

THIS IS NOT A SOLICITATION FOR PROCUREMENT. HOWEVER, AS A RESULT OF THIS REQUEST FOR INFORMATION (RFI), THE DEPARTMENT MAY IDENTIFY QUALIFIED AND WILLING PROVIDERS FOR THE SERVICES DESCRIBED HEREIN.

**Request for Information
RFI #V2036
“Invest in Children”
Programs Preventing Juvenile Delinquency in the State of Florida**

Begin Date: 7/16/12

End Date: 8/17/12

Introduction

This is a Request for Information (RFI) as defined in Section 287.012(21), Florida Statutes, for planning purposes. This RFI is issued by the State of Florida, Department of Juvenile Justice (the Department) to solicit information regarding the implementation and delivery of innovative programs to address juvenile delinquency prevention and intervention efforts throughout the State of Florida. The overall goal of these prevention programs involves targeting the service needs (identified in Exhibit 1, Prevention and Intervention Service Needs by County) to include diverting children away from the Juvenile Justice System through civil citation initiatives; preventing or reducing violence; engaging children in productive and wholesome activities during non-school hours; providing children with skills needed to find meaningful employment, which may include help in finding suitable employment; and reducing school related referrals and enhancing school attendance.

Funds available for this award include a combination of State fiscal year (FY) 2010-11 Invest in Children tag collections and accumulated proceeds from the license tax surcharge. Invest in Children license plate fees collected, and any interest earned on these fees, are subject to an eight percent (8%) service charge in accordance with Section 215.20, F.S.

The Department anticipates entering into small purchase contracts with organizations to deliver prevention services in all sixty-seven (67) counties in the State of Florida. Contracts are not to exceed \$34,999.99 each, or the funding allocated to each county (as stated in Exhibit 1), whichever is less. A separate response must be submitted for each proposed prevention program. Any successful provider will be required to maintain a physical office/site located within the county where the prevention program is proposed. More than one provider may be awarded a contract per county, depending upon available funding.

Background

The Florida Department of Highway Safety and Motor Vehicles collects an annual fee of twenty dollars (\$20.00) above the regular cost for each Invest in Children specialty tag sold. These funds are deposited into the Department of Juvenile Justice's Crime Prevention and Early Intervention Trust Fund. The proceeds from these fees fund programs and services designed to prevent juvenile delinquency. The Invest in Children specialty tag funds are allocated to each county based on the number of tags sold in the county.

The Florida Department of Highway Safety and Motor Vehicles collects a surcharge fee of one dollar (\$1.00) annually on each license tax imposed under Section 320.08, Florida Statutes. Forty-two percent (42%) of each \$1.00 collected (\$0.42) is deposited into DJJ's Grants and Donations Trust Fund to fund the community juvenile justice partnership grants program. Funds collected from the surcharge fee are allocated to each county based on the county's proportionate share. Collections and interest earnings on these collections are subject to an eight percent (8%) service charge in accordance with Section 215.20, F.S.

Provider Eligibility

Eligible Providers include units of local government, non-profit and for-profit organizations in good standing with the Secretary of State. Funding for this grant opportunity is provided from two (2) trust funds within the Florida Department of Juvenile Justice: The Juvenile Crime Prevention and Early Intervention Trust Fund, and The Grants and Donations Trust Fund.

Type(s) of Work to be Performed

The Department seeks innovative programs to address juvenile delinquency across the State of Florida. Types of work to be performed include services to civil citation youth; court notification; family support groups; mentoring; case management services; individual and/or family counseling; job skills training; life skills training; individualized tutoring; and referrals to community-based social services and other existing prevention services in the county to ensure the efficient and effective delivery of these services.

Response Requirements

Responses to this RFI shall include the following:

- A. The Provider's complete name, address, telephone number, facsimile number, email address, and the Provider's contact person for the program.
- B. A detailed narrative that identifies the proposed program name; proposed program location (address, county, city, state, zip) and proposed hours of service.
- C. A general description of the proposed program and how the program meets the targeted needs of the identified counties (Exhibit 1, Prevention and Intervention Service Needs by County), and targeted zip codes (Exhibit 2, Targeted Referrals Table) with the overall goal of delinquency prevention and intervention to at-risk and delinquent youth.
- D. A detailed description of the Provider's experience, capability, and capacity delivering the proposed program.
- E. A description of the methods/criteria to be utilized to identify/determine the youth population eligible to receive the proposed services (Exhibit 4, Risk Factor Domains).
- F. A listing of the major service tasks/sub-tasks, a description of each task that must be carried out to deliver the overall service, and a specific deliverable for each task.
- G. A staffing plan, to include a description of staffing levels, staffing duties and qualifications, staff to youth ratios, and key personnel required.
- H. A timeline for implementation of all proposed activities from award through contract expiration. (Exhibit 3, Start-Up Implementation Plan). Contracts will reflect the service period October 1, 2012 through June 30, 2013.
- I. A detailed, complete, line item budget with budget summary and detail budget narrative that ensures all proposed expenses are allowable, reasonable and necessary, using the Department's form, Attachment H, available on the DJJ Website at the following link: <http://www.djj.state.fl.us/Providers/contracts/index.html> and as defined in the State of Florida Department of Financial Services *Reference Guide for State Expenditures* available at <http://www.fldfs.com/aadir/>.

Responses must provide a budget that demonstrates the best value to the State of Florida (Department). The budget must include cost calculations for each line item and a supporting narrative detailing how each anticipated expense supports the goal(s) of the program. The budget narrative must be mathematically sound, clearly related to all proposed program activities, demonstrate relevance to the stated goal(s) and anticipated outcome(s), and be consistent with Florida Statutes.

- J. The Department may selectively request additional information from any and/all Providers.

The following are minimum requirements/tasks that will be a part of any resulting contract:

Record Keeping and Reporting Requirements

- A. Youth Case Files
The Department requires a case file be developed for each youth accepted into the program that includes, at a minimum, a detailed chronological account of services provided; eligibility/referral assessment instruments; release and authorization for program participation; a service plan; dates of services, admission, and release/termination; and supporting documentation.
- B. Service Documentation
The Provider shall have a process for tracking attendance, services rendered and daily activities provided to youth. A sign-in sheet, signed by each youth receiving services, shall be maintained to record daily activity of the program.
- C. Reporting Requirements
The Department requires the collection of information and submission of reports on a monthly, quarterly, and annual basis including the monthly Request for Reimbursement and Youth Census; a quarterly Performance Measures Report; and an Annual Report. Final reporting formats and timeframes will be included in the awarded contract. Sample reporting forms are included on the Department web site at <http://www.dji.state.fl.us/Providers/contracts/index.html>

Staffing Requirements

- A. Provider Staff Levels and Qualifications
The Department requires qualified and experienced staff to operate the program. The response should include the proposed staffing levels/pattern and the organizational structure; the number of positions and responsibilities; the minimum requirements (education and professional experience); and a plan for recruitment, training, and continuation of services when a vacancy exists. All positions must demonstrate how it will advance the goals of the proposed program and benefit the Department and participating youth. The Provider shall include the proposed position descriptions for each position working within the program and an organizational chart in its proposal.
- B. Background Screening
Prior to the provision of services, staff shall comply with the Department's Statewide Procedure on Background Screening for Employees, Vendors, and Volunteers available for review on the Department's website. The Provider shall comply with the requirements for background screening pursuant to chapters 39, 435, 984 and 985, Florida Statutes and the Department's background screening policy (FDJJ 1800, Revised 7/30/10 with corrections on 8/12/10). The Provider shall verify the employment eligibility of all current and prospective employees through the United States Department of Homeland Security's E-Verify System, throughout the duration of the Contract.
- C. Staff Training
The Department requires the successful completion of training, provided by Department staff, prior to contact with Department youth. Topics shall include, at a minimum, the Department's Central Communications Center (CCC)/Incident Reporting; Child Abuse Reporting; and the Department's Juvenile Justice Information System (JJIS). The final contract document will include a description of the Department's mandatory trainings, as well as the party responsible for facilitating training.

Service Time and Location

- A. Service Time
Administrative services shall be provided, at a minimum, during the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, except for state recognized holidays. Because many youth can be better served with extended hours, the Provider is encouraged to offer evening and weekend service times. Hours of operation deviating from traditional business hours should be detailed in the proposal. Program services should be available to youth on a regular and consistent basis appropriate to the program's service delivery and serving the greatest number of youth.

B. Service Location

The Provider is responsible for providing a facility(s) for service delivery, which has ample space to serve the number of youth identified for services, and space to maintain youth files and business records in a confidential and secure location. The Department may conduct a site visit of the proposed facility before Contract execution to determine if the facility(s) has this capacity.

Data Collection/Juvenile Justice Information System

A. Program Performance Data Collection Requirements

The Provider will be required to collect and report data to the Department for determination of performance measures and evaluation purposes. The Department reserves the right to change the data requirements and/or collect additional data when determined necessary and may be based on the successful Provider's accepted contract deliverables.

B. Juvenile Justice Information System (JJIS)

The Provider will be responsible for entering accurate demographic youth data into JJIS. This responsibility is based on the Department's capability to provide access to the Provider. The Department will provide training and user forms for Provider staff in accessing and maintaining data in JJIS. The Provider shall designate a lead staff person responsible for ensuring JJIS data entry, including admission and release dates. This staff person shall also be the main contact for the Department's Data Integrity Officer and the Office of Program Accountability. Upon completion of training, the Department will provide limited assistance to the Provider with JJIS.

Deliverables:

The determination of service units/deliverables the successful Provider(s) is required to perform shall be at the sole discretion of the Department. Service units, deliverables, minimum performance levels, and required reports will be set forth in any resultant Contract.

Payment for services under a resultant contract will be based on a monthly cost reimbursement of expenditures that are allowable and in accordance with the approved budget. However, there will be a minimum level of performance in the resultant contract with identified deliverables and service units that shall be based on direct services to a youth, with a minimum level of program service delivery required for payment. If minimum level of performance is not met, monthly payment will be reduced along with the application of financial consequences.

Pursuant to Comptroller's Memorandum #04 (2005-2006), all expenditures under any Contract shall be in compliance with laws, rules and regulations applicable to expenditures of State funds, including but not limited to the *Department of Financial Services Reference Guide for State Expenditures*. Only allowable costs resulting from obligations incurred during the term of the Contract shall be reimbursed to the Provider. The Provider shall refund to the State any balances of un-obligated cash that have been advanced or paid.

Performance Measures/Outputs/Outcomes

To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act (GPRA), Public Law 103-62, applicants that receive funding under this solicitation must provide data that measures the results of their work. Performance measurement data represents the data/information that all sub grantees in a program area will collect to measure the specific outputs and outcomes that a program is designed to achieve. The proposal shall include a Data Collection Plan to gather, analyze, evaluate and report to the Department demographic information for each youth referred to the program, pre-and post-test results, type and frequency of services provided to youth, documentation detailing the percentage of improvement for each youth specific to each program outcome, and behavior characteristics/individualized needs for the youth. The information provided to the Department will be utilized in evaluation of the effectiveness of the program, the results of which may impact future funding.

Please note: Additional performance measures and program outcomes may be mutually developed by the Provider and the Department and included in a resultant contract.

A. Performance Outputs

The following Department performance measures (minimum standards) will be utilized by the Department throughout the duration of this Contract to determine the effectiveness of the program:

1. 70% of youth admitted to the program shall reside in high delinquency referral areas in the targeted zip code(s) of the proposed program. (See Exhibit 2, Targeted Referrals Table)
2. 70% of the youth served in the program will have at least one risk factor present in two out of four major domains (see Exhibit 4, Risk Factor Domains)

B. Performance Outcomes

1. 85% of program participants shall not be arrested or rearrested while enrolled in the program.
2. 90% of program participants shall not be arrested or rearrested for a period of 6 months post program participation.

C. Outcome Evaluations

The successful Provider will be required to submit, within 30 days of contract start date, a Data Collection Plan to gather, analyze, evaluate and report to the Department demographic information for each youth referred to the program, pre-and post-test results, type and frequency of services provided to youth, documentation detailing the percentage of improvement for each youth specific to each program outcome, and behavior characteristics/individualized needs for the youth. The information provided to the Department will be utilized in evaluation of the effectiveness of the program, the results of which may impact future funding.

Timeline

Listed below are the important actions, dates, and times by which the actions must be taken or completed. All listed times are local time (Eastern Standard Time) in Tallahassee, Florida.

DATE	TIME	ACTION
July 16, 2012	C.O.B.	Release of RFI
July 24, 2012	5:00 p.m.	Question Deadline – Last date and time written questions will be accepted for this RFI
July 31, 2012	C.O.B.	Anticipated date that the answers to the written questions will be posted to the web site
August 17, 2012	5:00 p.m.	RFI Responses Due

Responses must be received by the Department’s Procurement Manager no later than the above due date and time and shall be submitted as follows:

- A. All electronically mailed submissions shall be in the Microsoft format. Attachments shall be submitted in a PDF, Microsoft Word, and/or Microsoft Excel file and shall be emailed to the Procurement Manager (listed in this RFI), or
- B. Electronic responses saved on a compact disc or flash drive may be mailed to the Department’s Procurement Manager (listed in this RFI). or
- C. Hard copy submissions (one original and three copies) may be mailed to the Procurement Manager,(listed in this RFI).

Electronic submission for this RFI shall be submitted to:

Helen Sancho
Procurement Manager
Florida Department of Juvenile Justice
Knight Building
2737 Centerview Drive, Suite 1100
Tallahassee, Florida 32399-3100
Telephone Number: (850) 414-7147
Email Address: Helen.Sancho@djj.state.fl.us

All written inquiries shall be directed to Helen Sancho, Procurement Manager, at the above electronic address and shall be received by the date and time specified above. It is anticipated all written inquiries and the Department's answers will be posted on the web site on the time and date noted above.

Exhibits

- Exhibit 1: Prevention and Intervention Service Needs by County
- Exhibit 2: Targeted Referrals Table
- Exhibit 3: Start Up Implementation Plan
- Exhibit 4: Risk Factor Domains

A sample vendor contract is available at <http://www.djj.state.fl.us/providers/contracts/index.html>

RFI V2036

**Exhibit 1
Prevention and Intervention Service Needs by County**

County	Judicial Circuit	Funding Available	Prevention and Intervention Program Needs
Escambia	Circuit Board 1	\$23,183	<ul style="list-style-type: none"> • <i>Prevention/Intervention Services</i>
Okaloosa	Circuit Board 1	\$23,123	<ul style="list-style-type: none"> • Substance Abuse and Drug Education programs • Teen Dating Violence programs • Anti-Bullying programs • Sexual/Physical Abuse prevention programs • Teen Pregnancy prevention programs
Santa Rosa	Circuit Board 1	\$21,463	<ul style="list-style-type: none"> • Substance Abuse programs • Synthetic Drug Education programs • Cyber Bullying Awareness programs • Parental Support programs
Walton	Circuit Board 1	\$20,283	<ul style="list-style-type: none"> • In-home crisis intervention counseling • Substance Abuse Education programs
Franklin	Circuit Board 2	\$19,483	<p>Prevention/Intervention Services:</p> <ul style="list-style-type: none"> • Personal Health and Relationships • Substance Abuse/Behavioral Health <p>Youth Empowered Programs/Activities:</p> <ul style="list-style-type: none"> • Leadership • Civic Engagement • Mentoring <p>Education Programs:</p> <ul style="list-style-type: none"> • Academic Enrichment programs • Literacy programs • Critical and Analytical Thinking <p>Career Development:</p> <ul style="list-style-type: none"> • Job Skills Development programs • Project Payback/Restitution <p>Recreational and Social Enrichment:</p> <ul style="list-style-type: none"> • Creative Arts Programs • Social and Emotional Developmental Counseling

Gadsden	Circuit Board 2	\$19,563	<ul style="list-style-type: none"> • Mentoring programs • Gender Specific programs • Gadsden County Payback and Restitution programs • Alternative to Suspension programs • Neighborhood/Community Accountability Programs • Male Character programs • Civil Citation programs
Jefferson	Circuit Board 2	\$19,403	<ul style="list-style-type: none"> • Academic Enrichment programs • In and Out-of-School prevention programs • Job preparation programs • Project Payback programs • Substance Abuse programs • Mentoring programs
Leon	Circuit Board 2	\$23,243	<ul style="list-style-type: none"> • Mentoring programs • Substance Abuse services • Project Payback Victim Restitution programs • Job Preparation/Employment programs • Gender-specific treatment services • Truancy and Out of School suspension programs • Academic Enrichment programs
Liberty	Circuit Board 2	\$19,243	<ul style="list-style-type: none"> • Academic Enrichment programs • In and Out-of-School prevention programs • Job preparation programs • Substance Abuse programs • Alcohol and Drug Abuse Awareness programs • Mentoring programs

Wakulla	Circuit Board 2	\$19,483	<ul style="list-style-type: none"> • Academic Enrichment programs • In and Out-of-School prevention programs • Job preparation programs • Project Payback programs • Substance Abuse programs • Mentoring programs
Columbia	Circuit Board 3	\$19,663	<ul style="list-style-type: none"> • Alcohol prevention programs • Bullying prevention programs • Substance abuse education programs • Truancy prevention programs • Anger management programs • Life skills programs • Mentoring programs
Dixie	Circuit Board 3	\$19,303	
Hamilton	Circuit Board 3	\$19,383	
Lafayette	Circuit Board 3	\$19,303	
Madison	Circuit Board 3	\$19,403	
Suwannee	Circuit Board 3	\$19,383	
Taylor	Circuit Board 3	\$19,423	
Clay	Circuit Board 4	\$22,283	<ul style="list-style-type: none"> • Re-entry programs • <i>Prevention/Intervention Services</i> • After school programs • Mentor programs • Life Skills programs • Family Therapy • Out of school suspension programs
Duval	Circuit Board 4	\$30,223	<ul style="list-style-type: none"> • NAB Coordinator for Neighborhood Accountability Boards
Nassau	Circuit Board 4	\$20,743	<ul style="list-style-type: none"> • Mentoring programs • Tutoring programs

Lake	Circuit Board 5	\$24,643	<ul style="list-style-type: none"> • Civil citation programs • Mentoring programs • Parental support programs • Anger management and substance abuse counseling • Job skills programs
Citrus	Circuit Board 5	\$21,103	<ul style="list-style-type: none"> • Prevention and Intervention programs using cognitive behavioral therapy modalities • Civil citation programs • Mentoring programs • Social skills building programs • Parental Involvement programs
Hernando	Circuit Board 5	\$22,523	<ul style="list-style-type: none"> • Civil Citation programs • Mentoring programs • Parental support programs • Anger management and substance abuse education programs • Job skills programs
Sumter	Circuit Board 5	\$21,423	<ul style="list-style-type: none"> • Civil Citation programs • Mentoring programs • Parental support programs • Anger management and substance abuse counseling • Job skills programs
Marion	Circuit Board 5	\$22,883	<ul style="list-style-type: none"> • Life-skills training • Tutoring programs • Vocational training
Pasco	Circuit Board 6	\$27,163	<ul style="list-style-type: none"> • Mentoring programs • Tutoring programs • Drug abuse prevention programs
Pinellas	Circuit Board 6	\$37,243	<i>Prevention/Intervention Services</i>
Flagler	Circuit Board 7	\$22,783	<ul style="list-style-type: none"> • Family Conflict Resolution programs • Parental support programs

Putnam	Circuit Board 7	\$19,703	<ul style="list-style-type: none"> • After School programs • Vocational Training • Substance Abuse Prevention programs NOTE: These programs are available for all counties in Circuit 7.
St. John's	Circuit Board 7	\$24,143	
Volusia	Circuit Board 7	\$27,303	
Alachua	Circuit Board 8	\$22,383	<ul style="list-style-type: none"> • Substance abuse prevention/intervention programs • After school programs • Out-of-School prevention programs • Mentoring/tutoring programs • Gang prevention programs
Baker	Circuit Board 8	\$19,383	<ul style="list-style-type: none"> • Mental Health Counseling • Anti-Bullying programs • Substance abuse programs
Bradford	Circuit Board 8	\$19,283	<ul style="list-style-type: none"> • Youth Leadership training • Anti-Bullying programs • Mental Health counseling • Truancy intervention programs
Gilchrist	Circuit Board 8	\$19,303	<ul style="list-style-type: none"> • Tutoring/mentoring programs • Drug prevention programs
Levy	Circuit Board 8	\$19,643	<ul style="list-style-type: none"> • Mentoring • Tutoring • After School programs • Substance abuse counseling
Union	Circuit Board 8	\$19,263	<ul style="list-style-type: none"> • After school programs • Mentoring programs • Tutoring programs • Truancy intervention
Orange	Circuit Board 9	\$35,343	<ul style="list-style-type: none"> • Mentoring programs • Prevention/Intervention Services • Cultural competency training for law enforcement and juvenile justice officials

Osceola	Circuit Board 9	\$23,903	<ul style="list-style-type: none"> • Truancy prevention program • Out-of-School prevention program • After school programs
Polk	Circuit Board 10	\$25,723	<ul style="list-style-type: none"> • Pro-social activities (summer activities, after school activities) • Mentoring programs • Civil citation programs • Career building training programs
Highlands	Circuit Board 10	\$20,023	
Hardee	Circuit Board 10	\$19,303	
Dade	Circuit Board 11	\$38,063	<ul style="list-style-type: none"> • Trauma Informed Care Program/Therapy • Education and trainings on relationships and interaction with law enforcement- Youth/officer and Officer/Youth • Job readiness training • Parenting skills for males • Positive Youth Development services for youth ages 14-17 • Substance Abuse and Psychiatric Services for parents of youth • Restorative Justice programming
Desoto	Circuit Board 12	\$19,403	<i>Prevention/Intervention Services</i>
Manatee	Circuit Board 12	\$26,943	<ul style="list-style-type: none"> • Gang prevention programs
Sarasota	Circuit Board 12	\$31,683	<ul style="list-style-type: none"> • Mentor and tutoring programs • Anger management groups • Dropout prevention and reduction of school suspensions programs
Hillsborough	Circuit Board 13	\$34,496	<ul style="list-style-type: none"> • Mental health and substance abuse counseling • Respite services • Truancy prevention programs

Bay	Circuit Board 14	\$22,163	<ul style="list-style-type: none"> • Focus resources and provide intervention and prevention services to at-risk youth as early as possible. This includes: <ul style="list-style-type: none"> o Support for more after school programs and summer camps o Support for more mentoring and tutoring groups o Support for more faith-based programs o Support for more mental health services o Support for more substance abuse education courses o Support for more in-school education about teen pregnancy and STD prevention o Support for more anger management courses o Support for programs where youth can complete community service hours o Support for more sports leagues o Support for more truancy prevention programs • Reduce duplicative services and assessments. • Child Protective Services – to protect youth from being abused or neglected • Comprehensive centralized information for youth and families that would provide simple access to information and resources. • Services or programs that call for more youth and family involvement.
Calhoun	Circuit Board 14	\$19,323	<ul style="list-style-type: none"> • After school tutoring/mentoring programs • Afterschool programs
Gulf	Circuit Board 14	\$19,323	<ul style="list-style-type: none"> • Mentoring programs • Tutoring programs • Parental support programs • Substance Abuse Counseling • In-School Mentoring • After School Tutoring • Social Life Skills programs
Holmes	Circuit Board 14	\$19,323	<ul style="list-style-type: none"> • Life Skills/Character Building Counseling • After School Educational programs • Prevention Counseling

Jackson	Circuit Board 14	\$19,663	<ul style="list-style-type: none"> • Prevention/Diversion programs • Mentoring Programs • Substance Abuse Assessments/Education • Mental Health Education • After-school Programs • Family Therapy
Washington	Circuit Board 14	\$19,403	<ul style="list-style-type: none"> • Mentoring programs • In-school Prevention programs • Transitional Counseling • Life Skills programs
Palm Beach	Circuit Board 15	\$54,643	<ul style="list-style-type: none"> • Restorative justice programs • Peer mediation programs • Youth leadership respite programs • Parental support programs
Monroe	Circuit Board 16	\$21,063	<ul style="list-style-type: none"> • Expansion summer work program • Expansion of neighborhood accountability boards • Behavioral health assessments
Broward	Circuit Board 17	\$46,423	<ul style="list-style-type: none"> • Gender Specific programs for girls
Brevard	Circuit Board 18	\$28,543	<ul style="list-style-type: none"> • Out of school suspension programs
Seminole	Circuit Board 18	\$27,643	<ul style="list-style-type: none"> • Mental health services • Anger management programs • Substance abuse programs • Truancy prevention programs
Indian River	Circuit Board 19	\$22,543	<ul style="list-style-type: none"> • Substance abuse programs • Civil citation programs • Services to address and reduce the issue of disproportionate minority contact • Electronic monitoring services to prevent deeper penetration into the system
Martin	Circuit Board 19	\$23,763	<ul style="list-style-type: none"> • Gang awareness programs

Okeechobee	Circuit Board 19	\$19,483	<ul style="list-style-type: none"> • Restorative justice programs
St. Lucie	Circuit Board 19	\$24,943	<ul style="list-style-type: none"> • Programs that reduce delinquent behavior in school and increase attendance
Charlotte	Circuit Board 20	\$23,943	<ul style="list-style-type: none"> • Prevention and Intervention services
Collier	Circuit Board 20	\$30,743	<ul style="list-style-type: none"> • Civil Citation program
Glades	Circuit Board 20	\$19,243	<i>Prevention/Intervention Services</i>
Hendry	Circuit Board 20	\$19,483	<i>Prevention/Intervention Services</i>
Lee	Circuit Board 20	\$34,923	<ul style="list-style-type: none"> • Parental support programs • Truancy prevention programs • Mental health services • Gang awareness programs
		\$1,599,214	

JEFFERSON	32344													
LAFAYETTE	32066													
LAKE	34711	34748	32726	32757										
LEE	33916	33901	33990	33905	33971	33967	33909	33993	33914					
LEON	32303	32304	32301	32305	32310									
LEVY	32696	32621												
LIBERTY	32321	32334												
MADISON	32340	32331												
MANATEE	34208	34221	34203	34205	34207									
MARION	34472	34471	34473	34475	34474	34470	34482	34480						
MARTIN	34997	34990	34994	34956	98052									
MONROE	33040	33037												
NASSAU	32034	32097	32011											
OKALOOSA	32547	32548	32536	32539										
OKEECHOBEE	34972	34974												
ORANGE	32808	32811	32818	32805	32839	32703	32822	32810						
OSCEOLA	34741	34744	34758	34746	34743									
PALM BEACH	33404	33407	33463	33415	33411	33409	33435	33414	33461	33460	33430	33458		
PASCO	34668	34653	34652	34667	34654	34655	34691	33544						
PINELLAS	33705	33712	33711	33755	33771	33756	33781	33713	33714	34698	33770			
POLK	33801	33880	33830	33805	33881	33810	33823	33844						
PUTNAM	32177	32148												
ST. JOHNS	32084	32259	32086											
ST. LUCIE	34953	34950	34983											
SANTA ROSA	32570	32571	32583											
SARASOTA	34234	34286	34232	34231	34287									
SEMINOLE	32771	32765	32773	32708										
SUMTER	34785	33597	33513											

SUWANNEE	32060	32064	32008												
TAYLOR	32348	33327													
UNION	32054	32083													
VOLUSIA	32114	32738	32725	32117	32720	32174									
WAKULLA	32327														
WALTON	32433	32439													
WASHINGTON	32428														
ALACHUA	32641	32609	32601	32608											
BAKER	32063	32040													
BAY	32404	32401	32405												

Exhibit 3 Start-Up Implementation Plan

Please provide a separate plan of your first 45 days of activities. In this plan please indicate all activities listed below that will be accomplished so that you can begin direct services of youth by the 46th day. Please attach additional pages if needed.

Action Task/Deliverable	Time Frame needed (# of Days)	Targeted Completion Date	Staff and Resources Required to Achieve Task by Target Date	Brief Narrative of Implementation Plan for Action Task
1. Appoint/Hire/Identify functional committee/person for oversight of program start up.				
2. Staffing/Hiring				
a. (identify each Staff Member)				
b.				
c.				
d.				
3. Staff Training and/or Certification				
4. Recruitment plan to serve youth				
5. Fiscal Infrastructure				
a. Separate Bank Account				
b. Accounting software or an accounting system that you will use to track your expenditures.				
c. Identified staff who				

will deal with the accounting system.				
6. Select and acquire program facility where services will be provided				

EXHIBIT 4
Risk Factor Domains

1. **IDENTIFY RISK FACTOR DOMAIN:** The proposed program shall address risk factors listed in the Community Domain. The proposed program shall *identify other domains to be addressed based on 1) delinquent behavior, including specifically under the supervision of the Department; 2) substantial school performance failures or behavioral problems; 3) pattern of alcohol or drug usage; and/or 4) substantial familial difficulties, etc.*

Community Domain School Domain Individual/Peer Domain Family Domain

2. **IDENTIFY RISK FACTORS TO BE ADDRESSED IN EACH DOMAIN:** Refer to the Chart below: *Listed in the chart are Risk Factors and Indicators by Domain. For the Community Domain and, if applicable, each additional domain you have selected in D2 above, identify the domain and identify two priority risk factor(s) that will be the focus of the proposed program.*

A. COMMUNITY DOMAIN:

(1) RISK FACTOR:

(2) RISK FACTOR:

B. DOMAIN: (from #2 above, if applicable):

(1) RISK FACTOR:

(2) RISK FACTOR:

Risk Factors and Indicators by Domain
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COMMUNITY DOMAIN	
Risk Factor:	Availability of Drugs
Indicators that can measure the above risk factor:	Perceived Availability of Drugs; Trends in Exposure to Drug Use; Per Capita Consumption of Alcohol; Sales of Alcoholic Beverages; Liquor Sales Outlets
Risk Factor:	Availability of Firearms
Indicators that can measure the above risk factor:	Firearm Sales; Firearms in Home
Risk Factor:	Community Laws and Norms Favorable to Drug Use, Firearms, and Crime
Indicators that can measure the above risk factor:	Juvenile Arrests for Drug Law Violations; Juvenile Arrests for Violent Crimes; Juvenile Arrests for Curfew, Vandalism and Disorderly Conduct; Disposition of Juvenile Arrest Cases; Quantity of Drugs Seized; Areas Targeted by Law Enforcement for Drug Cleanup; School Discipline for Behavior Problems; Schools with Student Assistance Programs; Attitudes Favoring Gun Control
Risk Factor:	Media Portrayal of Violence
Indicators that can measure the above risk factor:	General Violent Behavior Portrayed on Television; Serious Assaults Portrayed on Television
Risk Factor:	Transitions and Mobility
Indicators that can measure the above risk factor:	Existing Home Sales; New Home Construction; Rental Residential Properties; Rental Unit Turnover; Utility Connections; Student Movement In and Out of School
Risk Factor:	Low Neighborhood Attachment and Community Disorganization
Indicators that can measure the above risk factor:	Percent of Population Voting in Elections; Rental Housing Vacancy Rates; Homeowners Unit Vacancy Rates; Number of Churches and Synagogues; Homicides
Risk Factor:	Extreme Economic and Social Deprivation
Indicators that can measure	Persons/Families/Children Living Below Poverty Level; Unemployment

the above risk factor:	Rates; Exhausted Unemployment Benefits; AFDC Recipients\ Food Stamp Recipients; AFDC and Food Stamp Benefits as a Percentage of Poverty Level; Free and Reduced Lunch Program; Single Female Head of Household as a Percentage of All Households
OPTIONAL DOMAINS	
FAMILY DOMAIN	
Risk Factor:	Family History of High Risk Behavior
Indicators that can measure the above risk factor:	Adults in Treatment; Liver Cirrhosis Deaths; Adults/Parents in Prison; Educational Attainment of Adults; Adult Illiteracy
Risk Factor:	Family Management Problems
Indicators that can measure the above risk factor:	Reported Child Neglect and Abuse Cases; Runaway Reports; Children Living in Foster Homes
Risk Factor:	Family Conflict
Indicators that can measure the above risk factor:	Domestic Violence Reports; Divorce Rates; Households with Spouse Absent
Risk Factor:	Favorable Parental Attitudes and Involvement in the Problem Behaviors
Indicators that can measure the above risk factor:	Adult Violent Crime Arrests; Adult Property Crime Arrests; Adult Alcohol-Related Arrests; Babies Born Affected by Alcohol or Other Drug Use; Drug Use During Pregnancy
SCHOOL DOMAIN	
Risk Factor:	Early and Persistent Anti-Social Behavior
Indicators that can measure the above risk factor:	Elementary School Disciplinary Problems; Special Education Classes for Students with Behavior Disorders; Elementary School Students Diagnosed with Behavioral Disorders
Risk Factor:	Academic Failure
Indicators that can measure the above risk factor:	Grade Repetition; ACT Test Scores; SAT Test Scores; Reading Proficiency; Math Proficiency; Science Proficiency; GED Diplomas Issued
Risk Factor:	Lack of Commitment to School
Indicators that can measure the above risk factor:	School Enrollment; Average Daily Attendance; Truancy Rates; High School Completion Rates

INDIVIDUAL/PEER DOMAIN	
Risk Factor:	Alienation and Rebelliousness
Indicators that can measure the above risk factor:	Suicide Death Rates; Reported Gang Involvement; Reported Vandalism and Graffiti Damage
Risk Factor:	Friends Who Engage in the Problem Behavior
Indicators that can measure the above risk factor:	Adolescents in Juvenile Justice System; Reported Use of Drugs and Alcohol by Friends; Adolescents in Treatment; Adolescents Diagnosed with Sexually Transmitted Diseases; Adolescent Pregnancies
Risk Factor:	Favorable Attitudes Toward the Problem Behavior
Indicators that can measure the above risk factor:	Disapproval of Use of Alcohol, Cigarettes, and Drugs; Perceived Harmfulness of Use of Alcohol, Cigarettes, and Drugs; Attitudes Regarding Marijuana Laws
Risk Factor:	Early Initiation of the Problem Behavior
Indicators that can measure the above risk factor:	Grade of First Use of Alcohol, Cigarettes, and Drugs; Age of Initial Sexual Activity; School Reports of Disciplinary Problems; Dropouts Prior to 9th Grade; Arrests Related to Alcohol and Other Drugs (Ages 10 to 14); Violence Arrests (Ages 10 to 14)