

To: DCF Area Administrators
Child Placing Agency Directors
Child Welfare Agency Directors
County Departments of Community Programs Directors
County Departments of Human Services Directors
County Departments of Social Services Directors
Group Home Providers
Tribal Social Service/Indian Child Welfare Directors
Private Child Placing Agencies
Residential Care Center Providers
Shelter Care Providers
Tribal Chairpersons

From: Fredi-Ellen Bove 
Administrator

Re: **Community Intervention Program SFY 18: Allocations and Application for Funding**

PURPOSE

This memo provides notification of the availability of state fiscal year 2018 funds for the Community Intervention Program and explains the criteria for receiving these funds.

The Department of Children and Families will distribute Community Intervention Program funds in SFY18 to counties on the basis of a statutory formula. The anticipated Community Intervention Program funding amount for SFY 2018 is \$3,712,500. By law, Community Intervention Program funds are to be used for early intervention services for first time offenders and for intensive community-based intervention services for seriously chronic offenders {s. 48.528}.

BACKGROUND

Each county's initial SFY 18 allocation (July 1, 2017, through June 30, 2018), based on the statutory formula, is listed on an attachment to this memo. The SFY 18 allocations are based on juvenile arrest and secured correctional facility placement data from calendar years 2015 and 2016.

INFORMATION SUMMARY

1. Plan and Evaluation Requirements

a. Plan and Budget for SFY18 – DUE JUNE 5, 2017

To be awarded funding, counties must complete a plan and budget. Plan and budget forms are attached to this memo, along with instructions for their completion. The deadline for submission of the plan and budget is June 5, 2017.

b. Plan and Budget Review

For SFY 18, all counties are required to use the plan and budget templates. Although many counties continue to use their allocated funds to support the same high quality programs as in previous years, for

program integrity purposes, counties annually review their inputs, activities and outputs as well as their desired outcomes to ensure optimal success. Plans that state “same budget as previous year” with no actual plan detailed with program components and a completed budget will not be accepted.

The DCF Bureau of Youth Services will review each plan and budget to assure that they meet the following criteria:

- The proposed program components address the needs of first time offenders and/or intensive community-based intervention services for seriously chronic offenders.
- The plan concisely describes the outcomes and indicators for how program success will be measured.
- The plan shows evidence of coordination and collaboration with other involved agencies and/or stakeholders (i.e., schools, courts, law enforcement, service providers), including information about contracts and working agreements.
- The county’s proposed budget is adequate to support the proposed activities.

The Bureau of Youth Services should receive all required county plans and budgets for the SFY 18 Community Intervention Program funds in complete form **no later than 4:00 pm on Monday, June 5, 2017.**

c. Awards for SFY18

DCF will review plans and budgets and will send award letters allocating SFY18 Community Intervention Program funds after the plans and budgets have been approved. Award letters will go out no later than June 19, 2017.

2. Reporting Requirements for SFY17

In August 2017 the Department will provide each county that received funds in SFY17 with instructions and forms for completing the evaluation of those programs. The evaluation should cover services delivered and clients participating between July 1, 2016 and June 30, 2017.

CENTRAL OFFICE CONTACT: Youth Justice Policy Coordinator
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MEMO WEB SITE: <https://dcf.wisconsin.gov/cwportal/policy>

CIP Plan & Budget Documents: <https://dcf.wisconsin.gov/yj>