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**TRAINING AND TECHNICAL ASSISTANCE FOR IMPLEMENTATION OF
SUBSTANCE ABUSE TESTING WITHIN THE JUVENILE JUSTICE SYSTEM**

Final Report

July 1, 1998 - June 30, 2002

Submitted by
The American Probation and Parole Association
to the
Office of Juvenile Justice and Delinquency Prevention

This project spanned two funding periods during which specific goals and objectives guided the project's work. The following provides a summary of the goal and objectives for each funding period.

First Funding Period – July 1, 1998 - September 30, 1999

Project Goal

To develop appropriate materials and procedures to provide effective assistance to States and juvenile justice agencies in developing or enhancing programs to test youth for illicit substance use.

Objectives

1. To review and update materials, training curricula, and technical assistance procedures.
2. To identify and confer with potential consultants on substantive areas.
3. To notify appropriate juvenile justice agencies of the availability of training and technical assistance for developing or enhancing drug testing programs.
4. To provide timely and cost-effective training and technical assistance through:
 - two national training programs
 - four national audio teleconferences
 - limited on-site technical assistance
 - provision of printed materials
 - extensive assistance via telephone dialogues, review of program materials, and written correspondence.
5. To evaluate all project activities and outcomes and make appropriate reports and information available to OJJDP.

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U.S. DEPARTMENT OF JUSTICE
Office of Justice Programs
CATEGORICAL/DISCRETIONARY ASSISTANCE PROGRESS REPORT

The information provided will be used by the grantor agency to monitor grantee cash flow to ensure proper use of Federal funds. No further monies or other benefits may be paid out under this program unless this report is completed and filed as required by existing law and regulations (Uniform Administrative Requirements for Grants and Cooperative Agreements — 28 CFR, Part 66, Common Rule, and OMB Circular A-110).

1. GRANTEE American Probation and Parole Association		2. AGENCY GRANT NUMBER 98-JB-VX-0103	3. REPORT NO. 8
4. IMPLEMENTING SUBGRANTEE		5. REPORTING PERIOD (Dates) FROM: 7/1/98 TO: 6/30/02	
6. SHORT TITLE OF PROJECT Training and Technical Assistance for Implementation of Substance Abuse Testing		7. GRANT AMOUNT \$400,000	8. TYPE OF REPORT <input type="checkbox"/> REGULAR <input type="checkbox"/> SPECIAL <input checked="" type="checkbox"/> FINAL REPORT <input type="checkbox"/> REQUEST
9. NAME AND TITLE OF PROJECT DIRECTOR Ann H. Crowe, Research Associate		10. SIGNATURE OF PROJECT DIRECTOR <i>Ann H. Crowe</i>	11. DATE OF REPORT 6/27/02
12. COMMENCE REPORT HERE (Continue on plain paper) <p style="text-align: center;">SEE ATTACHED</p>			
13. CERTIFICATION BY GRANTEE (Official signature) <i>Carl [Signature]</i>			14. DATE 6-27-02

Second Funding Period – October 1, 1999 - June 30, 2002

Project Goal

To prepare a policy document on drug testing of juveniles and disseminate the information through publications and training activities, and to deliver training and technical assistance on establishing drug testing programs and implementing drug testing procedures in juvenile justice agencies using both traditional and emerging technological methods of training and technical assistance delivery.

Objectives

1. To identify and convene an advisory group to assist project staff with formulating a *Policy Brief for Decision Makers on Drug Testing in the Juvenile Justice System*.
2. To write and produce a *Policy Brief* based on the input of the advisory group.
3. To develop curriculum materials and interactive processes for delivering training on policy development via traditional methods and the Internet.
4. To develop or adapt curriculum materials for a guided process on drug testing implementation to be delivered via the Internet, and/or other electronic media .
5. To conduct a minimum of three workshops/presentations for decision makers based on the Policy Brief.
6. To disseminate the Policy Brief to appropriate state level decision makers.
7. To provide additional information and training opportunities for decision makers or their staffs through publication of articles and Internet-based training and technical assistance.
8. To recruit a minimum of ten participants to pilot test the curriculum through Internet access.
9. To modify the curriculum, as needed, based on feedback from pilot participants.
10. To provide the curriculum as an ongoing training and technical assistance product via the Internet and other electronic media.
11. To respond, as possible, to requests for brief, intermediate, and possibly on-site technical assistance.
12. To support and cooperate with the JAIBG National Training and Technical Assistance Alliance operated by Development Services Group.
13. To evaluate all aspects of the project.

Project Accomplishments

To achieve the project goals and objectives a variety of activities were undertaken which are summarized in the following sections of this report.

Development of Materials

Project staff developed a variety of materials throughout the course of the project.

Training Materials

A primary focus of the project was providing training and technical assistance to juvenile justice programs for implementing substance abuse testing. Several items were developed by the project, and examples of these products are appended to this report as indicated.

- *Identifying Another Piece of the Puzzle: Drug Testing in the Juvenile Justice System.* This workbook was designed to provide guidance to juvenile justice agencies for developing and implementing a substance abuse testing program. This document was used for training and technical assistance activities provided by the project and was designed to be used in conjunction with the *American Probation and Parole Association's Drug Testing Guidelines and Practices for Juvenile Probation and Parole Agencies* that was published by OJJDP in 1992. (Copy of workbook is attached)
- The board game, *Puzzling Moves*, was developed to be used in training sessions to emphasize the importance of always responding appropriately to drug test results. This game can be played by small groups of four to six players.
- Four packets were developed and distributed for the four audio conferences sponsored by the project (Legal Issues in Drug Testing, Technology for Drug Testing, Development of Appropriate Responses to Drug Testing Results, and Managing Information and Evaluation in a Drug Testing Program). These materials consisted of outlines and/or PowerPoint presentations for each of the conferences, evaluation forms, and, in some cases, supplemental materials. (Copies of the four packets are attached). Recordings of the audio conferences also were made and duplicated for distribution upon request.
- Training materials were developed for each of the four major training programs presented by the Project (national training programs in Cincinnati, OH and Albuquerque, NM, and State/jurisdictional programs in Colorado and Michigan). These were varied for each training, but all consisted of training agendas, copies of visual aids used in presentations with space for notetaking, supplemental information related to training content, and in-class interactive materials such as case studies, quizzes, and other activities. (A copy from the final training provided in Ottawa County, Michigan is attached.)

Policy Brief

At the request of the Office of Juvenile Justice and Delinquency Prevention, project staff wrote the document, *Drug Testing in the Juvenile Justice System, A Policy Brief for Decision Makers*. A 15-member Advisory Group was convened for a one-day meeting in Washington, DC to help staff outline the document. These individuals also reviewed a draft of the document and assisted with specific questions when needed.

The draft was completed and submitted to OJJDP on March 15, 2001. In April 2002, project staff received feedback from OJJDP about possible revisions to the document before publication. Appropriate revisions have been made and a final version is being submitted to OJJDP. (A draft copy of the *Policy Brief* is attached.)

APPA, with permission from the OJJDP Program Manager, distributed draft copies of the *Policy Brief* to all JAIBG State Coordinators and to probation and parole professionals at APPA's Winter Institute in Myrtle Beach, South Carolina, February 10-13, 2002.

Training Provided

The project provided several training opportunities for juvenile justice administrators and practitioners including the following:

- Four audio conferences were delivered as follows:
 - Legal Issues in Drug Testing, November 10, 1998, Rolando V. del Carmen, Presenter (49 sites and 241 or more¹ individuals participated).
 - Technology for Drug Testing, November 17, 1998, Kevin Jackson and Saralyn Borrowman, Presenters (47 sites and 201 or more individuals participated).
 - Development of Appropriate Responses to Drug Testing Results, November 24, 1998, Scott Reiner, Presenter (40 sites and 175 or more individuals participated).
 - Managing Information and Evaluation in a Drug Testing Program, December 1, 1998, K. Jack Riley and Eric Lee, Presenters (34 sites and 120 or more individuals participated).

The audio conferences were publicized through APPA's journal, *Perspectives*, on the APPA Web page, through brochures sent to the Criminal Justice Editors'

¹The number of sites reported is based on the number of telephone lines that actually were used for each audio conference. The number of individual participants is based on reports from site coordinators; however, not all site coordinators submitted evaluations following the audio conferences, so it may be assumed that even more individuals participated in this training opportunity.

Group, and through a direct mailing to about 2,500 individuals and agencies. Participant lists from each of the four conferences are attached.

- Two national training programs were provided as follows:
 - Cincinnati, Ohio; March 8-10, 1999. This three-day training was provided to 26 participants from five States, the District of Columbia, and Guam. A participant list is attached. Three consultant trainers and two project staff delivered the training.
 - Albuquerque, New Mexico, April 19-21, 1999. This three-day training was provided to 41 participants from 15 States, the District of Columbia, and the Mariana Islands. A participant list is attached. Three consultant presenters and two project staff delivered this training program as well.

An announcement and registration brochure was developed and distributed to more than 5,000 juvenile justice professionals regarding these training opportunities. Information was also placed on the APPA Web page and provided to the Criminal Justice Editor's Resource Group and the JAIBG coordinators in each State.

- Two State/jurisdictional training programs were provided to:
 - Colorado Division of Youth Corrections, Golden, Colorado, June 22-23, 2000. This two-day training was provided at the invitation of the Colorado Division of Youth Corrections for 61 participants. One consultant trainer and two project staff provided the training.
 - Ottawa County, Michigan Family Court Juvenile Division, Holland, Michigan, November 28-29, 2001. Forty-two participants attended this two-day training program provided by two project staff.

Participant lists from each of these training programs are attached.

- Project staff provided the following seven Workshops and Seminars on drug testing topics during the course of the project:
 - Workshop presentation at the JAIBG Training Conference, *Enhancing the Accountability of Juvenile Justice Systems*, Washington, DC, August 4-7, 1999.
 - Plenary Session and Workshop presentation at the Juvenile Drug Court Planning Workshop, San Francisco, CA, August 29-September 1, 1999.
 - Workshop at the National Council of Juvenile and Family Court Judges, *Judicial Response to Alcohol and Other Drugs*, Reno, NV, October 7, 1999.
 - Workshop at the 27th National Conference on Juvenile Justice, Tampa, FL, March 21, 2000.
 - Workshop at the JAIBG Southern Region Training Conference, St.

- Augustine, FL, May 25, 2000.
- Workshop at the National Council of Juvenile and Family Court Judges, *Judicial Response to Alcohol and Other Drugs*, Reno, NV, October 18, 2000.
- Workshop at the National Council of Juvenile and Family Court Judges, *Judicial Response to Alcohol and Other Drugs*, Reno, NV, October 3, 2002.

Technical Assistance

A variety of technical assistance requests have been received and responded to by the project. These have all been documented and reported to Development Services Group (DSG) that provides training and technical assistance coordination services for the JAIBG-funded projects. In total, 52 requests for technical assistance have been received by the project. These came from 26 States and the District of Columbia. Three of the requests, received by e-mail, did not indicate their location. In general, the technical assistance provided included information dissemination, telephone consultation, and the provision of written materials.

Project Evaluation

This project evaluated all training programs -- both audio conferences and onsite trainings -- with post-session participant evaluation forms. These have been submitted with earlier semi-annual project reports, but they are attached to this report as well in a compiled format. The full evaluations that are attached furnish detailed information, and the following tables provide a summary of the common elements among the four audio conferences and the four onsite training programs. In all evaluations, participants were asked to rate various criteria using the following five-point scale: 5=outstanding; 4=above average; 3=average; 2=below average; 1=poor.

Table 1 **Evaluations of Audio Conferences**

Evaluation Criteria	Legal Issues	Technology	Appropriate Responses	Managing Information and Evaluation
Organization of teleconference session	4.01	3.86	3.80	3.83
Quality of teleconference	3.53	3.75	3.68	3.7
Content (current, relevant, useful)	4.20	3.76	3.52	3.54
Effectiveness of instruction	4.21	3.57	3.51	3.69
Opportunities to ask questions	3.78	4.02	3.69	3.65
Handout materials	4.15	3.97	3.84	3.91
Supplemental materials	3.82	3.93	3.64	3.66

Table 2 **Evaluations of Onsite Training Programs**

Evaluation Criteria	Cincinnati	Albuquerque	Colorado	Michigan
Organization of training session	4.61	4.52	3.94	4.06
Quality of training	4.65	4.24	3.76	3.76
Content (current, relevant, useful)	4.43	4.65	3.73	3.55
Effectiveness of instruction	4.52	4.24	3.73	3.88
Group exercises and learning activities	4.04	4.65	3.67	3.94
Opportunities for participation/involvement	4.39	4.26	3.91	4.03
Participant manual and handout materials	4.57	4.59	4.03	3.97
Visual Aids	4.26	4.26	3.85	3.97

Evaluations of invited workshop presentations were conducted by the sponsoring agencies and were not available in written format to project staff.

Collaboration with Other OJJDP-Funded Agencies

APPA project staff conscientiously tried to collaborate with other OJJDP-funded agencies, particularly those receiving JAIBG funds. The Development Services Group (DSG) operated the National Training and Technical Assistance Alliance for JAIBG-funded projects. APPA staff submitted regular reports and copies of materials developed by the project to DSG for accountability and inventory purposes. Further, project staff participated in the annual meetings held by DSG for all JAIBG-funded projects.

The project also worked most notably with the National Council of Juvenile and Family Court Judges that had a JAIBG-funded project for establishing juvenile drug courts and provides annual training programs on the "Judicial Response to Alcohol and Other Drugs."

Obstacles and Challenges Encountered by the Project

The project encountered several obstacles and challenges throughout the course of its operation, most of which did not seriously affect the accomplishment of project goals and objectives. However, they should be noted for evaluation purposes.

A minor challenge was the late award of the project. While the project was first funded for twelve months beginning July 1, 1998, notice of the award was not made until July 29, 1998. Therefore, beginning project activities had to be truncated to ensure that all objectives could be met. This particularly affected the time available to prepare for and advertise the audio conferences that were held in November and December of 1998.

The project also experienced a change in OJJDP Program Managers midway through the project. While the actual change in personnel did not affect program implementation, there was a considerable gap between the time the first Program Manager left and the second was appointed to the project. This made it difficult to get questions answered that affected the direction of the project.

Although the legislation creating the Juvenile Accountability Incentive Block Grants specifically stated that States and units of local government receiving funds were to "implement a policy of testing appropriate categories of juveniles within the juvenile justice system for use of controlled substances," this provision apparently was not vigorously enforced, and APPA project staff were never able to obtain information on the States and agencies which did and did not have drug testing programs. Without this requirement being made obligatory, it was more difficult to generate participation in project training

events than might have been the case had the provision been more rigorously enforced.

The most significant challenge the project experienced was in fulfilling plans to develop an Internet-based curriculum on drug testing. Staff had originally planned to make this the major initiative of the second funding phase. However, OJJDP requested that the project prepare a *Policy Brief* as well. As project staff attempted to meet this request, it became apparent that the remaining funds and time available were insufficient to accomplish the development of the Internet-based curriculum as originally planned. In consultation with OJJDP staff, it was felt that the field's needs for training and technical assistance on drug testing were uncertain. Therefore, a survey was undertaken to attempt to identify and clarify these needs. The results of that survey were reported in earlier semi-annual reports and are attached to this report for review. The survey indicated that the field's needs presently revolved around more individual State and agency matters rather than common issues. Therefore, in consultation with the OJJDP Program Manager, it was decided to focus the remaining project funds and time on providing training and technical assistance tailored to specific needs rather than developing a generic Internet-based curriculum. Thus, the project provided a two-day training program in Ottawa County, Michigan and responded to a variety of technical assistance requests that arose from the survey responses and other sources.

The Policy Brief that was developed by the project is being submitted in draft form with the appropriate revisions that were identified by reviewers. However, no final determination has been made by OJJDP about printing the document for larger distribution than has occurred thus far using project resources. APPA will certainly encourage the publication and dissemination of that document by OJJDP if that decision is reached.

Attachments

The following documents are attached to this report:

- *Identifying Another Piece of the Puzzle: Drug Testing in the Juvenile Justice System Workbook*
- 4 Audio Teleconference Packets
- *Drug Testing in the Juvenile Justice System* (Class materials for Ottawa County, Michigan training program)
- *Drug Testing in the Juvenile Justice System: A Policy Brief for Decision Makers*
- Training participant lists for:
 - 4 Audio Conferences
 - Cincinnati, OH
 - Albuquerque, NM
 - Golden, CO
 - Holland, MI
- Evaluation results for:
 - 4 Audio Conferences
 - Cincinnati, OH
 - Albuquerque, NM
 - Golden, CO
 - Holland, MI
- Survey Results from APPA Drug Testing Questionnaire

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