

FY 2025 JAG APPLICATION CHECKLIST

Please check the list below against the items returned in this packet to ensure that all pertinent information is enclosed.

- Subgrant Application Summary – Ensure ALL signatures are executed
- Applicant Capability Statement
- Statement of the Problem
- Objectives and Projected Impact
- Implementation Plan/Project timeline
- Sustainability Plan
- Budget Summary
- Budget Narrative
- Evaluation Plan
- Equal Employment Opportunity Plan Certification
- Non- Supplanting Certification
- Copy of SAM Registration (sam.gov)
- PMT Coordinator's Name, Email Address, and Phone Number
- 2025 Certification and Assurances signed by the Chief Executive of the Applicant Government
- NEW Budget Detail Worksheet – Ensure line items are consistent with Budget Narrative

All the above application documents should be emailed to OJP@dps.ms.gov NO LATER than September 30, 2026.



SUB-GRANT CONTACT PERSON

DATE

Office of Justice Programs

FY2025 Justice Assistance Grant SUBGRANT APPLICATION PACKAGE



Mississippi Department of Public Safety

Division of Public Safety Planning

Office of Justice Programs

209 Allen Stuart Drive

Pearl, MS 39208

STATE OF MISSISSIPPI
DEPARTMENT OF PUBLIC SAFETY
DIVISION OF PUBLIC SAFETY PLANNING
OFFICE OF JUSTICE PROGRAMS

SUBGRANT APPLICATION SUMMARY

1. Applicant or Agency Applying (Name, Address, Zip, email, Telephone and Congressional District) Madison County Juvenile Drug Treatment Court 146 West Center Street Canton, MS 39110 Amy.nisbett@madison-co.com 3 rd Congressional District	2. Project Director (Name, Address, Zip, email, and Telephone) Amy D. Nisbett 146 West Center Street Canton, MS 39110 601-855-5698	3. Financial Officer (Name, Title, Address, Zip, email, and Telephone) Nason White 146 West Center Street Canton, MS 39046 601-855-5580				
4. Project Title: FY 2025 JAG Drug Court	5. UEI Number: 884388737					
6. Type of Application: _____ Initial _____ 2 nd yr. or <u>14</u> Yr. Funding	7. Project Duration: 12 Months Start date: January 1, 2027 End Date: December 31, 2027					
8. Brief Project Summary (Required): Developing strategies to motivate juvenile offenders to change. Juvenile substance abusers have never hit rock bottom. It is the desire of Madison County Juvenile Drug Treatment Court to develop that bottom so the offender can realize what substance and abuse and crime will lead.						
9. Budget Category	Requested = (Federal + match)	Approved by DPSP				
a. Personnel	\$88,000.00					
b. Fringe Benefits	\$36,633.64					
c. Equipment	\$0.00					
d. Construction	\$0.00					
e. Travel	\$0.00					
f. Operating Expenses	\$0.00					
g. Contractual Services	\$0.00					
h. Miscellaneous	\$0.00					
Total Project Budget	\$124,633.64					
10. Source of Funds: Justice Assistance Grant	Federal	%	State/Local Match	%	Total	%
Requested Budget:						
11. Number of pages in this application						

 Chief Administrative Officer (Signature and Date)

 Chief Administrative Officer (Type or Print)

 (Title)

 Project Director (Signature and Date)

APPLICANT CAPABILITY STATEMENT

INSTRUCTIONS: Briefly describe your organization's qualifications to manage this project. Include relevant experience, existing programs, your financial system's ability to manage federal grants, and key staff involved. This section should help reviewers feel confident that your organization can carry out the proposed work and comply with grant requirements. Enter required information in this section. Add additional pages as needed.

The Madison County Juvenile Drug Treatment Court ("JDTC") has been in existence since 2002. Since its inception, we have seen approximately 850 juveniles come through our program with a very high success rate. More and more, these juveniles 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 related to their drug use. Madison County JDTC program has four (4) phases totaling a minimum of ten (10) months. The program consists of frequent counseling and/or meetings with a case manager, urinalysis drug tests, life skills, school attendance and referrals to other programs such as outpatient counseling, inpatient counseling and/or AA or NA attendance.

Our program receives funds from the Administrative Office of Courts since the inception of the program. Additionally, Madison County JDTC has received funds from OJJDP since 2021 for treatment funds, incentives, travel, training, salary, fringe, educational needs, etc. Our program is in good standing with OJJDP. The Coordinator submits monthly reimbursements to OJJDP through the ASAP website. Every three months, the Coordinator and Judge evaluate the program and submit the results of said evaluation through JustGrants reflecting our programs treatment services utilizes, school progress, growth in the family unit.

Grants such as this in conjunction with the minimal funding from the Administrative Office of Courts allow Madison County JDTC 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 juveniles of this country are our future and deserve a chance to be rehabilitated. The juveniles should be considered first.

PROJECT PLAN ABSTRACT AND SUPPORTING DATA

(Problem Statement: DPSP Form 1)

PART I. STATEMENT OF THE PROBLEM:

INSTRUCTIONS: Describe the issue your project will address. Use local statistics, needs assessments, reports, or other reliable data to show why this is a serious problem in your community. Focus on why this problem matters and how it affects youth. Be clear, concise, and back up your statement with facts whenever possible. This section sets the foundation for your entire application.

Madison County is a suburban county that borders Jackson, the capacity city of Mississippi. As the population increases in our Capitol city, we have seen an increase in crime and 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 consist of poverty, poor education, and broken family units putting juveniles at risk. In fact, it is one of the lowest performing school districts in the entire state. In the southern part of the county, the schools are predominantly successful, and the graduation rates are high. However, drug use transcends socioeconomic status. Drug use among the juveniles throughout our county extends beyond the typical gateway drugs to opioids, spice, heroin, fentanyl, crystal meth and benzodiazepines.

Our Juvenile Drug Treatment Court services juveniles from all corners of the county. In some cases, we service juveniles who reside just over the county line in Jackson. For our juveniles located in the northern part of the county, the courthouse facilities are available for youth services. In the middle and southern part of the county, our counselors are meeting juveniles in our office located in that area of the county to accommodate transportation issues. Sometimes, our parents have difficulties being engaged in the program due to the distance required to travel for court appearances or meetings. To address this issue, we have utilized zoom for court hearings.

Madison County Juvenile Drug Treatment Court participants range in age from 14 to 18 years old. Our participants the 49 Madison County Juvenile Drug Court participants enrolled in our program currently, 15 are white/Anglo (30.61%), 30 are African American (61.22%) and 3 are Hispanic (6.12%). Gender was coded as 41 males (83.67%) and 8 females (16.32). None of the 49 Juvenile Drug Court participants reported being married or ever having been married and one participant has a child.

Three-fourths (75%) of Madison Drug Court participants have not graduated high school (16% have an 8th grade education or below and 59% have some high school education). Five percent (5%) of participants have graduated high school and 3% have obtained a G.E.D. Four percent (4%) of Madison Drug Court participants have some college education (likely through dual enrollment programs).

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 of alcohol 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 8% of active participants. No Madison County participants reported using crack cocaine at intake. Reported methamphetamine and fentanyl use was limited to active participants (16.7%). No 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 use was limited to Caucasians (22%). No crack cocaine use was reported by Madison County participants. Methamphetamine and fentanyl use was slightly higher in Caucasians (12.3%) than minorities (2%). No heroin use was reported. Prescription drug use was more prevalent among Caucasians (42.9%) than minorities (22.2%). Synthetic 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 20 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 juveniles to receive 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 juveniles. See other sources used in the development of the program profile.¹

Data Demonstrating the Problem in Madison County

Madison County received one thousand, five hundred fifty-eight (1,558) referrals to youth court in for the last two and a half years (2 ½). 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

¹ 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/>

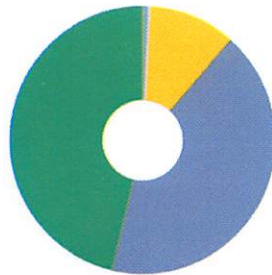
Sheidow, Ashli J., Jayani Jayawardhana, W. David Bradford, Scott W. Henggeler, and Steven B. Shapiro. 2012. "Money Matters: Cost-Effectiveness of Juvenile Drug Court With and Without Evidence-Based Treatments." *Journal of Child and Adolescent Substance Abuse* 21:69–90.

<http://www.ncbi.nlm.nih.gov/pmc/articles/PMC3290130/>

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 juveniles in our community. The results of the public opinion survey are below:

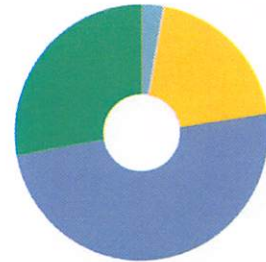
3. To your knowledge, how prevalent is marijuana use among teenagers in Madison



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 are juveniles between the ages of 14-17 involved in delinquent acts or chronic status offenses, 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. We are currently attempt to address the problem of violations while on host arrest with a probation officer in the northern part of the county.

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 Annotated Section 99-19-73, states that monies from this fund derived from assessments under this Section 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 court(s), 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-three (23) Circuit Drug Courts, five (5) Mental Health Courts, three (3) Municipal Drug Courts, four (4) Family Drug Treatment Courts, and fifteen (15) Juvenile Drug Treatment Courts.

Juvenile Drug Treatment Court is the first form of awareness of rules 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, the 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 and juveniles who deserve a spiritual and wholesome life.

OBJECTIVES AND PROJECT IMPACT: Part II

(Project Plan: DPSP Form 2)

PART II. OBJECTIVES AND PROJECTED IMPACT:

INSTRUCTIONS: List the key goals and expected results of your project. Make sure your goals follow the **SMART** format—**S**pecific, **M**easurable, **A**chievable, **R**elevant, and **T**ime-bound. For each objective, explain what you hope to accomplish and how it will make a positive difference for youth or the community. Clearly connect your objectives to the problems identified earlier in your application.

Program Objectives

Goal	Objectives
GOAL 1	80% of participants will reach phase III within 12 months. 85 % of 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 sessions 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 Casework software to track the performance of participants. In addition, the Judge has her Court Reporter attend all Drug Court staff meetings and hearings to ensure 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
GOAL 1 -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.
GOAL 2 -Reduce delinquent behavior among JDTC participants.	# of participants who are adjudicated with a delinquent act after enrollment in JDTC.
GOAL 3 - Reduce Educational failure.	# of participants whose grade point average increases. # of participants who drop out of school without entering a GED program.
GOAL 4 -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.
GOAL 5 -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.
GOAL 6 - We will reduce recidivism by providing semi-open aftercare community support groups for youth. (Open to persons ages 14-20)	# 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.
GOAL 7 – Increase parent engagement.	# of parents attending court. # of parent attending classes and seminars.
GOAL 8 - 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.
GOAL 9 - 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.

Goals	Performance Measures
	# of program improvements.

Our project evaluations are intended only to generate internal improvements and are conducted only to meet OJJDP'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 individuals 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, coordinators, 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 individuals 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 case manager, the Drug Court staff 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 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 program will utilize a structure 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 they 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 and/or reevaluation of their treatment plan. Should the juvenile maintain a working relationship, helping each other and have not been a problem, the Coordinator will utilize incentives such as gift cards. As the participant completes each of their tasks, they receive tokens that can be cashed in for incentive cards.

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 case manager/counselors, the staff will assist juveniles in identifying and linking community investment opportunities (e.g. Habitat for Humanity, Shower Power, AA/NA groups, churches, Stewpot, and other community service organizations). As mentors, the 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 IV 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 Madison County JDTC program, if needed.
10. To assist juveniles and their families in obtaining adequate understanding of the Drug Court Procedures.

DPSP Form 2

IMPLEMENTATION PLAN: Part III
(DPSP Form 3)**PART III. IMPLEMENTATION (PROJECT TIME-LINE):**

INSTRUCTIONS: Describe how your organization will carry out the project from start to finish. Include a timeline that shows when each major activity will happen and who is responsible for completing it. Explain how you will stay on track and monitor progress. Make sure the activities you describe connect to your project's goals and address the problems you identified earlier.

You may attach a timeline chart, list, or additional pages if needed.

- A. As soon as funds are received, all areas of implementation will be put to use within the first two months. Also by the second month, we hope to hire a probation officer to conduct home visits. Full forty (40) hour case management will be instrumented and continued along with the part-time prosecutor, public defenders, officer and case manager 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 Madison County JDTC goal is to have around the clock counseling/case managers available to all juveniles involved in our program. The ability to train and maintain staff members makes 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 Treatment Court Program consists of four (4) phases that can be completed in minimum of ten (10) months.

Phase 1- Engagement

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. Anytime the participant completes these requirements, they receive a token that can later be cashed in for incentive cards. Phase I can be completed in about six (6) months. Minimum requirements:

1. Complete Orientation Checklist;
2. Complete Assessment, complete new Hope Scale, and Case Management Plan;
3. Attend Court twice a month or as required;
4. Attend weekly case management meetings for at least eight (8) weeks;
5. Complete at least twenty (20) drug screens along with drug testing when required;
6. Obtain at least two (2) home compliance report from participants parent(s) or guardian;
7. Attend school weekly without any unexcused absences; and
8. Attend treatment, if recommended.

A participant cannot promote to Phase II until they provide eight (8) weeks of clean drug tests.

Phase II- Personal Responsibility and Skills Development

Counseling, case management and education continues—possibly including group therapy, family counseling and other activities assigned by the Court or Case Manager/Counselor. Random Alcohol and drug screens will continue at the same frequency as Phase I and at the discretion of Case Manager/Counselor. Court appearances every other week continue. Incentives and rewards continue in order to reward consistency and encourage their behavior. Anytime the participant completes these requirements, they receive a token that can later be cashed in for incentive cards. Phase II can be completed in about three (3) months but may be extended if needed. Minimum requirements:

1. Review Case Management Plan and complete new Hope Scale;
2. Attend Court twice a month or as required;
3. Attend weekly case management meetings for at least ten (10) weeks;
4. Complete at least sixteen (16) drug screens along with drug testing when required. At least four (4) weeks of clean drug screens are required to promote to Phase III;
5. Obtain at least two (2) home compliance report from participants parent(s) or guardian;
6. Complete Life Skills as assigned by Case Manager;
7. Attend treatment, if recommended; and
8. Attend school weekly without any unexcused absences.

A failed drug test results in the participant meeting with Judge and determine what sanction is warranted. Points are not earned until the participant begins to test clean again.

Phase III- Life Skills and Relapse Prevention:

Case management continues, as well as 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. Incentives and rewards continue in order to reward consistency and encourage their behavior. Anytime the participant completes these requirements, they receive a token that can later be cashed in for incentive cards. Phase III can be completed in about three (3) months but may be extended if needed.

Minimum requirements:

1. Review Case Management Plan and complete new Hope Scale;
2. Attend Court once a month or as required;
3. Attend weekly case management meetings for at least twelve (12) weeks;
4. Complete at least fourteen (14) drug screens along with drug testing when required. At least six (6) weeks of clean drug screens are required to promote to Phase III;
5. Obtain at least two (2) home compliance report from participants parent(s) or guardian;
6. Complete Life Skills as assigned by Case Manager;
7. Attend treatment, if recommended; and
8. Attend school weekly without any unexcused absences.

A failed drug test results in the participant meeting with Judge and determine what sanction is warranted. Points are not earned until the participant begins to test clean again.

Phase IV -Independence and Recovery Protection:

Case management continues, as well as other requirements of Phase III. The drug court appearances shall be at least once (1) a 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. Incentives and rewards continue in order to reward consistency and encourage their behavior. Anytime the participant completes these requirements, they receive a token that can later be cashed in for incentive cards. Phase IV can be completed in about three (3) months yet may be extended if needed.

Minimum requirements:

1. Review Case Management Plan and complete new Hope Scale;
2. Attend Court once a month or as required;
3. Attend weekly case management meetings for at least twelve (12) weeks;
4. Complete at least twelve (12) drug screens along with drug testing when required. At least eight (8) weeks of clean drug screens are required to graduate;
5. Obtain at least two (2) home compliance report from participants parent(s) or guardian;
6. Complete Life Skills as assigned by Case Manager;
7. Attend school weekly without any unexcused absences.; and
8. Develop aftercare Program and Action Plan.

A failed drug test results in the participant meeting with Judge and determine what sanction is warranted. Sanction could be potentially extended time in the current phase with the possibility of added restrictions, which will be recommended by the Drug Court Staff and decided by the Judge. Once a participant completes this phase, the participant is ready for graduation.

Phase V/ Aftercare. Aftercare can last a minimum of three (3) months. During this phase, a participant is not required to come to Court appearances. Participant is required to check in with their counselor/case manager via phone bimonthly. Participant can continue meeting with counselor/case manager if they wish. Youth Court Probation is not complete *until* the completion of After-Care.

INCENTIVES & SANCTIONS

We use incentives in our program to help motivate responsible behavior choices. Your incentives will be rewards for your responsible and positive behavior.

For every time you attend Court and pass your drug test on that day, you will have an opportunity to spin the wheel and receive an incentive.

Sanctions are also used. Sanctions are negative consequences **for negative behavior OR noncompliance**. We hope that you will choose positive behavior choices including staying clean so that you will get rewards.

However, if you choose self-defeating behavior such as continued use of alcohol or drugs, not obey household rules, commit any crimes, do not do your best in school, or not try in your counseling

program, you will receive sanctions.



TOKENS -You will receive tokens for the various drug court responsibilities you complete. It is your responsibility to keep up with these tokens as you receive them. The Court will not replace lost or stolen tokens. You may redeem your tokens at any court session.

You will receive tokens for the following:



BEHAVIOR	TOKEN
Attend Court	1
Attend Treatment	1 for each day
Negative Drug Screen	1
Perfect week of school attendance	1
Case Management Meetings	1 per meeting
Phase Promotion	10

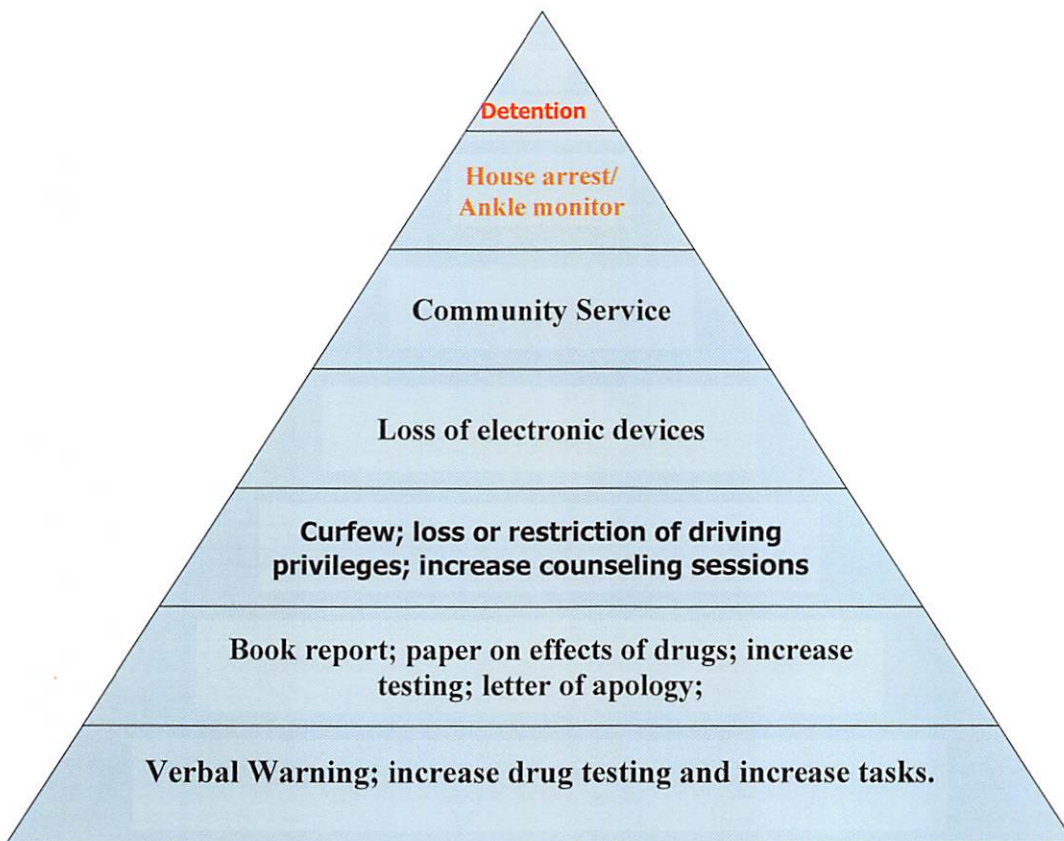
You can spend your tokens on the list of items below:

ITEM	TOKENS
Journal and pen	5
\$5 gift card	10
\$10 gift card	15
\$15 gift card	20
\$20 gift card	25
\$25 gift card	30
\$30 gift card	35
Mystery Box	50

Gift cards will be available as received from various vendors.

Non-compliance with the Drug Court Participant Contract and your probation order will lead to sanctions. These may include, but are not limited to:

GRADUATED SANCTIONS



- You may be sanctioned by increased tasks in any category for non-compliance resulting in extending the length of time in the program with each sanction.
- You may be sanctioned by having to repeat an earlier phase of the program.
- 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 pickup order for the participant's arrests and a Sheriff's deputy will be sent out to find the participant.

B. The following is the list of tasks and/or various individual activities:

1. Continue to train/educate staff (first month – twelfth month)
2. Perform designated task (first month – twelfth month)
3. Refine operating procedures (third month, six month, and twelfth month)

C. Bar Task Timetable:

TASK TO BE PERFORMED	MONTHS IN PROJECT PERIOD											
	01	02	03	04	05	06	07	08	09	10	11	12
1. Hire Probation Officer	_____X_____											
2. Train/educate Project Staff	x	x	x	x	x	x	x	x	x	x	x	x
3. Perform designated task	x	x	x	x	x	x	x	x	x	x	x	x
4. Refine operating procedures	_____x_____x_____x											

D. Resumes. *See Exhibit 1.*

E. Attach a job description of proposed positions.

Prosecutor- The Drug Court Prosecutor will ensure community safety concerns are met and will participate fully as a drug court team member. The Drug Court Prosecutor will make legal eligibility determinations; make sanction recommendations to the judge; have input in the determinations for termination and new charges; and in status hearings, she will operate in a non-adversarial manner, promoting a sense of a unified team presence.

Public Defender -The Drug Court Defense Attorney will ensure her client's legal rights are protected and will participate fully as a Drug Court Team Member. She will advise the participants on their legal rights, legal options, program conditions and potential sanctions; monitor participant progress in the Drug Court Program; and participate in a manner at status hearings as an advocate for the participant as well as trying to promote a unified Drug Court Team presence.

Case Manager/Counselor – We have one (1) full-time case manager/counselor, two (2) part-time case managers, 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 know 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 the 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/guardians. This may include drug testing or intake services. (Full-time employees only)
- 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 CaseWorx for each participant and/or parent contact (by phone or in person). The content or substance of the contact is not necessary. However, the CaseWorx should be accurate representation of **all** contact points between staff and

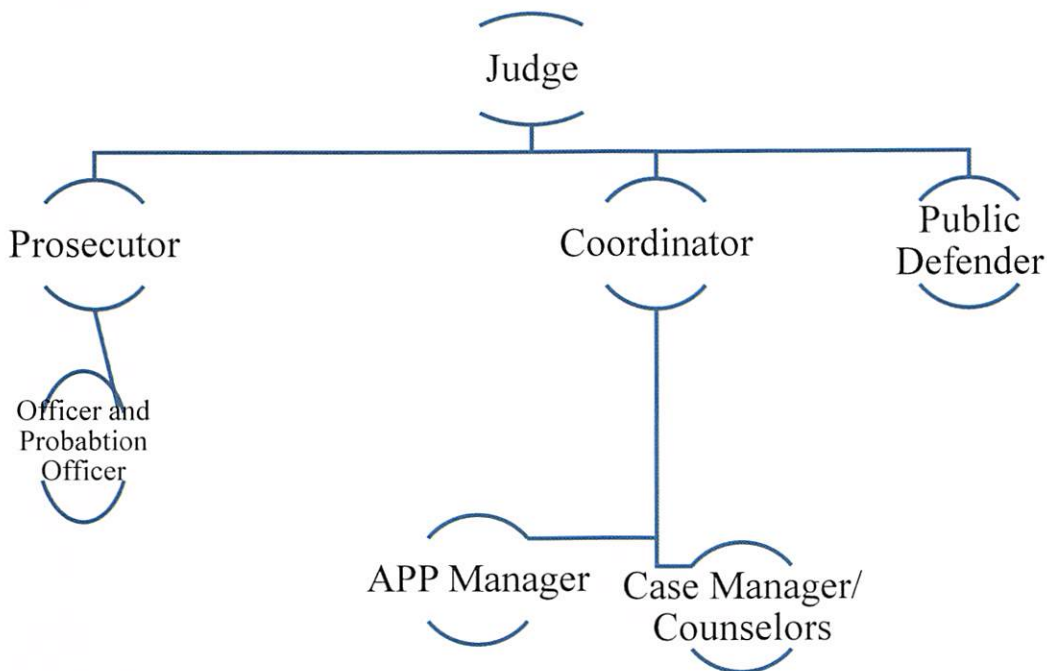
participants. Insignificant texting contact need not be entered into CaseWorx. CaseWorx should be updated weekly if not daily.

- In addition to journal entries for contacts, Counselors should also make monthly (or weekly if meeting weekly) 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;
- If participants fail to show for a scheduled counseling session, this should still be noted in CaseWorx that the participant was a “No-Show.” Also document whether their failure to appear is excused; and
- Visit participants twice (2) monthly for those who are in detention or monthly for those in inpatient treatment, if permitted.

Law Enforcement Officer - The officer assist in drug testing participant when needed. The officer provides security for the court with the flow of participants and families come and go. Officer monitors violations by participants in drug court. When needed, the officer arranges transportation by law enforcement when needed by the Court. This officer will also submit monthly timesheets as required by JAG Grant.

Probation Officer - The officer would conduct home visits for participant when needed. Officer monitors violations by participants in drug court. When needed, the officer arranges transportation by law enforcement when needed by the Court. This officer will also submit monthly timesheets as required by JAG Grant.

F. Include an organizational chart associated with the project.



SUSTAINABILITY PLAN: Part IV

(DPSP Form 4)

PART IV. SUSTAINABILITY PLAN:

INSTRUCTION: Explain how your organization will keep the project going after the grant funding ends. Will you find new funding sources, use local or state dollars, or build partnerships to help sustain the work? Be specific about the plan and timeline. If the project is expected to end, explain how its impact will still make a difference in the long term.

A well-conceived and implemented Madison County Juvenile Drug Treatment Court 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 Madison County Juvenile Drug Treatment Court, the county and the community. Very often political support begins to wane when funding sources are threatened within and between agencies such as Madison County Juvenile Drug Treatment Court is facing now. The Madison County Juvenile Drug Treatment Court 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 Madison County Juvenile Drug Treatment Court 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 for several months. As a last resort, we could make budget cuts.



DPSP Form 4

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

DPSP USE
Grant No.:

BUDGET SUMMARY: Part V

BUDGET CATEGORY	REQUESTED BUDGET Federal & Match	DPSP USE ONLY APPROVED BUDGET
A. PERSONNEL:		
1. Salaries and Wages	\$88,000.00	
TOTAL PERSONNEL	\$88,000.00	
B. FRINGES:		
1. FICA	\$6,732.00	
2. Retirement Match	\$17,072.00	
3. Other	\$12,829.65	
TOTAL FRINGES	\$36,633.65	
B. EQUIPMENT	TOTAL EQUIPMENT	
C. CONSTRUCTION:		
1. New		
2. Renovation		
3. Other (Specify)		
TOTAL CONSTRUCTION		
D. TRAVEL:		
1. Mileage		
2. Commercial Carrier		
3. Meals		
4. Lodging		
5. Other (Specify)		
TOTAL TRAVEL		
E. OPERATING EXPENSES:		
1. Supplies		
2. Rental		
3. Printing and Reproduction		
4. Communications (Telephone, Postage)		
5. Other – (Specify):		
TOTAL OPERATIONAL EXPENSES		
F. CONTRACTUAL SERVICES:		
1. Contracts With Individuals		
2. Contracts With Organizations		
TOTAL CONTRACTUAL SERVICES		
G. MISCELLANEOUS:		
1. Tuitions		
2. Training Materials		
3. Other; (Specify) Memberships		
TOTAL MISCELLANEOUS		
H. TOTAL PROJECT BUDGET	\$124,633.65	

SUMMARY FUNDING DATA

	Federal	%	State/Local	%	Total	%
REQUESTED BUDGET						
APPROVED BUDGET						

BUDGET NARRATIVE: Part VI

INSTRUCTION: In addition to listing costs in the budget tables, explain why each cost is necessary for the project. Describe how amounts were calculated and how the costs directly support project goals. If the costs are shared with other programs, explain how you determined the portion charged to this grant.

Financial Management Questionnaire

Attach a document that answers the following questions:

- How are grant expenditures tracked in your accounting system? Describe how grant funds are kept separate from other funds.
- What internal controls are in place to ensure proper spending? Describe who prepares, approves, and processes payments.
- How does your organization track time and effort for staff paid with grant funds?
- Is your organization required to complete a Single Audit under 2 CFR 200 Subpart F? If yes, provide the date of the most recent audit.

PERSONNEL

Position Title & Employee Name	F = Full Time P = Part Time	Total Salary or Hourly Rate	% of Time and Effort spent on a Federal Award	Total Salary Paid by Grant (Salary X % of Time & Effort)
Title: Public Defender Name: Latanya Allen	P	\$69,284.00	4.33%	\$3,000.00
Title: Prosecutor Name: Lindsey Herr	P	\$102,459.02	9.76%	\$10,000.00
Title: Counselor Name: Steven Stafford	F	\$68,000.00	79.41%	\$54,000.00
Title: Probation Officer Name: TBD	P	\$12,500.00	100%	\$12,500.00
Title: Officer Name: Ryan Daniel Wigley	P	\$8,500.00	100%	\$8,500.00
Title: Name:				
Title: Name:				
Title: Name:				
Title: Name:				
CATEGORY TOTAL				\$88,000.00

CATEGORY SUMMARY	
FEDERAL FUNDS	
CASH MATCH	
CATEGORY TOTAL	\$88,000.00

Attachments Included:

YesNo

- | | | |
|--------------------------|--------------------------|--|
| ☐ | ☐ | A complete job description for each position requested, to include (1) Responsibilities and duties of the position, (2) Required qualifications for the positions, including minimum education, (3) Salary range. |
| ☐ | ☐ | A resumé must be submitted for everyone listed on the award, including details of their education and relevant experience. If a position has not yet been filled, a written job description must be provided in place of the resumé. Resumés for newly hired individuals must be submitted promptly upon hire. |

Note: If there are personnel changes during your contract period, you must submit a modification request letter to your OJP Program Manager **BEFORE** submitting any reimbursement documents reflecting the updated personnel.

1. Drug Court Case Manager/Counselor

The Drug Court Case Manager/Counselor will provide case management services for all drug court participants and will participate fully as a drug court team member. The Drug Court Case Manager/Counselor will:

- Conduct intake interviews with clients and gather all relevant treatment and demographic information. This information should be preserved in the CaseWorx system as soon as practical after contact.
- Formulate a written individual treatment plan (“ITP”) for each participant within the first two (2) weeks of admission into Drug Treatment Court and submit same to the Drug Treatment Coordinator for approval. Once approved, the ITP shall be uploaded to CaseWorx. The ITP will be reviewed and updated as necessary at the beginning of each new phase and upon exit from the program. Each ITP shall consist of the following:
 - Weekly counseling sessions unless otherwise approved by the Judge;
 - Random Drug Testing;
 - Educational Goals;
 - Any probation requirements ordered by the Judge; and
 - Any other matter deemed necessary by the Counselor/Case Manager.
- Meet with participants according to their ITP.
- Monitor and facilitate where possible the terms of each ITP.
- Provide in writing when the ITP is completed.
- 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 CaseWorx for each participant or parent contact (by phone or in person). The content or substance of the contact is not necessary. However, the CaseWorx should be an accurate representation of all contact points between staff and participants. Insignificant texting contact need not be entered into CaseWorx. CaseWorx 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.
- Utilize the team calendar to reserve office space for individual or group counseling.
- If participants fail to show for a scheduled counseling session, this should still be noted in CaseWorx that the participant was a “No-Show.” Also document whether their failure to appear is excused
- Salary maximum for case manager is \$65,000.00
- Salary maximum for counselor is \$69,000.00

2. Drug Court Prosecutor

The Drug Court Prosecutor will ensure community safety concerns are met and will participate fully as a drug court team member.

The Drug Court Prosecutor will:

- Make legal eligibility determinations.
- Have input in the determinations for termination and new charges.
- In status hearings, he/she will operate in a non-adversarial manner, promoting a sense of a unified team presence.

3. Officer

The officer assist in drug testing participant when needed. The officer provides security for the court with the flow of participant and families come and go. Officer monitors violations by participants in drug court. When needed, the officer arranges transportation by law enforcement when needed by the Court.

4. Submit a monthly timesheet as required by JAG grant.

Lindsey U. Herr, Esq.
P.O. Box 717 Ridgeland, MS 39158
(601) 573-5662 | Lindsey@HerrFirm.com

PROFESSIONAL EXPERIENCE

Owner/Attorney November 2016 – Present
Herr Law Firm, PLLC, Madison, MS

- Responsible for all aspects of the firm, including accounting, marketing, and supervising junior associates.
- Certified as a *Guardian ad Litem*
- Practice areas include real estate closings, wills and estates, family law, landlord/tenant, collections, and general litigation.
- Manage all aspects of a real estate closing from preliminary title commitments to issuing policies with Stewart Title Guaranty Company

Prosecutor January 2023 – Present
Madison County Youth Court, Canton, MS

- Represent the state in prosecuting criminal acts committed by juveniles.
- Represent CPS in bringing forward abuse and neglect cases.
- Responsible for all Termination of Parental Rights hearings.

Public Defender January 2017 – December 2022
Madison County Youth Court, Canton, MS

- Provide representation to juveniles charged with a delinquent act.
- Certified as *Guardian ad Litem* to represent all abused or neglected children coming to Youth Court.
- Certified as a Parent Representative for parents facing allegations of abuse or neglect.

Prosecutor January 2023 – Present
Madison Juvenile Drug Treatment Court, Madison, MS

- Coordinate with case managers to manage sanctions for participants when appropriate.
- File and prosecute charges stemming from drug court cases.

Drug Court Public Defender January 2017 – December 2022
Madison Juvenile Drug Treatment Court, Madison, MS

- Advise participants on their legal rights, legal options, program conditions, and potential sanctions.
- Monitor participant progress in the program.
- Counsel participants when necessary.
- Coordinate random drug testing for all participants.

EDUCATION

Mississippi College School of Law Jackson, MS May 2014
Juris Doctorate

University of Mary Washington Fredericksburg, VA May 2011
Bachelor of Science in Biology
Bachelor of Arts in Philosophy

Steven Rollins Stafford, M.S.

134 Charlton Drive
Madison, MS 39110
(601) 594-0011 (Office/Cell)
stevenrstafford@gmail.com

EDUCATION

**Mississippi College
Clinton, MS**

**Master of Science in CACREP-Accredited
Counseling Psychology Program (60hr)
Specialization: Mental & Behavioral Health**

Aug 2001

**Bachelor of Science
Major: History (Pre-Law Curriculum)
Minor: Psychology**

May 1998

EMPLOYMENT

**Stafford Counseling Services, LLC
Ridgeland, MS**

July 2009- Present

Position: Owner/Licensed Professional Counselor

July 2009-Present

Responsibilities: Development of policy and procedure manual as well as development of treatment programs and various treatment modalities. Provide direct service to clients through individual, group, and family therapy in a private practice setting; work with children, adolescents, adults, and families with a varying range of mental health complications; Coordinate therapeutic services; Therapy and treatment planning over a wide range of diagnostic categories. Liaison with Department of Human Services, Court Systems, Attorneys, Hospitals and other agencies to maintain continuity of care. Created and developed a policy and procedure manual as well as an operations manual for an intensive outpatient program. Supervise all aspects of this practice including budgeting and financial planning.

Canopy Children's Solutions

June 2022-June 2023

Position: Behavioral Health Clinic Director

Responsibilities: Manage all outpatient clinic services. Supervise 25-30 employees ranging from front office staff to clinicians. Oversee budgets and productivity for 3 outpatient clinics located across Mississippi; Salary and payroll management; Responsible for hiring, human resource policy implementation, supervising employees, clinical plan implementation; liaison with grant partners and judicial entities; salary management and negotiations; implementation and development of policy and procedures; program manual development; disciplinary process implementation; general day to day operations; supervised four managers.

**University of Mississippi Medical Center
School of Medicine
Department of Psychiatry and Human Behavior
Division of Child Psychiatry**

Jan 2019- April 2022

Jackson, MS

Position: Owner/Licensed Professional Counselor

Responsibilities: Outpatient psychotherapy services, inpatient consultations, emergency consultations. Currently serving as an outpatient professional counselor at the Center for the Advancement of Youth which is a program under the department of Pediatrics at Children's Hospital in Jackson, MS.

**Grace Christian Counseling Center
2013**

Dec 2012-Sept

Vicksburg, MS

Position: Counseling Supervisor

Dec 2012-Sept 2013

Responsibilities: Healthy Homes Mississippi Grant Program. Provided direct supervision to counselors working in the field. Counseling services were provided to at-risk mothers or soon to be mothers living below the poverty level. Supervised multiple counselors and coordinated services with the Mississippi Department of Human Services. Provided therapy supervision and treatment planning for clients over a wide range of diagnostic categories. Development of policy and procedure manual. Implementation and oversight of operations. Responsible for time sheet management, payroll approval, training coordination, and served as a community representative for the grant.

**Southwest Mississippi Mental Health Complex
McComb, MS**

April 2008-July 2009

Position: Children's Services Therapist

April 2008-July 2009

Responsibilities: Provide direct service to clients through individual, group, and family therapy; work primarily with children with a history of severe and persistent mental illness; Coordinate therapeutic services; Therapy and treatment planning over a wide range of diagnostic categories; Participate in supervision and training with therapists, senior staff, and interns. Responsible for quarterly audits and implementation of policy and procedures as they related to various treatment programs.

Position: Impact Day Treatment Program Coordinator

April 2008-July 2009

Responsibilities: Provide day treatment services to children ranging from ages ten to thirteen years of age who suffer from various mental illnesses and are at risk for potential inpatient hospitalization, legal action, or school failure should more structured outpatient care not be provided. Operated a school based program and facility based day treatment program. Coordinate therapeutic activities. Group therapy leader. Provide individual and family therapy to day treatment clients. Develop and implement programming policies and procedures for day treatment programs. Responsible for quarterly audits and implementation of policy and procedures as they related to various treatment programs. Supervise support staff.

**Brentwood Behavioral Healthcare of MS
Flowood, MS**

Aug 2006-Mar 2008

Position: Licensed Professional Counselor/ Child Therapist
2008

Aug 2006-Mar

Responsibilities: Provide direct service to clients through case management as well as individual, group, and family therapy; Work primarily with children with a history of severe and persistent mental illness; Coordinate therapeutic services; Child Unit programming, planning, and development; Treatment team coordinator; Therapy and treatment planning over a wide range of diagnostic categories; Participate in supervision and training with therapists, senior staff, and interns; Internship supervisor; Cross training with other hospital staff; Hospital in-service training leader; Liaison with attorneys, judges, law enforcement, and the Department of Human Services; Development of departmental forms such as individual and family therapy progress notes.

Position: Intensive Outpatient Program—Director

June 2007-Nov 2007

Responsibilities: Provide direct service to clients through case management as well as individual, group, and family therapy; Work primarily with adults with primary diagnoses of chemical dependency and/or a specific mental health disorder; Programming, planning, and development; Treatment team coordinator; Therapy and treatment planning over a wide range of diagnostic categories; Assessment and admission screening of patients; Liaison with attorneys, judges, law enforcement, and other agencies; Marketing representative.

Millcreek of Magee

Feb 2006-Aug 2006

Magee, MS

Position: Psychiatric Residential Facility Therapist

Responsibilities: Provide direct service to clients through case management as well as individual, group, and family therapy; Complete psychosocial assessments; work with children and adolescents with a history of severe and persistent mental illness; Coordinate therapeutic services; Therapy and treatment planning over a wide range of diagnostic categories; Participate in supervision and training with therapists, senior staff, and interns; Cross training with other hospital staff; Hospital in-service trainer.

SpringBrook Behavioral Health System

Sept 2005-Feb 2006

Travelers Rest, SC

Position: Admissions Coordinator

Sept 2005-Feb 2006

Responsibilities: Coordinates and directs all inpatient admissions for 20 bed Adult Acute Psychiatric unit and a 70 bed Child and Adolescent Residential Treatment Facility; Process all involuntary commitment paperwork for various county probate courts; Liaison with attorneys, judges, law enforcement, mental health professionals, and the Department of Social Services; Provide supervision and training to hospital staff; Coordinate and scheduling of assessments with referral sources; Present clinical assessments to various hospital psychiatrists and nurse practitioners; Participate in marketing in-services throughout the state of South Carolina; Complete day-to-day office statistics and data analysis. Maintain and oversee policy and procedures for admission to the facility. Oversee hospital compliance with admissions and placement of patients for both the adolescent residential and adult acute treatment programs.

Brentwood Behavioral Healthcare of MS

Oct 2001-Sept 2005

Flowood, MS

Position: Licensed Professional Counselor/ Child Therapist
2005

July 2002-Sept

Responsibilities: Provide direct service to clients through case management as well as individual, group, and family therapy; Work primarily with children with a history of severe and persistent mental illness; Coordinate therapeutic services; Child Unit programming, planning, and development; treatment team coordinator; Therapy and treatment planning over a wide range of diagnostic categories; Participate in supervision and training with therapists, senior staff, and interns; Internship supervisor; cross training with other hospital staff; Hospital in-service training leader; liaison with attorneys, judges, law enforcement, and the Department of Human Services; Development of departmental forms such as individual and family therapy progress notes.

Position: Coordinator of Mobile Assessments

Dec 2001-Jul

2002

Responsibilities: Performed clinical intake and psychosocial assessments in a variety of settings such as mental health centers, hospital emergency rooms, detention centers, and private-practice offices within a

180 mile radius of Flowood, MS; Coordinate admission services for patients in need of acute psychiatric care; liaison with attorneys, judges, law enforcement, mental health professionals, and the Department of Human Services; Provide supervision and training to new employees; Coordinate and scheduling of assessments with referral sources; Present clinical assessments and psychosocial assessments to various hospital psychiatrists; Assist in pre-certification of inpatient admissions with various federal, state, and private insurance entities; Participate in marketing in-services throughout the state of Mississippi; Complete day-to-day office statistics and paperwork.

Position: Intake Counselor

Nov 2001-Dec 2001

Responsibilities: Performed clinical intake and psychosocial assessments to a wide range of clients; Coordinate admission services for patients in need of acute psychiatric care; Coordinate and scheduling of assessments with referral sources; Present clinical assessments and psychosocial assessments to various hospital psychiatrists; Assist in pre-certification of inpatient admissions with various federal, state, and private insurance entities; Participate in marketing in-services throughout the state of Mississippi; Complete day-to-day office statistics and paperwork.

Position: Part-Time Intake Counselor

Oct 2001-Nov 2001

Responsibilities: Performed clinical intake and psychosocial assessments to a wide range of clients; Coordinate admission services for patients in need of acute psychiatric care; Coordinate and scheduling of assessments with referral sources; Present clinical assessments and psychosocial assessments to various hospital psychiatrists; Assist in pre-certification of inpatient admissions with various federal, state, and private insurance entities; Participate in marketing in-services throughout the state of Mississippi; Complete day-to-day office statistics and paperwork.

**Adolescent, Child, and Family Clinic
Jackson, MS**

Aug 2001-Dec 2001

Position: Managing Partner/Therapist
2001

Aug 2001-Dec

Responsibilities: Clinical Associate and therapist in a private practice group; Provide case management for a large number of clients; Carried full caseload of therapy clients; Coordinate therapeutic services; Regularly performed and assisted in child custody/divorce evaluations; Therapy and treatment planning over a wide range of diagnostic categories; Administration and scoring of various psychological evaluations and tests; Participate in supervision and training with therapists and senior staff; Cross training with other office staff; Marketing representative for entire private-practice group.

PREMASTER'S AND LICENSURE TRAINING EXPERIENCE

**Additional Licensure Training
Brentwood Behavioral Healthcare of MS
Flowood, MS**

Oct 2001-Nov 2002

Position(s): Intake Counselor, Coordinator of Mobile Assessment, Child Therapist

**Internship in Counseling II
Adolescent, Child, and Family Clinic
Jackson, MS**

May 2001-Aug 2001

Position(s): Master's Level Intern, Outpatient Therapist

Internship in Counseling I Jan 2001-May 2001
G. V. "Sonny" Montgomery V. A. Medical Center
Jackson, MS
Position(s): Master's Level Intern, Chemical Dependency Therapist

Practicum in Individual Counseling Aug 2000-Dec 2000
G. V. "Sonny" Montgomery V. A. Medical Center
Jackson, MS
Position(s): Master's Level Intern, Chemical Dependency Therapist

RESEARCH EXPERIENCE

University of Mississippi Medical Center Sept 1999-Jan 2001
Division Neurobiology and Behavior Research
Jackson, MS
Position: Research Technician
Research Project(s): Chronic Desipramine Reverses Increased CRF in Locus Coeruleus by Chronic Social Defeat (2nd Author, published abstract); Neuropeptide Targets of Antidepressant Drugs; Sertraline Effects on Neuropeptide Systems with Chronic Mild Stress; A Mouse Model of Alzheimer's Disease and Tau Pathology.
Responsibilities: Full-time research technician; operational manager for various research projects; data collection and management over multiple research projects; statistical analysis of data collected through various research projects; graphic design for publication material; basic surgical procedures on tests subjects.

Louisiana State University
Pennington Biomedical Research Center
Baton Rouge, Louisiana
Position: Student Worker
Research Project: Dietary Effects of Olestra
Responsibilities: Patient Interviews; Data Collection; Internet Publication.

PROFESSIONAL AFFILIATIONS

Mississippi Board of Examiners for Licensed Professional Counselors
Board Member/Vice-Chair July 2016-June 2022

American Mental Health Counselors Association
State Coordinator for Legislative Advocacy July 2012-July 2014

Mississippi Counseling Association Nov 2001-Present
Liaison MS Board of Examiners for Licensed Professional Counselors 2012-2014
President-Elect 2023-Present

Mississippi Licensed Professional Counselor Association Nov 2001-Present
MLPCA Executive Board June 2010-July 2016
Advisory Council June 2016-Present

<i>Past-President</i>	July 2015-June 2016
<i>President</i>	July 2014-June 2015
<i>President-Elect</i>	July 2012-June 2014
<i>President-Elect-Elect</i>	Nov 2011-June 2012
<i>Liaison MS Board of Examiners for Licensed Professional Counselors</i>	2010-2014

LICENSURE AND CERTIFICATIONS

Licensed Professional Counselor (#959) Mississippi Board of Examiners for Licensed Professional Counselors	Nov 2002-June 2024
Board Qualified Supervisor (#165) Mississippi Board of Examiners for Licensed Professional Counselors	Apr 2011-June 2024

AWARDS

Mississippi Licensed Professional Counseling Association “LPC of the Year” Award 2011

VOLUNTEER EXPERIENCE

Southern Christian Services Board of Directors Executive Board Secretary	Jan 2016-Present Jackson, MS Jan 2018-Present
Madison Ridgeland Youth Baseball Coach	Aug 2016-Present Madison, MS
Madison Ridgeland Youth Baseball All-Stars Asst. Coach	May 2019-Present Madison, MS
Ridgecrest Sports—Football Coach	Aug 2017-Nov 2018 Madison, MS
Jackson Futbol Club Coach	Aug 2015-Mar 2016 Jackson, MS
Trail Life USA—Organizational Representative Organizational Representative Ridgecrest Baptist Church	Oct 2015-June 2019 Madison, MS
Ridgecrest Baptist Church Mission Team Member	June 2015-Present Madison, MS
Ridgecrest Baptist Church Missions Project Member	May 2010-Present Madison, MS
Ridgecrest Baptist Church Finance Committee Member	Jan 2015-Feb 2016 Madison, MS

Children's Haven of Hope—Word of Christ Church Board Member
Board Member

May 2011-July 2013
Jackson, MS

Camp Rainbow—American Cancer Society
Camp Counselor

June 2002-June 2005

PERSONAL

Deacon
Ridgecrest Baptist Church

Jan 2014-Present
Madison, MS

FRINGE BENEFITS (Employer's Share)

FRINGE BENEFITS INSTRUCTION:

List each fringe benefit separately and explain how the rate was calculated. Include the employer's share only. Provide supporting documentation and brief explanation from your agency's policy if available.

Example:

- Social Security: 7.65% of salary
- Retirement: 17.9% of salary
- Life insurance: \$65/month
- Health insurance: \$520/month per employee
- Only costs that are **consistently applied** across your agency and supported by written policy may be charged to the grant.
- **Do not include employee-paid portions.**
- If fringe benefits vary by position, explain each variation.

Based on Gross Salary.

Steven Stafford:

	Total Soc. Sec. FICA 7.65%	\$ <u>4,131.00</u>
+	Total Retirement 19.40%	\$ <u>10,476.00</u>
+	Workers' Compensation 3.80%	\$ <u>2,052.00</u>
+	Medical Insurance \$700*12 months	\$ <u>8,400.00</u>
+	Dental Insurance \$68.15* 12 months	\$ <u>982.92</u>
+	Life Insurance \$4.38*12 months	\$ <u>52.56</u>
+	Unemployment \$35/year *79.41%	\$ <u>27.79</u>
=	Total Fringe	\$ <u>26,069.71</u>

Lindsey Herr:

+	Total Soc. Sec. FICA 7.65%	\$ <u>765.00</u>
+	Total Retirement 19.40%	\$ <u>1,940.00</u>
+	Workers' Compensation 3.80%	\$ <u>380.00</u>
+	Unemployment \$35/year *9.76%	\$ <u>3.42</u>
=	Total Fringe	\$ <u>3,088.42</u>

Latonya Allen:

+	Total Soc. Sec. FICA 7.65%	\$ <u>229.50</u>
+	Total Retirement 19.40%	\$ <u>582.00</u>
+	Workers' Compensation 3.80%	\$ <u>114.00</u>
+	Unemployment \$35/year *4.33%	\$ <u>1.52</u>
=	Total Fringe	\$ <u>927.02</u>

D. Ryan Wigley:

+	Total Soc. Sec. FICA 7.65%	\$ <u>650.25</u>
+	Total Retirement 19.40%	\$ <u>1,649.00</u>
+	Workers' Compensation 3.80%	\$ <u>323.00</u>
+	Unemployment	\$ <u>35.00</u>
=	Total Fringe	\$ <u>2,657.25</u>

Probation Officer:

+	Total Soc. Sec. FICA 7.65%	\$ <u>956.25</u>
+	Total Retirement 19.40%	\$ <u>2,425.00</u>
+	Workers' Compensation 3.80%	\$ <u>475.00</u>
+	Unemployment	\$ <u>35.00</u>
=	Total Fringe	\$ <u>3,891.25</u>

+	TOTAL Soc. Sec FICA	\$ <u>6,732.00</u>
+	TOTAL Retirement	\$ <u>17,072.00</u>
+	TOTAL Medical Insurance	\$ <u>8,400.00</u>
+	TOTAL Dental Insurance	\$ <u>817.80</u>
+	TOTAL Vision Insurance	\$ <u>112.56</u>
+	TOTAL Life Insurance	\$ <u>52.56</u>
+	TOTAL Workers' Compensation	\$ <u>3,344.00</u>
+	TOTAL Unemployment	\$ <u>102.73</u>
=	TOTAL Fringe	\$ <u>36,633.65</u>

TRAVEL

TRAVEL INSTRUCTION: Travel costs must follow your agency's travel policy and cannot go over the rates allowed by the State of Mississippi. Use the most current travel rates found on the DFA website: www.dfa.ms.gov.

- List travel costs separately (mileage, lodging, meals, etc.)
- Use the current mileage rate (example: 240 miles × \$0.70 = \$168.00)
- Do not claim mileage for agency-owned vehicles
- Do not include travel from an employee's home to their normal work location

If your agency has its own written travel policy and wants to use it instead of DFA's rates, include a copy of that policy with your application.

LOCAL TRAVEL			
Who / Which Position	Total Mileage	Rate	Total Cost
Name:			
Title:			
Purpose:			
Name:			
Title:			
Purpose:			
Name:			
Title:			
Purpose:			
Name:			
Title:			
Purpose:			
SUBCATEGORY TOTAL			

FOR SUBGRANTEES ATTENDING CONFERENCES / TRAINING

IF A TRIP HAS BEEN PRE-SELECTED, PLEASE INCLUDE THE FOLLOWING INFORMATION

CATEGORY SUMMARY	
FEDERAL FUNDS	
CASH MATCH	
CATEGORY TOTAL	

INSTRUCTIONS: List every item you plan to purchase with grant funds. Enter each one separately—do not group multiple items together. Be sure to include the quantity, unit price, and total cost. If there are shipping and handling charges, list them as separate line items. This helps reviewers understand exactly how funds will be used.

Type	Quantity	Unit Price	Total Cost
Computer	2	\$1,000	\$2,000
Shipping	1	\$150	\$150

[illegible]

SUBCATEGORY TOTAL			\$0.00

CATEGORY SUMMARY	
FEDERAL FUNDS	
CASH MATCH	
CATEGORY TOTAL	

Explain the need for each equipment item requested in relation to the TITLE II project:

OPERATING COSTS

INSTRUCTIONS: List all operating expenses in this section. This includes everyday supplies such as pens, paper, folders, printer ink, and similar materials needed to support the program.

- List each item separately (do not group general supplies together).
- Include the quantity, unit price, and total cost.
- **Postage, communication (phone, internet), and reproduction (copying/printing) costs should be listed as separate line items**, not grouped under general office supplies.
- All items must be reasonable, necessary, and allowable under 2 CFR 200 and OJP guidelines.
- If any cost supports more than one program or funding source, only the portion charged to this grant should be included, with an explanation.

Type of Supplies	Quantity	Unit Price	Total Cost
SUBCATEGORY TOTAL			\$0.00

CATEGORY SUMMARY	
FEDERAL FUNDS	
CASH MATCH	
CATEGORY TOTAL	

Explain the need for and use of all operating expenses requested:

CONTRACTUAL

CONSULTANT SERVICES INSTRUCTION: If you plan to use individual consultants (not employees or companies), the payment must be reasonable and based on local market rates.

The standard maximum daily rate allowed without approval is **\$450 per day**.

- If you need to pay more than \$450 per day, you must include a strong written justification explaining why the higher rate is necessary.
- You must also include a **signed Memorandum of Agreement or Contract** that clearly describes the work to be done, payment terms, and timeline.
- All consultant payments must follow OJP and 2 CFR 200 cost principles and must be clearly described in your budget.

Name of Individual / Consulting Agency	Type of Service	Hours Devoted	Rate per Hour	Total Cost
TOTAL				\$0.00

CATEGORY SUMMARY	
FEDERAL FUNDS	
CASH MATCH	
CATEGORY TOTAL	

Explain the purpose of each consultant or other contractual service requested:

MISCELLANEOUS COSTS

INSTRUCTIONS: Miscellaneous costs should include only expenses that are **necessary, reasonable, and directly related to the approved project** but do not clearly fall under other budget categories. These may include items such as printing or copying costs, postage, or minor office supplies not covered elsewhere.

Type of Miscellaneous Expense	Quantity	Unit Price	Total Cost
SUBCATEGORY TOTAL			\$0.00

CATEGORY SUMMARY	
FEDERAL FUNDS	
CASH MATCH	
CATEGORY TOTAL	

PROJECT EVALUATION PLAN: Part VII

PART VII: EVALUATION PLAN:

INSTRUCTIONS: Describe how you will measure your project's success. List specific performance measures that show whether your objectives are being met. Explain how and how often you will collect data, who will track it, and what tools or methods you will use (e.g., surveys, case files, attendance logs). Be sure to connect your evaluation to the project's goals and problem statement.

You may use the table below or another format to present your evaluation plan clearly.

Project Goal	What You Want to Achieve	How You'll Measure It	Where You'll Get the Info	How Often You'll Check
--------------	--------------------------	-----------------------	---------------------------	------------------------

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 CaseWorx System to record data relating to the juvenile participants. This data helps us monitor the ongoing progress or setbacks 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 of 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 tasks must be accomplished. This unique and innovative program allows the Judge, staff, juveniles and their families to form a working relationship with "freedom" from incarceration as the acquired goal and independence as the ultimate reward. Should a juvenile become a hinderance 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 CaseWorx database in addition to his/her case manager and/or counselor.

This program starts with a comprehensive bio-psych-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 is also given about every 2/3 months a Hope Scale assessment. All of our juveniles undergo the following assessments: Universal Assessment, Columbia Suicide Severity Assessment, DSM-5, Child Adolescent Trauma Screen (CATS), CANS and/or DLA-20, UA comprehensive assessment, Modified Poverty Aggression Scale, Human Trafficking assessment, and Trauma History. The juveniles, parents and case managers 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 and self-worth. 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
Office of Justice Programs

DPSP USE
Grant No.:

EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE – Part VIII

Check one of the following options and complete the corresponding information:

A. Applicant has an Equal Employment Opportunity Program on file:

The Madison County Juvenile Drug Treatment Court (Applicant) hereby certifies that it has developed and maintains an Equal Employment Opportunity (EEO) Program in accordance with 28 CFR § 42.301 et seq., Subpart E, and that this plan is available for review by officials of the Mississippi Department of Public Safety Planning or the U.S. Department of Justice, Office for Civil Rights.

- The EEO Program is kept on file at:
 Name: Loretta Phillips
 Title: Human Resources Director
 Address: Post Office Box 606, Canton, Mississippi 39046

B. Applicant is not required to maintain an Equal Employment Opportunity Program:

The _____ (Applicant) hereby certifies that it is not required to develop or maintain an Equal Employment Opportunity Program under 28 CFR § 42.301 et seq., Subpart E, and is in compliance with all applicable civil rights requirements.



STATE OF MISSISSIPPI
DEPARTMENT OF PUBLIC SAFETY
DIVISION OF PUBLIC SAFETY PLANNING
Office of Justice Programs

DPSP USE
Grant No.:

NON-SUPPLANTING CERTIFICATION: PART IX

PART IX:

I certify that:

- Federal funds will not be used to supplant existing state, local, or other funds.

Name: GERALD STEEN

Signature: (Chief Executive Officer) _____

Title: Board President

Date: _____

BUDGET DETAIL

Sub-grant Name: FY 2025 JAG Drug Court

Sub-grant Number:

Project Title: Madison County Juvenile Drug Treatment Court

LINE-ITEM DETAIL

PERSONNEL and FRINGE

EMPLOYEE NAME	CALCULATIONS (Federal Request)	ANNUAL AMOUNT	% of Time and Effort on an AWARD	FEDERAL REQUEST	MATCH	PROJECT TOTAL
Latayana Allen	Public Defendner	\$ 69,284.00	4.33%	\$ 3,000.00		\$ 3,000.00
FICA 7.65% of Federal Request Amount	69,284*7.65%	\$ 5,300.23	4.33%	\$ 229.50		\$ 229.50
Retirement	69,284*19.4%	\$ 13,441.10	4.33%	\$ 582.00		\$ 582.00
Worker's compensation	69,284*3.80%	\$ 2,632.79	4.33%	\$ 114.00		\$ 114.00
unemployment	\$35	\$35	4.33%	\$ 1.52		\$ 1.52
TOTAL		\$ 90,693.11		\$ 3,927.01	\$ -	\$ 3,927.01
Lindsey Herr	Prosecutor	\$ 102,459.02	9.76%	\$ 10,000.00		\$ 10,000.00
FICA 7.65% of Federal Request Amount	102,459.02*7.65%	\$ 7,838.12	9.76%	\$ 765.00		\$ 765.00
Retirement	102,459.02*19.4%	\$ 19,877.05	9.76%	\$ 1,940.00		\$ 1,940.00
Worker's compensation	102,459.02*3.80%	\$ 3,893.44	9.76%	\$ 380.00		\$ 380.00
unemployment	\$35	\$ 35.00	9.76%	\$ 3.42		\$ 3.42
TOTAL		\$ 134,102.63		\$ 13,085.00	\$ -	\$ 13,085.00
Steven Stafford	Counselor	\$ 68,000.00	79.41%	\$ 54,000.00		\$ 54,000.00
FICA 7.65% of Federal Request Amount	68000 X 7.65%	\$ 5,202.00	79.41%	\$ 4,131.00		\$ 4,131.00
Retirement	68,000*19.4%	\$ 13,192.00	79.41%	\$ 10,476.00		\$ 10,476.00
Health Insurance	\$700 X 12 mos x 100%	\$ 8,400.00	100.00%	\$ 8,400.00		\$ 8,400.00
Dental Insurance	\$68.15 X 12 mos x 100%	\$ 817.80	100.00%	\$ 817.80		\$ 817.80
Vision Insurance	\$9.38 X 12 mos x 100%	\$ 112.56	100.00%	\$ 112.56		\$ 112.56
Life Insurance	\$4.38 X 12 mos x 100%	\$ 52.56	100.00%	\$ 52.56		\$ 52.56
Worker's compensation	68,000*3.8%	\$ 2,584.00	79.41%	\$ 2,052.00		\$ 2,052.00
unemployment	\$35	\$35	79.41%	\$ 27.79		\$ 27.79
TOTAL		\$ 98,395.92		\$ 80,069.71	\$ -	\$ 80,069.71
TBD	Probation Officer	\$ 12,500.00	100%	\$ 12,500.00		\$ 12,500.00
FICA 7.65% of Federal Request Amount	12,500*7.65%	\$ 956.25	100%	\$ 956.25		\$ 956.25
Retirement	12,500*19.4%	\$ 2,425.00	100%	\$ 2,425.00		\$ 2,425.00

Worker's compensation	12,500*3.8%	\$ 475.00	100%	\$ 475.00		\$ 475.00
unemployment	\$35	\$ 35.00	100%	\$ 35.00		\$ 35.00
TOTAL		\$ 16,391.25		\$ 16,391.25	\$ -	\$ 16,391.25
Daniel Ryan Wigley	Officer	\$ 8,500.00	100%	\$ 8,500.00		\$ 8,500.00
FICA 7.65% of Federal Request Amount	8,500*7.65%	\$ 650.25	100%	\$ 650.25		\$ 650.25
Retirement	8,500*19.4%	\$ 1,649.00	100%	\$ 1,649.00		\$ 1,649.00
Worker's compensation	8,500*3.8%	\$ 323.00	100%	\$ 323.00		\$ 323.00
unemployment	\$35	\$ 35.00	100%	\$ 35.00		\$ 35.00
TOTAL		\$ 11,157.25		\$ 11,157.25		\$ 11,157.25
PERSONNEL AND FRINGE TOTALS				FEDERAL REQUEST	MATCH	PROJECT TOTAL
SALARIES				\$ 88,000.00	\$ -	\$88,000.00
FICA				\$ 6,732.00	\$ -	\$6,732.00
HEALTH INSURANCE				\$ 8,400.00	\$ -	\$8,400.00
RETIREMENT				\$ 17,072.00	\$ -	\$17,072.00
Dental Insurance				\$ 817.80	\$ -	\$817.80
Vision Insurance				\$ 112.56	\$ -	\$112.56
Life Insurance				\$ 52.56	\$ -	\$52.56
Workers Compensation				\$ 3,344.00	\$ -	\$3,344.00
unemployment				\$ 102.73		\$102.73
TOTAL PERSONNEL				\$ 124,633.64	\$0.00	\$124,633.64
Personnel and Fringe Justification:						
TRAVEL	CALCULATIONS	ANNUAL COST	PERCENTAGE IN APPLICATION	FEDERAL REQUEST	MATCH	PROJECT TOTAL
In-State Travel:						
Item and Description						
Mileage				\$ -		
Lodging				\$ -		
Meals				\$ -		
Other:				\$ -		
Other:				\$ -		
In-state Total		\$ -		\$ -	\$ -	\$ -
Out-of-State Travel						
Item and Description						
Conference Registration				\$ -		\$ -
Airfare				\$ -		\$ -
Lodging				\$ -		\$ -
Meals				\$ -		\$ -
Luggage, taxi, shuttle				\$ -		\$ -
Other:				\$ -		\$ -
Other:				\$ -		\$ -
Out-of-state-Total		\$ -		\$ -	\$ -	\$ -
TOTALS		\$ -		\$ -	\$ -	\$ -

Travel Justification:

OPERATING EXPENSE	CALCULATIONS	ANNUAL COST	PERCENTAGE OF APPLICATION	FEDERAL REQUEST	MATCH	PROJECT TOTAL
Item and Description				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
TOTAL		\$ -		\$ -	\$ -	\$ -

Operating Expense Justification:

CONTRACTUAL SERVICES	CALCULATIONS	ANNUAL COST	PERCENTAGE IN APPLICATION	FEDERAL REQUEST	MATCH	PROJECT TOTAL
Item and Description				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
TOTAL		\$ -		\$ -	\$ -	\$ -

Contractual Services Justification:

EQUIPMENT	CALCULATIONS	ANNUAL COST	PERCENTAGE IN APPLICATION	FEDERAL REQUEST	MATCH	PROJECT TOTAL
Item and Description				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
TOTAL		\$ -		\$ -	\$ -	\$ -

Equipment Justification:

Miscellaneous	CALCULATIONS	ANNUAL COST	PERCENTAGE IN APPLICATION	FEDERAL REQUEST	MATCH	PROJECT TOTAL
Item and Description				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -

TOTAL			\$ -		\$ -	\$ -	\$ -
Miscellaneous Justification:							
DIRECT COST CATEGORY TOTALS				FEDERAL REQUEST	MATCH	PROJECT TOTAL	
Personnel				\$ 124,633.64	\$ -	\$ 124,633.64	
Travel				\$ -	\$ -	\$ -	
Operating Expense				\$ -	\$ -	\$ -	
Contractual Services				\$ -	\$ -	\$ -	
Equipment				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
Miscellaenous				\$ 124,633.64	\$ -	\$ 124,633.64	
INDIRECT COST			ANNUAL COST	PERCENTAGE IN APPLICATION	FEDERAL REQUEST	MATCH	PROJECT TOTAL
INDIRECT COST or 10% DE MINIMIS					\$ -		\$ -
TOTAL			\$ -		\$ -	\$ -	\$ -
Indirect Cost Justification:							
				FEDERAL REQUEST	MATCH	PROJECT TOTAL	
TOTALS - (Federal Request MUST be a Whole Number)				\$125,719.00	\$0.00	\$125,719.00	

	Madison County Insurance																	
	Employee Effective	Employee Effective	Employee Effective	Employee Effective	Employee Effective	Employee Effective	Employee Effective	Employee Effective	Employee Effective	Employee Effective	Employee Effective	Employee Effective	Employee Effective	Employee Effective				
	10/1/2024	10/1/2023	10/1/2019	10/1/2018	10/1/2017	10/1/2016	Employee Effective	10/1/2024	10/1/2023	10/1/2019	10/1/2018	10/1/2017	10/1/2016	Employee Effective				
MEDICAL																		
Employee Only	24.06	24.06	24.06	24.06	24.06	24.06		700.00	700.00	609.09	609.09	584.09	539.87			724.06	724.06	
Employee/Child	236.56	236.56	236.56	236.56	236.56	211.56		700.00	700.00	609.09	609.09	584.09	539.87			936.56	936.56	
Employee/Spouse	330.31	330.31	330.31	330.31	330.31	305.31		700.00	700.00	609.09	609.09	584.09	539.87			1,030.31	1,030.31	
Family	392.81	392.81	392.81	392.81	392.81	367.81		700.00	700.00	609.09	609.09	584.09	539.87			1,092.81	1,092.81	
DENTAL																		
Employee Only	-	-	-	-	-	-		68.15	68.15	68.15	68.15					68.15	68.15	
Employee/Child	17.89	17.89	17.89	17.69	17.69	17.69		68.15	68.15	68.15	68.15					86.04	86.04	
Employee/Spouse	19.11	19.11	19.11	18.81	18.81	18.81		68.15	68.15	68.15	68.15					87.26	87.26	
Family	38.70	38.70	38.70	38.50	38.50	38.50		68.15	68.15	68.15	68.15					106.85	106.85	
VISION																		
Employee Only	-	-	-	-	-	-		9.38	9.38	9.38	9.38					9.38	9.38	
Employee/Child	4.07	4.07	4.07	3.70	3.70	3.53		9.38	9.38	9.38	9.38					13.45	13.45	
Employee/Spouse	3.78	3.78	3.78	3.44	3.44	3.28		9.38	9.38	9.38	9.38					13.16	13.16	
Family	12.47	12.47	12.47	11.34	11.34	10.80		9.38	9.38	9.38	9.38					21.85	21.85	
Life Insurance																		
Employee Only	-	-	-	-	-	-		4.38	4.38	4.38	4.38					N/A	N/A	

**U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS**

Edward Byrne Memorial Justice Assistance Grant Program FY 2025 Local Solicitation

Certifications and Assurances by the Chief Executive of the Applicant Government

On behalf of the applicant unit of local government named below, in support of that locality's application for an award under the FY 2025 Edward Byrne Memorial Justice Assistance Grant ("JAG") Program, and further to 34 U.S.C. § 10153(a), I certify to the Office of Justice Programs ("OJP"), U.S. Department of Justice ("USDOJ"), that all of the following are true and correct:

1. I am the chief executive of the applicant unit of local government named below, and I have the authority to make the following representations on my own behalf as chief executive and on behalf of the applicant unit of local government. I understand that these representations will be relied upon as material in any OJP decision to make an award, under the application described above, to the applicant unit of local government.
2. I certify that no federal funds made available by the award (if any) that OJP makes based on the application described above will be used to supplant local funds, but will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for law enforcement activities.
3. I assure that the application described above (and any amendment to that application) was submitted for review to the governing body of the unit of local government (e.g., city council or county commission), or to an organization designated by that governing body, not less than 30 days before the date of this certification.
4. I assure that, before the date of this certification— (a) the application described above (and any amendment to that application) was made public; and (b) an opportunity to comment on that application (or amendment) was provided to citizens and to neighborhood or community-based organizations, to the extent applicable law or established procedure made such an opportunity available.
5. I assure that, for each fiscal year of the award (if any) that OJP makes based on the application described above, the applicant unit of local government will maintain and report such data, records, and information (programmatic and financial), as OJP may reasonably require.
6. I have carefully reviewed 34 U.S.C. § 10153(a)(5), and, with respect to the programs to be funded by the award (if any), I hereby make the certification required by section 10153(a)(5), as to each of the items specified therein.

Signature of Chief Executive of the Applicant Unit of
Local Government

Gerald Steen

Printed Name of Chief Executive

Madison County, Mississippi

Name of Applicant Unit of Local Government

Date of Certification

Board President

Title of Chief Executive



Revolutionary FAR Overhaul Impacts to SAM.gov Show Details
Aug 15, 2025

[See All Alerts](#)

Records Retention Policy Impacts Old SAM Registration Data Show Details
May 21, 2025

[Requests](#)[Notifications](#)[Workspace](#)[Sign Out](#)[Home](#) [Search](#) [Data Bank](#) [Data Services](#) [Help](#)[Core Data](#)[Actions](#)**Entity Registration****Core Data****Business Information****Entity Types****Financial Information****Taxpayer Information****Points of Contact****Assertions****Reps and Certs****Exclusions****Responsibility / Qualification****Entity Information****MADISON COUNTY**

Active Registration

Unique Entity ID

CAGE/NCAGE

Expiration Date

GDB7JUWP3SB3**6NRG5****Dec 1, 2026****Physical Address**

**125 W North ST
Canton, Mississippi
39046-3757, United States**

Mailing Address

**PO Box 608
Canton, Mississippi
39046, United States**

Purpose of Registration**Federal Assistance Awards Only****Version****Current Record****BUSINESS INFORMATION****Doing Business As**

(blank)

URL

madison-co.com

Division Name

(blank)

Division Number

(blank)

Congressional District**Mississippi 02****State/Country of Incorporation**

(blank), (blank)

Owner**CAGE Legal
Business
Name****Immediate
Owner**

(blank)(blank)

**Highest Level
Owner**

(blank)(blank)

Registration Dates**Activation
Date****Dec 3, 2025****Initial Registration
Date****Feb 24, 2012****Submission
Date****Dec 1, 2025****Entity Dates****Entity Start
Date****Jan 1, 1828****Fiscal Year End
Close Date****Sep 30**

**Division of Public Safety Planning
208 Allen Stuart Drive
Pearl, MS 39208**

Please Check: ☒ Initial Application

Section I- Court Information:

Court Name: Madison County Juvenile Drug Treatment Court

Address: 229 North Union Street, Canton, Mississippi 39046

Phone Number: (601) 855-5698 Fax Number: (601) 855-5579

Drug Court Judge: Honorable Staci B. O'Neal

Section II- Drug Court Description: (choose all that apply)

Type of Drug court

 ADULT ☒ YOUTH FAMILY FELONY MISDEMEANOR

 DUI/SOBRIETY

Stage of Court

 PLANNING ☒ OPERATIONAL (give month and year began) March 2004

Has this court received formal training in establishing a drug court? If answer is yes, please list who provided the training and when the training was provided. NO ☒ YES (list)

The original members of the Drug Court Staff attended an intensive training in the Four (4) months prior to the Madison County Juvenile Drug Treatment Court starting in March 2004. These training sessions were week-long events and were held by the Federal Judicial Training System in Philadelphia, Boston and Baltimore.

What is the length of the Program? The program is approximately 52 weeks but a participant can graduate in ten (10) months if he/she does everything that is required.

Who is allowed to participate in the drug court program? *(Check all that apply):*

- | | |
|--|--|
| ☐ ADULT MALES | ☐ ADULT FEMALES |
| ☒ JUVENILES | ☐ NON-VIOLENT OFFENDERS |
| ☐ FIRST-TIME OFFENDERS | ☐ REPEAT OFFENDERS |
| ☐ PROBATION VIOLATORS | ☐ PAROLE VIOLATORS |
| ☐ OFFENDERS WITH A SUBSTANCE ADDICTION <i>(controlled or other)</i> | |

Please explain how participants are identified and referred to the drug court program:

Juveniles (participants) are identified at the intake process when they first come in contact with the youth court. From there, the staff meet with the juvenile and/or their family to discuss the drug court program. Ultimately, the juvenile is placed in the court if it is believed by both the youth court judge and staff members that the individual will be a good fit for the program. The juveniles in court range from those who come in with an unrelated drug charge and test “hot” for drugs at their hearing to those with a paraphernalia or drug possession charge. The court is also available if the juvenile is identified by the juvenile’s youth court counselors or staff members as having a current or past “drug problem.”

Please explain how participants are identified, assessed, and referred to the appropriate level of substance abuse treatment, as well as other essential services:

Participants are given a lengthy interview and assessment immediately after they are placed in the drug court. A Madison County Juvenile Drug Court team member will attempt to identify if the potential participant has a substance abuse problem and determine the appropriate level of treatment. 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 history, and educational status. The Drug Court Treatment staff member will assess each participant before he/she formally enter into the Drug Court. The Madison County Juvenile Drug Court team member counselor, Ashley Alexaner, administers an objective substance abuse measure including but not limited to the following assessments: Universal Assessment, Columbia Suicide Severity Assessment, DSM-5, Child Adolescent Trauma Screen (CATS), CANS and/or DLA-20, UA comprehensive assessment, Modified Poverty Aggression Scale, Human Trafficking

assessment, and Trauma History. The Madison County Juvenile Drug Court team member reports the assessment findings to Youth Services and The Drug Court team.

At this assessment, the treatment staff members 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.

Does the drug court have phases?

☐ NO ☒ YES (Explain below)

PHASE	APPROXIMATELY HOW LONG?	PHASE	APPROXIMATELY HOW LONG?
I	Approximately 4	Aftercare	Approximately 2 months
II	Approximately 3 months		
III	Approximately 3 months		
IV	Approximately 2 months		

Does the drug court have Aftercare Services or an Aftercare Phase available to participants?

☐ NO ☒ YES (Explain below)

The Madison County Juvenile Drug Court participants are continually monitored after they have completed all four (4) phases of the program. This timeframe for a participant to complete the program is at minimum around ten (10) months.

Section III- Available Services: (choose all that apply)

- | | |
|---|--|
| <ul style="list-style-type: none"> ☐ Detoxification ☒ Substance Abuse Residential ☐ Half-way House ☒ Intensive Outpatient ☐ Methadone Treatment (Medically Supervised) ☒ Relapse Prevention ☒ Individual Counseling ☒ Mental Health ☐ Day Treatment ☐ Job Training ☐ Childcare | <ul style="list-style-type: none"> ☒ In-patient (up to 28 days) ☐ Probation Residential Services ☐ Three-quarter house ☒ Outpatient ☒ Early Recovery ☒ Group Counseling ☒ Family Therapy ☐ Day Reporting ☒ Academic/GED/Vocational ☐ Parenting Classes ☐ Housing |
|---|--|

- ☐ Primary Health/Dental Care
- x** ☐ Other Support Groups
- x** ☐ Cognitive Behavioral / Restructuring

- ☐ AA/NA/CA
- x** ☐ Life Skills
- ☐ Other (*List*) _____