

Missouri Council on Criminal Justice

PROGRAM ANNOUNCEMENT

FOR

FY 79 Action Projects



FEBRUARY 1978

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INTRODUCTION

The Missouri Council on Criminal Justice is responsible for the disbursement of the Federal funds made available to Missouri under the Omnibus Crime Control and Safe Streets Act of 1968, as amended. Along with this responsibility, the Council has been given the charge and authority to develop each year a statewide comprehensive criminal justice plan. The end product of this plan is the establishment of priorities and the selection of the programs and projects to be funded. Missouri's fiscal year 1979 Plan, including a list of projects and amounts proposed for funding in each area, must be developed by the SPA and submitted to the national office of the Law Enforcement Assistance Administration by July 31, 1978.

In order to avoid duplication of other federal programs which provide funding to criminal justice agencies and in order to most efficiently and effectively utilize the limited amount of LEAA dollars available to Missouri, the Missouri Council on Criminal Justice has developed a set of program descriptions as indicated on pages 4 through 26. These program descriptions indicate the objectives of the projects to be funded, the agencies which will be eligible to receive funds, the guidelines which indicate projects that will be considered for funding and the evaluation guidelines for this program. A project cannot be funded if it does not meet the program guidelines.

This document also contains the pre-application form which offers a simplified form for submission of project ideas. This form allows for the availability of standardized information for project comparison without requiring the detailed, lengthy, formal grant application that will later be necessary to receive the actual funds. In past years there have been various types of pre-applications used by different regions. This program announcement is an effort to standardize and facilitate this pre-application process for the FY 1979 for both subgrantees and the committees which review these proposals.

Individual regional councils may have additional guidelines which apply to project proposals in their regional area. Information regarding any additional guidelines may be obtained by contacting the appropriate Service Area Office, which provides administrative services to the regional council in your area.

The following pages contain the pre-application form, instructions and program descriptions which are to be utilized.

BACKGROUND INFORMATION

PURPOSE:

The purpose of this announcement is twofold. First, this announcement is designed to advise agencies and organizations concerned with the reduction of crime and improving Missouri's criminal justice system of the availability of funds under the Crime Control Act. Secondly, this announcement is designed to show step-by-step, the pre-application process and corresponding guidelines to follow.

FUNDING SOURCE:

Omnibus Crime Control and Safe Streets Act of 1968, as amended.

PERIODS OF GRANTS:

Grants may be awarded for periods not to exceed one year. Additional funding may be considered; however, awards will be made annually on a competitive basis.

1979 FUNDING CYCLE:

This program announcement applies to pre-applications for projects in which funds will be available for award beginning October 1, 1978.

ELIGIBLE APPLICANTS:

Pre-applications may be submitted by any branch or agency of State government, a unit of local government or a combination thereof, or a not-for-profit organization. Specific eligibility requirements for the different program areas are defined in the program descriptions section.

FUNCTIONAL CATEGORY:

A major category within the Criminal Justice System such as: (a) Police, (b) Courts, (c) Corrections, (d) Juvenile Justice, (e) Community Crime Prevention.

PROGRAM DESCRIPTIONS:

Program descriptions are a set of categories under each functional category defining the types of programs or projects that can be funded by MCCJ, e.g., Police Training may be a program description under the functional category "Police." All project proposals must fit one of the program descriptions outlined in the program description section of this announcement.

REGIONAL PROJECTS:

Regional projects are those which are predominantly regional or local in nature. Pre-applications for regional projects must be submitted to the appropriate service area office. (Refer to map of MCCJ regions and Service Areas).

STATE PROJECTS:

State projects are defined as those which address themselves to problems on a statewide scale. Pre-applications for a state project must be submitted to the state office with a copy to the Service Area Office in your area.

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FLOW
ON SUBGRANTEE
FOR FY 1979

DEADLINE WILL VARY
FROM REGION TO REGION.
(REFER TO YOUR SERVICE
AREA OFFICE)

FEBRUARY 3, 1978

- 1) Program announcements notifying subgrantees of the 1979 funding cycle and including pre-application forms.
- 2) Refer to Service Area Office in your area for technical assistance in pre-application development.*

- 1) Subgrantee develop pre-application and submit to your Service Area Office. (For number of copies refer to your Service Area Office.)
- 2) Regional Councils review and approve/disapprove project proposals.

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FEBRUARY 3, 1978

- 1) Program Announcements notifying subgrantees of the 1979 funding cycle and including pre-application forms.
- 2) Refer to Missouri Council on Criminal Justice, MCCJ's state office, for technical assistance in pre-application development.**

DEADLINE FOR SUBMISSION
APRIL 24, 1978

- 1) Subgrantee develop pre-application and submit 12 copies to state office.

* See map of Service Area Offices, and directors on pages 32 and 33.
** Refer to list of program chiefs to contact in each functional area, page 34.

CHART
APPLICATION PROCESS
FUNDING CYCLE

- 1) Standing committees of the State Council for each functional area review projects approved by regional councils and state projects.

DEADLINE: May 11, 1978

- 2) Executive Committee reviews allocation approved by standing committees.

DEADLINE: May 27, 1978.

- 3) State Council reviews and recommends funding allocations. (Subject to Congressional approval).

DEADLINE: May 27, 1978

- 1) Subgrantee is notified and informed that their project has been or has not been selected for inclusion in the FY 1979 Annual Action Plan (after June 15, 1978).

- 2) For those proposals selected, the subgrantee shall be requested to submit a grant application (MCCJ Form 200) following the instructions in the Applicant and Subgrantee Handbook.

Begin submitting grant applications:
July 1, 1978.

SUMMARY OF PROGRAM DESCRIPTION TITLES

Police Area

Police Training and Academies (d.1)
Criminalistic Laboratories (d.2)
Manpower (d.3)
Emergency Channel Plan and Communications Improvement (d.4)
Police Ancillary Equipment and Funds (d.5)
Organized Crime Control (g.1)

Courts Area

Administration (e.1)
Adjudication Process (e.2)
Legal Assistants (e.5)
Facilities Renovation and Equipment Purchase (e.4)
Pre-Adjudication Diversion (e.3)

Juvenile Area

Prevention of Juvenile Delinquency (c.1)
Juvenile Justice Manpower (c.2)
Residential Care Facilities (c.3)
Division of Youth Services (c.4)
Specialized Ancillary Services and Resources (c.5)

Adult Corrections Area

Pre-Trial Release and Diversion Programs (f.1)
Personnel Pre-Service and In-Service Training Programs (f.2)
Community Based Treatment Centers (f.3)
Comprehensive Probation and Parole Services (f.4)
State-Local Correctional Systems (f.5)

Community Crime Prevention

Drug/Alcohol Prevention and Treatment (b.1)
Community Anti-Crime (b.2)
Sex Crime Prevention and Treatment (b.3)
Crime and the Elderly (b.4)
Police and Public Safety (b.5)

GENERAL GUIDELINES
APPLICABLE TO ALL PROGRAM DESCRIPTIONS

The following guidelines apply to projects in all of the functional categories.

1) Local Match

Funds will be awarded to 1979 project applicants on a 90% Federal - 10% Local match basis in the first year of funding. Continuation projects subsequent to their initial funding year will be required to provide minimum local match as follows:

CONTINUATION PROJECT
INCREASING MATCH REQUIREMENT

Initial Year	90% Federal - 10% Local
Second Year	90% Federal - 10% Local
Third Year	75% Federal - 25% Local
Fourth Year	50% Federal - 50% Local
Fifth Year	100% Local

If a subgrantee feels that this diminishing funding formula will greatly restrict the beneficial efforts of his project, he can make written appeal to the appropriate Standing Committee of the Missouri Council on Criminal Justice. The Standing Committee will review the subgrantee's appeal and make recommendation to the State Council as to whether or not the Program Guideline should be waived. Final determination of the appeal rests with the State Council.

2) Hard Match Requirement

The non-Federal share must be provided in cash. In-kind match is not allowable.

3) Evaluation Requirement

The purpose of the evaluation component, on all grants, is to ensure that the necessary data will be collected during the duration of the grant so as to enable an evaluation of the success of the project in attaining its stated grant objectives.

Project applicants should be cognizant of the existence of this requirement while preparing the pre-application. For those pre-applications which are accepted, the project applicants will be informed of basic minimum data points which will be required prior to submission of the actual grant application.

Regions shall be required to conduct an annual evaluation, subject to the approval of the Evaluation Section, of each project, copies of which shall be transmitted to the State office and shall be a prerequisite for receiving continued funding.

Note: The program descriptions and guidelines contained in this Program Announcement supercede those from all previous years.

POLICE AREA

1979 PROGRAM DESCRIPTIONS, GUIDELINES, AND OBJECTIVES

GENERAL PROGRAM GUIDELINES FOR ALL PROPOSED PROJECTS

- 1) Applications must contain a general statement of the law enforcement agency's (subgrantee) present status regarding the basic police training which has been completed or is being completed by their commissioned officers. All commissioned officers employed by the subgrantee must have completed or be enrolled in a program in an effort to complete a minimum of 240 contact hours of basic police training.

If an MCCJ region is the subgrantee, there must be a statement, regarding the agencies who will derive benefit from the proposed application.

Agencies are expected to be able to document any claim made in reference to the above requirement upon request of the SPA or SPA Standing Committee.

- 2) All applicant agencies must contribute records to the Missouri Uniform Crime Report.
- 3) All applicant agencies must document a minimum of 1 part I crime per 100 persons per year.
- 4) Applications must comply with guidelines under the specific program for which funds are being requested.

TITLE: POLICE TRAINING AND ACADEMIES (d.1)

PROGRAM OBJECTIVES:

To provide training and education opportunities for state and local commissioned officers and officer candidates.

To expand training facility capabilities in order to meet increasing training demands.

To provide expenditures for officers to attend specialized seminars in an effort to improve individual capabilities.

ELIGIBLE APPLICANTS:

Existing training academies.

Members of any recognized law enforcement agency, members of regional councils, service areas of MCCJ officials.

Training academy personnel.

PROGRAM GUIDELINES:

Funds shall not be used for training of justice system officials unless that training is to be offered by a regional law enforcement assistance council, a recognized police or criminal justice training center, a duly accredited existing educational institution, state agency, or professional organization; all of the above pursuant to approval by MCCJ.

Overtime pay for officers attending training or pay for officers replacing those in training will not be allowed.

TITLE: CRIMINALISTIC LABORATORIES (d.2)

PROGRAM OBJECTIVES:

Establish areawide, full-service delivery system.

To increase established crime laboratory capabilities through improved facilities, instrumentation and manpower.

To reduce case backlog.

Establish uniform reporting and processing of evidence.

To compile technical data which could be exchanged between laboratories to reduce the time required for evidence analysis.

ELIGIBLE APPLICANTS:

Existing laboratories.

Agencies with laboratory capability.

PROGRAM GUIDELINES:

Demonstrated ability to accomplish basic laboratory test.

Coordination with law enforcement officials which will use the facilities and a letter of endorsement from them.

TITLE: MANPOWER (d.3)

PROGRAM OBJECTIVES:

Assist state and local units of government in the employment of officers to improve detection and apprehension capabilities and perform specialized duties within the police function.

ELIGIBLE APPLICANTS:

Any governmental agency with general law enforcement authority.

PROGRAM GUIDELINES:

Any individual employed as a commissioned officer and receiving assistance from MCCJ for the first time will be required to have completed a minimum of 120 contact hours of basic police training or be enrolled in an approved training program within six months of the date of employment and continue toward completion of 240 contact hours of basic training.

Funding under this program will be allowed as per the Grantee's Assumption of Cost Policy adopted by the State Council which applies to continuation projects.

Funds will be used for salaries for commissioned law enforcement offices only.

Overtime salary will not be paid from these funds.

TITLE: EMERGENCY CHANNEL PLAN AND COMMUNICATIONS IMPROVEMENT (d.4)

PROGRAM OBJECTIVES:

To improve radio communications capabilities through the implementation of the Missouri Emergency Communications Operating Plan.

To provide assistance for the procurement of technically advanced communications equipment.

Provide technical assistance to requesting police agencies wishing to improve their departmental radio communications system or participate in the Emergency Communications Operating Plan.

ELIGIBLE APPLICANTS:

Any governmental agency which has full-time commissioned police officers in its employ.

PROGRAM GUIDELINES:

Any communications request must comply with the general MECOP provisions or obtain a special waiver through MCCJ.

All equipment requests must receive certification of need signed by the MECOP Director.

TITLE: POLICE ANCILLARY EQUIPMENT AND FUNDS (d.5)

PROGRAM OBJECTIVES:

To provide funds to assist state and local units of government in the procurement of equipment used in the investigation of Part I offenses per year.

Provide funds to be used to obtain criminal evidence or information through undercover investigation.

Provide funds for the development of major case squads.

ELIGIBLE APPLICANTS:

Any single police agency or combination of police agencies representing a combined population over 15,000.

PROGRAM GUIDELINES:

MCCJ will not be used for procurement of the following types of equipment:

Weapons

Vehicles accessories (other than communications equipment)

Equipment used in the control of vehicular traffic or enforcement of traffic regulations

Equipment used in vehicular accident investigation

Basic personal equipment normally supplied to equip the uniformed police officer for his duties (other than communications equipment)

Office Equipment and vehicle procurement will be allowed only upon special exception granted by The Police Committee on a case-by-case basis.

TITLE: ORGANIZED CRIME CONTROL (g.1)

PROGRAM OBJECTIVES:

To stop the fencing of stolen merchandise.

To detect and apprehend those persons involved in narcotic and dangerous drug violations.

To continue investigation of organized theft, prostitution, gambling, fraud, and other felony violations.

Provide funds for increased undercover investigative capabilities.

Expand intelligence and investigation capabilities statewide and enter into cooperative enforcement agreements with federal, state and local units of government.

Coordinate enforcement activities with other states.

ELIGIBLE APPLICANTS:

Any law enforcement agency or combined agencies with a service population over 50,000.

Department of Public Safety and its authorized divisions.

PROGRAM GUIDELINES:

Subgrantees must receive prior approval for confidential expenditures (buy money) from LEAA and comply with all guidelines regarding audit and bookkeeping procedures as set forth in Appendix 10 of M7100.1A.

COURTS AREA

1979 PROGRAM DESCRIPTIONS, GUIDELINES, AND OBJECTIVES*

TITLE: ADMINISTRATION

PROGRAM OBJECTIVES:

This program is intended to allow funding at the state and local level for projects designed to assist in the development of an efficient statewide system of court administration. It is also intended to allow funding of projects designed to improve the administrative capability of non-court agencies such as prosecuting attorneys.

ELIGIBLE APPLICANTS:

Nonrestrictive.

PROGRAM GUIDELINES:

All court administration projects shall be funded at the state level or, if funded locally, shall be coordinated with the Office of the State Courts Administrator. Local pilot projects should be undertaken with state supervision to insure that findings and recommendations are of utility to the statewide system of courts.

The following special condition shall be attached to all courts-related computer projects:

Adequate provision shall be made whereby control over access to, and utilization and dissemination of, the raw data furnished by the court is vested in the (name of court). This special condition shall be deemed satisfied upon a showing that the Supreme Court Data Processing Committee has reviewed the specific provisions of the project and approved same.

SUGGESTED PROJECT IN ADMINISTRATIVE CATEGORY

Administrative Assistant to Presiding Circuit Judge

Goal: To assist in a smooth transition to the new judicial article effective January 2, 1979 by improving the administrative capability of presiding circuit judges through the employment of an administrative assistant.

*This section subject to final approval at next State Council meeting.

Justification: The new judicial article provides for the selection in each circuit of a presiding circuit judge who will have general administrative control over the court and each of its divisions. This will mean a substantial increase in the administrative workload of the individual who serves as presiding judge. An administrative assistant will in some instances be necessary to prevent the presiding judge's administrative duties from interfering with the performance of his judicial duties.

Eligible Applicants: Any circuit or combination of circuits.

Application Requirements: No application shall be approved unless need is established. Criteria to be considered includes the number of judges within the circuit, the caseload within the circuit, the number of municipalities which have chosen to use an associated circuit judge to hear municipal cases and the number and capacity of non-judicial employees currently employed in the circuit.

TITLE: ADJUDICATION PROCESS

PROGRAM OBJECTIVES:

This program is intended to allow funding at the state and local level for projects designed to increase the efficiency and fairness of the process of finally determining guilt or innocence in a criminal case.

ELIGIBLE APPLICANTS:

Nonrestrictive.

PROGRAM GUIDELINES:

State level funding of a project under this program description will pre-empt local funding of similar projects, unless an exception is allowed by the Judicial Planning Committee. (e.g., state level funding of judicial training project will pre-empt regional judicial training projects.)

SUGGESTED PROJECT IN ADJUDICATION PROCESS CATEGORY

Computer Aided Transcript Program (CAT)

Goal: To increase delay and thus decrease backlog within the courts by shortening the time necessary to prepare a transcript through

the use of the computer aided transcript program.

Justification: A major factor clogging appellate courts and increasing the length of time necessary to process cases is the amount of time required to prepare a transcript. If this time is shortened, the delay should also be lessened.

Eligible Applicants: Any circuit court.

Application Requirements: Two factors must be present before a project will be approved.

1. A sufficient caseload and backlog of cases awaiting transcripts to justify the expense of installing the system, and
2. Access to a computer capable of supporting the CAT System.

TITLE: LEGAL ASSISTANTS

PROGRAM OBJECTIVES:

The program is intended to allow funding at the local level for the hiring of legal assistants or para-professionals including investigators.

ELIGIBLE APPLICANTS:

Nonrestrictive.

PROGRAM GUIDELINES:

Projects will be allowed to pay for assistance for prosecuting attorneys only upon a showing of need to the Judicial Planning Committee. There will be a presumption that assistance is not needed in those counties where 100 or less criminal cases were filed in the circuit court of that county during the preceding fiscal year.

Municipal level projects will be allowed upon a documented showing of good cause to the Judicial Planning Committee.

Funds will not be approved for the employment of secretarial or clerical services for existing personnel, unless an exception is made by the Judicial Planning Committee.

No funding will be allowed for the acquisition of standard office equipment such as typewriters, calculators and file cabinets for existing personnel.

SUGGESTED PROJECT IN LEGAL ASSISTANTS CATEGORY

Circuit or Regional Investigators for Prosecuting Attorneys

Goal: To provide assistance in the investigation and prosecution of cases by providing additional personnel when needed.

Eligible Applicants: Any region or the prosecuting attorneys of any region or combination of regions.

Application Requirements: The application must indicate that the need requirements set forth in the program guidelines are met by each county represented in the application. The application must describe the method by which investigative personnel will be utilized. Some examples of methods are:

1. The money awarded to the projects would be used primarily to establish a fund which would be used to hire investigators as they were needed for individual cases.
2. One or more investigators could be hired by the circuit or region and assigned to individual prosecutors or cases as needed.

The application must state the criteria by which need will be established and who will decide when the criteria have been met. A sample of criteria which might be used would be total caseload; pending cases; age of pending cases, assistance available from other sources such as local police; and complexity of case for which investigative assistance is requested.

TITLE: FACILITIES RENOVATION AND EQUIPMENT PURCHASE

PROGRAM OBJECTIVES:

This program is intended to allow funding at the local level for facilities renovation and equipment purchase.

ELIGIBLE APPLICANTS:

Nonrestrictive.

PROGRAM GUIDELINES:

Funds will not be approved specifically or solely for the purpose of office renovation/redecoration, office equipment, office furniture, or office supplies for existing personnel.

Funds may be approved for municipal courtroom renovation/equipment.

The matching ratio for all renovation projects and the purchase of library books will be 50-50.

No project will be allowed where the federal share is less than \$1,500.00.

Funds will not be approved for the purchase, lease or rental of mobile radio-equipment, walkie-talkies, pagers or beepers, for non-police agencies.

Exceptions to these special conditions may be made by the Judicial Planning Committee upon a documented showing of good cause.

Funding will be considered for the acquisition of specialized equipment based upon the establishment of need.

SUGGESTED PROJECT IN
FACILITIES RENOVATION AND EQUIPMENT PURCHASE

Purchase of Electronic Sound Recording
Equipment

Goal: To provide electronic sound recording equipment for the purpose of maintaining a record in magistrate (associate circuit) court.

Justification: Under the new judicial article, associate circuit (magistrate) judges shall utilize electronic sound recording as a means of maintaining the record in their courtroom.

Eligible Applicants: Any judicial circuit, region or magistrate (associate circuit) court.

Application Requirements: The purchase of sound recording equipment should be coordinated through the Office of the State Courts Administrator in order to take advantage of the lower price obtained by mass purchase.

TITLE: PRE-ADJUDICATION DIVERSION

PROGRAM OBJECTIVES:

This program is intended to allow funding at the local level for the development and establishment of acceptable diversion projects.

ELIGIBLE APPLICANTS:

Nonrestrictive.

PROGRAM GUIDELINES:

JUVENILE AREA

1979 PROGRAM DESCRIPTIONS, GUIDELINES, AND OBJECTIVES

GENERAL PROGRAM GUIDELINES FOR ALL JUVENILE JUSTICE SYSTEM

- 1) To encourage public and private activity outside the conventional criminal justice system which is directed toward reducing crime.
- 2) To inspire legislative activities that will lead to permanent statutory progress toward improving the system of justice in Missouri.
- 3) To improve the education standards for professional degrees awarded in the area of criminal justice.
- 4) To develop a valid and comprehensive criminal justice data base that can provide useful and reliable information to criminal justice planners at all levels for the purpose of long-range planning and decision-making.

TITLE: PREVENTION OF JUVENILE DELINQUENCY (c.1)

PROGRAM OBJECTIVES:

To address the rising problem of juvenile delinquency. Develop on a statewide basis at the community level, citizen awareness, support, and coordination to help prevent and reduce juvenile delinquency. Encourage the development of preventive programs within the local school system and community, which detect early behavioral and learning problems in children and to provide appropriate treatment.

ELIGIBLE APPLICANTS:

Nonrestrictive.

PROGRAM GUIDELINES:

Clerical personnel will not be employed for existing staff.

Office equipment or office renovation will not be funded for existing personnel.

No construction grant will be awarded where the property title will not be held by a unit of government.

No recreation equipment shall be purchased for general populations of youth. All recreational equipment must be directly connected with an identifiable program of delinquency prevention or rehabilitation.

TITLE: JUVENILE JUSTICE MANPOWER (c.2)

PROGRAM OBJECTIVES:

Assist local jurisdictions in the funding of deputy juvenile officers and other specialized juvenile court personnel for the purpose of reducing caseload workload.

Encourage police agencies to assign at least one officer the task of handling juvenile cases.

ELIGIBLE APPLICANTS:

Police departments, sheriff's departments, and juvenile court personnel.

PROGRAM GUIDELINES:

Clerical personnel will not be employed for existing staff.

Office equipment or office renovation will not be funded for existing personnel.

No construction grant will be awarded where the property title will not be held by a unit of government.

No recreation equipment shall be purchased for general populations of youth. All recreational equipment must be directly connected with an identifiable program of delinquency prevention or rehabilitation.

TITLE: RESIDENTIAL CARE FACILITIES (c.3)

PROGRAM OBJECTIVES:

Assist local jurisdictions in funding community based residential services as an alternative to institutional commitment.

ELIGIBLE APPLICANTS:

Nonrestrictive.

PROGRAM GUIDELINES:

Clerical personnel will not be employed for existing staff.

Office equipment or office renovation will not be funded for existing personnel.

No construction grant will be awarded where the property title will not be held by a unit of government.

All residential care facilities funded with LEAA monies must submit MCCJ Group Home Statistical Data cards on all admissions and releases.

To receive LEAA monies all residential care facilities must comply with the minimum standards and guidelines in Residential Care Facilities for Delinquent Youth.

TITLE: DIVISION OF YOUTH SERVICES (c.4)

PROGRAM OBJECTIVES:

Provide funds for the securing of personnel and services to effectively discharge the responsibilities authorized under the new Division of Youth Services Legislation contained in Senate Bill 170.

ELIGIBLE APPLICANTS:

Division of Youth Services

PROGRAM GUIDELINES:

Clerical personnel will not be employed for existing staff. Office equipment or office renovation will not be funded for existing personnel.

No construction grant will be awarded where the property title will not be held by a unit of government.

TITLE: SPECIALIZED ANCILLARY SERVICES AND RESOURCES (c.5)

PROGRAM OBJECTIVES:

Promote public understanding and support for juvenile related needs through public education and citizen involvement.

Provide training opportunities and resources to supplement existing training programs.

Evaluate the effectiveness of selected juvenile delinquency related projects for the purpose of: 1) determining the desirability of continuing an on-going project; 2) ascertaining if the project should be duplicated in other areas; and 3) development of "model" evaluation formats for similar projects.

Insure that a high quality of services are provided to children.

Develop statewide guidelines, standards, and recommended procedures for probation, aftercare, detention, and group home services.

ELIGIBLE APPLICANTS:

Nonrestrictive

PROGRAM GUIDELINES:

Clerical personnel will not be employed for existing staff.

Office equipment or office renovation will not be funded for existing personnel.

No construction grant will be awarded where the property title will not be held by a unit of government.

All juvenile justice personnel shall be eligible for:

- 1) attendance at training projects funded under this program description.

ADULT CORRECTIONS AREA

1979 PROGRAM DESCRIPTIONS, GUIDELINES, AND OBJECTIVES

GENERAL PROGRAM GUIDELINES FOR ALL ADULT CORRECTIONS PROJECTS

- (1) Applications must include provisions for project evaluation based upon an assessment of how quantified project objectives will be met.
- (2) Applications must provide a future alternate funding source and indicate compliance with the MCCJ assumption of costs policy.
- (3) Correctional agencies must participate in available correctional personnel training programs to be eligible for MCCJ funding.
- (4) Expenses for attendance at meetings, conventions, annual conferences and other such functions where the development of specific correctional skills (formalized training) is not the primary objective are not eligible for funding.

TITLE: PRE-TRIAL RELEASE AND DIVERSION PROGRAMS (f.1)

PROGRAM OBJECTIVES:

To reduce probation and parole officer caseloads to no more than fifty clients.

Funds will be provided to promote a more efficient use of correctional resources through the implementation of pre-trial release and diversion programs.

To provide funding on a priority basis to correctional agencies which have demonstrated the need for pre-trial release and diversionary programs through correctional planning.

To provide pre-trial investigation reports to the respective courts as needed.

To expand pre-trial release and diversionary services to insure fairness and equality for the accused, and to promote the development and/or expansion of pre-trial release and diversionary programs in all areas of the State.

To provide community support release programs for probationers and parolees, pre-trial releasees, and others, in establishing constructive community, family, and employment relationships.

ELIGIBLE APPLICANTS:

Any criminal justice agency of a state or local unit of government, or any project receiving the endorsement of, and will receive referrals from, a criminal justice component (prosecution, courts, probation, penal system, etc.) is eligible for funds under this category.

PROGRAM GUIDELINES:

Subgrantee must provide for training and employment of staff members, including para-professionals and volunteers to interview, investigate, and report to the court on ROR and other programs.

Subgrantee should provide for orientation of adjudicatory personnel in interpretation of data collected in pre-trial investigations.

TITLE: PERSONNEL PRE-SERVICE AND IN-SERVICE TRAINING PROGRAMS (f.2)

PROGRAM OBJECTIVES:

This program is designed to provide funds for the develop-

ment of training and education programs and to upgrade correctional personnel at all levels to increase efficiency and effectiveness.

To provide quality in-service training for correctional personnel at the state level with emphasis on programs for line staff.

To provide funds for jail management personnel to participate in professional workshops, conferences and seminars.

To encourage the development of uniform curricula for correctional training programs.

To provide funds for training components of correctional programs using volunteers.

ELIGIBLE APPLICANTS:

Any state or local governmental unit responsible for correctional activities, any private organization providing correctional services to a state, county, or municipal criminal justice system, or any project providing training to public or private corrections personnel is eligible for awards under this category.

PROGRAM GUIDELINES:

There must be direct relationships between the types of programs offered and a corrections career or specific in-service endeavor.

There must be emphasis in training and education for personnel having direct daily contact with incarcerated persons. (correctional officers, caseworkers, foremen, etc.)

TITLE: COMMUNITY BASED TREATMENT CENTER. (f.3)

PROGRAM OBJECTIVES:

To provide funds for new and existing community treatment centers.

To develop uniform standards, program services and evaluation methods for community residential centers.

To encourage special programs for the drug and alcohol abuser within community residential centers.

To encourage, promote and develop meaningful citizen and community involvement in the community based corrections area.

ELIGIBLE APPLICANTS:

Any correctional agency of a state or local unit of government is eligible for funds under this category. Any private organization or project providing correctional services to a state or local correctional agency also qualifies for funds under this category.

PROGRAM GUIDELINES:

Prior to subgrant award there will be submitted to MCCJ, operating standards, personnel qualifications and requirements, staffing pattern, physical plant standards and other data as may be required.

TITLE: COMPREHENSIVE PROBATION AND PAROLE SERVICES (f.4)

PROGRAM OBJECTIVES:

Funds will be provided to facilitate the community re-integration of offenders through increased supervision in the community.

To provide probation and parole services for the misdemeanor offender in all areas of the state.

To provide funds for the development and/or expansion of special probation and parole services for the drug and alcohol abuser.

ELIGIBLE APPLICANTS:

Only probation and parole departments or offices of state or local units of government may receive grants under this category.

PROGRAM GUIDELINES:

Subgrantee should provide for special statistical reporting on a quarterly basis concerning caseloads, types of offenses and program services frequency by geographic breakdown. Information is to be included on MCCJ form D-2.

Semi-annual statistical reporting is required with the MCCJ form D-2 indicating the number of persons involved in the program (volunteer, etc.), the number of clients directly benefiting from the services provided, and agencies and organizations participating in the program.

TITLE: STATE-LOCAL CORRECTIONAL SYSTEMS (f.5)

PROGRAM OBJECTIVES:

To improve public safety through the development of more effective methods and techniques to assist individuals in their total reintegration into constructive community activity.

To provide funds for correctional facility improvement to include additional manpower at both the state and local levels and to support the development and enforcement of minimum jail standards for Missouri.

ELIGIBLE APPLICANTS:

Only correctional units of state and local governments, or organizations under contractual arrangements to provide correctional services to such units, are eligible for funds under this category.

PROGRAM GUIDELINES:

Primary emphasis will be in the area of correctional treatment programming. (#1)

Projects will specifically address "Missouri Minimum Jail Standards" as approved by the MCCJ Corrections Committee or as provided by law. (#2)

Those projects which include construction, renovation and/or equipment will be considered only if these components directly relate to item #1 and #2 above. Detailed justification must be provided in the narrative section of the application.

Funding is limited to state and county operated correctional facilities, except funding may be provided for municipal correctional facilities with average daily populations of 25 or more for the twelve month period preceding the date of request for funds.

COMMUNITY CRIME PREVENTION AREA

1979 PROGRAM DESCRIPTIONS, GUIDELINES, AND OBJECTIVES

GENERAL PROGRAM GUIDELINES FOR ALL C.C.P. PROJECTS

- (1) Funding will not be approved for the purchase, lease or rental of mobile radio equipment, citizens band radios, walkie talkies, pagers or beepers for either law enforcement or non-law enforcement purposes.
- (2) Construction is prohibited.
- (3) Funds will not be used for the procurement of weapons, vehicles, vehicle accessories, or basic personal equipment.
- (4) Clerical help in excess of 20 percent of total personnel costs will not be approved.
- (5) Office renovation is prohibited with grant funds.
- (6) Office equipment in excess of 10 percent will not be funded.

TITLE: DRUG/ALCOHOL PREVENTION AND TREATMENT (b.1)

PROGRAM OBJECTIVES:

To provide treatment or education which will help stem the problems of drug/alcohol related crimes. By reducing the number of alcoholics or addicts who become involved in the criminal justice system, a reduction of related crimes is anticipated.

SUBPROGRAM OBJECTIVES:

Establish drug/alcohol education programs through community based organizations and schools.

Establish drug/alcohol treatment centers to handle the disoriented alcoholic or addict prior to his/her entry into the criminal justice system.

ELIGIBLE APPLICANTS:

Treatment facilities.

Educational programs.

PROGRAM GUIDELINES:

All proposed treatment programs must be certified by the State Board of Mental Health and coordinate with other state agencies.

Clearly defined objectives.

Problem analysis data on the community that demonstrates a need for the program.

Endorsement of the proposal by the local law enforcement agency.

Demonstrated coordination and involvement of the police in the program, and specific qualifications of the applicant to perform the projects.

TITLE: COMMUNITY ANTI-CRIME (b.2)

PROGRAM OBJECTIVES:

To assist schools, community organizations, neighborhood groups and individual citizens in becoming actively involved in activities designed to prevent crime, reduce the fear of crime and improve the administration of justice.

SUBPROGRAM OBJECTIVES:

Establish new community and neighborhood based anti-crime organizations which can mobilize neighborhood residents, including youth in citizen controlled crime prevention activities.

Strengthen existing community and neighborhood based anti-crime organizations.

Assist in development of law related education within the educational system.

To coordinate all of the functional areas of the criminal justice system with the neighborhood and community.

ELIGIBLE APPLICANTS:

Established not-for-profit community and neighborhood groups.

New not-for-profit community and neighborhood groups.

Schools.

Government agencies demonstrating a specific expertise in any special problem within the community.

PROGRAM GUIDELINES:

Clearly defined objectives.

Problem analysis data on the community that demonstrates a need for the program.

Endorsement of the proposal by the local law enforcement agency.

Demonstrated coordination and involvement of the police in the program.

Specific qualifications of the applicant to perform the projects.

TITLE: SEX CRIME PREVENTION AND TREATMENT (b.3)

PROGRAM OBJECTIVES:

To assist community and criminal justice components; to reduce sex crime opportunity; and to provide adequate treatment and coordination between the victim, various agencies and criminal justice components in order to ensure the proper handling and prosecution of these specific crimes.

SUBPROGRAM OBJECTIVES:

To educate and coordinate the various criminal justice components and the medical community as to the respective role each plays in the successful prosecution of sex crimes.

To educate the general public so as to reduce the opportunity of sex crimes.

ELIGIBLE APPLICANTS:

Established mental treatment center.

Police departments.

Hospitals.

PROGRAM GUIDELINES:

Defined objectives.

Documentation that coordination is existent between the hospitals or treatment centers, police and the prosecution.

Crime analysis indicating a high level of sex crimes per capita.

TITLE: CRIME AND THE ELDERLY (b.4)

PROGRAM OBJECTIVES:

To assist the older citizens of Missouri who have been the victims of crimes and to educate the elderly in methods of how to reduce the opportunity of a crime occurring to them.

SUBPROGRAM OBJECTIVES:

Establish crime prevention components within the existing aging network.

Assist the elderly by providing education which informs them of how they can assist one another and the police in reducing crime.

ELIGIBILITY TO RECEIVE GRANTS:

Any not-for-profit organization whose membership is composed of a majority of persons over 60.

Any governmental agency whose main function is assistance to the elderly.

PROGRAM GUIDELINES:

Clearly defined objectives.

Crime analysis or data indicating a need for the particular activity proposed.

Demonstrated cooperation between the police and recipient agency or organization.

TITLE: POLICE AND PUBLIC SAFETY (b.5)

PROGRAM OBJECTIVE:

To further the police agency's means to interact with the community by the development of specific crime prevention units.

SUBPROGRAM OBJECTIVES:

Establish crime prevention units within local police or law enforcement agencies.

Establish a statewide crime prevention organization to bring about increased awareness of specific crime problems and how to deal with them.

ELIGIBLE APPLICANTS:

Any duly recognized law enforcement agency.

Department of Public Safety.

Any division of the Department of Public Safety.

Any division of municipal or local governmental agency which assists the elderly.

CRITERIA FOR SELECTION:

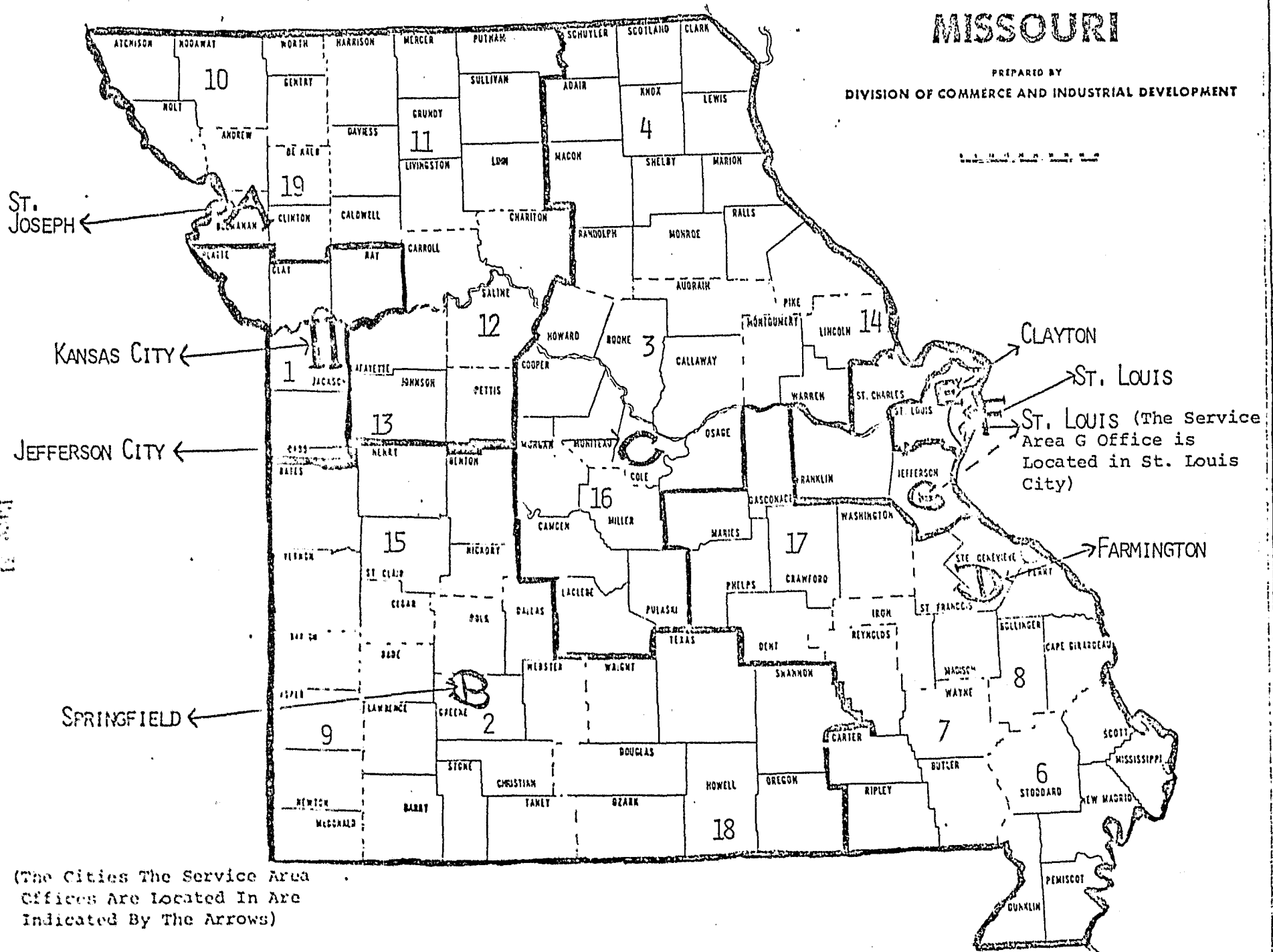
Clearly defined objectives.

Crime analysis or data indicating a need for the program.

Demonstrated ability of applicant to perform the projects.

MISSOURI

PREPARED BY
DIVISION OF COMMERCE AND INDUSTRIAL DEVELOPMENT



(The Cities The Service Area
Offices Are Located In Are
Indicated By The Arrows)

SERVICE AREA DIRECTORS

<u>SERVICE AREA A</u>	Mr. Carl Butcher 1302 Pavaon Street St. Joseph, Missouri 64501 (816) 233-3144	Regions 10, 11, 12, 13, 19
<u>SERVICE AREA B</u>	Mr. Roy Black 1031 East Battlefield Suite 118 Springfield, Missouri 65807 (417) 887-1080	Regions 2, 9, 15, 18
<u>SERVICE AREA C</u>	Ms. Nancy Griggs 830 East High Jefferson City, Missouri 65101 (314) 634-3656	Regions 3, 4, 14, 16
<u>SERVICE AREA D</u>	Mr. John Cavanaugh P.O. Box 460 - Courthouse Farmington, Missouri 63640 (314) 756-2570	Regions 6, 7, 8, 17
<u>SERVICE AREA E</u>	Mr. Michael Doyle, Coordinator St. Louis County Office of Criminal Justice Planning 7900 Forsyth Clayton, Missouri 63105 (314) 889-3219	St. Louis County
<u>SERVICE AREA F</u>	Mr. Paul Newhouse, Director St. Louis Commission on Crime & Law Enforcement 417 City Hall St. Louis, Missouri 63101 (314) 453-4397	City of St. Louis
<u>SERVICE AREA G</u>	Mr. Bob Taylor 112 North Fourth Street Pierce Building, Suite 1200 St. Louis, Missouri 63102 (314) 421-4220	St. Charles, Franklin, & Jefferson Counties
<u>SERVICE AREA H</u>	Mr. John Ennis 1907 Greble Building 300 East 11th Street Kansas City, Missouri 64106 (816) 221-0711	Region 1

STATE OFFICE
PROGRAM CHIEFS FOR EACH FUNCTIONAL AREA

Phone: (314) 751-3432

Address: Missouri Council on Criminal Justice
P.O. Box 1041
621 East Capitol
Jefferson City, Missouri 65101

Police and Community
Crime Prevention Mike Kerns

Corrections Larry Linke

Juvenile Delinquency Jerry Wolfskill

Courts Paula Ruhr
(Paula Ruhr may also be
reached at 751-4377)

Committee _____

[illegible]

12)	SOURCE OF FUNDS	
	LOCAL BUDGET:	
		\$
	(Should equal 8 (C) shown on previous page)	
	TOTAL	\$
13)	OTHER FINANCIAL RESOURCES	
	Other funds to be used for project related costs.	
	TOTAL	\$
14)	<p>All abstracts must be limited to 150 words or less and must be confined within the designated area provided below. The purpose of this abstract is to provide a brief description of the project. The information will be provided to funding decision bodies, the LEAA Profile System, and all inquiries pertaining to this project. Special attention should be given to providing a clear and concise description of the purpose and objectives of the project.</p> <p style="text-align: center;">ABSTRACT</p>	
15)	How will the project be evaluated to determine if the above objectives have been accomplished?	

16) Project Director

Date

17) Authorized Official of Applicant Organization

18) CERTIFICATION OF CASH MATCH

The designated cash match appearing within this application will be newly appropriated funds specifically budgeted for the purpose of matching LEAA funds.

Upon notification of award, matching funds will be provided by:

(Name of Organization)

Certification of Contribution Signed By
Authorized Official of Contributing
Organization

GENERAL INSTRUCTIONS

1. Project Title - Use a carefully chosen, brief, descriptive title.
2. Applicant Organization Name, Address, and Telephone Number - Enter the legal name and address of the organization that will have ultimate responsibility for administering the project. Show the telephone number of the Chief Officer or the Authorized Official.
3. Name and Title of Project Director - Give name of individual who has interim or ultimate direct responsibility for the project.
4. Name and Title of Authorized Official - The authorized official is the person who has the authority to commit the applicant organization on legal matters.
5. Type of Application - Check whether this is the first application for this project or whether it is a continuation of a previously funded project. Include grant number and federal amounts of all previous subgrant phases of a continuation project (including current grant).
6. If grant finances a unit within a larger organization, the number of people employed by the entire organization is needed.
7. Requested Subgrant Period - Show the most preferred period (maximum subgrant period - 12 months) for project execution.
8. Please indicate the total (MCCJ funds plus match) cost of the project by budget category.
 - A. Add all costs together.
 - B. Indicate requested funds from MCCJ.
 - C. The local share should be the difference between total and federal.
9. Project Income - Is defined by Federal Management Circular 74-7, Attachment E as "gross income earned by grant-supported activities."
10. Indicate the date the applicant anticipates he will assume total financial responsibility.
11. Please list the projected major expenses for project related activities. Show major personnel positions, equipment over \$3 -- in cost to be purchased, contracts to be entered into to support the project, conferences to be held, training to be received, etc.
12. Indicate where the total local match is coming from.
13. Show funds which will be used to support grant related activities other than project income, MCCJ funds, or local cash match.
14. Refer to instructions directly above ABSTRACT on the application form, item 14.
15. Evaluation, Design and Methodology - Specify in detail, information on aspects of the project that will be maintained to show how well the objectives were met. If forms are to be used, attach a copy.
16. The signature of the project director is necessary here.
17. The Authorized Official of the Applicant Organization signature is required.
18. The signature of the Authorized Official of the organization contributing the local match is required.

END