



Department of Public Safety
Division of Adult Correction and Juvenile Justice
JCPC Endorsed Level II Dispositional Alternatives Projects

Request for Proposals

I. INTRODUCTION

1. PURPOSE

The 2011 Session of the North Carolina General Assembly required that the Department of Juvenile Justice and Delinquency Prevention (consolidation in 2012 created the Department of Public Safety) through SESSION LAW 2011-391 expend funds to serve high-risk adjudicated youth through four different options. This Request for Proposals (RFP) seeks to address two of those options: 1) Regional programs that are collaborative of two or more Juvenile Crime Prevention Councils which provide Level II intermediate dispositional alternatives for juveniles. 2) Juvenile Crime Prevention Council funds to be used for Level II intermediate dispositional alternatives for juveniles listed in N.C.G.S. §7B-2506 (13) through (23). **See Attachment A: General Statutes Describing Dispositional Alternatives**

The Department is seeking to obtain a qualified provider to implement and manage the delivery of Juvenile Structured Day programming that will provide a dispositional alternative as identified in N.C.G.S. 7B-2506 (22) and (23) to adjudicated Level II and selected high risk Level I juvenile offenders in Pitt County, which is located in the Eastern service area in Judicial District 3A. **See Attachment B: Judicial District 3A.**

Under this RFP, priority will be given to applicants who can clearly demonstrate how proposed services align with evidence-based practices that effectively reduce recidivism for adjudicated juveniles. (More detail is available in Section *III. Eligibility Requirements*.) The Department is issuing this RFP to Pitt County and their Juvenile Crime Prevention Council to invite submissions of proposals.

2. BACKGROUND

The North Carolina Department of Public Safety, Division of Adult Correction and Juvenile Justice, Juvenile Community Programs Section works to provide the State of North Carolina with a comprehensive strategy that helps prevent and reduce juvenile crime and delinquency. This strategy is focused on strengthening families, promoting delinquency prevention, supporting core social institutions, intervening immediately and effectively when delinquent behavior occurs, and identifying and controlling the small group of serious, violent, and chronic juvenile offenders in the least restrictive environment. The goals of the Juvenile Community Programs Section are:

- To promote public safety as the cornerstone of North Carolina's juvenile justice system.
- To promote juvenile delinquency prevention, intervention, and treatment at the state and community levels so that juvenile crime and delinquency are reduced.
- To establish and maintain a seamless, comprehensive juvenile justice system.

3. SCOPE OF SERVICES

The Juvenile Community Programs Section conducted an analysis of the risk and needs data of juvenile offenders receiving Level II Dispositions in collaboration with the Department's Juvenile Court Services Section. The analysis revealed a gap in services delivery in Judicial District 3A: Pitt County. Juvenile Structured Day services has been identified and selected as the intervention model for implementation as a dispositional alternative for Pitt County.

See Attachment C: FY 12-13 Level II Dispositions.

II. FUNDING

1. AMOUNT

Total funds for this service shall not exceed \$100,000 per year. In Section VI *Budget Narrative* of the program application, the applicant must provide a clear and detailed line item budget that explains how the requested funds will be utilized.

2. TIMEFRAME

Funding shall be for a two (2) year period, July 1, 2014 - June 30, 2016, with the requirement of renewing the program agreement prior to the end of year one (June 30, 2015).

3. REQUIRED MATCH

These funds require no local match, but priority will be given to proposals that demonstrate community support with cash or in-kind resources, including but not limited to county appropriations or Medicaid reimbursements. Proposals that include community cash or in-kind resources in the project budget must include documentation of the intent to provide that support and justification of the value claimed.

III. ELIGIBILITY REQUIREMENTS

1. PROGRAMMING

Local units of government or not-for-profit youth-serving agencies in cooperation with their local Juvenile Crime Prevention Council (JCPC) who are interested in providing evidence-based intervention programming for Level II youth are eligible to apply. Applicants must choose programs from:

Office of Juvenile Justice and Delinquency Prevention (OJJDP)

OJJDP's Model Programs Guide:

<http://www.ojjdp.gov/mpg>

Applicants who elect not to incorporate evidence-based practices as prescribed by OJJDP's service delivery model must demonstrate how proposed services are evidence-supported and reduce recidivism for the targeted population.

See Attachment D: Priority Services and Definitions

2. EVALUATION

Applicants will be evaluated on their overall performance and evidence-based/supported approach using the latest juvenile justice research. The Department will use several instruments to include the Standardized Program Evaluation Protocol (SPEP) that demonstrates how specific program characteristics are effective in reducing recidivism.

Applicants must describe what model or evidence-based/supported approaches the program is based upon and incorporate core components in Section IV. *Best Practice Model* of the program application. **See Attachment E: Core Components**

3. AGENCY CAPACITY

Agencies must have a proven track record of providing high quality, effective services to Level II youth and their families. In addition, agency operations should reflect a well-developed infrastructure promoting good stewardship, accountability, and transparency for both programmatic and financial processes. An agency should possess the organizational capacity to effectively and efficiently begin operations within 60 days of award notification.

4. LOCAL SUPPORT

Amended April 30, 2014: Letters of support are only required from the JCPC Chairperson(s); see below. A letter of support from the DPS Chief Court Counselor will not be required as originally advertised in this RFP distributed on Friday, April 25, 2014.

Proposals must include Letters of Support from the JCPC Chairperson in the county where services are being proposed. ; and 2) ~~the NC Department of Public Safety Chief Court Counselor for Judicial District 3A.~~ Letters **must be received** prior to 5:00 p.m. on Tuesday, May 27, 2014 to one of the below addresses:

Physical Address: Department of Public Safety ATTN: Denise Briggs 3010 Hammond Business Place Raleigh, NC 27603	Mailing Address: Department of Public Safety ATTN: Denise Briggs 4212 Mail Service Center Raleigh, NC 27699-4212
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5. LOCAL SERVICE DELIVERY CONTINUUM

The proposed services must fill a gap in the service delivery continuum within the local community. Services that are a duplication of efforts already being undertaken in the local community will not be funded. Programs can expand current programming by serving more Level II youth.

IV. TARGET POPULATION AND CRITERIA REQUIREMENTS

- Male and female juveniles between the ages of 6 and 17.
- Youth must be referred by a Juvenile Court Counselor.
- The primary target populations for Juvenile Structured Day services are juveniles who have received a Level II Disposition. Level III juveniles transitioning from a Youth Development Center will also be eligible.
- Selected high risk Level I adjudicated juveniles with a Medium Risk or a Medium Needs Score that require a Level II Disposition, may be referred and accepted as Low Priority Referrals.

V. APPLICATION REQUIREMENTS AND SUBMISSION PROCESS

1. APPLICATION

- Only applications submitted on-line in NCALLIES prior to 5:00 p.m. on Tuesday, May 27, 2014 will be reviewed for funding consideration.
- Not for profit organizations must also upload the *No Overdue Tax Form AND Conflict of Interest Form* in NCALLIES along with the application by the established due date and time.
- The NCALLIES application can be accessed at:
<https://www.ncdps.gov/index2.cfm?a=000003,002476,002483,002482,002514>

VI. TIMELINE FOR RFP AND PROGRAM IMPLEMENTATION

April 25, 2014 - May 27, 2014 – 2014: Request for Proposals

May 27, 2014: Prior to 5:00 pm, applications and required uploaded forms (*No Overdue Tax Form* and *Conflict of Interest Form*) when applicable, are due in NCALLIES. Letter(s) of support, must also be received in the DPS Raleigh Office (see *III. Eligibility Requirements*, #3 of this RFP).

June 6, 2014: Notification of funding status to applicants. Funded projects will be directed to begin the electronic signature process (DocuSign) for the approved program agreement in NCALLIES.

July 1, 2014: Funding begins (contingent upon the DPS signature process completed in NCALLIES).

VII. SELECTION PROCESS

The Department's State Office Review Team will review and rate proposals based on the information provided in the application and the requirements of this RFP and present the selected proposals for final funding approval to Department management.

VIII. Contact Information

Questions about this RFP or submission of the required documents in response to the RFP should be directed to Denise Briggs, Project Manager at (919) 324-6391, (denise.briggs@ncdps.gov).

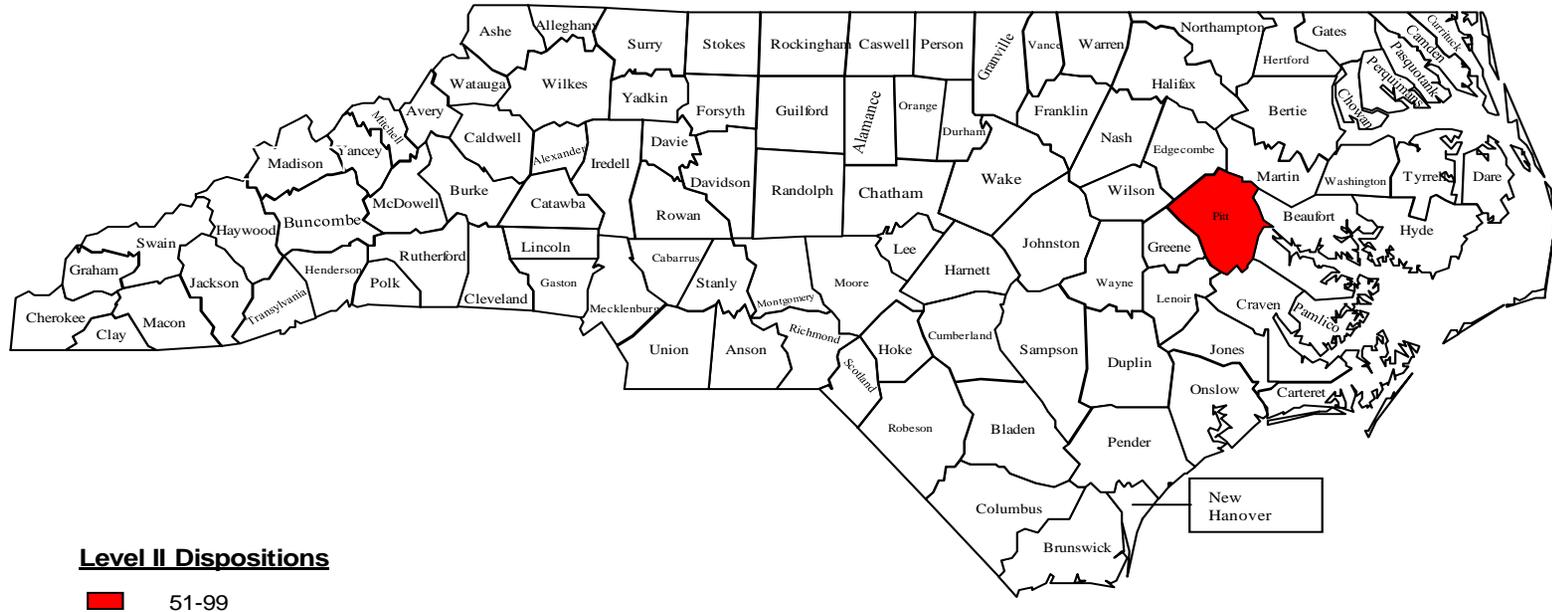
Attachment A: General Statutes Describing Dispositional Alternatives

G.S. §7B-2506 (13) through (23). Dispositional alternatives for delinquent juveniles.

The court exercising jurisdiction over a juvenile who has been adjudicated delinquent may use the following alternatives in accordance with the dispositional structure set forth in G.S. 7B-2508

- (13) Order the juvenile to cooperate with placement in a wilderness program.
- (14) Order the juvenile to cooperate with placement in a residential treatment facility, an intensive nonresidential treatment program, an intensive substance abuse program, or in a group home other than a multipurpose group home operated by a State agency.
- (15) Place the juvenile on intensive probation under the supervision of a juvenile court counselor.
- (16) Order the juvenile to cooperate with a supervised day program requiring the juvenile to be present at a specified place for all or part of every day or of certain days. In determining whether to order a juvenile to a particular supervised day program, the court shall consider the structure and operations of the program and whether that program will meet the needs of the juvenile. The court also may require the juvenile to comply with any other reasonable conditions specified in the dispositional order that are designed to facilitate supervision.
- (17) Order the juvenile to participate in a regimented training program.
- (18) Order the juvenile to submit to house arrest.
- (19) Suspend imposition of a more severe, statutorily permissible disposition with the provision that the juvenile meet certain conditions agreed to by the juvenile and specified in the dispositional order. The conditions shall not exceed the allowable dispositions for the level under which disposition is being imposed.
- (20) Order that the juvenile be confined in an approved juvenile detention facility for a term of up to 14 24-hour periods, which confinement shall not be imposed consecutively with intermittent confinement pursuant to subdivision (12) of this section at the same dispositional hearing. The timing of this confinement shall be determined by the court in its discretion.
- (21) Order the residential placement of a juvenile in a multipurpose group home operated by a State agency.
- (22) Require restitution of more than five hundred dollars (\$500.00), full or partial, payable within a 12-month period to any person who has suffered loss or damage as a result of an offense committed by the juvenile. The court may determine the amount, terms, and conditions of restitution. If the juvenile participated with another person or persons, all participants should be jointly and severally responsible for the payment of the restitution; however, the court shall not require the juvenile to make restitution if the juvenile satisfies the court that the juvenile does not have, and could not reasonably acquire, the means to make restitution.
- (23) Order the juvenile to perform up to 200 hours supervised community service consistent with the juvenile's age, skill, and ability, specifying the nature of work and the number of hours required. The work shall be related to the seriousness of the juvenile's offense.

**Department of Public Safety
Division of Adult Correction and Juvenile Justice
Attachment C: FY 12-13 Level II Dispositions**



Attachment D: Priority Services and Definitions

COMMUNITY DAY PROGRAMS

Juvenile Structured Day Programs: Programs that offer well supervised and highly structured program of service to youth. Such service may enable youth to remain in the community. Clients may be long-term suspended from school or have behavior that might otherwise result in placement in detention. Typically, this type structure serves youth who are court involved and referrals are made from juvenile court counselors. Programs can either be full day or partial day (emphasis on service in the afternoon/after school hours). It is desirable for programs to have both treatment and educational components, such as, Individual and/or Family Counseling, Substance Abuse Education/Treatment, Restitution/Community Service, Tutoring, Alternative Education, Vocational Development and Structured Activities.

(Length of Stay= Not to exceed one year without detailed documentation of need, Frequency of Contact=NA)

POSSIBLE SPEP PRIMARY SERVICE CLASSIFICATIONS

for services which may be provided in the above types. Consider the following SPEP service types whether or not the service meets the optimal dosage.

- Individual Counseling (Optimal Target Weeks=25, Optimal Target hours=30)
- Group Counseling (Optimal Target Weeks=24, Optimal Target hours=40)
- Mixed Counseling (Optimal Target Weeks=25, Optimal Target hours=25)
Could also have possible qualifying Supplemental Service of Behavioral Contracting/Management
- Family Counseling (Optimal Target Weeks=20, Optimal Target hours=30)
- Family Crisis Counseling (Optimal Target Weeks=4, Optimal Target hours=8)
- Cognitive Behavioral Therapy (Optimal Target Weeks=15, Optimal Target hours=45)
- Behavior management (Optimal Target Weeks=24, Optimal Target hours= 72) – The total programming structure and activities of the program are all tied into a behavior management environment which consists of earning points or tokens to achieve previously set goals. A behavior management classification should not be given to programs which merely use periodic rewards or incentives to increase motivation.
Could also have possible qualifying Supplemental Service of Mentoring, Mixed Counseling, or Remedial Academic Program
- Remedial Academic Program (Optimal Target Weeks=26, Optimal Target hours=100)
Could also have possible qualifying Supplemental Service of Job Training, Work Experience, Vocational Counseling

Attachment E: Core Components

- 1. Defined protocol for program services and delivery.** Section IV *Component Narrative* (#2 Operation) of the program application must describe either a manual or protocol that describes the manner of service delivery including the suggested number of sessions, content, and flow. Evidence of the said manual, or protocol, may include: curriculum, workbook/instructor's manual, lesson plan(s), or, a script. Individual Service/Treatment Plans are expected to show evidence of involvement of the juvenile and family in planning and are to include the client-specific concerns to be addressed and, the planned/recommended frequency/duration of contact that follows the manual/protocol.
- 2. Staff Training.** The applicant must comply with *JCPC Policy 5 Juvenile Structured Day* in regards to staff and volunteer orientation and training. Direct program service staff is to possess the necessary training requirements that include licenses when applicable, degrees, credentials, and certifications required for this program type. Training sessions in program service delivery, clinical supervision when applicable, case staffing and/or consultation sessions are to be documented and maintained.
- 3. Program Monitoring and Corrective Action.** In Section IV *Component Narrative* (#3 Staff Positions) of the program application the applicant must describe an established process by which a specified staff member monitors the delivery of program services for the purpose of examining how closely actual implementation matches the model/ protocol. Deviations from the model/protocol are to be addressed through written corrective actions. All Corrective Action findings are to be specified in writing, monitored, documented, and addressed accordingly.
- 4. Staff Evaluation.** In Section IV *Component Narrative* (#3 Staff Positions) of the program application the applicant must include how staff will be evaluated on a specified schedule for compliance with the program/JCPC policies and model/protocol. Staff development plans are to be documented and implemented to address deviations and violations of program policies, models, or protocols. Overall work performance is to be formally and specifically appraised. Areas of improvement are to be identified including the knowledge, skills, and abilities necessary for enhancing program service delivery including, but limited to customer service.
- 5. Program Effectiveness.** In Section IV *Component Narrative* (#8 Intervention /Treatment) the applicant must describe program protocol for determining and evaluating the effectiveness of its delivery of program services with all accepted referrals. This protocol must include a standardized manual approach for collecting, maintaining, and sharing information.