. Both attorneys participate in staff meetings balancing their adversarial roles as well as working together as unified Drug Treatment Court team staff members.

**Law Enforcement Officer** - The law enforcement officer conducts drug testing and is a vital member of our team. Our participants develop a relationship with him as a resource in the community. He provides security for the court during hearings in the Southern part of the county. When needed, the officer arranges transportation by law enforcement for participants.

F. Include an organizational chart associated with the project.

