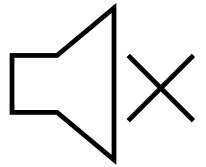




# JUVENILE JUSTICE GRANTS



Thanks for joining us today:

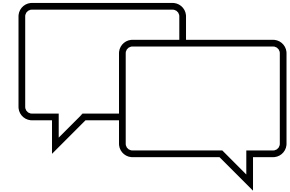


Please keep your lines muted during the presentation.

Webinar is being **recorded**. It will be posted on the ICJI website.

Questions and Answers at the end.

Feel Free to utilize the chat box during the webinar.



The purpose of this webinar is to:

1. Explain the Juvenile Justice funding sources
2. Provide an overview of the Requests for Proposals for all the funding sources
3. Provide an overview of the application process

We are not able to answer specific questions about your application such as what to write in your narrative or budget.

We are not able to give any more specifics as to what is allowable or unallowable other than what is in this webinar.



## OVERVIEW

House Enrolled Act 1359 established the Juvenile Community Alternatives, Juvenile Diversion, and Juvenile Behavioral Health Competitive Grant programs.

- » The Community Alternatives grant program and purposes can be found at Indiana Code § 31-40-5-6.
- » The Diversion grant program and purposes can be found at Indiana Code § 31-40-5-3.
- » The Behavioral Health Competitive Grant program and purposes can be found at Indiana Code § 31-40-6-3.

Additionally, House Enrolled Act 1359 established the Youth Justice Oversight Committee (YJOC). This committee was tasked by the legislature with a 5-fold purpose and has been meeting since July 2022. <https://www.in.gov/youthjustice/>



# OVERVIEW CONTINUED

## YJOC 5-fold Purpose Areas:

1. Develop a plan to collect and report statewide juvenile justice data.
2. Establish procedures and policies related to the use of certain screening tools and assessments.
3. Develop a statewide plan to address the provision of broader behavioral health services to children in the juvenile justice system.
4. Develop a plan for the provision of transitional services for a child who is a ward of the department of correction.
5. Develop a plan for the juvenile diversion and community alternatives grant programs.



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# JUVENILE DIVERSION OVERVIEW

The purpose of the Juvenile Diversion grant is as follows:

1. Prevent further involvement of the child in the formal legal system.
  2. Provide eligible children with alternatives to adjudication that require the least amount of supervision and conditions necessary consistent with the protection of the community and the child's risk of reoffending, as determined by a risk screening tool.
  3. Emphasize the use of restorative justice practices.
  4. Reduce recidivism and improve positive outcomes for a child through the provision of research-based services, if warranted, that address the child's needs.
-

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# JUVENILE COMMUNITY ALTERNATIVES OVERVIEW

The purpose of the Juvenile Community Alternatives grant is as follows:

1. Provide cost effective, research-based alternatives in lieu of the use of secure detention, out-of-home placement, and department of correction facilities in the community.
  2. Reduce the use of secure confinement and out-of-home placement.
  3. Reduce recidivism and improve positive outcomes for children.
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## Similar Requirements for both Diversion and Alternatives

- Both require that the program be overseen by the local or regional Justice Reinvestment Advisory Council (JRAC) OR another local collaborative body that includes juvenile justice stakeholders and that engages in collaborative service planning for the County.
  - Both grants require recipients to report specific performance measures on a monthly or quarterly basis and provide an aggregate report at the end of the grant cycle.
  - Risk Assessments are required to be completed for the Diversion grant and for the Alternative Grant the risk assessments completed during the Youth's involvement in the Juvenile Justice System must be reported.
  - Any grantee participating in the program is required by IC § 31-40-5-5 to engage in collaborative service planning with the grantee's local or regional justice reinvestment advisory council, or another local collaborative body that includes stakeholders across the juvenile justice system, or one (1) or more juvenile justice system entities affected by grant funded activities.
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# Diversion and Alternatives Planning Grants

One year grant, up to \$20,000 planning grant per county to prepare for implementation of a Diversion or Alternatives two year grant.

**Requirement:** Counties must convene their local or regional Justice Reinvestment Advisory Council (JRAC) or another local collaborative body that includes juvenile justice stakeholders and a juvenile court judge to assess needs for a diversion or community alternatives program. The assessment must include:

- Review of youth justice system data
  - Review of existing programs and services
  - Identification of community organizations and groups with which partnerships could be developed for program implementation
  - Review best practices
  - Consideration of any economies of scale in regionalization
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# Diversion and Alternatives Differences

## Diversion

- Prevent FUTHER involvement in the Juvenile Justice System
- Services or programs for restorative justice as defined in IC § 31-37-8.5-1

## Alternatives

- Services or programs that offer alternatives to detention that offer the least restrictive means necessary to ensure safety and protection for the individual, family and community while meeting all necessary requirements of supervision
  - Services or programs that have as goals: recidivism reduction and the promotion of positive outcomes through research based intervention and that address the needs of the youth.
  - Provide cost-effective, research based alternatives in lieu of use of secure detention, out of home placement and DOC placement.
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# JUVENILE BEHAVIORAL HEALTH COMPETITIVE GRANT PROGRAM OVERVIEW

The purpose of the juvenile behavioral health competitive grant program is to support jurisdictions, particularly in rural areas, to evaluate a child's behavioral health needs and divert the child from formal court involvement and out-of-home placement into community or school based mental health treatment.

Grant recipients shall use a validated mental health screening tool, and a full mental health assessment tool, if necessary, and may use the funds to conduct the following activities:

1. Partnering with law enforcement to implement a program to divert a child from formal court proceedings.
  2. Creating crisis stabilization services and a mobile crisis unit.
  3. Providing comprehensive case management for a child or family in crisis.
  4. Identifying and strengthening community based intensive treatment and management services.
  5. Establishing telehealth services (as defined in [IC 25-1-9.5-6](#)) and programs.
  6. Supporting mental health evaluations, which include the use of telehealth services (as defined in [IC 25-1-9.5-6](#)).
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# ELIGIBILITY

- Public entities
- Units of state and local governments
- Nonprofit organizations
- Nongovernmental organizations

Other eligibility requirements include good standing with the Indiana Department of Revenue (DOR), Indiana Department of Workforce Development (DWD), and the Indiana Secretary of State (SOS).

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# FUNDING AVAILABILITY: JDCA/JCA

Awards are for a twenty-four-(24) month period of funding.

The formula allots a base amount of \$75,000.00 per grant per county. Additional funds in the amounts of \$5,000, \$10,000, or \$15,000 are added to the base amount based on county population, with smaller counties receiving more funding to comply with the statutory requirement to focus on rural counties. County population is determined by the 2020 United States Census. Funding availability and awarded funds can be found at the link below:

<https://datavizpublic.in.gov/views/JuvenileDiversionFunding/Home?%3Aembed=y%3AisGuestRedirectFromVizportal>

The formula does **NOT** apply to Behavioral Health grants.



County Population Category	Diversion/Alternatives Grant Program	Population-Based Funding	Total Funding
< 25,000	\$75,000	\$15,000	\$90,000
25,000-50,000	\$75,000	\$10,000	\$85,000
> 50,000	\$75,000	\$5,000	\$80,000

## JUVENILE DIVERSION ALLOWABLE ACTIVITIES

Allowable activities and costs are those that support the operations and services delivered to youth involved in or youth to be diverted from the juvenile justice system. These activities include but may not be limited to:

- Activities that support the operations of youth diversion programs.
- Activities that develop youth diversion programs.
- Activities that are evidence based or restorative justice projects.

ICJI strongly recommends programs that are evidence based or considered to be promising practices. The selected program may be altered to meet the requirements of the applicant, but fidelity should be maintained as closely as possible. More information regarding rated programs and practices, as well as examples of model programs may be found [here](#) or [here](#).



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# JUVENILE COMMUNITY ALTERNATIVES ALLOWABLE ACTIVITIES

Allowable activities and costs are those that support the operations and services delivered to youth involved in the juvenile justice system. These activities include but may not be limited to:

- Services or programs that develop community alternatives.
- Services or programs that support the operations and service delivery of community alternatives to incarceration or alternatives to placement with the Department of Correction.
- Services or programs that are evidence based or restorative justice projects.

ICJI strongly recommends programs that are evidence based or considered to be promising practices. The selected program may be altered to meet the requirements of the applicant, but fidelity should be maintained as closely as possible. More information regarding rated programs and practices, as well as examples of model programs may be found [here](#) or [here](#).



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# JUVENILE BEHAVIORAL HEALTH ALLOWABLE ACTIVITIES

Allowable activities and costs are those that support the operations and services delivered to youth involved in or youth to be diverted from the juvenile justice system. Grant recipients shall use a validated mental health screening tool, and a full mental health assessment tool, if necessary, and may use funds to conduct the following activities:

- Partnering with law enforcement to implement a program to divert youth from formal court proceedings.
- Creating stabilization case management for a child or family in crisis.
- Providing comprehensive case management for a child or family in crisis.
- Identifying and strengthening community based intensive treatment and management services, including multisystemic therapy (MST), for youth, regardless of payor source.
- Establishing telehealth services (IC § 25-1-9.5-6) and programs to allow youth involved in services to take advantage of remote mental health services. Any providers used must comply with all requirements of IC § 12-23-1-6 and Indiana Administrative Code 440 IAC 4.4-2-1. All addiction treatment services rendered on a more than incidental basis must be done by a provider certified by the Indiana Family and Social Services Administration; Division of Mental Health and Addiction.
- Supporting mental health evaluations, which include the use of telehealth services (IC § 25-1-9.5-6).
- Planning sessions and costs to develop juvenile behavioral health programs, including meetings with a local collaborative body that includes juvenile justice stakeholders.
- Activities that support operations and service delivery of juvenile behavioral health programs with a preference for regional models.
- Evidence based juvenile behavioral health projects.

ICJI strongly recommends programs that are evidence based or considered to be promising practices. The selected program may be altered to meet the requirements of the applicant, but fidelity should be maintained as closely as possible. Examples of model programs may be found [here](#) in the Grants Process Workgroup Report and the Behavioral Health Report.



# ALLOWABLE COSTS

Personnel, employee benefits, and cost of supplies and travel to perform the activities listed below are allowable costs. Overtime for grant funded staff is an allowable cost, but to claim the increased rate, there must be a separate line item in the budget that includes the overtime rate of pay.

- *Costs* for program materials such as pamphlets, handouts, booklets, or brochures.
- *Linguistically* appropriate services such as interpreters and/or having documents translated into other languages.
- *Technical assistance* with respect to adherence to or application of model programs.
- *Placement advocacy* to assist in locating and securing safe alternatives to incarceration or out of home placement.
- *Medical advocacy* including referrals for mental healthcare services, and funding for any mental healthcare services, including services delivered via telehealth and related out of pocket costs that would otherwise be the responsibility of the youth or family.
- *Counseling* and support services, and childcare services for families who are engaged in a diversion, community alternatives or behavioral health care programs



## PROGRAM COSTS

Program costs must meet the following criteria:

1. Costs must be necessary and reasonable for the stated purpose of the grant.
2. Costs must be in accordance with generally accepted accounting principles. [Learn more.](#)
3. Costs must be consistent with policies and procedures of the grant program and applied uniformly.
4. Costs must be adequately documented with supporting materials including receipts, invoices, timesheets, paystubs, etc. The ICJI supporting documentation policy can be found [here.](#)



## UNALLOWABLE COSTS

The following budget items listed below are unallowable and will not be supported by this program's funding:

- Direct financial assistance to a client such as cash.
- Supplanting existing positions or offsetting existing expenses of the recipient.
- Lobbying.
- Fundraising (including financial campaigns, endowment drives, solicitation of gifts and bequests, and similar expenses incurred solely to raise capital or obtain contributions) and time spent procuring funding including completing federal and state funding applications.
- Purchase of real estate.
- Construction and physical modification to buildings, including minor renovations (such as painting or carpeting).
- Purchase of vehicles.
- Indirect cost rate and/or de minimis rate.



## **2025 Group 3 Grant Applications**

Applications opened: Thursday, June 19<sup>th</sup>

Applications close: Friday, July 18<sup>th</sup> at 11:59 PM.

Applicants are strongly encouraged to submit applications 48 hours prior to the deadline.

Award Period: October 1, 2025 – September 30, 2027 (2 years)

Planning Grants Award Period: October 1, 2025 – September 30, 2026 (1 year)



# Initiating an application



<https://indianaintelligrants.intelligrants.com/Login2.aspx?APPTHEME=INGRT>

# Steps to initiating an application



The screenshot shows the State of Indiana IntelliGrants web application. At the top is a dark blue header with the IN.gov logo, the text "State of Indiana IntelliGrants", and the Indiana state seal. Below the header is a navigation bar with tabs for "My Home", "My Applications/Grants", "My Program Reports", "My Fiscal Reports", "My Reimbursement Requests", and "My Monitoring Reports". A secondary row of tabs includes "My Audit Reports", "My Progress Reports", and "My Earned Interest Reports". On the right side of the navigation bar are links for "My Training Materials", "My Organization(s)", "My Profile", and "Logout", along with a "SHOW HELP" button. The main content area features a welcome message for "Sarah, SubGrantee Administrator" with a "Change My Picture" link. To the right of the welcome message are "Instructions" and a list of topics: "Applying for an Opportunity", "Using System Messages", "Understanding your Tasks", and "Managing your awarded grant". Below this, a message states "Hello Sarah, please choose an option below." followed by a large blue button labeled "View Available Proposals". A small icon of a person is visible next to the button. Below the button, it says "You have 3 opportunities available. Select the View Opportunities button below to see what is available to your organization." At the bottom left is a "VIEW OPPORTUNITIES" button.

**IN.gov** State of Indiana IntelliGrants

My Home My Applications/Grants My Program Reports My Fiscal Reports My Reimbursement Requests My Monitoring Reports

My Audit Reports My Progress Reports My Earned Interest Reports

My Training Materials | My Organization(s) | My Profile | Logout

SHOW HELP

Welcome Sarah  
SubGrantee Administrator  
[Change My Picture](#)

**Instructions:**  
Select the **SHOW HELP** button above for detailed instructions on the following.  
> Applying for an Opportunity  
> Using System Messages  
> Understanding your Tasks  
> Managing your awarded grant

Hello Sarah, please choose an option below.

 **View Available Proposals**

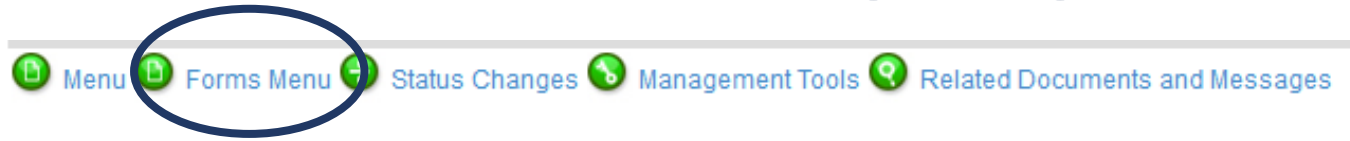
You have 3 opportunities available.  
Select the **View Opportunities** button below to see what is available to your organization.

**VIEW OPPORTUNITIES**

- Log into your IntelliGrants account
  - If you do not have an account, then you can obtain one on the home screen of intelligrants (New User?)
- On the “MY HOME” page access the “VIEW AVAILABLE PROPOSALS” section
- Click on **VIEW OPPORTUNITIES**
- Intelligrants will take you to the My Opportunities page
- Access the 2025 BHCPP/JCA/JCAP/JDCA/JDCAP Application
- Select “Apply Now”



# Navigating Forms Menu



Back

Document Information: [VOCA-2024-00008](#)

[Details](#)

## DOCUMENT SNAPSHOT

Division:	Victims	Project Director:
Program Manager:		
Grant Period Start and End Dates:	10/01/2024 - 09/30/2026	Fiscal Agent:
Award Amount:		
Federal ID:		Contact:
DUNS Number:		
Unique Entity ID (UEI):		
Vendor ID:		Program Location:
Project Title:		
Project Summary:		

Contact Information  
Project Information  
Programmatic Information  
Problem Statement & Analysis  
Goals, Objectives, and Outcomes  
Program Description  
Evidence Based/Best Practices  
Use of Volunteers  
Budget  
Budget Narrative  
Attachments

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# Problem Statement & Analysis

The Problem Statement should be no more than one or two sentences and should **only** state the problem your program is addressing.

Documenting the severity of the problem should include using **local** data and compare this to **statewide** data.

The last question should show how the proposed program is alleviating the problem that was stated in the earlier question.



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# Goals, Objectives & Outcomes

Goals – A goal is a broad, general **statement** that identifies the long-range purpose of the program. It is the desired result or outcome.

Objectives – These are the means for achieving the goals (activities performed to achieve the goal). Objectives should be SMART (Specific, Measurable, Achievable, Relevant, and Time framed).

**Specific:** Use specific rather than generalized language. Clearly state the issue, the target group, the time and place of the program.

**Measurable:** Be clear in the objective about what will be changed and by how much. Setting this clearly at the start makes it easier to evaluate.

**Achievable:** Be realistic about what the program can achieve in terms of the scale/scope of what is being done, the time and resources available.

**Relevant:** Needs to align with current program tasks and project and focus in one defined area.

**Time Framed:** Clearly defined timeframe including target or deadline date.

Outcomes – The outcomes measure the impact the activities had on those you served with your program



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# Program Description

## WHAT – WHO – WHERE – WHY – WHEN – HOW

WHAT – Explain your proposed program

WHO – Target population as well as who is implementing the proposed program

WHERE – List the location(s) where this proposed program will take place. Also include the geographical area description of where this proposed program will take place.

WHY – Explain the rationale for this proposed program

WHEN – List out your monthly timeline for this proposed program for the award period

HOW – List sources, activities and methodologies for implementation of this proposed program



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# Budget

## PERSONNEL – BENEFITS – SUPPLIES/OPERATING – EQUIPMENT – TRAVEL – CONSULTANTS/CONTRACTORS

PERSONNEL – Ensure position is accurately listed (salaried, hourly, etc.). The full amount the personnel makes in a year needs to be listed with the percentage they plan on working on this funding stream to equal the total amount requested.

BENEFITS – Ensure you include benefits in this section and not within the personnel request. Ensure the percentage is the percentage the personnel is spending on the grant/the percentage you are requesting for this line item (NOT the benefit percentage i.e. 7.65%)

SUPPLIES/OPERATING – Supplies must be \$499.99 **PER UNIT** or less to be considered a supply. If an item is \$500.00 or more **PER UNIT**, it is then considered equipment and must be requested within the equipment section. The total cost of a supply line item is allowed to be more than \$500. For example, a bookshelf costs \$100/shelf and you are requesting 10 of them. That is allowable in the supply section because each shelf is only \$100. The budget should reflect this \$100 per unit, 10 unites, to equal a total of \$1,000.

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# Budget Continued

## PERSONNEL – BENEFITS – SUPPLIES/OPERATING – EQUIPMENT – TRAVEL – CONSULTANTS/CONTRACTORS

SUPPLIES/OPERATING CONT. – The operating section can be used for items like rent, cell phone service, utilities, etc.

EQUIPMENT – This section is for items that are \$500 PER UNIT or more, and tangible personal property.

TRAVEL – Mileage must be requested at the State mileage rate (currently \$0.49). Non-essential travel is currently excluded under state policy.

CONSULTANTS/CONTRACTOR – Consultants evaluate organizations needs and provides professional advice (limited to rate of \$81.25 per hour or \$650 per day) while a contractor provides goods or performs services and is not subject to the maximum rate. A signed agreement is required to be attached and the minimum requirement for the agreement must include the period affected, duties of each party, pricing of goods/services (hourly rate, cost per item, etc.) and signatures of each party.

# Budget Continued

## PERSONNEL – BENEFITS – SUPPLIES/OPERATING – EQUIPMENT – TRAVEL – CONSULTANTS/CONTRACTORS

If the grant is a 2-year grant, please be sure to the budget includes costs for the full 2-year period and have labels.

<u>Operating Expense</u>	<u>Fund Type</u>	<u>Amount</u>	<u>Percentage</u>	<u>Cost</u>
Rent (Year 1)	Grant ▾	\$8,400.00	29.845%	\$2,506.98
	Grant ▾			
Rent (Year 2)	Grant ▾	\$8,400.00	29.845%	\$2,506.98
	▾		%	
	▾		%	



# Budget Narrative

Each section that is filled out within the budget forms will then open the corresponding boxes required to be filled out within the budget narrative.

Personnel – If position(s) are split funded, ensure the total salary is listed with each funding source and the amount that funding source provides not just the percentage.

Benefits – Show/explain how the amount requested was calculated. Ex:  $\$50,000 \times .0765 = \$3,825 \times 50\% = \$1,912.50$

Supplies/Operating – List out the line items and explain what will be requested within each line. Ex: Office Supplies would include pens, highlighters, folders, paperclips. If requesting utilities in the operating section be sure to list out the services/providers/total amounts/allocated amounts/etc.

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# Budget Narrative Continued

Equipment – Explain the lines that are being requested in the budget

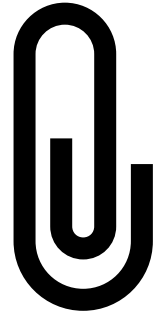
Travel – Explain each line item being requested in the budget.

Consultants/Contractors – Answer each question in detail for each contractor/Consultant on the budget.

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## Attachments

- Total Agency Budget (link for this form is located in the RFP)
- Sustainability Plan
- Timeline
- Collaboration Plan (JDCA/JCA only)
- Letters of Endorsement
- Miscellaneous
  - Any additional information (contracts, lease agreements, job descriptions)





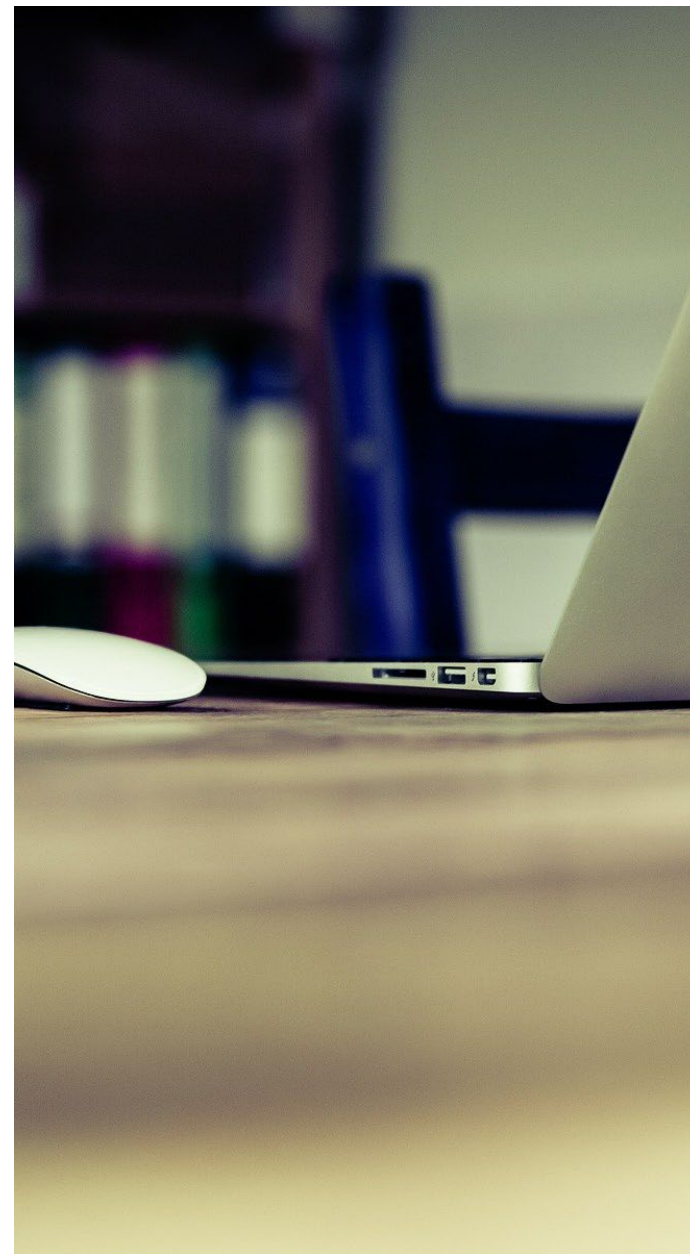


For technical assistance contact the ICJI Helpdesk at [CJIHelpDesk@cji.in.gov](mailto:CJIHelpDesk@cji.in.gov). Help Desk hours are Monday – Friday, 8:00 am to 4:30 pm ET, except state holidays.

ICJI is not responsible for technical issues with grant submission within 48 hours of grant deadline.

For assistance with any other requirements of this solicitation, please contact The Youth Division at ICJI.

# Q & A





# THANK YOU

Ellen Sheets, Youth Director

[Esheets1@cji.in.gov](mailto:Esheets1@cji.in.gov)

Dalayna Anderson, Youth Assistant Director

[DaAnderson1@cji.in.gov](mailto:DaAnderson1@cji.in.gov)

