

Human Services Board Agenda - Jefferson County
Jefferson County Courthouse, 311 S Center Ave, Room 205
Jefferson, WI 53549

Date: Tuesday, January 12, 2021 **Time:** 8:30 a.m.

Topic: Human Services Board Meeting

Join Zoom Meeting

<https://zoom.us/j/94280034464?pwd=dkZGanZ1TFNNTV1M0QlhpVGpzS2JnZz09>

Meeting ID: 942 8003 4464

Passcode: 750434

One tap mobile

+13126266799,,94280034464# US (Chicago)

Committee Members:

Jones, Dick (Chair)

Kutz, Russell (Vice Chair)

Nsibirwa, Sira

Schultz, Jim

Tietz, Augie

Wineke, Michael

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Approval of the January 12, 2021 Agenda
5. Public Comment (Members of the public who wish to address the Board on specific agenda items must register their request at this time.)
6. Approval of December 8, 2020, Board Minutes
7. Communications
8. Discussion and Possible Action on electing a new Secretary
9. Review of the November 2020 Financial Statement
10. Discuss and Approve December 2020 Vouchers
11. Division Updates: Economic Support, Aging & Disability Resource Center, Child and Family, Behavioral Health, and Administration
12. Discussion and Possible Action on New 2021 Professional Service Contracts (*Child Alternate Care, Respite Care, DLS, Mentoring, Psychological Evaluations, AODA Assessments, and 51 Evaluations*)
13. Discussion and Possible Action on 2021 Rates
14. Discussion and Possible Action on the ADRC Reinvestment Resolution
15. Discussion and Possible Action on Department of Justice grant for youth restorative activities
16. Discussion and Possible Action on creation of School Mental Health Social Worker position
17. Director's Report
18. Adjourn

Next Scheduled Meetings:

Tuesday, February 9, 2021, at 8:30 a.m.

Tuesday, March 9, 2021, at 8:30 a.m.

A Quorum of any Jefferson County Committee, Board, Commission, or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Special Needs Request - Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours before the meeting at 920-674-7101 so appropriate arrangements can be made.

JEFFERSON COUNTY HUMAN SERVICES

Board Minutes

December 8, 2020

Board Members Present in Person: Richard Jones and Michael Wineke

Board Members Present via Zoom: Russell Kutz, Cynthia Crouse, and Jim Schultz, Sira Nsibirwa

Absent: Augie Tietz

Others Present: Director Kathi Cauley; Deputy Director Brent Ruehlow; Administrative Services Division Manager Brian Bellford; Economic Support Manager Jill Johnson; Aging & Disability Resource Division Manager Sharon Olson; Office Manager Kelly Witucki; and County Administrator Ben Wehmeier.

1. CALL TO ORDER

Mr. Jones called the meeting to order at 8:30 a.m.

2. ROLL CALL/ESTABLISHMENT OF QUORUM

Tietz Absent/Quorum was established.

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

Ms. Cauley certified that we are in compliance.

4. REVIEW OF THE DECEMBER 8, 2020 AGENDA

5. PUBLIC COMMENTS

No Comments

6. APPROVAL OF THE NOVEMBER 10, 2020 BOARD MINUTES

Mr. Wineke made a motion to approve the November 10, 2020 board minutes.

Mr. Kutz seconded.

Motion passed unanimously.

7. COMMUNICATIONS

No communications

8. REVIEW OF OCTOBER 2020 FINANCIAL STATEMENT

Mr. Bellford reviewed the October 2020 financial statement (attached) and reported that we are projecting a positive year-end fund balance of \$2,136,722. This has increased since last month because of enhanced income maintenance revenue. This balance includes \$650,000 from our reserve carryover but excludes any prepaid adjustments.

9. REVIEW AND APPROVE NOVEMBER 2020 VOUCHERS

Mr. Bellford reviewed the summary sheet of vouchers totaling \$485,446.29 (attached).

Ms. Crouse made a motion to approve the November 2020 vouchers totaling \$485,446.29.

Mr. Wineke seconded.

Motion passed unanimously.

10. DIVISION UPDATES: ADMINISTRATION, ECONOMIC SUPPORT, AND AGING & DISABILITY RESOURCE CENTER, CHILD AND FAMILY, AND BEHAVIORAL HEALTH

Administration:

Mr. Bellford reported on the following items:

- We received notification from Medicaid that we received a CRS payment of \$187,000. This would be our WIMCR payment, which is more than we budgeted.
- The front desk positions have both been filled and have officially started.

- In the 2021 budget, there is a new CCS fiscal position. This position will help with billing, note monitoring, as well as other fiscal duties. We will be reorganizing a lot of duties to prepare for this position. We also have two other Accounting Supervisors in the 2021 budget.

Economic Support:

Ms. Johnson reported on the following items:

- Our **Key Outcome Indicators** are being met and are as follows:
 - We have 30 days to get 100% of all applications processed. We processed 100% of them timely. We received 498 applications.
 - The Consortium Call Center must answer calls timely within 95% of the time. The Call Center was 99.46% and the state was at 99.25%.
- We have a program called Children First. With this program, we work with the Child Support Agency. They will send over referrals for individuals who are currently not paying their child support. We work with them and help them to find employment so that they can pay for three consecutive months of child support. Due to CoVid, we did not receive any referrals this year, but for 2021-2022 we will have 15 slots available. We receive \$800 per participant.
- Starting in August of 2021, we will have a new call center system, called Genesys.

ADRC:

Ms. Olson reported on the following items:

- Our Key Outcome Indicators are being met. November Updates:
 - ADRC the KOI was met. 17 out of 17 customers were enrolled in an LTC.
 - Senior Dining Program - 14 new Home Delivered Meal Consumers started in November. In November, there were 2,949 meals delivered, in January of this year we were serving 2,444.
 - New APS Staff person Mary Parizek will be starting Monday, Dec 14th.
 - Transportation: Ridership was down just a little bit in November with 527 1- way trips completed for the Driver Escort Program in November. 51 wheelchair van/ and 2 transported through community provider 21 requests were unable to be met or had to reschedule. Additionally, several of our drivers are delivering Home Delivered meals for the Nutrition program, so we are keeping very busy overall.
 - For the VA van, 6 1-way trips given
 - A couple of new projects starting in January:
 - Flu Vaccine Promotion
 - Aging Mastery Program

Child & Family Resources:

Mr. Ruehlow reported on the following items:

- **Key Outcome Indicators** for all teams are being met
 - For the new year, we will be re-evaluating our Key Outcome Indicators.
- Mr. Ruehlow sent out an article from the Jefferson County Daily Union called Breaking Barriers. This article was regarding our Parents Supporting Parents Program. This program is designed to utilize experience from previous families who have been involved with the Child Welfare system to work with families who are currently involved in the Child Welfare system. This article ran in all of the local papers as well as was featured on the Child Welfare Information Gateway published in part by the Childrens Bureau.
- Bridget Bauman, the Director for the Court Improvement Program reached out to both Mr. Ruehlow and Judge Brantmeier to put together a success story that the Chief Justice of Wisconsin could share about the trying times and overcoming adversity in a COVID world at a recent address. Jefferson County Humans Services was excited to share a success story detailing the hard work of the courts and our agency.

- Recently we started our new program called H.O.P.E. This program is designed to help individuals who are homeless. Below are the most up-to-date numbers:
 - Since the program has started we have worked with 22 consumers.
 - 10 consumers have since been closed.
 - 3 consumers have moved out of the county.
 - 9 consumers are still active.
 - 6 individuals have moved into their own housing that is not supported by JCHS.
 - 10 individuals have been referred to Opportunities Inc.
 - 6 are still working at Opportunities.
 - 6 moved on to other employment.
 - 2 have secured disability.
- Our Children's Long Term Support Waiver currently has 243 children on the Waiver Program. We are working to eliminate the waitlist by January 1 as the state will then be taking over the waitlist. Once the state takes over the waitlist they will start to release all the kids into our staff caseloads. Starting June 1, we will be taking over the assessments which were previously completed through a local company that DHS contracted with. We will be posting a new position to help with taking over these added duties.

Behavioral Health:

Ms. Cauley reported on the following items:

- **Key Outcome Indicators** for all teams are being met
 - Last year we had 13,860 crisis contacts compared to 5,707 in 2012. As of November of this year, we are at 15,817.
- We have had 101 emergency detentions for the year. Our diversion rate is 74%.
- Ms. Cauley introduced John Morrell, Department of Corrections psychologist, who joined the board meeting. John will be working with our Outpatient Clinic and will be consulting with individuals who have complex needs.
- Cynthia Crouse was hired as our Financial Assistant with CSP. She will start on December 14. Due to being hired, she will be resigning from her position on the Human Services board.
- Since September we continue to have open positions in the Behavioral Health Division. We currently do not have any candidates.
- We collaborated with the Department of Corrections for an Intensive Outpatient Program. It has been very successful and the first round of IOP has been completed and they have all graduated.
- There is an increasing need for mental health services in the schools. We would like to create a position for a mental health consultant to be on staff. The Greater Watertown Health Foundation is very invested in this and Ms. Cauley is working with Tina Crave regarding them possibly funding this position.
- Ms. Cauley shared a success story regarding a consumer who was enrolled in our CSP program.

11. DISCUSSION AND POSSIBLE ACTION ON NEW 2020 PROFESSIONAL SERVICE CONTRACTS (HOME MODIFICATIONS AND AODA RESIDENTIAL)

Ms. Cauley reported that we have two new service providers. (attached)

Mr. Kutz made the motion to approve the contracts as listed.

Mr. Schultz seconded.

Motion passed unanimously.

12. DISCUSSION AND POSSIBLE ACTION ON NEW 2021 PROFESSIONAL SERVICE CONTRACTS (HOME MODIFICATIONS AND AODA RESIDENTIAL)

Ms. Cauley reported that we have two new service providers. (attached)

Mr. Wineke made the motion to approve the contracts as listed.

Ms. Crouse seconded.

Motion passed unanimously.

13. DISCUSSION AND POSSIBLE ACTION ON THE 2021 AGING BUDGET

Mr. Bellford reviewed the Aging Plan for Jefferson County. The plan includes our 2021 allocations from GWAAR. Because several Aging Programs received CARES and FFCRA funding in 2020, we will have Title III carryover from 2020 into 2021. This is reflected in our 2021 budget. Our budget does call for a transfer of 40% of the Congregate Meals allocation to the Home Delivered Meals allocation.

Mr. Wineke made a motion to approve the 2021 Aging Budget.

Mr. Kutz seconded.

Motion passed unanimously.

14. PREPARE FOR NOMINATIONS FOR THE CIT OFFICER OF THE YEAR

Ms. Cauley reported that she received two nominations for the Crisis Intervention Training Officer of the Year award. The first nomination is for Deputy Bill Dandoy, with the Jefferson County Sheriff's Department and the second nomination is for Deputy Amy Heggie, with the Jefferson County Sheriff's Department.

Mr. Jones made a motion to approve both nominations of Deputy Bill Dandoy and Deputy Amy Heggie for the CIT award.

Ms. Crouse Seconded.

Motion passed unanimously.

15. DIRECTOR'S REPORT

Ms. Cauley reported on the following items:

- The Human Services Lobby Day at the capitol is April 13, 2021.
- Our H.O.P.E. Program continues to see a huge increase in individuals who are homeless
- Project Recovery through the Community Action Coalition has hired mental health workers to take phone calls. They are currently referring to that line as a crisis line. They are not prepared to help or deal with someone who may be dealing with suicide ideation. We are working with them to establish protocols .
- We have staff retiring at the end of 2020 and the beginning of 2021.
- The State received additional FMAP payments to support services. In the past, these payments always went to providers. In November, DHS announced that not only would providers (including Counties) not be getting these additional FMAP payments, payments from earlier in the year would be taken back. After a lengthy discussion with DHS and the Counties, DHS reversed their decision. Counties get to keep these payments.

16. ADJOURN

Ms. Crouse made a motion to adjourn the meeting.

Mr. Nsibirwa seconded.

Motion passed unanimously.

Meeting adjourned at 9:48 a.m.

Minutes prepared by:

Kelly Witucki
Office Manager
Human Services

NEXT BOARD MEETING

Tuesday, January 12, 2021, at 8:30 a.m.
Jefferson County Courthouse County Board Room 205
311 S Center Ave, Jefferson, WI 53549

DRAFT

Financial Statement Summary

November, 2020

We are projecting a positive year-end fund balance of \$3,089,268. This has increased since last month because of enhanced MA billing for CCS and WIMCR payments. This balance includes \$650,000 from our reserve carryover, but excludes any prepaid adjustments.

Overall, our surplus can be attributed to these key factors in 2021.

- Carryover reserve - \$650,000
- Group Homes and RCC's – appx. \$556,415 under budget.
- Fleet Management program - \$310,000 remaining for Human Services.
- Hospitalizations – Favorable on a net basis by appx. \$381,865
- Outpatient Clinic and EMH billing – Projected revenue of \$114,195 more than budgeted.
- Economic Support – Enhanced and RMS revenue of \$126,003 more than budget in 2020.
- FFCRA and CARES funding for GWAAR programs – appx. \$224,128 of additional funding to be used in 2020.
- WIMCR – Revenue of \$121,116 more than budgeted.

Specific revenue and expense details are included below.

Summary of Variances:

Revenue: Overall, revenues are projected to be favorable by \$499,364.

- CCS revenues are projected to be under budget by \$196,259, because of unfilled positions. This has increased significantly in the past few months, as staff have increased billable hours.
- CLTS revenue is projected to be \$278,337 over budget, because of increased services.
- We obtained \$226,003 in enhanced Income Maintenance and RMS funding in 2020, which is \$126,003 more than budgeted.

Type	2020	2019	2018	2017
RMS	41,516	195,583	-	-
Enhanced	184,487	186,653	186,172	162,832
Total	226,003	382,236	186,172	162,832

- Our WIMCR cost settlement was \$121,116 more than budgeted, as shown below. We do anticipate this do decrease in future years, because of additional billing.

Description	2020 Budget	2020 Actual	2019 Actual	2018 Actual	2021 Budget
OPMHSA, EMH, TCM	500,000.00	637,815.76	603,901.71	509,095.09	500,000.00
CCS	400,000.00	278,965.15	269,128.25	400,958.79	165,000.00
CRS	80,000.00	184,335.27	122,978.28	0.00	80,000.00
Total	980,000.00	1,101,116.18	996,008.24	910,053.88	745,000.00

Expenditures: Overall, expenses are projected to be favorable by \$2,589,904. The favorable projection in 2020, along with comparative 2019 balances, is due to the following:

Program	2020 Projected Balance	2019 Balance
Salary and Fringe	Favorable \$1,008,789	Favorable \$448,570
Child Alternate Care	Favorable \$823,691	Favorable \$631,469
Hospitals & Detox	Favorable \$332,690	Favorable \$332
CLTS	Unfavorable \$255,371	Unfavorable \$486,295
Operating Costs	Unfavorable \$133,926	Favorable \$293,154
Operating Reserve	Favorable \$650,000	Favorable \$650,000

- **Salary expenses are projected to be under budget by \$655,532:** This is because of numerous vacant or unfilled positions, most of which are in CCS, CSP, and the Management/OH teams.
- **Fringes and benefit expenses are projected to be under budget by \$353,257:** Most of this is due to health insurance. In 2019, we had \$2,292,257 in health insurance expenses. Our 2020 budget is for \$2,666,842. We are projecting \$2,443,093 in health insurance expenses right now for 2020.
- **Children Alternate Care expenses are projected to be under budget by \$823,691.**

	2020	2019
November	\$116,158	\$145,462
Monthly Average	\$116,792	\$147,660
YTD Total (through Nov)	\$1,284,712	\$1,624,260

DCF provided additional COVID-19 funding to foster parents, group homes, and RCC's throughout the year. These fully reimbursed payments were \$41,080 for Jefferson County.

- **Hospital/Detox is projected to be favorable \$381,865 (Net basis):**

	Budget	Actual	Projection
Revenue	\$356,635	\$371,992	\$405,810
Expenditures	\$1,271,224	\$860,323	\$938,534
Net	\$(914,589)	\$(488,331)	\$(532,724)

We ended 2019 with a net balance of \$(912,372).

- **CLTS expenses are projected to be over budget by \$255,371.** This is right in line with revenue. Expenses have increased, along with revenue, as we've added more staff and children to service.
- **Operating Costs are projected to be over budget by \$133,926.** This includes Employee Travel, which is projected to be under budget by \$91,235, Employee Training, which is projected to be

under budget by \$37,154, and Capital Outlay, which is projected to be under budget by \$83,804. This is offset by Other Operating and Space Costs, which includes: insurance settlements, liability claims, and COVID costs. We are estimating approximately \$271,358 in total COVID related costs. We anticipate some of these costs being reimbursed by CARES funding by year-end. That anticipated reimbursement has not yet been included in our projections.

- **Operating Reserve:** We are projecting a year-end balance of \$650,000 in the operating reserve.

BEHAVIOR HEALTH DIVISION: Projected favorable balance of \$882,990, because of Clinic, EMH, and CCS revenue; reduced hospitalization costs; and WIMCR revenue.

In November of 2020, we received a Winnebago/Mendota charge of \$38,971. In October of 2020, we received a Winnebago/Mendota charge of \$3,323.

CHILDREN & FAMILY DIVISION: Projected favorable balance of \$1,521,543, because of reduced alternate care costs and increased CLTS revenue. Additionally case management billing has increased.

ECONOMIC SUPPORT DIVISION: Projected favorable balance of \$141,875, because of enhanced funding payments. Another round of RMS payments is anticipated for 2021.

AGING & ADRC DIVISION: Projected favorable balance of \$42,187, because of the CARES and FFCRA funding.

ADMINISTRATIVE DIVISION: Projected unfavorable balance of \$149,326, because of additional COVID expenses. We anticipate some of these costs being reimbursed by CARES funding. That anticipated reimbursement has not yet been included in our projections.

OPERATING RESERVE: Projected favorable balance of \$650,000.

Statements are unaudited.

JEFFERSON COUNTY HUMAN SERVICES DEPARTMENT
STATEMENT OF REVENUES & EXPENDITURES
 Projection based on NOVEMBER 2020 - Financial Statements

SUMMARY

Federal/State Operating Revenues
 County Funding for Operations (tax levy & transfer in)
 Total Resources Available
 Total Adjusted Expenditures
 OPERATING SURPLUS (DEFICIT)
 Balance Forward from 2019-Balance Sheet Operating Reserve
NET SURPLUS (DEFICIT)

Y-T-D @ Ledgers	Adjust -ments	Y-T-D Projection	Prior Y-T-D Projection	Prorated Budget	Year End Projection	2020 Budget	Year End Variance
12,513,098	4,239,868	16,752,967	16,644,533	15,958,537	17,917,621	17,418,258	499,364
8,463,137	0	8,463,137	9,291,262	8,585,703	9,366,221	9,366,221	(0)
20,976,235	4,239,868	25,216,104	25,935,795	24,544,239	27,283,842	26,784,479	499,363
22,373,295	692,034	23,065,330	25,234,116	25,210,014	25,205,125	27,795,029	2,589,904
(1,397,060)	3,547,834	2,150,774	701,679	(665,775)	2,078,718	(1,010,550)	3,089,268
1,010,550		1,010,550	1,166,829		1,010,550	1,010,550	0
(386,510)	3,547,834	3,161,324	1,868,508	(665,775)	3,089,268	0	3,089,268

REVENUES

STATE & FEDERAL FUNDING

MH & AODA Basic County Allocation	1,952,838	(159,335)	1,793,503	1,956,549	1,789,926	1,956,549	1,952,647	3,902
Children's Basic County Allocation	1,352,038	(112,670)	1,239,368	988,673	1,239,368	1,352,038	1,352,038	0
Family Care County Contribution	0	0	0	0	0	0	0	0
Children's L/T Support Waivers	666,855	673,876	1,340,731	1,363,700	979,538	1,365,768	1,068,587	297,181
Behavioral Health Programs	348,716	4,824	353,541	389,963	377,367	506,689	411,673	95,016
Community Options Program	161,168	38,774	199,942	214,748	199,942	218,118	218,118	0
Aging & Disability Res Center	648,469	264,777	913,246	1,008,024	927,459	996,268	1,011,773	(15,505)
Aging/Transportation Programs	625,478	237,758	863,236	739,184	655,724	800,793	715,335	85,458
Project YES!	0	0	0	82,289	0	0	0	0
Youth Aids	622,457	53,963	676,420	813,439	699,304	728,549	762,877	(34,328)
IV-E Legal and Legal Rep	44,065	413	44,478	33,160	42,235	48,522	46,074	2,448
Family Support Program	0	0	0	0	0	0	0	0
Children & Families	244,569	8,835	253,404	225,794	264,264	320,233	288,288	31,945
ARRA Birth to Three	18,715	0	18,715	0	0	20,416	0	20,416
I.M. & W-2 Programs	1,024,073	553,988	1,578,061	1,799,615	1,480,343	1,700,976	1,614,920	86,056
Client Assistance Payments	261,750	33,131	294,880	273,823	277,139	309,063	302,333	6,730
Early Intervention	201,243	(40,531)	160,712	165,564	151,767	174,509	174,509	0
Total State & Federal Funding	8,172,434	1,557,802	9,730,236	10,054,527	9,084,375	10,498,491	9,919,172	579,319

COLLECTIONS & OTHER REVENUE

Provided Services	2,776,299	2,251,696	5,027,995	4,703,208	5,175,371	5,362,200	5,645,860	(283,660)
Child Alternate Care	163,218	0	163,218	135,506	128,333	178,056	140,000	38,056
Adult Alternate Care	187,335	0	187,335	163,540	183,333	204,365	200,000	4,365
Children's L/T Support	484,376	108,439	592,815	492,308	610,052	646,707	665,512	(18,804)
1915i Program	(1,123)	238,778	237,656	148,971	119,564	242,503	130,433	112,070
Donations	92,190	0	92,190	136,239	101,174	100,237	110,371	(10,134)

	Y-T-D @ Ledgers	Adjust -ments	Y-T-D Projection	Prior Y-T-D Projection	Prorated Budget	Year End Projection	2020 Budget	Year End Variance
Cost Reimbursements	141,902	(8,987)	132,915	171,757	139,567	144,523	152,254	(7,731)
Other Revenues	496,466	92,140	588,606	638,477	416,768	540,538	454,656	85,883
Total Collections & Other	4,340,664	2,682,067	7,022,731	6,590,006	6,874,162	7,419,131	7,499,086	(79,955)
TOTAL REVENUES	12,513,098	4,239,868	16,752,967	16,644,533	15,958,537	17,917,621	17,418,258	499,364
<u>EXPENDITURES</u>								
<u>WAGES</u>								
Behavioral Health	1,822,356	0	1,822,356	1,828,260	1,783,977	1,987,900	2,005,753	(17,853)
Children's & Families	1,753,586	0	1,753,586	1,837,513	1,757,649	1,913,003	1,961,072	(48,069)
Community Support	922,452	0	922,452	944,827	954,981	1,006,312	1,041,798	(35,486)
Comp Comm Services	1,538,422	0	1,538,422	1,294,020	1,676,556	1,678,279	1,921,713	(243,435)
Economic Support	1,205,681	0	1,205,681	1,291,718	1,217,929	1,315,288	1,328,650	(13,362)
Aging & Disability Res Center	474,088	0	474,088	514,079	494,948	517,187	539,943	(22,757)
Aging/Transportation Programs	453,454	0	453,454	489,419	468,169	494,677	510,730	(16,052)
Childrens L/T Support	412,823	0	412,823	346,397	429,907	450,352	468,989	(18,637)
Early Intervention	278,766	0	278,766	321,186	300,870	304,109	328,222	(24,113)
Management/Overhead	955,063	0	955,063	1,117,554	1,136,924	1,041,887	1,240,280	(198,394)
Lueder Haus	288,539	0	288,539	296,515	285,223	314,770	311,153	3,617
Safe & Stable Families	64,177	0	64,177	80,971	83,420	70,011	91,003	(20,992)
Supported Emplmt	0	0	0	0	0	0	0	0
Total Wages	10,169,407	0	10,169,407	10,362,459	10,590,553	11,093,774	11,749,306	(655,532)
<u>FRINGE BENEFITS</u>								
Social Security	744,896	0	744,896	766,875	796,320	812,614	868,713	(56,099)
Retirement	667,943	0	667,943	661,258	705,731	728,665	769,888	(41,223)
Health Insurance	2,227,252	12,250	2,239,502	2,292,980	2,444,605	2,443,093	2,666,842	(223,749)
Other Fringe Benefits	316,129	0	316,129	332,633	248,935	317,629	349,815	(32,186)
Total Fringe Benefits	3,956,220	12,250	3,968,470	4,053,746	4,195,591	4,302,001	4,655,258	(353,257)
<u>OPERATING COSTS</u>								
Staff Training	32,558	0	32,558	94,847	67,099	42,249	79,403	(37,154)
Space Costs	408,160	0	408,160	287,293	242,896	445,265	264,977	180,288
Supplies & Services	1,065,354	21,421	1,086,774	1,247,888	1,118,315	1,183,430	1,220,980	(37,550)
Program Expenses	244,423	0	244,423	219,521	159,629	282,704	174,141	108,563
Employee Travel	51,099	2,268	53,367	157,283	135,970	58,219	149,453	(91,235)
Staff Psychiatrists & Nurse	382,243	0	382,243	398,405	383,138	416,992	417,969	(977)
Birth to 3 Program Costs	162,295	0	162,295	231,964	221,833	177,049	242,000	(64,951)
Busy Bees Preschool	1,052	0	1,052	4,360	2,383	1,148	2,600	(1,452)
ARRA Birth to Three	0	0	0	0	0	0	0	0
Opp. Inc. Payroll Services	0	0	0	0	0	0	0	0
Other Operating Costs	296,321	0	296,321	48,038	35,357	299,203	38,571	260,632
Year End Allocations	(63,258)	(20,811)	(84,069)	(72,558)	(6,209)	(94,564)	3,870	(98,434)
Capital Outlay	181,008	0	181,008	423,205	282,095	223,936	307,740	(83,804)
Total Operating Costs	2,761,256	2,878	2,764,134	3,040,245	2,642,507	3,035,631	2,901,705	133,926

<u>BOARD MEMBERS</u>	
Per Diems	
Travel	
Training	
Aging Committee	
Total Board Members	
<u>CLIENT ASSISTANCE</u>	
W-2 Benefit Payments	
Donation Expenses	
Medical Asst. Transportation	
Energy Assistance	
Kinship & Other Client Assistance	
Total Client Assistance	
<u>MEDICAL ASSISTANCE WAIVERS</u>	
Childrens LTS	
Total Medical Assistance Waivers	

<u>COMMUNITY CARE</u>	
Supportive Home Care	
Guardianship Services	
People Ag. Domestic Abuse	
Family Support	
Transportation Services	
Opp. Inc. Delinquency Programs	
Opp. Inc. Independent Living	
Other Community Care	
Elderly Nutrition - Congregate	
Elderly Nutrition - Home Delivered	
Elderly Nutrition - Other Costs	
Total Community Care	

<u>CHILD ALTERNATE CARE</u>	
Foster Care & Treatment Foster	
Intensive Comm Prog	
Group Home & Placing Agency	
L.S.S. Child Welfare	
Child Caring Institutions	
Detention Centers	
Correctional Facilities	
Shelter & Other Care	
Total Child Alternate Care	

Y-T-D @ Ledgers	Adjust -ments	Y-T-D Projection	Prior Y-T-D Projection	Prorated Budget	Year End Projection	2020 Budget	Year End Variance
3,630	0	3,630	4,125	4,235	3,960	4,620	(660)
96	0	96	574	677	105	738	(633)
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
3,726	0	3,726	4,699	4,912	4,065	5,358	(1,293)
0	0	0	0	0	0	0	0
9,339	0	9,339	16,607	27,783	10,188	30,309	(20,121)
0	0	0	0	0	0	0	0
109,658	0	109,658	123,925	142,587	119,627	155,550	(35,922)
116,082	0	116,082	103,979	81,843	126,635	89,283	37,352
235,080	0	235,080	244,511	252,214	256,451	275,142	(18,691)
662,058	630,387	1,292,445	1,563,713	1,058,055	1,409,613	1,154,242	255,371
662,058	630,387	1,292,445	1,563,713	1,058,055	1,409,613	1,154,242	255,371
24,357	0	24,357	44,602	30,250	26,571	33,000	(6,429)
48,250	0	48,250	53,294	66,386	52,637	72,422	(19,785)
0	0	0	0	13,750	0	15,000	(15,000)
0	0	0	0	0	0	0	0
48,141	0	48,141	50,583	41,250	52,518	45,000	7,518
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
622,341	95,609	717,950	803,425	732,550	753,190	799,146	(45,956)
11,049	0	11,049	56,393	57,356	12,053	62,570	(50,517)
162,764	0	162,764	129,762	116,298	177,561	126,871	50,690
3,334	0	3,334	6,833	5,683	3,637	6,200	(2,563)
920,236	95,609	1,015,845	1,144,892	1,063,525	1,078,166	1,160,209	(82,042)
654,959	0	654,959	781,551	847,917	711,656	925,000	(213,344)
0	0	0	0	0	0	0	0
165,669	0	165,669	285,718	375,833	229,997	410,000	(180,003)
0	0	0	0	0	0	0	0
221,639	0	221,639	419,885	595,833	273,588	650,000	(376,412)
16,525	0	16,525	101,668	114,583	18,027	125,000	(106,973)
0	0	0	0	0	0	0	0
153,835	5,270	159,105	153,108	116,719	180,371	127,330	53,041
1,212,626	5,270	1,217,896	1,741,931	2,050,886	1,413,639	2,237,330	(823,691)

	Y-T-D @ Ledgers	Adjust -ments	Y-T-D Projection	Prior Y-T-D Projection	Prorated Budget	Year End Projection	2020 Budget	Year End Variance
<u>HOSPITALS</u>								
Detoxification Services	30,532	0	30,532	30,335	50,417	33,308	55,000	(21,692)
Mental Health Institutes	829,791	0	829,791	1,238,554	1,114,872	905,227	1,216,224	(310,998)
Other Inpatient Care	0	0	0	0	0	0	0	0
Total Hospitals	860,323	0	860,323	1,268,890	1,165,289	938,534	1,271,224	(332,690)
<u>HS RESERVE FUND</u>								
Operating Reserve	0	0	0	0	595,833	0	650,000	(650,000)
<u>OTHER CONTRACTED</u>								
Adult Alternate Care (Non-MAW)	159,061	0	159,061	251,878	195,540	171,890	213,317	(41,427)
Family Care County Contribution	625,097	(52,091)	573,006	625,097	573,006	625,097	625,097	0
AODA Halfway Houses	0	0	0	0	0	0	0	0
1915i Program	320,367	0	320,367	332,848	359,161	347,571	391,812	(44,241)
IV-E TPR	159,133	0	159,133	90,381	114,362	173,600	124,758	48,842
Emergency Mental Health	2,590	0	2,590	8,894	1,833	2,699	2,000	699
Work/Day Programs	0	0	0	0	0	0	0	0
Ancillary Medical Costs	193,004	0	193,004	228,725	191,509	210,550	208,919	1,631
Miscellaneous Services	131,068	(2,268)	128,800	246,987	150,983	139,615	164,709	(25,094)
Prior Year Costs	400	0	400	82	0	436	0	436
Clearview Commission	1,643	0	1,643	24,139	4,256	1,792	4,643	(2,851)
Total Other Contracted	1,592,364	(54,359)	1,538,004	1,809,030	1,590,650	1,673,251	1,735,255	(62,004)
TOTAL EXPENDITURES	22,373,295	692,034	23,065,330	25,234,116	25,210,014	25,205,125	27,795,029	(2,589,904)

JEFFERSON COUNTY HUMAN SERVICES DEPARTMENT State of Program Projection based on November 2020 Revenue & Expenditures Financial Statement

Summary Sheet

() Unfavorable

		Annual Projection			Budget			
Program		Revenue	Expenditure	Tax Levy	Revenue	Expenditure	Tax Levy	Variance
Behavior Health								
65000	BASIC ALLOCATION	3,741,136	4,230,402	489,266	3,606,272	4,584,297	978,025	488,759
65003	LUEDER HAUS	123,803	584,174	460,372	127,000	573,244	446,244	(14,127)
65007	EMERGENCY MENTAL HEALTH	226,934	995,848	768,913	85,000	887,738	802,738	33,824
65008	CRISIS INNOVATION	103,000	97,540	(5,460)	136,576	135,830	(746)	4,714
65010	MENTAL HEALTH BLOCK SUPPLEMENT	53,748	54,307	559	0	0	0	(559)
65011	MENTAL HEALTH BLOCK	26,128	28,321	2,193	51,078	52,656	1,578	(614)
65025	COMMUNITY SUPPORT PROGRAM	617,257	1,668,535	1,051,278	715,737	1,776,274	1,060,537	9,259
65027	COMP COMM SERVICE	3,069,714	2,818,213	(251,501)	3,380,819	3,093,666	(287,153)	(35,652)
63027	FAMILY CENTERED THERAPY	0	104,862	104,862	0	228,526	228,526	123,664
65031	AODA BLOCK GRANT	87,543	87,543	0	158,484	178,018	19,534	19,534
65035	AODA BLOCK GRANT SUPPLEMENTAL	49,185	49,185	0	0	0	0	0
65032	OPIOID GRANT	182,068	183,364	1,296	100,502	199,166	98,664	97,368
65033	JAIL AODA COUNSELING	0	0	0	0	0	0	0
65043	COMMUNITY MENTAL HEALTH	97,609	0	(97,609)	97,609	0	(97,609)	0
65044	CCISY CRISIS GRANT	3,425	2,916	(510)	4,000	4,000	0	510
65063	1915i PROGRAM (CRS)	242,503	347,662	105,159	130,433	391,812	261,379	156,220
65090	YOUTH EMPOWERMENT SOLUTIONS	0	0	0	0	0	0	0
65034	WATERTOWN FOUNDATION TIC	11,430	11,430	0	0	0	0	0
66000	DONATIONS	3,193	3,101	(92)	0	0	0	92
Total	Behavior Health	8,638,677	11,267,404	2,628,727	8,593,510	12,105,227	3,511,717	882,990

JEFFERSON COUNTY HUMAN SERVICES DEPARTMENT State of Program

Projection based on November 2020 Revenue & Expenditures Financial Statement

Summary Sheet

() Unfavorable

Program		Annual Projection			Budget			Variance
		Revenue	Expenditure	Tax Levy	Revenue	Expenditure	Tax Levy	
Children & Families								
65001	CHILDREN'S BASIC ALLOCATION	1,644,267	2,461,456	817,189	1,552,038	2,896,203	1,344,165	526,976
65002	KINSHIP CARE	118,005	118,005	0	86,783	86,783	0	0
65005	YOUTH AIDS	623,841	1,247,921	624,080	664,202	1,955,537	1,291,335	667,255
65013	CHILD WELFARE COVID-19	28,233	41,080	12,847	0	0	0	(12,847)
63109	YOUTH JUSTICE INNOVATION	0	11,081	11,081	0	0	0	(11,081)
60683	CITIZEN'S REVIEW PANEL	7,454	7,394	(60)	10,000	10,545	545	606
63612	IN HOME SAFETY SERVICES	59,436	102,425	42,989	60,435	67,068	6,633	(36,356)
63112	PARENTS SUPPORTING PARENTS	41,492	41,492	0	77,800	77,800	0	0
65009	YA EARLY & INTENSIVE INT	46,501	153,999	107,498	46,501	189,322	142,821	35,323
65121	CHILDREN'S COP	218,118	217,020	(1,098)	218,118	218,118	0	1,098
65020	DOMESTIC ABUSE	0	0	0	0	15,000	15,000	15,000
65021	SAFE & STABLE FAMILIES	56,655	116,497	59,842	71,586	150,656	79,070	19,228
65036	SACWIS	0	9,676	9,676	0	0	0	(9,676)
65040	CHILDRENS LTS WAIV-DD	1,710,883	1,883,641	172,758	1,330,074	1,710,631	380,557	207,800
65067	COMMUNITY RESPONSE GRANT	83,856	165,990	82,135	93,932	191,951	98,019	15,884
63111	FOSTER PARENT RETENTION	36,620	36,620	0	11,400	11,400	0	0
65068	FOSTER PARENT TRAINING	2,618	7,373	4,755	1,067	2,667	1,600	(3,154)
65060	IV-E CHIPS LEGAL	25,732	112,335	86,603	0	0	0	(86,603)
65070	IV-E TPR	22,285	58,646	36,360	30,752	109,436	78,684	42,324
65069	LEGAL REP: TPR	0	0	0	15,322	15,322	0	0
65079	LEGAL REP: CHIPS	504	2,619	2,114	0	0	0	(2,114)
65080	YOUTH DELINQUENCY INTAKE	0	860,469	860,469	0	934,912	934,912	74,443
65082	AUTISM	301,593	306,469	4,876	404,025	293,917	(110,108)	(114,984)
65175	EARLY INTERVENTION (BIRTH TO 3)	190,110	673,489	483,379	193,564	789,050	595,486	112,107
63176	B3: PARENTS AS TEACHERS	8,945	8,945	0	8,945	8,945	0	0
63175	B3: SED INNOVATION	0	579	579	0	0	0	(579)
65105	KINSHIP ASSESSMENTS	6,311	5,951	(359)	4,643	4,643	0	359
65120	COORDINATED SERVICE TEAM	60,000	72,364	12,364	60,000	97,472	37,472	25,108
63120	CST SUPPLEMENT	8,394	8,394	0	0	0	0	0
65188	BUSY BEES PRESCHOOL	859	20,548	19,689	3,000	36,011	33,011	13,322
65189	INCREDIBLE YEARS	2,375	53,940	51,565	0	62,725	62,725	11,160
66000	DONATIONS	7,723	7,087	(636)	0	30,309	30,309	30,945
Total	Children & Families	5,312,811	8,813,505	3,500,694	4,944,187	9,966,424	5,022,236	1,521,543
Economic Support Division								
65051	INCOME MAINTENANCE	1,549,768	2,136,133	586,365	1,493,597	2,167,351	673,754	87,390
65053	CHILD DAY CARE ADMIN	135,014	8,232	(126,782)	100,000	0	(100,000)	26,782
65057	ENERGY PROGRAM	119,627	119,627	0	155,550	155,550	0	0
65071	CHILDREN FIRST	2,155	0	(2,155)	4,800	0	(4,800)	(2,645)
65073	FSET	7,728	0	(7,728)	11,880	0	(11,880)	(4,152)
65100	CLIENT ASSISTANCE	34,500	0	(34,500)	0	0	0	34,500
Total	Economic Support Division	1,848,793	2,263,992	415,200	1,765,827	2,322,901	557,074	141,875

JEFFERSON COUNTY HUMAN SERVICES DEPARTMENT State of Program

Projection based on November 2020 Revenue & Expenditures Financial Statement

Summary Sheet

() Unfavorable

Program		Annual Projection			Budget			Variance
		Revenue	Expenditure	Tax Levy	Revenue	Expenditure	Tax Levy	
Aging Division & ADRC								
65012	ALZHEIMERS FAM SUPP	26,519	26,519	0	33,000	33,000	0	0
65046	ADRC - DBS	0	161,757	161,757	0	181,683	181,683	19,926
65047	ADRC - DCS	0	102,437	102,437	0	94,860	94,860	(7,577)
65048	AGING/DISABIL RESOURCE	996,268	633,732	(362,536)	1,011,773	672,202	(339,571)	22,965
65075	GUARDIANSHIP PROGRAM	1,943	26,836	24,893	0	27,422	27,422	2,528
65076	STATE BENEFIT SERVICES	52,605	92,847	40,242	54,553	95,603	41,050	808
65077	ADULT PROTECTIVE SERVICES	56,827	55,511	(1,316)	56,827	86,914	30,087	31,403
65078	NSIP	21,782	22,114	332	17,186	17,186	0	(332)
65151	TRANSPORTATION	246,183	302,669	56,486	286,595	317,739	31,144	(25,342)
65152	IN-HOME SERVICE III-D	9,028	109	(8,919)	4,245	5,000	755	9,674
65154	SITE MEALS	26,580	51,433	24,852	146,084	153,261	7,177	(17,676)
65155	DELIVERED MEALS	254,402	304,019	49,617	172,744	217,235	44,491	(5,126)
65156	HDM COVID-19	0	9,911	9,911	0	0	0	(9,911)
65157	SENIOR COMMUNITY SERVICES	6,455	0	(6,455)	7,986	0	(7,986)	(1,531)
65158	ELDER ABUSE	25,025	158,074	133,049	25,025	136,075	111,050	(22,000)
65159	III-B SUPPORTIVE SERVICE	125,634	99,979	(25,655)	66,543	75,760	9,217	34,871
65163	TITLE III-E (FAMLY CAREGIVER SUPPORT)	30,496	52,961	22,465	29,918	41,000	11,082	(11,383)
65195	VEHICLE ESCROW ACCOUNT	109	18,176	18,067	0	39,427	39,427	21,360
63010	MOBILITY MANAGER	80,000	102,698	22,698	80,000	102,227	22,227	(471)
66000	DONATION	0	0	0	0	0	0	0
Total	Aging & ADRC Center	1,959,855	2,221,782	261,926	1,992,479	2,296,592	304,113	42,187
Administrative Services Division								
65187	UNFUNDED SERVICES	14,341	40,077	25,736	0	48,317	48,317	22,581
63101	DODGE STREET HOUSE	0	6,010	6,010	0	0	0	(6,010)
65190	MANAGEMENT	0	(1,602)	(1,602)	0	6,500	6,500	8,103
65200	OVERHEAD AND TAX LEVY	9,488,949	116,839	(9,372,110)	9,488,475	130,754	(9,357,721)	14,389
65200	Overhead Cleared	0	0	0	0	0	0	0
65210	CAPITAL OUTLAY	0	205,760	205,760	0	268,313	268,313	62,553
22101	COVID-19	20,416	271,358	250,942	0	0	0	(250,942)
	Balance Sheet Non Lapsing Funds	1,010,550	0	(1,010,550)	1,010,550	0	(1,010,550)	0
Total	Administrative Services Division	10,534,256	638,442	(9,895,815)	10,499,025	453,885	(10,045,141)	(149,326)
Human Services Reserve Fund								
63001	Operating Reserve	0	0	0	0	650,000	650,000	650,000
	Reserve Fund	0	0	0	0	650,000	650,000	650,000
GRAND Total		28,294,392	25,205,125	(3,089,268)	27,795,029	27,795,029	(0)	3,089,268

Note: Variance includes Non-Lapsing from Balance Sheet

Children - Alternate Care Costs

Type of Placement	# of Children	# of Days	Cost	Cost per Day	Cost Per Child
January-20					
Foster Care	58	1,660	\$77,177	\$46	\$1,331
Group Home	3	74	\$16,574	\$224	\$5,525
Kinship Care	36	1,116	\$9,144	\$8	\$254
Subsidized Guardianship	17	527	\$6,869	\$13	\$404
RCC's	2	62	\$25,607	\$413	\$12,803
RCC's - Out of State	2	62	\$33,325	\$538	\$16,663
Total January 2020	118	3501	\$ 168,696	\$48	\$1,430
	2020 YTD Avg. per Month		\$168,696		
	2019 YTD Avg. per Month (thru January 2019)		\$156,643		
February-20					
Foster Care	55	1,534	\$69,688	\$45	\$1,267
Group Home	3	74	\$16,549	\$224	\$5,516
Kinship Care	43	1,259	\$10,988	\$9	\$256
Subsidized Guardianship	17	493	\$6,869	\$14	\$404
RCC's	2	58	\$23,954	\$413	\$11,977
RCC's - Out of State	2	58	\$31,175	\$538	\$15,588
Total February 2020	122	3476	\$159,224	\$46	\$1,305
	2020 YTD Avg. per Month		\$163,960		
	2019 YTD Avg. per Month (thru February 2019)		\$142,249		
March-20					
Foster Care	54	1,525	\$68,765	\$45	\$1,273
Group Home	2	17	\$3,868	\$228	\$1,934
Kinship Care	46	1,331	\$10,906	\$8	\$237
Subsidized Guardianship	18	558	\$7,553	\$14	\$420
Supervised Independ Living	1	26	\$5,200	\$200	\$5,200
RCC's	2	62	\$25,607	\$413	\$12,803
RCC's - Out of State	2	36	\$17,855	\$496	\$8,928
Total March 2020	125	3555	\$139,754	\$39	\$1,118
	2020 YTD Avg. per Month		\$155,891		
	2019 YTD Avg. per Month (thru March 2019)		\$141,269		

Children - Alternate Care Costs

Type of Placement	# of Children	# of Days	Cost	Cost per Day	Cost Per Child
April-19					
Foster Care	56	1,640	\$90,536	\$55	\$1,617
Group Home	0	0	\$0	\$0	\$0
Kinship Care	46	1,336	\$11,299	\$8	\$246
Subsidized Guardianship	18	540	\$7,553	\$14	\$420
Supervised Independ Living	1	24	\$3,432	\$143	\$3,432
RCC's	2	19	\$15,200	\$800	\$7,600
RCC's - Out of State	1	30	\$14,400	\$480	\$14,400
Total April 2020 **	124	3589	\$142,421	\$40	\$1,149
	2020 YTD Avg. per Month		\$152,523		
	2019 YTD Avg. per Month (thru April 2019)		\$137,660		
**\$17,882 of these costs are additional COVID-19 costs that are offset with State funding					
May-20					
Foster Care	61	1,812	\$75,528	\$42	\$1,238
Group Home	1	26	\$5,688	\$219	\$5,688
Kinship Care	40	1,144	\$9,373	\$8	\$234
Subsidized Guardianship	18	558	\$7,553	\$14	\$420
RCC's	1	5	\$2,099	\$420	\$2,099
RCC's - Out of State	1	31	\$14,880	\$480	\$14,880
Total May 2020	122	3576	\$115,121	\$32	\$944
	2020 YTD Avg. per Month		\$145,043		
2020 YTD Avg. per Month w/out additional COVID-19 costs			\$141,467		
	2019 YTD Avg. per Month (thru May 2019)		\$139,269		
June-20					
Foster Care	61	1,638	\$65,717	\$40	\$1,077
Group Home	2	36	\$8,005	\$222	\$4,002
Kinship Care	38	1,104	\$9,339	\$8	\$246
Subsidized Guardianship	17	510	\$6,453	\$13	\$380
RCC's	0	0	\$0	\$0	\$0
RCC's - Out of State	1	30	\$14,400	\$480	\$14,400
Total June 2020	119	3318	\$103,913	\$31	\$873
	2020 YTD Avg. per Month		\$138,188		
2020 YTD Avg. per Month w/out additional COVID-19 costs			\$135,208		
	2019 YTD Avg. per Month (thru June 2019)		\$139,810		

Children - Alternate Care Costs

Type of Placement	# of Children	# of Days	Cost	Cost per Day	Cost Per Child
July-20					
Foster Care	54	1,563	\$54,617	\$35	\$1,011
Group Home	3	84	\$19,501	\$232	\$6,500
Kinship Care	38	1,128	\$9,245	\$8	\$243
Subsidized Guardianship	18	550	\$7,195	\$13	\$400
RCC's	0	0	\$0	\$0	\$0
RCC's - Out of State	1	8	\$3,840	\$480	\$3,840
Total July 2020	114	3333	\$94,398	\$28	\$828
	2020 YTD Avg. per Month		\$131,932		
	2020 YTD Avg. per Month w/out additional COVID-19 costs		\$129,378		
	2019 YTD Avg. per Month (thru July 2019)		\$144,107		
August-20					
Foster Care	58	1,595	\$54,252	\$34	\$935
Group Home	3	93	\$21,656	\$233	\$7,219
Kinship Care	38	1,156	\$9,521	\$8	\$251
Subsidized Guardianship	18	558	\$7,453	\$13	\$414
RCC's	0	0	\$0	\$0	\$0
RCC's - Out of State	0	0	\$0	\$0	\$0
Total August 2020	117	3402	\$92,882	\$27	\$794
	2020 YTD Avg. per Month		\$127,051		
	2020 YTD Avg. per Month w/out additional COVID-19 costs		\$124,816		
	2019 YTD Avg. per Month (thru August 2019)		\$146,812		
September-20					
Foster Care	56	1,575	\$56,116	\$36	\$1,002
Group Home	3	90	\$20,958	\$233	\$6,986
Kinship Care	38	1,131	\$9,568	\$8	\$252
Subsidized Guardianship	17	510	\$7,233	\$14	\$425
RCC's	0	0	\$0	\$0	\$0
RCC's - Out of State	0	0	\$0	\$0	\$0
Total September 2020	114	3306	\$93,875	\$28	\$823
	2020 YTD Avg. per Month		\$123,365		
	2020 YTD Avg. per Month w/out additional COVID-19 costs		\$121,378		
	2019 YTD Avg. per Month (thru Sept 2019)		\$148,329		

Children - Alternate Care Costs

Type of Placement	# of Children	# of Days	Cost	Cost per Day	Cost Per Child
October-20					
Foster Care	53	1,591	\$53,077	\$33	\$1,001
Group Home	3	93	\$29,654	\$319	\$9,885
Kinship Care	37	1,145	\$9,382	\$8	\$254
Subsidized Guardianship	17	527	\$7,233	\$14	\$425
RCC's	0	0	\$0	\$0	\$0
RCC's - Out of State	0	0	\$0	\$0	\$0
Total October 2020	110	3356	\$99,346	\$30	\$903
	2020 YTD Avg. per Month		\$120,963		
**\$7,998 of these costs are additional COVID-19 costs that are offset with State funding					
2020 YTD Avg. per Month w/out additional COVID-19 costs			\$118,375		
	2019 YTD Avg. per Month (thru Oct 2019)		\$147,880		
November-20					
Foster Care	56	1,692	\$76,350	\$45	\$1,363
Group Home	3	90	\$22,992	\$255	\$7,664
Kinship Care	37	1,102	\$9,584	\$9	\$259
Subsidized Guardianship	17	510	\$7,233	\$14	\$425
RCC's	0	0	\$0	\$0	\$0
RCC's - Out of State	0	0	\$0	\$0	\$0
Total November 2020	113	3394	\$116,158	\$34	\$1,028
	2019 YTD Avg. per Month		\$120,526		
**\$15,200 of these costs are additional COVID-19 costs that are offset with State funding					
2020 YTD Avg. per Month w/out additional COVID-19 costs			\$116,792		
	2019 YTD Avg. per Month (thru November 2019)		\$171,953		
		Projected 2020 Cost	\$1,401,499		
		2020 Budget	\$2,046,788		

Detox/AODA CBRF
Jefferson County - HSD

Detox Facility	Clients *	Comments	Billed YTD **	Days **
Tellurian Community	47	October 2020	\$35,360	68
Matt Talbot Recovery	0	November 2020	\$0	0
Nova Counseling	3	November 2020	\$8,027	47
Lutheran Social Services	0	November 2020	\$0	0
Hope Haven	11	November 2020	\$71,517	262
Friends of Women	3	November 2020	\$37,010	199
Meta House, Inc	2	November 2020	\$7,420	28
Blandine House	4	November 2020	\$19,539	167
All - November 2020	70	2020 total through November	\$178,873	771
All - November 2019	70	2019 total through November	\$215,013	838

* Count is based on Unduplicated Clients.

** Count is based on bills paid to-date with a service date in Comments column.

Costs by Month

Month	Detox	AODA
January	\$5,200	\$18,123
February	\$3,120	\$15,015
March	\$6,760	\$20,224
April	\$5,200	\$12,942
May	\$1,560	\$10,875
June	\$1,040	\$12,939
July	\$2,600	\$10,072
August	\$1,560	\$10,445
September	\$5,200	\$13,182
October	\$3,120	\$10,797
November	\$0	\$8,899
December - estimated	\$3,536	\$13,981

Total Estimated Costs for 2020 (Thru Dec) \$196,390

Total Costs for 2019 (Thru Dec) \$226,499

31879	VILLA INN MOTEL	2020	12	275.00	D123120	4757302	12/15-12/21/20 #114	CLIENT TEMP HOUSING	12/28/2020
31879	VILLA INN MOTEL	2020	12	280.00	D123120	4757302	12/22-12/28/20 #114	TEMP HOUSING	12/28/2020
48639	VISION FORWARD ASSOC	2020	12	67.50	D123120	4757303	2485	0-3 SERVICES	12/28/2020
22526	WAL-MART ATLANTA	2020	12	26.59	D123120	4757304	12/16/20	CAPS FUNDS SUPPLIES	12/28/2020
10055	YENSER, REBECCA LYNN	2020	12	1,402.00	D123120	4757305	12/2020	DAYCARE SERVICES	12/28/2020
				33,104.93					

[illegible]

2021 Billing/Charge Rates

Jefferson County Human Services Dept.

SERVICE/TYPE	2021 PROPOSED		Unit	2020	2019	2018	2017	2016
	Individual	Group						
Psychiatric - Eval* (90792)	\$250	n/a	hour	\$238	\$224	\$219	\$202	\$295
Psychiatric - Med Check 5 mins (99211)	\$31.88	n/a		\$30.00	\$28			
Psychiatric - Med Check 10 mins (99212)	\$55.25	n/a		\$52.00	\$49			
Psychiatric - Med Check 15 mins (99213)	\$85.00	n/a		\$80.00	\$75			
APNP w/ Psychiatric specialty - Med Check & Eval*	\$155	n/a	hour	\$155	\$127	\$141	\$122	n/a
Counseling and Substance Abuse - Masters*	\$135	\$39	hour	\$125	\$110	\$107	\$94	\$124
Counseling and Substance Abuse - Bachelor*	\$113	\$29	hour	\$101	\$101	\$106	\$98	\$86
Targeted Case Management (incl: Juvenile)*	\$108	\$31	hour	\$102	\$116	\$115	\$88	\$86
CCS - MD*	\$250	n/a	hour	\$238	\$224	\$219	\$202	n/a
CCS - Masters*	\$132	\$53	hour	\$126	\$131.50	\$117.00	(\$88.48) \$95.69	(\$143.56) \$88.48
CCS - Bachelor*	\$116	\$29	hour	\$122	\$118.35	\$106.00	\$99.60	\$99.60
CCS - PHD*	\$145	n/a	hour	\$145	\$144.65	\$129.00	(\$106.50) \$115.18	(\$137.31) \$106.50
CCS - RN*	\$127	\$27	hour	\$119	\$105.00	N/A	N/A	N/A
CCS - Technician/Rehab/Peer*	\$106	\$42	hour	\$118	\$111.78	\$103.00	(\$78.00) \$84.36	(\$93.24) \$78.00
CSP - Psychiatric*	\$250	\$53	hour	\$245	\$228	\$228	\$205	\$211
CSP - RN*	\$127	\$27	hour	\$119	\$113	\$120	\$97	\$110
CSP - Masters*	\$132	\$28	hour	\$124	\$118	\$118	\$93	\$129
CSP - Bachelors*	\$127	\$27	hour	\$119	\$113	\$120	\$97	\$110
CSP - Technician*	\$116	\$24	hour	\$114	\$106	\$112	\$96	\$118
CRS - Daily (discontinued in July 2018)	n/a	n/a	Daily	n/a	n/a	\$119.28	\$119.28	\$119.28
CRS - Periodic^	\$162.84	n/a	hour	\$119	\$102.03	\$15.80	\$15.80	\$15.80
EMH - Masters w/3000*	\$136	\$39	hour	\$129	\$117	\$121	\$94	\$86
EMH - Bachelor*	\$121	\$31	hour	\$125	\$115	\$118	\$92	\$86
EMH - Technician*	\$107	n/a	hour	\$106	\$106	\$109	\$84	\$118
CLTS Waiver - Case Management~	\$80.84	n/a	Hour	\$78.40	\$73	\$71	\$71	\$90
OWI Assessment - Standard	\$295	n/a	task	\$295	\$295	\$295	\$295	\$295
OWI - No Show	\$145	n/a	task	\$145	\$145	\$145	\$145	\$145
OWI - Reinstatement	\$98	n/a	task	\$98	\$98	\$98	\$98	\$98
OWI - Extension of DSP	\$98	n/a	task	\$98	\$98	\$98	\$98	\$98
OWI - Paperwork Transfer	\$147	n/a	task	\$147	\$147	\$147	\$147	\$147
OWI - Out-of-State Add-on	\$246	n/a	task	\$246	\$246	\$246	\$246	\$246
Lueder House*	\$291	n/a	day	\$295	\$291	\$256	\$281	\$293
Protective Payee**	\$44	n/a	month	\$44	\$43	\$42	\$41	\$41
Protective Payee - Care WI***	\$50	n/a	month	\$43.96	\$43.96	\$43.96	\$43.96	\$43.96
Supportive Home Care	\$71	n/a	hour	\$70	\$69	\$68	\$67	\$66
Daily Living Skills	\$82	n/a	hour	\$80	\$79	\$78	\$77	\$76

Break out of Lueder Haus: Room and Board \$38.02 per day. Bill client \$25.00 per day.

Client Electronic Monitoring: \$5.00 per day. Discontinued in 2018.

Inpatient Hospitalization: Full balance is due from client (but no bill if client has SSI or MA). Monthly Payment from client is determined based on clients ability to pay.

Detox & AODA Residential Services: Cost of service (but no bill if client has SSI or MA). Monthly Payment from client is determined based on clients ability to pay.

Room & Board: Cost of Room & Board, with deductions for medical and other living expenses.

Uniform Fee System is used to assess ability to pay.

^CRS Daily Rate was discontinued in July 2018. 2020 rate based on review of 2018 and 2019 YTD. Decreased billable services + reduced federal offset.

~CLTS Waiver Case Management is approved by State DHS

* Used 2019 WIMCR with 2.515% composite COLA Adjustment (1.5% in 2020 + 1.0% in 2021) for direct services, as appropriate

** Set by Social Security Administration.

*** Set through contract with MC

RESOLUTION SUPPORTING INCREASED FUNDING FOR AGING AND DISABILITY RESOURCE CENTERS

WHEREAS, Aging and Disability Resource Centers (ADRC) are the first place to go to get accurate unbiased information on all aspects of life related to aging or living with a disability; and

WHEREAS, ADRC services include providing information and assistance, options and benefits counseling, coordinating short-term services, conducting functional screens, and enrollment processing and counseling; and

WHEREAS, in Wisconsin, there are currently 34 single-county ADRCs, 12 multi-county/tribal ADRCs, and seven tribal Aging and Disability Resource Specialists that work with an ADRC; and

WHEREAS, ADRCs serve the fastest growing demographic of our state's population; and

WHEREAS, the funding method for ADRCs has not been revised in more than a decade, and funding for ADRCs has not increased since 2006; and

WHEREAS, it has become evident that ADRC funding needs revision for a number of reasons, including:

- The current inequitable distribution of funding among ADRCs.
- The need to increase funding so that all ADRCs may effectively meet their mission, as outlined in the Scope of Services contract addendum; and

WHEREAS, the Office for Resource Center Development (ORCD) within the Department of Health Services (DHS) established a stakeholder advisory group in 2017 to discuss ADRC funding; and

WHEREAS, the stakeholder advisory group identified a number of issues with the current funding formula, such as:

- Dollars are distributed based on the date of ADRC establishment - older ADRCs (Generation One) receive more funding than ADRCs established at a later date (Generation Two and Three ADRCs);
- The current formula does not take into account elements associated with health and social inequity that require a greater need for ADRC services;
- The current formula does not adjust with need – Wisconsin's aging and disability populations continue to grow and are expected to grow significantly over the next 20 years;
- The current formula does not account for needed cost of living adjustments; and

WHEREAS, a significant state GPR investment is needed to implement the recommendations of the stakeholder advisory group; and

WHEREAS, such a significant state investment would provide consistency in ADRC funding statewide, cover the services required and recommended in the Scope of Services contract addendum, and equalize services among ADRCs; and

WHEREAS, the work of the stakeholder advisory group complements the work of the Governor's Task Force on Caregiving.

NOW, THEREFORE, BE IT RESOLVED that the _____ County Board of Supervisors does hereby support the following increases in the 2021-23 state biennial budget to ensure access to critical services provided by ADRCs to Wisconsin's aging and disability populations:

- Provide an additional \$27,410,000 GPR in funding to our state's ADRCs. It is important to note that the proposed change in the ADRC allocation methodology cannot occur unless the full \$27.4 million is allocated.
- Provide additional funding to expand/equalize ADRC services across the state:
 - Expand Dementia Care Specialist Funding Statewide: \$3,320,000
 - Fully Fund Elder Benefit Specialists Statewide: \$2,300,000
 - Expand Caregiver Support and Programs: \$3,600,000
 - Expand Health Promotion Services: \$6,000,000
 - Expand Care Transition Services: \$6,000,000
 - Fund Aging and Disability Resources in Tribes: \$1,180,000
 - Fully Fund Aging and Disability Resource Support Systems: \$2,650,000; and

BE IT FURTHER RESOLVED that a copy of this resolution be sent to Governor Tony Evers, DOA Secretary Joel Brennan, DHS Secretary-designee Andrea Palm, the Wisconsin Counties Association and all area legislators.

RESOLUTION NO. 2020-_____

Accepting grant funds from the Wisconsin Department of Justice for juvenile delinquency prevention and improvements to juvenile justice programs and practices

Executive Summary

The Wisconsin Department of Justice has awarded Jefferson County \$7,000 pursuant to the Juvenile Justice and Delinquency Prevention Act to be applied toward Jefferson County's diversionary programming to address disproportionate minority contact. The Juvenile Justice and Delinquency Prevention Act works to prevent juvenile delinquency, improve the juvenile justice system, and protect children. This program accomplishes its mission by providing funding directly to state and local communities for delinquency prevention and improvements to state and local juvenile justice programs and practices. These grant funds will allow the Human Services Department to create programs aimed at reducing the overrepresentation of minority youth in Jefferson County's juvenile justice system through diversionary programming. On January 7, 2021, the Finance Committee reviewed this resolution and recommended forwarding to the County Board to accept \$7,000 in grant funding for juvenile delinquency prevention and improvements to juvenile justice programs and practices.

WHEREAS, the above Executive Summary is incorporated into this resolution, and

WHEREAS, grant funding is available to Jefferson County from the Department of Justice to create diversionary programming aimed at reducing disproportionate minority contact in Jefferson County's Juvenile Justice System.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors hereby accepts grant funding from the Department of Justice in the amount of \$7,000 to address disproportionate minority contact by preventing juvenile delinquency, improving the juvenile justice system, and protecting children.

Fiscal Note: These grant funds will be used for diversionary programming to address disproportionate minority contact and are available to be used January 1, 2021 to September 30, 2021. Jefferson County will receive reimbursement for costs incurred during this time. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30 member County Board).

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Finance Committee

01-07-21

REVIEWED: Administrator _____; Corp. Counsel _____; Finance Director _____



**STATE OF WISCONSIN
DEPARTMENT OF JUSTICE**

**Josh Kaul
Attorney General**

Room 114, East, State Capitol
P.O. Box 7857
Madison, WI 53707-7857
(608) 266-1221
TTY 1-800-947-3529

December 3, 2020

Jessica Godek, Youth and Family Services Supervisor
Jefferson County Department of Human Services
1541 Annex Road
Jefferson, WI 53549-9803

Re: Diversionary Programming to Address DMC
DOJ Grant Number: 2017-JF-03-16280


Dear Ms. Godek:

The Wisconsin Department of Justice, Division of Law Enforcement Services has approved a grant award to Jefferson County in the amount of \$7,000. These Title II Formula grant funds are awarded annually to states through the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention. This grant supports the Jefferson County's "Diversionary Programming to Address DMC Project."

To accept this award, please have the authorized official sign the Signatory Page, Certified Assurances and Debarment Forms in addition to initialing the bottom right corner of Attachment A and B, if enclosed. The project director should sign the acknowledgement notice. One of the two award packets enclosed should be returned to the Wisconsin Department of Justice within 30 days. The other should be maintained for your records. Funds cannot be released until all signed documents are received and any special conditions are met.

As project director, you will be responsible for all reporting requirements outlined in the grant award and ensuring that funds are administered according to the approved application materials and certifications. Please refer to the FAQ sheet enclosed for contact information and grant guidelines. We look forward to a collaborative working relationship with you.

Sincerely,


Joshua L. Kaul
Attorney General

JLK:KDH:alm
Enclosures



STATE OF WISCONSIN
DEPARTMENT OF JUSTICE

Josh Kaul
Attorney General

Room 114, East, State Capitol
P.O. Box 7857
Madison, WI 53707-7857
(608) 266-1221
TTY 1-800-947-3529

JUVENILE JUSTICE GRANT AWARD
Diversiory Programming to Address DMC
2017-JF-03-16280

The Wisconsin Department of Justice (DOJ), hereby awards to **Jefferson County**, (hereinafter referred to as the **Grantee**), the amount of **\$7,000** for programs or projects pursuant to the Juvenile Justice and Delinquency Prevention Act (JJDP Act) of 1974, as amended.

This grant may be used until **September 30, 2021** for the programs consistent with the budget and general conditions in Attachment A, subject to any limitations or conditions set forth in Attachments B and/or C, if included.

The Grantee shall administer the programs or projects for which this grant is awarded in accordance with the applicable rules, regulations, and conditions of the Wisconsin Department of Justice. The submitted application is hereby incorporated as reference into this award.

This grant shall become effective, and funds may be obligated (unless otherwise specified in Attachments A and/or B) when the Grantee signs and returns one copy of this grant award to the Wisconsin Department of Justice.

BY: Joshua L. Kaul
JOSHUA L. KAUL
Attorney General
Wisconsin Department of Justice

12/3/2020
Date

The (Grantee), **Jefferson County**, hereby signifies its acceptance of the above-described grant on the terms and conditions set forth above or incorporated by reference therein.

GRANTEE: **Jefferson County**

BY: _____
NAME: **Steven J. Nass**
TITLE: **County Board Chair**

Date

WISCONSIN DEPARTMENT OF JUSTICE
ATTACHMENT A

Grantee: Jefferson County

Project Title: Diversivory Programming to Address DMC CFDA# 16.540

Grant Period: From January 1, 2021 To September 30, 2021

Grant Number: 2017-JF-03-16280 Program Area: 03

APPROVED BUDGET

Personnel	
Employee Benefits	
Travel (Including Training)	
Supplies & Operating Expenses	\$ 250
Consultants	\$6,750
Other	
TOTAL APPROVED BUDGET	\$7,000

Award Conditions:

1. Budget changes in excess of 10% of the approved line item amount and **any** increases for personnel compensation not included in the approved budget require approval from DOJ. **All changes to the contractual category require prior DOJ approval.**
2. Federal grant funds made available under the JJDPA will not be used to supplant state or 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 juvenile justice activities.
3. Failure to submit an acceptable Equal Employment Opportunity Plan (if required under 28 CFR 42.302) that is approved by the Federal Office of Civil Rights, is a violation of DOJ's Certified Assurances and may result in grant termination.
4. Matching funds required to pay the non-Federal portion of the cost of each program/project, for which grant funds are made available, shall be in addition to funds that would otherwise be made available for delinquency prevention by the recipient of grant funds and shall be provided for on a project-by-project basis.
5. To be allowable under a grant program, all funds (federal and cash match) must be obligated (purchase order issued) or paid for services provided during the grant period. If obligated by the end of the grant period, payment must be made within 60 days of the grant period ending date.
6. Recipient fully understands DOJ has the right to suspend or terminate grant funds to any recipient that fails to conform to the requirements (Special/General Conditions and General Operating Policies) or that fails to comply with the terms and conditions of its grant award.
7. Any changes in personnel involved with the grant including the Project Director, Financial Officer and/or Signatory needs to be reported in a Modification to DOJ via Egrants.
8. Reimbursement for travel (i.e. mileage, meals, and lodging) is limited to state rates.
9. Grant funds will be paid to the grantee on a reimbursement basis.
10. **All contracts pertaining to this grant must be submitted to DOJ within 30 days of receipt of Grant Award Documents.**

**FORMULA GRANT
AWARD GENERAL CONDITIONS
ATTACHMENT B**

1. The Grantee agrees by acceptance of this grant award that:

- The Juvenile Justice and Delinquency Prevention Act (JJDP Act) contains four core requirements with which states must comply in order to receive a share of federal Title II Formula funds. The core requirements are: Disproportionate Minority Contact (DMC); Deinstitutionalization of Status Offenders (DSO); Jail Removal; and Separation of Juvenile Offenders (Sight and Sound Separation).
- You will be required to maintain compliance as a condition of your grant, should you be awarded a grant. Failure to maintain compliance may result in a suspension of the grant award. The grant also will be conditioned upon the grantee allowing DOJ access to records to determine if the grantee is complying with the JJDP Act. You do not need to provide any information at this time. DOJ staff will monitor your compliance with the JJDP Act. Additional information on the four core requirements can be found at <https://ojjdp.ojp.gov/about/core-requirements>.
- If the grant award budget contains wages, the grantee's records must be maintained in a form that, at any given time, an auditor or DOJ representative would be able to identify the use of Federal and Matching funds. These records should include information such as employee name, rate of pay, hours worked, and amount of time dedicated to the grant project.
- Grant recipients are advised that DOJ will monitor grants to ensure that funds are expended for appropriate purposes and that recipients are complying with state and federal requirements as described in the grant award contract. This includes timely completion of progress and financial reports, active efforts to achieve and measure stated goals and objectives, appropriate documentation of activities and outcomes, and adherence to any conditions included in the grant award.
- All procurement transactions, whether negotiated or competitively bid and without regard to dollar value, shall be conducted in a manner so as to provide maximum open and free competition.
- The Wisconsin Department of Justice reserves the right to withhold grant payments if the grant recipient is delinquent paying any obligation to the Department of Justice such as Background Check fees, etc.
- All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.
- Please be advised that a hold may be placed on any application or grant payment if it is deemed that an agency is not in good standing on other Wisconsin Department of Justice (DOJ) grants, has other grants compliance issues that would make the applicant agency ineligible to receive DOJ funding, and/or is not cooperating with an ongoing DOJ grant review or audit.
- A hold may also be placed on any application or grant payment if it is deemed that an agency is not in compliance with federal civil rights laws and/or is not cooperating with an ongoing federal civil rights investigation.
- Program Income: To maintain consistent practices with other similar programs, and as a proven practice, projects funded under this announcement are subject to program income guidelines detailed in the federal Office of Justice Programs Financial Guide. Program income is income earned by the recipient, during the funding period, as a direct result of the award. Any fees charged to the participants of your project are considered program income. The amount earned as program income during the length of the grant period must be expended by the end of the grant period and must be used for the purposes and under the condition applicable to the award.

**JUVENILE JUSTICE PROGRAM
ACKNOWLEDGEMENT NOTICE**

Grantee: Jefferson County Date: December 2020
Project Title: Diversory Programming to Address DMC Grant No. 2017-JF-03-16280

The following regulations and obligations (referenced below) apply to your grant award.



PROGRESS REPORTS must be submitted on a scheduled basis and should be completed in Egrants. Narrative reports on the status of your project are due to DOJ on:

4/12/2021

7/12/2021

10/30/2021 FINAL

NOTE: Reports due 04/12 includes 1st Quarter (January through March program activity).
Reports due 07/12 includes 1st & 2nd Quarter (January through June program activity).
Reports due 10/30 includes the entire grant period (January 1 – September 30, 2021 program activity).



FINANCIAL REPORTS serve two functions: to report fiscal status and to request funds. Requesting reimbursement is done by completing the Fiscal Report in Egrants and attaching the Financial Report (G2) form and any other supporting documentation. This grant is set up to certify with electronic signatures in the Egrants Fiscal Report. Reports are due to DOJ on:

4/12/2021

7/12/2021

10/30/2021 FINAL

NOTE: Reports due 04/12 includes January, February and March program activity.
Reports due 07/12 includes April, May and June program activity.
Reports due 10/12 includes July, August and September program activity.
Reports due 01/12 includes October, November and December program activity



EEOP CERTIFICATION FORM The Office of Justice Programs requires that all subgrantees complete the EEOP Certification form and submit it to the Office for Civil Rights. A copy of the certification completed online must be submitted to DOJ.

The Office of Justice Programs, Office for Civil Rights launched an online Equal Employment Opportunity (EEO) Program Reporting Tool in December 2016 which allows for a streamlined submission process. The upgraded system enables subgrantees to create an account, then prepare and submit your EEO certification form and, if required, create and submit an EEO Utilization Report. Please complete your EEO certification form or, if required, submit an EEO Utilization Report through the EEO Program Reporting Tool: <https://ocr-eeop.ncjrs.gov>.



SYSTEM FOR AWARD MANAGEMENT (SAM) REGISTRATION RENEWAL: All subgrantees must maintain registration on the SAM (formerly Central Contractor Registration/CCR) database. This is the repository for standard information about federal financial assistance applicants, recipients, and subrecipients. If you had an active CCR, you have an active record in SAM. Applicants must update or renew their SAM registration on a yearly basis. Information to update your entity records can be accessed at <http://www.sam.gov/>.



OTHER: Complete and return Certified Assurances and Lobbying/Debarment Forms, enclosed.

ACKNOWLEDGEMENT

The materials referenced above were received and reviewed by the appropriate members of this organization. I also acknowledge receipt of the Grant Award and any attached Special Conditions, as well as receipt of the General Conditions which were previously provided in the Instructions for Filing and Application. I understand that this grant is awarded subject to our compliance with all Conditions, Regulations, and Obligations described in the above materials.

Date

Jessica Godek

_____, Project Director

**U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE CHIEF FINANCIAL OFFICER**

***CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS;
AND DRUG-FREE WORKPLACE REQUIREMENTS***

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Acceptance of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," 2 CFR Part 2867, "DOJ Implementation of OMB Guidance on Nonprocurement Debarment and Suspension," and 28 CFR Part 83, "Government-wide Debarment and Suspension," and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

Pursuant to Executive Order 12549, Debarment and Suspension, implemented at 2 CFR Part 2867, for prospective participants in primary covered transactions, as defined at 2 CFR Section 2867.20(a), and other requirements:

A. The applicant certifies that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Have not within a two-year period preceding this application been convicted of a felony criminal violation under any Federal law, unless such felony criminal conviction has been disclosed in writing to the Office of Justice Programs (OJP) at Ojpcompliancereporting@usdoj.gov, and, after such disclosure, the applicant has received a specific written determination from OJP that neither suspension nor debarment of the applicant is necessary to protect the interests of the Government in this case.
- (d) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and
- (e) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. FEDERAL TAXES

A. If the applicant is a corporation, the applicant certifies that either (1) the corporation has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, or (2) the corporation has provided written notice of such an unpaid tax liability (or liabilities) to OJP at Ojpcompliancereporting@usdoj.gov, and, after such disclosure, the applicant has received a specific written determination from OJP that neither suspension nor debarment of the applicant is necessary to protect the interests of the Government in this case.

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

4. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 83, Subpart F, for grantees, as defined at 28 CFR Sections 83.620 and 83.650:

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

As the duly authorized Chief Executive of the applicant, I hereby certify that the applicant will comply with the above certifications.

Jefferson County Department of Human Services, 1541 Annex Road, Jefferson, Wisconsin, 53549-9803

Grantee Name and Address

Diversenary Programming to Address DMC

Project Name

Steven J Nass, County Board Chair

Name and Title of Chief Executive

Signature of Chief Executive (Co. Board Chair, Co. Executive, Mayor)

Date

CERTIFIED ASSURANCES JUVENILE JUSTICE

FEDERAL CERTIFIED STANDARD ASSURANCES

Should this application be approved, The Applicant hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including 2 C.F.R. Part 2800 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards by the Department of Justice), and Ex. Order 12372 (intergovernmental review of federal programs). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the Government Accountability Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 61, and 63, and the award term in 2 C.F.R. § 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subrecipients or contractors to comply) with any applicable nondiscrimination provisions, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); the Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Violence Against Women Act (42 U.S.C. § 13925(b)(13)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Indian Civil Rights Act (25 U.S.C. §§ 1301-1303); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12131-34); the Education Amendments of 1972 (20 U.S.C. §§ 1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07). It will also comply with Ex. Order 13279, Equal Protection of the Laws for Faith-Based and Community Organizations; Executive Order 13559, Fundamental Principles and Policymaking Criteria for Partnerships With Faith-Based and Other Neighborhood Organizations; and the DOJ implementing regulations at 28 C.F.R. Part 38.
7. If a governmental entity:
 - a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
 - b. it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

FEDERAL AWARD SPECIAL CONDITIONS

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Failure to comply with one or more award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in the Office of Justice Programs ("OJP") taking appropriate action with respect to the recipient and the award. Among other things, the OJP may

withhold award funds, disallow costs, or suspend or terminate the award. The Department of Justice ("DOJ"), including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the Department of Justice (DOJ) in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this 2017 and 2018 award from the Office of Justice Programs (OJP).

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2017 or FY 2018 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded in 2014 or earlier years), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2017 or FY 2018 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the Office of Justice Programs (OJP) website at <http://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

3. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

4. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

5. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

6. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

7. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

8. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

9. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

10. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$150,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently (150,000)). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward)

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <http://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$150,000)), and are incorporated by reference here.

11. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients,

subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

12. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Post-award Requirements" in the "DOJ Grants Financial Guide").

13. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

14. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.

15. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

16. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

17. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

18. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

19. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

20. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

21. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2017 and/or FY 2018)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2018, are set out at <http://ojp.gov/funding/Explore/FY18AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

22. Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient, and any subrecipients ("subgrantees") at any tier, must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Grantee Reporting, 950 Pennsylvania Ave., NW, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Investigations Division (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

23. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient—

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both—

a. it represents that—

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

24. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

25. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

26. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the

recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

27. The recipient agrees to comply with all Formula Grants Program requirements as outlined in the Juvenile Justice and Delinquency Prevention Act of 2002, the applicable guidelines, the Certified Assurances; and the most recent OJJDP Formula Grants Consolidated Regulations (28 CFR Part 31), to the extent that those regulations are not in conflict with the above.
28. The recipient agrees to comply with OJP grant monitoring guidelines, protocols, and procedures, and to cooperate with OJA (including the grant manager for this award and the Office of Chief Financial Officer (OCFO)) on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to OJP all documentation necessary to complete monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by OJP for providing the requested documents. Failure to cooperate with OJP's grant monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).
29. No grant funds received under this award may be used to fund the operation of temporary or permanent juvenile correction, detention, or community corrections facilities or for any facility renovations unless the recipient obtains prior written approval from the OJJDP program manager.
30. The recipient agrees that federal funds under this award will be used to supplement but not supplant state or local funds.
31. Funds granted as a result of this request are to be expended for the purposes set forth in this application and in accordance with all applicable laws, regulations, policies, and procedures of the State of Wisconsin and the U.S. Department of Justice; no expenditures will be eligible for inclusion if occurring prior to the effective date of the grant; and funds awarded by the DOJ may be terminated at any time for violations of any terms and requirements of this agreement.
32. It fully understands DOJ's right to suspend or terminate grant funds to any subgrantee that fails to conform with the requirements (Special/General Conditions and General Operating Policies) or to comply with the terms and conditions of its grant award.
33. Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the Office of Justice Programs (OJP) program office prior to obligation or expenditure of such funds.
34. Grant funds may be used only for the purposes in the recipient's approved application. The recipient shall not undertake any work or activities that are not described in the grant application, and that use staff, equipment, or other goods or services paid for with OJP grant funds, without prior written approval from OJP.
35. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Standard Assurances executed by the recipient, and may result in suspension of funding until such time as the recipient is in compliance, or termination of award.
36. The recipient agrees to comply with all Formula Grants Program requirements as outlined in the Juvenile Justice and Delinquency Prevention Act of 2002, the applicable guidelines, the Certified Assurances; and the most recent OJJDP Formula Grants Consolidated Regulations (28 CFR Part 31), to the extent that those regulations are not in conflict with the above.
37. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, or sex against a recipient of funds, the recipient will forward a copy of the findings to the Department of Justice (DOJ).
38. As clarified by Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with the Omnibus Crime Control and Safe Streets Act of 1968 and Title VI of the Civil Rights Act of 1964, recipient must take reasonable steps to ensure that LEP persons have meaningful access to its programs. Meaningful access may entail providing language assistance services, including oral and written translation, where necessary. Recipient is encouraged to consider the need for language services for LEP persons served or encountered both in developing its budgets and in conducting its programs and activities. Additional assistance and information regarding your LEP obligations can be found at <http://www.lep.gov>.
39. Noninterference (within the funded "program or activity") with federal law enforcement: 8 U.S.C. 1373; ongoing compliance

1) With respect to the "program or activity" funded in whole or part under this award (including any such program or activity of any subrecipient at any tier), throughout the period of performance, no State or local government entity, - agency, or -official may prohibit or in any way restrict-- (1) any government entity or -official from sending or receiving information regarding citizenship or immigration status as described in 8 U.S.C. 1373(a); or (2) a government entity or -agency from sending, requesting or receiving, or exchanging information regarding immigration status as described in 8 U.S.C. 1373(b). Any prohibition (or restriction) that violates this condition is an "information communication restriction" under this award.

2) Certifications from subrecipients. The recipient may not make a subaward to a State, a local government, or a "public" institution of higher education, unless it first obtains a certification of compliance with 8 U.S.C. 1373, properly executed by the chief legal officer of the government or educational institution that would receive the subaward, using the appropriate form available at <https://ojp.gov/funding/Explore/SampleCertifications-8USC1373.htm>. Also, the recipient must require that no subrecipient (at any tier) may make a further subaward to a State, a local government, or a public institution of higher education, unless it first obtains a certification of compliance with 8 U.S.C. 1373, properly executed by the chief legal officer of the government or institution that would receive the further subaward, using the appropriate OJP form.

3) The recipient's monitoring responsibilities include monitoring of subrecipient compliance with the requirements of this condition.

4) Allowable costs. Compliance with these requirements is an authorized and priority purpose of this award. To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) that the recipient, or any subrecipient at any tier that is a State, a local government, or a public institution of higher education, incurs to implement this condition.

5) Rules of Construction

A. For purposes of this condition:

(1) "State" and "local government" include any agency or other entity thereof (including any public institution of higher education), but not any Indian tribe.

(2) A "public" institution of higher education is defined as one that is owned, controlled, or directly funded (in whole or in substantial part) by a State or local government. (Such a public institution is considered to be a "government entity," and its officials to be "government officials.")

(3) "Program or activity" means what it means under title VI of the Civil Rights Act of 1964 (see 42 U.S.C. 2000d-4a).

(4) "Immigration status" means what it means under 8 U.S.C. 1373; and terms that are defined in 8 U.S.C. 1101 mean what they mean under that section 1101, except that "State" also includes American Samoa (cf. 34 U.S.C. 10251(a)(2)).

(5) Pursuant to the provisions set out at (or referenced in) 8 U.S.C. 1551 note ("Abolition...and Transfer of Functions"), references to the "Immigration and Naturalization Service" in 8 U.S.C. 1373 are to be read as references to particular components of the Department of Homeland Security (DHS).

B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, any State or local government, any public institution of higher education, or any other entity (or individual) to violate any federal law, including any applicable civil rights or nondiscrimination law.

IMPORTANT NOTE: Any questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

40. Authority to obligate award funds contingent on noninterference (within the funded "program or activity") with federal law enforcement (8 U.S.C. 1373); unallowable costs; notification

1) If the recipient is a "State," a local government, or a "public" institution of higher education:

A. The recipient may not obligate award funds if, at the time of the obligation, the "program or activity" of the recipient (or of any subrecipient at any tier that is a State, a local government, or a public institution of higher education) that is funded in whole or in part with award funds is subject to any "information-communication restriction."

B. Any drawdown of award funds by the recipient shall be considered, for all purposes, to be a material representation by the recipient to OJP that, as of the date the recipient requests the drawdown, the recipient and each subrecipient (regardless of tier) that is a State, local government, or public institution of higher education, is in compliance with the award condition entitled "Noninterference (within the funded 'program or activity') with federal law enforcement: 8 U.S.C. 1373 and ongoing compliance."

C. The recipient must promptly notify OJP (in writing) if the recipient, from its requisite monitoring of compliance with award conditions or otherwise, has credible evidence that indicates that the funded program or activity of the recipient, or of any subrecipient at any tier that is either a State or a local government or a public institution of higher education, may be subject to any information-communication restriction. In addition, any subaward (at any tier) to a subrecipient that is a State, a local government, or public institution of higher education must require prompt notification to the entity that made the subaward, should the subrecipient have such credible evidence regarding an information-communication restriction.

2.Any subaward (at any tier) to a subrecipient that is a State, a local government, or a public institution of higher education must provide that the subrecipient may not obligate award funds if, at the time of the obligation, the program or activity of the subrecipient (or of any further such subrecipient at any tier) that is funded in whole or in part with award funds is subject to any information-communication restriction.

3.Absent an express written determination by DOJ to the contrary, based upon a finding by DOJ of compelling circumstances (e.g., a small amount of award funds obligated by the recipient at the time of a subrecipient's minor and transitory non-compliance, which was unknown to the recipient despite diligent monitoring), any obligations of award funds that, under this condition, may not be made shall be unallowable costs for purposes of this award. In making any such determination, DOJ will give great weight to evidence submitted by the recipient that demonstrates diligent monitoring of subrecipient compliance with the requirements set out in the "Noninterference...8 U.S.C. 1373 and ongoing compliance" award condition.

4. Rules of Construction

A. For purposes of this condition "information-communication restriction" has the meaning set out in the "Noninterference...8 U.S.C. 1373 and ongoing compliance" award condition

B. Both the "Rules of Construction" and the "Important Note" set out in the "Noninterference...8 U.S.C. 1373 and ongoing compliance" award condition are incorporated by reference as though set forth here in full.

41. "Methods of Administration" - monitoring compliance with civil rights laws and nondiscrimination provisions

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with applicable federal civil rights laws and nondiscrimination provisions. Within 90 days of the date of award acceptance, the recipient must submit to OJP's Office for Civil Rights (at CivilRightsMOA@usdoj.gov) written Methods of Administration ("MOA") for subrecipient monitoring with respect to civil rights requirements. In addition, upon request by OJP (or by another authorized federal agency), the recipient must make associated documentation available for review.

The details of the recipient's obligations related to Methods of Administration are posted on the OJP web site at <https://ojp.gov/funding/Explore/StateMethodsAdmin-FY2017update.htm> (Award condition: "Methods of Administration" - Requirements applicable to States (FY 2017 Update)), and are incorporated by reference here.

CERTIFICATION

Lead Agency's Chief Executive: I certify that applicant will comply with the above certified assurances.

Signature of Chief Executive (Co. Board Chair, Co. Executive, Mayor)

Steven J Nass, County Board Chair

Typed Name/Title

Date

Telephone Number





Egrants Fiscal Report Certify Instructions for Grantees

The Fiscal Report can be found in the Monitoring tab under Project Management. Click on "Create" to enter Fiscal Report information.

MAIN SUMMARY

Filter Criteria
 Phase: [All] ▼
 Approval Status: [All] ▼

Fiscal Reports

PDF	Period Ending	Due Date	Report Type	Status	Original Submission Date	Approval Status	Entered By	Action
	1/1/2018 - 3/31/2018	4/12/2018	Quarterly	Available to Save as Draft				Create Edit View
	4/1/2018 - 6/30/2018	7/12/2018	Quarterly	Not Available				Create Edit View
	7/1/2018 - 9/30/2018	10/12/2018	Quarterly	Not Available				Create Edit View
	10/1/2018 - 12/31/2018	1/12/2019	Final	Not Available				Create Edit View

Expenditures will need to be entered in both the Financial Information (top section) and the Budget Categories (bottom section). Both totals should match. The Financial Information is separated by State and Match expenses and the Budget Category expenditures should include both State and Match combined. Please remember that only the current quarter expenses should be entered.

QUARTERLY SUBGRANTEE REPORT

This report submitted for the calendar quarter ending: 3/31/2018

Report Period Ending Date: * 3/31/2018

Report Type: * ☒ Quarterly ☐ Interim

Final Report: * No ▼

Report Status: Draft

Approval Status: Pending

Last Submitted Date:
Status Updated By:

[Fiscal Details](#)

Financial Information	Budget	Expenditures To Date	Current Period	New Expenditures To Date
State	204,124.00	0.00	0.00	0.00
Cash Match (New Approp.)	68,042.00	0.00	0.00	0.00
Total Σ	272,166.00	0.00	0.00	0.00

Estimates of Amount of Funds Required Next Quarter: Federal \$ 0.00 State \$ 0.00

Budget Categories	Budget	Expenditures To Date	Current Period	New Expenditures To Date
Personnel	133,308.00	0.00	0.00	0.00
Employee Benefits	56,710.00	0.00	0.00	0.00
Travel (Including Training)	13,887.00	0.00	0.00	0.00
Supplies & Operating Expenses	31,845.00	0.00	0.00	0.00
Consultants/Contractual	36,416.00	0.00	0.00	0.00
Total Σ	272,166.00	0.00	0.00	0.00

Be sure to enter Project (Program) Income earned and expended the quarter only, not cumulative.

The G-2 Form should be added as attachments. The G-2 Form will no longer require signatures and you will no longer need to mail or email those documents.

Project Income:		
Project Income Earned: 0.00	Project Income Expended: 0.00	
Remarks:		
<div></div>		
<div>Add Attachment</div>		
Attachment Name (click attachment name to view it)	Attachment Description (click description to maintain it)	Date

After completion of your expenditures for the current period use the Certify Report buttons to electronically sign your report. The Project Director and Financial Officer must each certify the report before it can be submitted.

Certifications	
<div></div> Project Director: Mr. Thomas Flint <div>Certify Report</div>	<div></div> Financial Officer: Ms. Edith Williams <div>Certify Report</div>

Supplies & Operating Expenses	0.00	0.00	0.00	0.00
Consultants/Contractual	154,427.00	35,837.00	0.00	35,837.00
				35,837.00

Project Income Earned: 0.00

Remarks:

Attachment (click attachment name)

Signature Verification

Certification

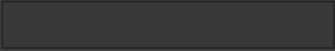
By signing this Fiscal Report, I certify that all expenses are true, complete, and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)

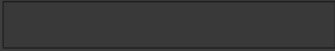
[Register as Certifier](#)

Login ID:

Password:

Certifications


 Project Director: :Mr. Todd Campbell


 Financial Officer: Mr G Paul Foster

The certify process involves the entry of certifier's login ID and password and approval of the report. If the Project Director or Financial Officer are not currently Egrants users they must each register to become a user / certifier.

A link to the registration page is provided on the certification dialog screen.

If a certifier shown in the report has been replaced and the report has been saved as draft with the old certifier, once the modification updating the certifier has been approved the new certifier will be shown in the saved report. Once the certification is completed the certifier name will not change with future modifications.

Certifications


 Project Director: :Mr. Thomas Flint


 Financial Officer: Mr G Paul Foster

Once either of the certifiers has signed the report no further data entry can be made except for remarks. Both certifications must be complete before the report can be submitted. Use the Remarks field to enter any details request in your Grant Announcement Document or as directed by DOJ staff. This field is large enough to enter as much detail as needed.

If any changes in the report are needed prior to report submission the Revise button will allow the user to erase the signatures and make corrections. After corrections have been made the report must be re-certified by the Project Director and Financial Officer. Once both certifications are complete the report can be submitted.