

# 2012 JUVENILE ACCOUNTABILITY BLOCK GRANT ADMINISTRATIVE REQUIREMENTS

## I. Eligibility for Local Awards

Only allocations of \$10,000 or more are available for direct award to a unit of local government. Based on the award amount, the following alternatives are available:

1. Eligible units of local government may apply for a direct award.
2. Eligible units of local government may choose to waive their allocation to a neighboring eligible unit, which will use those funds for their combined benefit.
3. Ineligible units of local governments may choose to waive their allocation to a larger or neighboring eligible unit, which will use those funds for their combined benefit.
4. A number of eligible/ineligible local governments may chose to form a regional coalition to pool their allocations by waiver and provide services over their combined service area.
5. Eligible/ineligible units of local government may choose to waive their allocation to the state.

## II. Authorized Official for a Local Unit of Government

The authorized official for the local unit of government must submit an Intent Form to the Governor's Division for Children indicating how they plan to proceed with regard to the alternatives listed above. The following individuals are recognized as the authorized local government official:

<u>City Government:</u>	Mayor/City Manager
<u>County Government:</u>	County Manager/ County Board of Supervisors
<u>Tribal Government:</u>	Individual with legal authority to bind the tribe into contract

## III. Joint Plans (Collaborations)

Those entities choosing to develop a joint plan are required to select one organization to act as the fiscal agent. This organization will become the contractual subgrantee of the Governor's Division for Children. All fiscal reporting will be submitted from this organization and full fiscal and programmatic accountability will be this agency's responsibility.

Other members of the joint plan will become subgrantees of the fiscal agent. The fiscal agent will be responsible for passing funds through to other collaborators on a cost reimbursement basis, verifying allowability of reimbursed costs and monitoring those agencies in accordance with *OMB Circular A-102, Section .37 and .40*. Fiscal agents must have written agreements in place with each collaborating agency. In addition, payments made by the fiscal agent to the collaborating subgrantees must be supported by adequate fiscal and programmatic documentation, subject to review by the Governor's Division for Children.

## IV. JABG Local Advisory Boards

Local units of government receiving JABG funds must establish a JABG Local Advisory Board (LAB). The LAB must include, at a minimum, (unless impractical) individuals representing: (1) police; (2) sheriff; (3) prosecutor; (4) state or local probation services; (5) juvenile court; (6) schools; (7) business; and (8) religious affiliated, fraternal, nonprofit or social service organizations involved in

crime prevention. Existing boards or coalitions such as a Policy Prevention Board may fulfill this requirement.

The LAB is responsible for developing a plan for reducing juvenile crime that should be based upon an analysis of relevant local data and juvenile justice system needs. The Advisory Board is also charged with determining how the local unit of government should most effectively utilize JABG funds in order to address one or more of the seventeen JABG program purpose areas.

The local unit of government is responsible for submitting certification that the LAB meets the required membership categories and that the full group has met to determine how to achieve the greatest impact on reducing juvenile delinquency, improving the juvenile justice system, and increasing accountability for juvenile offenders.

### **V. Seventeen JABG Program Purpose Areas**

All JABG funds must be used for one or more of the seventeen program purpose areas. (See list attached).

### **VI. Administration and Cash Match Requirements**

Administration: A unit of local government may use **up to 5%** of their total JABG award for administrative costs related to the JABG program. All funds for administrative costs are subject to the match requirement.

Cash Match: Local units of government in receipt of a JABG award must contribute 10% of the total program costs (**Note:** A 50% match is required for the cost of construction of a permanent corrections facility). The total program cost is made up of the Federal award amount and the cash match.

#### Cash Match Computation:

Award	+	Cash Match	=	Total Program Cost (TPC)
1)		$\frac{\text{Award}}{(.9)}$	=	Total Program Cost (TPC)
2)		TPC - Award	=	Cash Match

**For additional information about the JABG program, please contact Sonya Pierce-Johnson with the Governor's Office for Children, Youth and Families at (602) 542-3496.**

**2012 Juvenile Accountability Block Grant (JABG) Intent Form  
Arizona Governor's Office for Children, Youth and Families**

**INELIGIBLE FOR A DIRECT AWARD**

**Please return this form (mail or fax) no later than Monday, September 24, 2012.**

**Unit of Local Government:** \_\_\_\_\_

*Please type or print the name of the County, City/Town, or Tribe submitting this Intent Form.*

**Intent for JABG Funds:**

*Please check the appropriate response to indicate your interest/intent to direct available JABG funds.*

\_\_\_\_\_ **Interested in waiving our allocation or collaborating/combining our allocation with another unit of local government (Waive to LUG).**

*Please indicate below the name of the unit of local government to whom you will be waiving your funds and note the individual/agency designated to receive future JABG correspondence. Please complete this form in its entirety.*

\_\_\_\_\_ **Interested in waiving our JABG allocation to the state (Waive to State).**

*Allocation will be reverted to the state and otherwise allocated. Please complete this form with the name and signature of the Authorized Official.*

**Official Contact Person for Future Correspondence Regarding the 2012 JABG Award:**

**Unit of Local Government Waived To:** \_\_\_\_\_

*Please indicate the individual/agency responsible for submitting the 2012 JABG Application.*

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Agency/Address: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_ Email: \_\_\_\_\_

**Authorized Official for this Unit of Local Government:**

*(County Manager/County Board of Supervisors, Mayor/City Manager, Tribal Chair)*

I HEREBY CERTIFY THAT THE INFORMATION PROVIDED ON THIS PAGE IS CORRECT.

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return this form (mail or fax) no later than Monday, September 24, 2012.**

Governor's Office for Children, Youth and Families  
1700 West Washington, Suite 230  
Phoenix, Arizona 85007  
FAX to JABG PROGRAM: (602) 542-3423

ARIZONA JABG ALLOCATIONS FOR FY2012

STATE	TOTAL ALLOCATION	PASSED THROUGH %	ALLOCATION	CRIME PROP ALLOC (1/4)	EXPEND PROP ALLOC (3/4)
ARIZONA	\$ 453,920	75	\$ 340,440	\$85,110	\$255,330

AMOUNT RETAINED BY STATE:  
\$113,215

LOCALITY	CRIME PROP	CRIME ALLOC	EXPEND PROP	EXPEND ALLOC	TOTAL ALLOCATION
Ak Chin Indian Community of Papag	0.018742%	\$16	0.000000%	\$0	\$16
APACHE COUNTY	0.098396%	\$84	0.671552%	\$1,715	\$1,798
APACHE JUNCTION CITY	0.391240%	\$333	0.078517%	\$200	\$533
AVONDALE CITY	1.179578%	\$1,004	0.118815%	\$303	\$1,307
BENSON CITY	0.022842%	\$19	0.000000%	\$0	\$19
BISBEE CITY	0.244818%	\$208	0.010241%	\$26	\$235
BUCKEYE TOWN	0.190935%	\$163	0.028052%	\$72	\$234
BULLHEAD CITY	0.216705%	\$184	0.229689%	\$586	\$771
CAMP VERDE TOWN	0.086682%	\$74	0.033470%	\$85	\$159
CAREFREE TOWN	0.000000%	\$0	0.053136%	\$136	\$136
CASA GRANDE CITY	0.848078%	\$722	0.068647%	\$175	\$897
CAVE CREEK TOWN	0.000000%	\$0	0.044676%	\$114	\$114
HANDLER CITY	2.614517%	\$2,225	0.475185%	\$1,213	\$3,439
CHINO VALLEY TOWN	0.167507%	\$143	0.049945%	\$128	\$270
CLARKDALE TOWN	0.033970%	\$29	0.005863%	\$15	\$44
CLIFTON TOWN	0.038655%	\$33	0.002375%	\$6	\$39
COCHISE COUNTY	1.548562%	\$1,318	2.238928%	\$5,717	\$7,035
COCONINO COUNTY	0.331500%	\$282	1.042023%	\$2,661	\$2,943
Cocopah Tribe of Arizona	0.062083%	\$53	0.000000%	\$0	\$53
COLORADO CITY TOWN	0.011714%	\$10	0.002078%	\$5	\$15
Colorado River Indian Tribes	0.172193%	\$147	0.000000%	\$0	\$147
COOLIDGE CITY	0.271760%	\$231	0.032431%	\$83	\$314
COTTONWOOD CITY	0.173364%	\$148	0.049871%	\$127	\$275
DEWEY-HUMBOLDT TOWN	0.000000%	\$0	0.023006%	\$59	\$59
DOUGLAS CITY	0.203820%	\$173	0.008386%	\$21	\$195
DUNCAN TOWN	0.000000%	\$0	0.001113%	\$3	\$3
EAGAR TOWN	0.029284%	\$25	0.004230%	\$11	\$36
EL MIRAGE CITY	0.283474%	\$241	0.000000%	\$0	\$241

ARIZONA JABG ALLOCATIONS FOR FY2012

LOCALITY	CRIME PROP	CRIME ALLOC	EXPEND PROP	EXPEND ALLOC	TOTAL ALLOCATION
NAVAJO COUNTY	0.196792%	\$167	2.136811%	\$5,456	\$5,623
NAVAJO NATION	2.983501%	\$2,539	0.000000%	\$0	\$2,539
NOGALES CITY	0.221391%	\$188	0.072061%	\$184	\$372
ORO VALLEY TOWN	0.090196%	\$77	0.104343%	\$266	\$343
PAGE CITY	0.316272%	\$269	0.016921%	\$43	\$312
PARADISE VALLEY TOWN	0.039827%	\$34	0.072283%	\$185	\$218
PARKER TOWN	0.060912%	\$52	0.004675%	\$12	\$64
Pascua Yaqui Tribe	0.100153%	\$85	0.000000%	\$0	\$85
PATAGONIA TOWN	0.000000%	\$0	0.002375%	\$6	\$6
PAYSON TOWN	0.415839%	\$354	0.045418%	\$116	\$470
PEORIA CITY	1.072983%	\$913	0.257444%	\$657	\$1,571
PHOENIX CITY	31.85681%	\$27,113	3.701219%	\$9,450	\$36,564
PIMA COUNTY	2.287702%	\$1,947	18.749587%	\$47,873	\$49,820
PIMA TOWN	0.035141%	\$30	0.000000%	\$0	\$30
PINAL COUNTY	0.716884%	\$610	2.597525%	\$6,632	\$7,242
PINETOP-LAKESIDE TOWN	0.132366%	\$113	0.012839%	\$33	\$145
PRESCOTT CITY	0.469723%	\$400	0.057589%	\$147	\$547
PRESCOTT VALLEY TOWN	0.469723%	\$400	0.078888%	\$201	\$601
QUARTZSITE TOWN	0.021085%	\$18	0.000000%	\$0	\$18
QUEEN CREEK TOWN	0.000000%	\$0	0.018924%	\$48	\$48
SAFFORD CITY	0.829336%	\$706	0.000000%	\$0	\$706
SAHUARITA TOWN	0.063254%	\$54	0.058331%	\$149	\$203
Salt River Pima-Maricopa Indian Co	0.274103%	\$233	0.000000%	\$0	\$233
San Carlos Apache Tribe	0.684085%	\$582	0.000000%	\$0	\$582
SAN JUAN SOUTHERN PAIUTE TR	0.000000%	\$0	0.000000%	\$0	\$0
SAN LUIS CITY	0.000000%	\$0	0.033322%	\$85	\$85
SANTA CRUZ COUNTY	0.035141%	\$30	0.811518%	\$2,072	\$2,102
SCOTTSDALE CITY	1.389255%	\$1,182	0.866435%	\$2,212	\$3,395
SEDONA CITY	0.077311%	\$66	0.048832%	\$125	\$190
SHOW LOW CITY	0.386555%	\$329	0.026865%	\$69	\$398
SIERRA VISTA CITY	0.401783%	\$342	0.000000%	\$0	\$342
SNOWFLAKE TOWN	0.167507%	\$143	0.007941%	\$20	\$163
SOMERTON CITY	0.058569%	\$50	0.011874%	\$30	\$80
SOUTH TUCSON CITY	0.630202%	\$536	0.015510%	\$40	\$576
SPRINGERVILLE TOWN	0.026942%	\$23	0.000000%	\$0	\$23
ST JOHNS CITY	0.007028%	\$6	0.007644%	\$20	\$25

## 2012 JABG PASS THROUGH TIMELINE

<b>Notice of Allocation</b>	The Governor's Office for Children, Youth and Families will provide notification to all local units of government regarding JABG formula allocations. Intent Form process commences.	September 10, 2012
<b>Intent Forms Due</b>	Completed Intent Forms (signed by Authorized Official) due back to the Governor's Office for Children, Youth & Families – signifying Intent to Apply or Waive funds.	September 24, 2012
<b>Application Released</b>	Pending receipt of Intent Forms, the JABG Application will be distributed to eligible local units of governments.	October 1, 2012
<b>Applications Due</b>	Completed Applications due to the Governor's Office for Children, Youth & Families.  Applications must be received by 3:00 p.m. on 11/5/12.	November 5, 2012
<b>Review &amp; Clarifications</b>	A submitted application reviewed by the Governor's Office for Children, Youth & Families; requests for clarification will be forwarded to applicants (as necessary).	November 6, 2012– November 30, 2012
<b>Subgrantee Agreements Mailed</b>	The Governor's Office for Children, Youth & Families will make grant awards to eligible applicants and mail Subgrantee Agreements for signature.	December 3, 2012
<b>Contract Award</b>	The 2012 JABG Pass Through contract period begins effective 01/01/13.	January 1, 2013
<b>Funding Cycle Ends</b>	The 2012 JABG Pass Through contract period ends 12/31/13.	December 31, 2013



Janice K. Brewer  
Governor

State of Arizona  
Governor's Office for Children, Youth and Families

Cassandra A. Larsen  
Director

August 30, 2012

Chairman Richard Searle  
Board of Supervisors for Cochise County  
1415 Melody Lane, Bldg G  
Bisbee, AZ 85292

RECEIVED  
COCHISE COUNTY  
BOARD OF SUPERVISORS  
2012 SEP 10 P 1:58

**RE: 2012 Juvenile Accountability Block Grant (JABG) Allocation**

Mr. Searle:

The Governor's Office for Children, Youth and Families is pleased to notify Board of Supervisors for Cochise County of the availability of the 2012 Juvenile Accountability Block Grant (JABG). The JABG program was created by Congress in 1997 in order to provide states and local units of government with funds to encourage the development of juvenile justice policies, procedures and programs that promote juvenile accountability. 2012 will represent the fifteenth year of JABG funding for local units of government in Arizona. Local JABG awards have funded a variety of juvenile justice initiatives throughout the state including database information sharing systems, safe school curriculums, community service restitution programs, and the addition of juvenile justice positions such as probation officers, judges, public defenders and prosecutors.

Entitlement funds are made available to local units of government based upon a formula defined by Congress. This formula incorporates the crime expenditure data and violent crimes arrest data provided by local units of government to the Federal Bureau of Investigation (FBI) and the Bureau of Indian Affairs (BIA). Please review the enclosed allocation sheet for your locality's crime expenditure and arrest data (a local unit of government's total allocation is located in the far right column).

Only allocations of \$10,000 or more are available for direct award to a unit of local government. Based on the award amount, the following alternatives are available:

1. Eligible units of local government may apply for a direct award.
2. Eligible units of local government may choose to waive their allocation to a neighboring eligible unit, which will use those funds for their combined benefit.
3. Ineligible units of local governments may choose to waive their allocation to a larger or neighboring eligible unit, which will use those funds for their combined benefit.
4. A number of eligible/ineligible local governments may choose to form a regional coalition to pool their allocations by waiver and provide services over their combined service area.
5. Eligible/ineligible units of local government may choose to waive their allocation to the state.

**Based upon the federal formula, Cochise County has been allocated \$7035. You are not eligible for a direct grant from the state.**

August 30, 2012

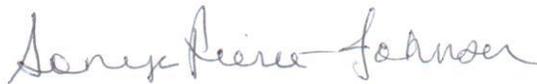
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Enclosed you will find an Intent Form detailing the options available to you regarding your Juvenile Accountability Block Grant allocation. Local units of government are encouraged to consider local collaborative opportunities in an effort to more equally distribute funding across the State. Additionally, further information regarding the administrative requirements and timeline of the JABG program are included for your review.

**Please review all of the enclosed materials and submit the completed JABG Intent Form to the Governor's Office for Children, Youth and Families by Monday, September 24, 2012.** Local units of government that are eligible to receive a direct award from the state are required to submit a formal application. Upon receipt of the Intent Form, the JABG application will be mailed to you.

If you have any questions regarding the JABG program, please contact Sonya Pierce-Johnson at (602) 542-3496 or [spjohnson@az.gov](mailto:spjohnson@az.gov).

Sincerely,



Sonya Pierce-Johnson, JABG Program Administrator  
Governor's Office for Children, Youth and Families

Enclosures:

**JABG Intent Form (Due Monday, September 24, 2012)**

JABG 2012 Timeline

JABG Administrative Requirements

JABG Allocations for Arizona Local Units of Government for 2012