

706470

Region \_\_\_\_\_  
 Proposal # \_\_\_\_\_

Please rate the level of need from  
 1 (lowest) through 10 (highest)  
 Rating \_\_\_\_\_ Initial \_\_\_\_\_

**DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONS – YOUTH SERVICES (YS)  
 OFFICE OF JUVENILE JUSTICE (OJJ)**

**DIVERSION FUNDING APPLICATION- FY 2011-2012**

668008

**PROGRAM INFORMATION**

**Program:** 27<sup>th</sup> Judicial District Court- St. Landry Parish District Attorney's Office

**Program Title:** Diversion Program

**Amount of Funding:** \$46,250.00

**Federal Tax ID#:** 72-1112379

**Type of Organization:** Public Agency (Local)

**Mailing Address:** P.O. Box 1968  
 Opelousas, LA 70571-1968

**Physical Address:** 301 North Court Street  
 Opelousas, LA 70570

1. Who is the official authorized to sign contracts for your organization?

Name Earl Taylor Title District Attorney  
 E-mail etaylor1@worldnet.att.net Phone 337-948-3041

2. Who can answer questions about your program? (Only list if different than #1.)

Name Elizabeth St. Romain Title Program Manager  
 E-mail liz\_stromain@lycos.com Phone 337-948-0559

3. Who can answer questions about the budget?

Name Crystal Bellow Title Accountant  
 E-mail crystal\_bellow@lycos.com Phone 337-948-3041

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## PROGRAM BUDGET

DESCRIPTION	TOTAL BUDGET (A)	ADMINISTRATIVE (B)	PROGRAM (D)	YS FUNDING REQUEST (E)	MATCH (F)
<b>SALARIES &amp; FRINGES:</b>					
Personnel Salaries	\$ 37,671.00		\$ 37,671.00	\$ 32,321.00	\$ 5,350.00
Fringe Benefits	\$ 7,029.00		\$ 7,029.00	\$ 7,029.00	
Total Salaries & Fringes	\$ 44,700.00	\$ -	\$ 44,700.00	\$ 39,350.00	\$ 5,350.00
<b>PERSONNEL TRAVEL:</b>					
Client Transportation	\$ -				
Field Travel	\$ -				
Administrative	\$ -				
Conferences/Training	\$ 800.00	\$ 800.00			\$ 800.00
Total Personnel Travel	\$ 800.00	\$ 800.00	\$ -	\$ -	\$ 800.00
<b>OPERATING SERVICES:</b>					
Printing	\$ -				
Insurance	\$ -				
Maintenance - Auto	\$ -				
Maintenance - Other	\$ -				
Rental - Building	\$ 9,600.00	\$ 9,600.00			\$ 9,600.00
Rental - Other	\$ -				
Dues & Subscriptions	\$ -				
Postage	\$ -				
Telephone	\$ -				
Utilities	\$ -				
Other Operating Services	\$ -				
Total Operating Services	\$ 9,600.00	\$ 9,600.00	\$ -	\$ -	\$ 9,600.00
<b>OPERATING SUPPLIES:</b>					
Office Supplies	\$ 1,200.00		\$ 1,200.00	\$ 1,200.00	\$ -
Medical Supplies	\$ -				
Food	\$ -				
Automotive Supplies	\$ -				
Maintenance Supplies	\$ -				
Household Supplies	\$ -				
Youth/Offender Personal	\$ 2,700.00		\$ 2,700.00	\$ 2,700.00	
Other Supplies	\$ -				
Total Operating Supplies	\$ 3,900.00	\$ -	\$ 3,900.00	\$ 3,900.00	\$ -
<b>PROFESSIONAL SERVICES:</b>					
Counseling	\$ -				
Accounting & Auditing	\$ 3,000.00	\$ 3,000.00		\$ 3,000.00	\$ -
Medical	\$ -				
Consulting	\$ -				
Legal	\$ -				
Other Professional Services	\$ -				
Total Professional	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	\$ -
<b>ACQUISITIONS:</b>					
Equipment	\$ -				
Other	\$ -				
Total Acquisitions	\$ -	\$ -	\$ -	\$ -	\$ -
<b>OTHER EXPENSE</b>					
TOTAL BUDGET	\$ 62,000.00	\$ 13,400.00	\$ 48,600.00	\$ 46,250.00	\$ 15,750.00
Program Income	\$ -				

### Budget Narrative

#### Salaries & Fringes

- One full time program manager, Elizabeth St. Romain, 5+ years experience, \$36,683 annual salary, 71% of time devoted to Diversion Program.
  - **\$26,000 Salaries funding request from YS**
    - Social Security (6.2%) 1612
    - Medicare (1.45%) 377
    - Health Insurance (\$484/mo x 71%) 4124
    - Workman's Compensation (1.29%) 335
  - **\$6,448 Fringes funding request from YS**
- One part time case manager, Joseph Francis, 5+ years experience, \$30,000 annual salary, 10% of time devoted to Diversion Program.
  - **\$3,000 Salaries funding request from YS**
    - Health Insurance (\$484/mo x 10%) 581
  - **\$581 Fringes funding request from YS**
- One part time diversion secretary, Myra Duplechain, \$19,751 annual salary, 44% of time devoted to Diversion program, \$8,671 diversion stipend
  - **\$3,321 Salaries funding request from YS**
  - **\$5,350 Match from DA Criminal Expense Fund**

#### Personnel Travel

- Estimated in-state travel to YS-sponsored training for two employees - \$800. Locations, times, dates, not known at this time.
  - **\$800 Match from DA Criminal Expense Fund**

#### Operating Services

- Rent - Building usage fees \$9,600 annually
  - **\$9,600 Match from City of Opelousas**

#### Operating Supplies

- Estimated \$1200 (\$100 x 12 mos.) general office supplies annually. Paper, toner, ink, copies included.
  - **\$1,200 Funding request from YS**
- Drug testing supplies for administering approximately 150 saliva screens annually at a cost of \$18 per screen = \$2,700.
  - **\$2,700 Funding request from YS**

#### Professional Services

- One annual accounting service provided by John S. Dowling which includes services for this grant, total annual cost is \$26,400
  - **\$2,000 Funding request from YS**
- One annual audit provided by Vige and Tujage which includes auditing of this grant, total annual cost is \$9,200
  - **\$1,000 Funding request from YS**

The 27th Judicial District Attorney's Office has provided a youth services Diversion Program to the Parish since 1999. Since that time, Diversion has been funded through Louisiana Commission on Law Enforcement, the Office of Youth Development, and the District Attorney's Criminal Expense Fund. Annually over 275 cases are screened for participation in the Diversion Program, and annually there are over 200 participants in both the truancy and diversion programs.

B. What evidence can you provide that demonstrates that your previous services were satisfactory?

Prior to the inception of the Diversion program, the time from arrest to disposition for a juvenile matter ranged from 6 to 20 months. Currently, on average, a juvenile matter is disposed of in 3 to 6 months. The Diversion program has proven to decrease time from arrest to disposition in the criminal courts

C. Does your organization have the necessary technical qualifications and skills to provide these services? Clearly explain below.

The District Attorney has a continued commitment to staff development and ongoing staff training. The organization has qualified and experience juvenile justice professionals and pledges to maintain high standards in staff qualifications.

11. Site (Provide site and floor plans if services are not provided to clients in their own homes. If services are to be provided in rental property include an approved lease that includes the use of the property for services proposed.) Answer each of the following questions in 10 sentences or less:

A. What is the location of the physical facility where services are provided? Is the site easily accessed by the youth and families? (Address transportation issues)  
Services are provided at the Opelousas City Court Building located at 301 North Court Street in Opelousas, LA. The site is centrally located in Opelousas, and therefore easily accessed by the youth and their families.

B. Is there adequate space for the physical needs of the youth for proposed service? Clearly explain below.  
The Diversion office, located within the Opelousas City Court Building, is large enough and equipped to hold conferences with offenders and their families. Efficient lobby areas and restroom facilities also exist

12. How soon can you begin the provision of services, after contract is approved?

Immediately.

13. Performance Measures:

- (1) Number of youth served by the program
- (2) Number and percent of youth who successfully complete the program
- (3) Number and percent of youth who were referred to court while attending the program
- (4) Number and percent of youth who report benefiting from the program as evidenced by satisfaction surveys
- (5) Number and percent of families who report benefiting from the program as evidenced by satisfaction surveys

**These performance measures will be reported by the 10<sup>th</sup> of each month following date of service.**

**14. Outcomes Measures:**

- (1) Number and percent of youth who demonstrate increased knowledge of pro-social behavior/attitudes as evidenced by pre and post testing
- (2) Number and percent of youth who did not receive a new adjudication while attending the program
- (3) Number and percent of youth whose charges were dismissed as a result of program completion
- (4) Number and percent of youth who did not enter the Juvenile Justice System for 6, 12, and 18 months following successful completion of the program

**The program's overall performance and outcomes measures will be submitted via an annual report due within 30 days of the end of the contract year.**

*Earl Taylor*

Authorized Individual Signature

*6-7-11*

Date

*Earl Taylor*

Name (please print)

*District Attorney*

Title