

# **SRCCCY Grant Announcement Version 1**

**MOST UPDATED VERSION OF GRANT ANNOUNCEMENT**

**Provided to Grant Committee members**

**Updated as of 4.25.2019**

## Grant Announcement Summary

**Grant Title:** Secured Residential Care Centers for Children and Youth (2019)

**Description:** A total of \$40,000,000<sup>1</sup> is available to assist counties in establishing or constructing [Secure Residential Care Centers for Children and Youth \(SRCCCY\)](#) and attached juvenile detention facilities.

Authority for this program [2017 WI Act 185](#), which states that: “The legislature finds and determines that the legislative intent set forth under s. 938.01 (2) is served by the design and construction of secured residential care centers for children and youth and attached juvenile detention facilities and that the design and construction of such facilities is a statewide concern of statewide dimension. It is therefore in the public interest, and it is the public policy of this state, to assist counties in designing and constructing secured residential care centers for children and youth and attached juvenile detention facilities.

The building commission may authorize up to a total of \$40,000,000 in general fund supported borrowing to assist counties in establishing or constructing secured residential care centers for children and youth and attached juvenile detention facilities. Any such state funding commitment shall be in the form of a grant to a county issued under 2017 Wisconsin Act .... this act), section 110 (4).

From the capital improvement fund, a sum sufficient for the department of corrections to provide grants to counties for designing and constructing secured residential care centers for children and youth and attached juvenile detention facilities as specified in s. 13.48 (27m). The state may contract public debt in an amount not to exceed \$40,000,000 for this purpose.”

Responses will be scored according to the application requirements and in accordance with the Wisconsin model of youth justice.

[Add language on state ownership of facilities]

**Opportunity Category:** Competitive

**Important Dates:**

Application Due Date: June 30, 2019 (Act 185 trailer bill, Section 59).

Project Start Date: After plan due to Joint Committee on Finance by October 1, 2019, is approved as submitted or modified.

Project End Date: June 30, 2024

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<sup>1</sup> Act 185 currently provides for \$40,000,000 of grant funding. The Governor’s budget proposal includes a \$60,000,000 increase for a total of \$100,000,000. The final funding available will be determined by the Joint Committee on Finance.

**Anticipated Funding Amount:** Through this initiative, a total of \$40,000,000 in state funds are available to support counties in establishing or constructing secured residential care centers for children and youth and attached juvenile detention facilities.

**Match/Cost Sharing Requirement:** A 5% cash match is required under this program, unless it is a female-only facility.

**Eligibility:** Eligible applicants are limited to county or tribal governments. Per statute, any 2 or more counties may jointly, by majority vote of all the members of each county board, provide for a secured residential care center for children and youth, as defined in s. 938.02 (15g), under ss. 59.52 (7) and 66.0301. A secured residential care center for children and youth established under this section shall be the county secured residential care center for children and youth of each of the counties so joining.

**Eligible Expenses:** Funding may be used for consultant/contractual expenses, equipment, and supplies and operating expenses.

**All expenses must be new and cannot replace existing state or local government funding.** Substitution of existing funds with grants (supplanting) will be the subject of monitoring and audit. Violations may result in a range of penalties, including suspension of current and future funds under this program, suspension or debarment from DOC grants, repayment of monies provided under a grant, and civil and/or criminal penalties.

## Secured Residential Care Centers for Children and Youth (2019)

### Program Description

The Wisconsin Department of Corrections (DOC) is seeking applications to assist counties in establishing or constructing secured residential care centers for children and youth (SRCCCY) and attached juvenile detention facilities.

Per 2017 Act 185, a county may apply for any of the following (section 110 (4)):

- a. A grant to pay 95 percent of the costs of designing and constructing a secured residential care center for children and youth.
- b. A grant to pay 95 percent of the costs of designing and constructing a facility that houses both a secured residential care center for children and youth and a juvenile detention facility.
- c. A grant to pay 100 percent of the costs of designing and constructing a secured residential care center for children and youth only for female juveniles or any portion that is only for female juveniles.

The Grant Committee (committee) oversees the grant program and must establish requirements, guidelines, and criteria for grant proposals and for awarding grants. Act 185 requires a county to do all of the following in developing its grant application: (1) consider best practices in designing and operating facilities that hold juveniles in secure custody; (2) consider the feasibility of developing an existing facility into an SRCCCY; and (3) solicit input from juvenile court judges. Act 185 also requires the Grant Committee to give preference to proposals that utilize existing facilities that consider proximity to the populations of juveniles the facility would serve, and to multi-county applications.

### Award Information

A total of \$40,000,000 is available to assist counties in establishing or constructing [Secure Residential Care Centers for Children and Youth \(SRCCCY\)](#) and attached juvenile detention facilities. Project funding will be provided by the State of Wisconsin. Only Wisconsin county or tribal governments are eligible to apply under this solicitation.

The committee will review applications and develop a statewide plan that recommends which grant applications to approve, based on an overall view toward a Wisconsin model of juvenile justice. This plan must be submitted to the Joint Committee on Finance by October 1, 2019. The committee and the department of corrections may not implement the plan until it is approved by the Joint Committee on Finance.

Upon application approval, the applicant agency's project director will receive paper grant award documents by mail in approximately 30 days. Once grant award documents are signed and returned to DOC, the project may begin on the date listed, and grant expenditures can begin. DOC grant programs are funded on a reimbursement basis, meaning that during the grant period, funded projects will track expenditures and request reimbursement from DOC through quarterly financial reports.

### **Submit Applications Using Egrants**

Applications must be submitted through the Egrants online grants management system. If you have never used Egrants before, you will need to register for access to the system. To register online, go to <http://register.wisconsin.gov/AccountManagement/> and complete the 'self registration' process. On the account registration site, you will have a choice between the DOJ Egrants and WEM EGrants. Please take care to select **DOJ Egrants** during this process.

Authorization to access Egrants can take several days depending on registration activity. The DOJ help desk is open Monday-Friday 8am-4:30pm if you need assistance. (Please note: If you register outside of these hours, access may not be approved until the next business day.) Once your Egrants access has been approved, you may begin your online grant application.

An Egrants System User Guide is posted on the [DOJ website](#). If you have any problems using Egrants, please contact our help desk at [Egrants@doj.state.wi.us](mailto:Egrants@doj.state.wi.us) or call us at (608) 267-9068 or toll free at (888) 894-6607 during business hours.

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## Application Components

Through Egrants, you will provide DOC with detailed information about your program that will be used to make a funding decision. Questions on what is expected in each section can be directed to XXXX XXXX at (608) XXX-XXXX, or at [XXX@wisconsin.gov](mailto:XXX@wisconsin.gov).

**Please note: Attachments should only be included in this grant application where specifically requested in section instructions.**

### 1. Main Summary

This page asks for information about your agency and the individuals responsible for the application and grant award. There are many required fields on this page so if you encounter problems, please check online help by clicking the floating HELP button. Please note: When identifying individuals involved in this grant, you may not list the same person as project director and financial officer. The financial officer is the individual responsible for financial activities in your organization while the project director will be overseeing project operations.

In the Brief Project Description text box, please describe your program(s) in 150 words or less. A suggested format is included for your convenience:

“Funds will be used by the (your agency name and others involved in the program) to (describe what funds will be used for and who will be involved). The (what - equipment, training, project, pilot, etc.) will (describe the specific goals you hope to achieve – how will the project or equipment improve public safety in Wisconsin?) [If appropriate, add which area(s) of the state will benefit]”

Responses to this section will be used on the DOC website, cited in DOC reports and could be mentioned in press releases. Plain language that clearly describes the intent of the project is most effective.

### 2. Approval Checklist

Answer Yes or No to each question.

### 3. Performance Measures

Please open this section and change the page status to Complete; then SAVE the page. Performance Measures will be identified and collected during post-award reporting rather than through this funding application process.

### 4. Budget Detail

Complete a project budget using the following categories. For each category used, enter a justification that describes how the items in that category will be used during the course of the grant period.

Budget estimates should be conservative and specifically designed to meet project needs.

**Budget Categories:**

**Equipment:** Tangible non-expendable personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

**Supplies and Operating Expenses:** Includes consumables such as paper, stationery, postage, software and equipment with an acquisition cost of less than \$5,000 per unit. Also includes operating expenses such as rent and utilities. Show computations for all items. For example, Rent: \$150/mo. x 12 months = \$1,800.

**Consultants/Contractual:** Provide costs associated with individuals or entities providing services through a contractual arrangement. With the exception of a few justified sole source situations, contracts should be awarded via competitive processes. Attach detailed information to support the total cost of each contract. For each consultant enter the name, if known; service to be provided; hourly or daily fee (8-hour day); and estimated time on the project. Consultant fees in excess of \$650 per 8-hour day require additional justification (contact DOC). List all expenses to be paid from the grant to the individual consultant in addition to their fees (e.g., travel, lodging, meals, etc.). Show the basis of computation for each service requested. Within 30 days of grant award date, signed contracts must be received by DOC. No fund reimbursements will be made prior to receipt of the contract(s).

**Cash Match Requirement**

Also, please be aware that there is a 5% cash match required for all projects. To calculate the total budget and match amounts, use the following formulas:

- Award Amount  $\div$  0.95 State Share = Total Project Budget
- Total Project Budget x 0.05 Recipient's Share = Required Match

Example: For a grant award of \$12,500,000, the calculation would be:

1. Total Project Budget:  $\$12,500,000 \div 0.95 = \$13,157,894$
2. Required Match:  $\$13,157,894 \times 0.05 = \$657,947$

**5. Budget Narrative (XX points)**

Please describe in detail how your budget relates to the overall project implementation plan. The narrative should describe the proposed activities and budget for your project. Please attach any vendor quotes associated with your requested budget. Please describe the source of the required 5% cash match. Please include your proposed fee for service from counties as well as the minimum funding you need from the state to pursue your project.

**6. Geographical/Facility Information (XX points)**

Please provide a description regarding the viability of an SRCCCY in your jurisdiction, including specific location details. Please detail the population your facility is expected to serve, and what analysis was completed to determine your proposed capacity. For your proposed capacity, please note the minimum and maximum youth you are planning to serve. If your jurisdiction is proposing a facility for females, please describe the anticipated source/drivers of this population.

If you are proposing to co-locate the proposed SRCCCY with a facility that operates a long-term secure detention programs, please provide a detailed description of the current facility, including existing capacity and programming.

#### **7. Assessment of Resources/Programming (XX points)**

Please provide a description of how evidence-based programs and services will function in the proposed SRCCCY, and the current capacity for programming within your jurisdiction. Please provide details regarding the following programs/services (DOC 347, Subchapter VIII). As each county is different and serving a unique population, please include any information on how the programming you outline below addresses your region's population needs.:

- Programming that consists of structured treatment, leisure, recreational, exercise, and educational activities and incorporates evidence-based practices and trauma-informed principles
- Programs and services that are responsive to the genders, sexual orientations, disabilities, socio-economic statuses, cultural, racial and ethnic backgrounds, experiences, interests, and primary languages of youth.
- Proposed community partnerships for programming
- Partnership with the school district on provision of education
- Vocational opportunities
- Independent living and life skills programming
- Leisure activities, recreation, and exercise
- Youth, family, and social supporter engagement
- Case plan and treatment
- Sex offender treatment
- Specialized mental health services
- Services for female offenders
- PREA Compliance
- Medical care
- Services for trafficked youth
- Transitional services to prevent recidivism

Please discuss proposed safety and security practices, including your approach to confinement, use of force, and use of restraints (DOC 347, Subchapter IX).

Please discuss the space/resources being proposed, including square footage and projected floor plan if available, regarding the following (DOC 347.10):

- Youth housing, including sleeping space, dayrooms, and toilets
- Receiving room
- Holding rooms
- Multipurpose rooms
- Classrooms
- Quiet Space
- Indoor recreation space
- Outdoor space
- Healthcare space (medical, mental health, dental)



- Food service space
- Receiving space
- Visitation space
- Specific considerations for collocated facilities (DOC 347, Subchapter XII)
- Housing

### **8. Project Narrative (XX points)**

Please describe the project being proposed to address the requirements of this solicitation. Describe how the proposed project fits with the existing status of the juvenile facility in your jurisdiction and how the proposed project fits within your jurisdiction's overall continuum of care and theory of charge for youth in the justice system. Please detail whether this project will include new construction, or funding to renovate an existing facility. For projects proposing a new facility, please certify that renovation of existing facilities was considered prior to making this decision. If a new facility is being proposed, please discuss the status of this development. Has land for this facility been acquired to date? Have building plans been developed?

Please discuss how local stakeholder input and support for this project was gathered, including from local judges, school boards, county boards, and other relevant stakeholders.

Please identify the capabilities and competencies of the county/tribe which would point toward success of the proposed project, including evidence of local/state collaborations, and a demonstration of the commitment of local partners. Please include experience related to the following:

- Working with adolescents.
- Operating a program of similar size/scope
- Supervising and serving youth in a similar setting or manner, including conducting assessments, case planning, and aftercare planning.
- De-escalation and the use of physical and mechanical restraints.
- Utilizing trauma informed care principles in daily care and program operations, with both youth and staff.
- Maintaining records and reporting data.

### **9. Implementation Plan (XX points)**

Please provide detailed information regarding how the project will be implemented, including a proposed timeline. This should include a work plan and timeline to depict the time, individuals and/or agencies associated with:

- Building or remodeling an existing facility. (If the building has not yet been secured, the time associated with/plan for securing it).
- Hiring and training of staff (through the first year of operations).
- Developing the written operational plan, including all of the required policies and procedures.
- Establishing contracts, MOUs, or other agreements, where needed. This includes, but is not limited to: any agency they plan to subcontract with for facility operations, training, or client services; the agency they intend to partner with to complete the annual inspection of the full production or service kitchen; the agency they intend to partner with

to complete the annual menu review; the qualified health care professional(s) responsible for reviewing health screens; the advanced care provider(s) responsible for completing the full health care assessment, prescribing medications, and ordering treatments; the agencies they intend to partner with to provide medical, mental health, and dental care; and the agency/agencies they intend to partner with to assess and remove youth from a suicide or self-harm watch status.

This should also include a staffing plan that identifies and provides for sufficient staff to provide adequate and continuous supervision of youth (DOC 347.17)

- The staffing plan, including back-up plans for staff shortages and ramp-up plans for emergency response
- The training plan, including the materials to be utilized. Any training required to serve the target population should also be addressed.

#### **10. Program Sustainability (XX points)**

Describe in detail how the SRCCCY and proposed programming/services will be sustained, including a projected daily rate, use of Youth Aids (if applicable), funding from your county, fee for youth in other counties, and other funding sources for ongoing program costs. s. Please provide any plans related to repurposing the facility for future use.

#### **11. Letters of Support**

Please attach letters of support from local stakeholders, to include local judges, school districts, and county boards, and other relevant stakeholders in support of this proposal. Note, a letter of support outlining your school district's commitment to provide educational services is required.

### **Application Review and Award Criteria**

All applications for new SRCCCY projects will be subjected to a multi-agency peer review, based on the following selection criteria:

- Budget Detail/Narrative
- Facility/Geographical Information
- Assessment of Resources/Programming
- Project Narrative
- Implementation Plan
- Program Sustainability

Applications will only be considered if all of the indicated sections (1-11) are submitted.

All applications must be submitted on or before 11:59 pm on the deadline and will be screened by the partner agencies for completeness and compliance with the instructions provided in this announcement. All compliant applications will be subjected to peer review by a panel of juvenile justice professionals using the above criteria.

Peer review ratings and any resulting rankings or recommendations are advisory. In addition to peer review ratings, consideration may be given to factors such as: underserved populations or geographic areas, strategic priorities, project feasibility/impact, and available funding.

Once ranked, the applications will be submitted to the Juvenile Corrections Grant Committee for further review and comment. Depending on resources, grants will be funded until grant funds are exhausted. Each grant must satisfy the basic criteria set out above. Grant reviewers may suggest amendments to applications, and grant applicants will be contacted if more information is needed to clarify elements of their proposal. All final grant award decisions will be made by the Juvenile Corrections Grant Committee in consultation with the partner agencies.