

Evidence-based Programs Fund

Process for requesting funds

Overview

In 2016, Kansas passed the Juvenile Justice Reform Bill, a Bill intended to improve the way in which the state works with and assists the youth served by the juvenile justice system. As part of this reform, the Evidence-Based Programs Fund was developed to provide for reinvestment in community programs and practices. Research that led to the creation of the Bill found that communities lacked evidence-based programs, that services were costly and that, often, lengthy waitlists existed.

In keeping with one of the goals of the initial workgroup, to “improve outcomes for youth, families, and communities in Kansas,” this document outlines how agencies or organizations may apply for funds from the Evidence-based Programs Fund through the Kansas Department of Corrections (KDOC) in order to provide support for juvenile offenders and their families.

Eligibility

Funds are not solely restricted to governmental agencies or community corrections agencies. Any agency or organization may apply for funds, if the request meets the criteria in statute (see next section) and as long as the process outlined below is followed.

Statutorily-defined Criteria for Use of Funds

Kansas legislators clearly defined the purpose of these funds.

[K.S.A. 75-52,161\(c\)\(7\)](#) states that funds from the Evidence-based Programs Fund may be used for Evidence-based practices and programs in the community pursuant to [K.S.A. 2016 Supp. 38-2302](#), and amendments thereto, for use by intake and assessment services, immediate intervention, probation and conditional release; and training on evidence-based practices for juvenile justice system staff, including, but not limited to, training in cognitive behavioral therapies, family-centered therapies, substance abuse, sex offender therapy and other services that address a juvenile's risks and needs.

[K.S.A. 75-52,164](#) states: “All expenditures from the evidence-based programs account of the state general fund shall be for the development and implementation of evidence-based community programs and practices for juvenile offenders, juveniles experiencing mental health crisis and their families by community supervision offices, including, but not limited to, juvenile intake and assessment, court services, community corrections and juvenile crisis intervention centers.”

Process

Agencies or organizations wishing to apply for funds must follow the process outlined below.

1. Complete the attached application.
2. Present proposal at the local Juvenile Corrections Advisory Board (JCAB).
 - Juvenile Corrections Advisory Boards are operated by each judicial district and are responsible for providing feedback and recommendations regarding local policies and

programs, as well as recommendations regarding allocation of resources to serve justice-involved youth and families in the community.

- JCABs will determine if the proposed program or service is in line with the districts goals and plans for serving youth, determining the need and scope of services, ensuring the proposal meets the statutory criteria, etc., and shall approve the application at the local level.
 - To be placed on the JCAB agenda, an agency/organization may contact the local community corrections director. Contact information for each judicial district may be found [here](#).
 - If the JCAB does not approve the proposal, no additional action is needed.
3. Once the JCAB has approved the proposal, the application and all supporting documentation may be included in the judicial district’s comprehensive plan allocation and budget, which are submitted to KDOC every year for the following fiscal year.
 4. KDOC will review the application to determine if the proposed services meet statutory criteria and a decision will be made regarding funding. KDOC will contact the JCAB regarding approval or disapproval of funding. Notification of approval will occur at the same time as notification of comp plan approval.
 - a. To allow for the successful integration of evidence-based services into juvenile justice operations, KDOC will allow programs a planning period of 90 days, starting on the date of award approval. This will allow time for staff to be hired, trained, and contracts with service providers to be established. The planning period is optional and all new projects must be operational no later than 90 days from notification of approval. If program needs an extension of the planning period, a request may be submitted to KDOC, outlining reason for needed extension and new timeline for startup.

Funding

Applying for funds is optional. JCABs are not required to apply and may elect to decline these funds.

Approved funding will go through the local community corrections agency, who will then distribute the funds. Funds will be distributed at the beginning of each quarter. KDOC operates on the state fiscal year and the quarters are divided as follows:

- 1st Quarter – July 1 through September 30
- 2nd Quarter – October 1 through December 31
- 3rd Quarter – January 1 through March 31
- 4th Quarter – April 1 through June 30

Programs will be required to submit quarterly financial statements to the Community Corrections Director or designee using the workbook provided when funding is approved. All funding is subject to the [KDOC Grant Conditions and Financial Rules and Guidelines](#). KDOC will add an extra tab to the quarterly workbooks specific to the JCAB funds.

Community Corrections is not required to keep the JCAB funds in a separate account, although it is preferred. While reporting will be included in the comp plan workbook, reporting on these funds must be maintained separately, including cash on hand balances.

Outcomes

The application for funding must detail what behavior or criminogenic need the service seeks to target, as well as measurable outcomes that will be tracked by the service provider.

In addition to outcomes tracked by the service provider, the following outcomes must be tracked and reported:

Outcome	Target
Percent of youth living at home at completion of program	100%
Percent of youth living at home 1 year after completion of program	90%
Percent of youth in school and/or working at completion of program	90%
Percent of youth in school and/or working 1 year after completion of program	90%
Percent of youth with no new arrests at completion of program	80%
Percent of youth with no new arrests 1 year after completion of program	80%
Percent of youth successfully completing program	80%

Service providers will be required to submit a quarterly progress report in conjunction with the financial reporting timelines. KDOC will create and distribute the progress report template.

Questions

Questions regarding this process may be directed to Megan Milner, Director of Community-based Services, Kansas Department of Corrections: megan.milner@ks.gov.

Application for Evidence-based Programs Fund

All sections of this application must be complete, including the signature page, or the application will not be considered for approval.

Applicants may use this form and complete each section. Please note that additional information or clarification may be requested by KDOC during the review process.

Contact Information

In this section, please provide contact information for the organization. Application must also include a contact for follow-up questions.

Description of Proposed Program or Service

Please describe the scope of services proposed in this application.

Target Population

Please describe who the proposal seeks to serve.

Data

In this section, please show what current and relevant data the program used to show this service as a current gap in the district. This section should be demonstrating the need for the service in the district.

Evidence-base for Proposed Program or Service

Please include citations or documentation supporting the proposal as a promising or evidence-based program or practice.

Amount of Funds Requested

Please provide a total amount of funds being requested. Additionally, please provide an explanation of costs and how total amount was figured. The JCAB Fund section of the FY21 Budget Application must also be completed.

Outcomes

Please describe what outcomes measures will be used to determine if program or service is working as intended.

JCAB Fund Application Signature Page

Signatures on this page indicate agreement with the proposal and approval from each party.

Signature of Applicant

Name

Date

Printed Name of Applicant

Name of Organization

JCAB Signature

Signature of JCAB Chair

Date

Printed Name of JCAB Chair