

# AGENDA

## Monroe County Substance Abuse Policy Advisory Board

The Harvey Government Center – BOCC Meeting Room, 2<sup>nd</sup> Floor

Tuesday, May 7, 2019 – 11:00 A.M.

Call to Order

- a. Salute to Flag
  - b. Introduction of Board and Announcement of Affiliations with Applicant Organizations
  - c. Election of Chairperson and Vice-Chairperson
  - d. Public Comment\*
1. Approval of Agenda
  2. Approval of November 27, 2017 Minutes
  3. Presentation by Project Directors and/or Representatives. Proposals received:

<b>Organization/Program Title</b>	<b>Amount</b>
1. Samuel's House; "Court Mandated Criminal/Substance Abuse Case Manager"	\$43,893
2. Keys to Be the Change; "Kids Win: Pathways to Success"	\$10,000
3. Florida Keys Children's Shelter; "All Stars Community Based Substance Abuse Program"	\$15,110
4. Key Bridge; "Substance Abuse Treatment for Monroe County Residents Ages 10-19"	\$30,494
5. Florida Keys Outreach Coalition (FKOC), "FKOC Supportive Housing; Substance Abuse Education & Relapse Prevention"	\$8,845
6. Guidance/Care Center – The Heron, "Assisted Living Prevents Recidivism"	\$22,685
7. Guidance/Care Center – "Women's Jail Incarceration Drug Abuse Treatment Program"	\$49,299
<b>Total Funding Requested</b>	<b>\$180,326</b>

4. Discussion of Funds Available, Applications & Funding Recommendations (Funding History Attached):
  - A. DOJ/FDLE State FY 2018 Byrne/JAG County-wide allocation**
    - o Monroe County's allocation for the upcoming fiscal year is \$72,694.
    - o FDLE will approve subawards for a six (6) to eighteen (18) month project period between October 1, 2018 and September 30, 2020.

**B. Drug Abuse Trust Fund**

Fiscal Year	2016 Actual	2017 Actual	2018 Actual	2019 Estimate	2020 Estimate
<b>Audited Fund Bal Prior Year (CAFR)</b>	<b>143,028</b>	<b>113,810</b>	<b>85,477</b>	<b>58,550</b>	<b>90,050</b>
<b>Revenue</b>	<b>28,713</b>	<b>31,525</b>	<b>31,769</b>	<b>31,500</b>	<b>31,500</b>
<b>Expenses</b>	<b>57,932</b>	<b>59,857</b>	<b>58,696</b>	<b>0</b>	<b>107,596</b>
<b>Ending Fund Balance</b>	<b>113,810</b>	<b>85,477</b>	<b>58,550</b>	<b>90,050</b>	<b>13,954</b>
<b>Difference</b>	<b>(29,219)</b>	<b>(28,332)</b>	<b>(26,927)</b>	<b>31,500</b>	<b>(76,096)</b>

ADA ASSISTANCE: If you are a person with a disability who needs special accommodations in order to participate in this proceeding, please contact the County Administrator's Office, by phoning (305) 292-4441, between the hours of 8:30 a.m. - 5:00 p.m., no later than five (5) calendar days prior to the scheduled meeting; if you are hearing or voice impaired, call "711".

# AGENDA

## Monroe County Substance Abuse Policy Advisory Board

The Harvey Government Center – BOCC Meeting Room, 2<sup>nd</sup> Floor

Tuesday, May 7, 2019 – 11:00 A.M.

### Summary of Requests for Funding & Project Periods

County Fiscal Year: 2018-2019/2020			
Applicant Organization	Project Start - End Dates	Request FY2019	Request FY2020
Samuel's House	Oct 1, 2018-Sept 30, 2019 (12 mos)	\$43,893	
Key Bridge	Oct 1, 2018-Sept 30, 2020 (24 mos)	\$17,494	\$13,000
Guidance/Care Center The Heron	July 1, 2019-Dec 31, 2019 (6 mos)	\$11,343	\$11,342
Keys to be the Change	Oct 1, 2019-May 30, 2020 (8 mos)		\$10,000
Guidance/Care Center Women's Jail In-House	Oct 1, 2019-June 30, 2020 (9 mos)		\$49,299
Florida Keys Children's Shelter	Oct 1, 2019-Sept 30, 2020 (12 mos)		\$15,110
Florida Keys Outreach Coalition	Oct 1, 2019-Sept 30, 2020 (12 mos)		\$8,845
<b>Total Funding Requests</b>		<b>\$72,730</b>	<b>\$107,596</b>

5. Other Business as appropriate.

6. Adjournment

*\*Any person that wishes to be heard on any agenda item shall notify administrative staff prior to the start of the meeting.*

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May 7, 2019 | Substance Abuse Policy Advisory Board  
Agenda Item 3.  
Approval of November 27, 2017 Minutes

# SAPAB MEETING MINUTES

**Meeting Minutes of the Monroe County  
Substance Abuse Policy Advisory Board (SAPAB)  
November 27, 2017**

***Draft – To be approved on May 7, 2019***

Harvey Government Center  
1200 Truman Avenue, Key West, FL

BOCC Meeting Room - 10:00 A.M.

SAPAB members/designees present:

Maureen Dunleavy, Chair, Director of Community Mental Health Centers  
Holly Elomina, Court Administrator, Vice-Chair  
Steve Torrence, Designee for Chief Donie Lee, City of Key West Police Department  
Val Winter, Designee for Dennis Ward, State Attorney  
Robert Lockwood, (via tele-conference) Monroe County Public Defender  
Brylan Jacobs, State Probation Circuit Administrator  
Duane Triplett, Local Substance Abuse Treatment  
Elizabeth Langan, Director of Pre-trial Services  
Kevin Madok, Clerk of the Circuit Court & Comptroller  
Mark Porter, Superintendent of Education

SAPAB Members Absent: Sylvia Murphy, Commissioner, Board of County Commissioners; Hon. Mark Jones, Chief Circuit Court Judge; Rick Ramsay, Monroe County Sheriff; Kris DiGiovanni, Chief of Police Department, City of Key Colony Beach; Adele Feris, Representative of Monroe County Probation Services; Tim Age, Correctional Officer.

Staff members present: Christine M. Limbert-Barrows, Assistant County Attorney; Laura deLoach-Hartle, Sr. Administrator Grants & Special Projects; and Janet Gunderson, Sr. Grants & Finance Analyst.

The CJMHSa meeting was called to order at 10:05 a.m. by Chair, Maureen Dunleavy. M. Dunleavy led the Pledge of Allegiance.

1.
  - b. SAPAB members introduced themselves, stated the organization they worked for and their job title Disclosure of members' affiliations with applicants, if any. M. Dunleavy disclosed affiliation with the Guidance/Care Center.
  - c. Election of Chairperson and Vice-Chairperson. H. Elomina motioned to nominate Steve Torrence to serve as Chairperson, M. Dunleavy seconded the motion. S. Torrence motioned to nominate H. Elomina to serve as Vice-Chairperson, M Dunleavy seconded the motion. There being no objection; the motions passed.
  - d. No public comment.
2. S. Torrence moved to approve the agenda, seconded by M. Dunleavy; hearing no objection the motion passed.
3. S. Torrence moved to approve the minutes, seconded by H. Elomina; hearing no objection the motion passed
4. Bob Shillinger led a discussion on potential litigation brought by Monroe County against opioid manufacturers and distributors.
5. Presentation of Proposals by Project Directors and/or Representatives:
  - a. Key Bridge – Michael Rogers was present to answer questions about the proposed program.

**Meeting Minutes of the Monroe County  
Substance Abuse Policy Advisory Board (SAPAB)  
November 27, 2017**

***Draft – To be approved on May 7, 2019***

- b. Samuel’s House – Myra Whittenberg, Pam Stover and Veronica Taylor were present to answer questions about the proposed program.
- c. Guidance/Care Center, Women’s Jail Incarceration Program – Erica Cox was present to answer questions about the proposed program.
- d. Florida Keys Children’s Shelter – No one was present on behalf of the Children’s Shelter.
- e. Guidance/Care Center, The Heron – Lisa Marciniak was present to answer questions about the proposed program.

6. Discussion of applications and approval of recommendations to the Board of County Commission.

Steve Torrence made a motion, seconded by Mark Porter, to award the applicants and amounts with the source of funding assigned as follows:

Recommendation for award of the FDLE Byrne/JAG grant:

APPLICANT	FDLE BYRNE/JAG
Guidance/Care Center - Heron	\$28,587
Guidance/Care Center - WJIP	\$43,380
Total FDLE Byrne/JAG Recommended for Funding	<b>\$71,967</b>

Recommendation for award of the Clerk’s Drug Abuse Trust Fund:

APPLICANT	CDATF
Key Bridge	\$6,500
Samuel’s House	\$37,086
Florida Keys Children’s Shelter	\$15,110
Total Drug Abuse Trust Funds Recommended for Funding	<b>\$58,696</b>

Roll-Call was taken with the following results: M. Dunleavy, abstain; Holly Elomina, yes; Steve Torrence, yes; Robert Lockwood, yes; Val Winter, yes; Brylan Jacobs, yes; Mark Porter, yes; Duane Triplett, yes; Elizabeth Langan, yes Kevin Madok, yes. Motion Carried.

Total funds recommended for award FDLE and CDATF for 2017-18 = \$130,663.

7. Other Business as appropriate – None.

Steve Torrence made a motion to adjourn, seconded by Mark Porter and hearing no opposition the SAPAB meeting adjourned at 11:25 a.m.

Video recording of 11/27/17 Monroe County Substance Abuse Policy Advisory Board meeting is available for viewing on line:

<http://view.liveindexer.com/ViewIndexSessionSLMQ.aspx?ecm=636923070995039062&indexSessionSKU=a3170eZ018+HIIbl/VyggQ%3D%3D&siteSKU=qoO9+8C6gRWyzz1siMncQ%3D%3D>

May 7, 2019 | Substance Abuse Policy Advisory Board  
Agenda Item 4.  
Proposals Received

# Presentations by Project Directors

May 7, 2019 | Substance Abuse Policy Advisory Board  
Agenda Item 4.1.  
Proposals Received

# Samuel's House - “Court Mandated Criminal/Substance Abuse Case Manager”

### ORGANIZATION INFORMATION

Organization Name: Samuel's House, Inc.  
Contact Person/Title: Kim L. Stover, Executive Director  
Address: 5450 McDonald Avenue (admin. office)  
City, Zip Code: Key West, FL 33040  
Telephone Number: 305-296-0240  
E-mail Address: kim.stover@samuelshouse.org

### PROJECT INFORMATION

Project Title: Court Mandated Criminal / Substance Abuse Case Manager  
Project Funding Request: \$43,893.32  
Project Director: Kim L. Stover  
Primary Physical Location of Program: 1614 Truesdell Court, Key West, FL 33040  
Project Start Date - End Date\*: **October 1, 2018 through September 30, 2019**

*(\*Awards will be approved for a six (6) to twelve (12) month project period between 10/1/18 & 9/30/20)*

### PROJECT OVERVIEW

Funds may be used for any one of the following program areas. **Choose ONE:**

- Law Enforcement Programs
- Prosecution, Courts, and Indigent Defense Programs
- Prevention and Education Programs
- Corrections, Community Corrections and Reentry Programs
- Planning, Evaluation, and Technology Improvement Programs
- Crime Victim and Witness Programs
- Mental Health Programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams.

**Any project selected for implementation utilizing federal funds must be able to comply with all applicable Federal laws, regulations and policies including 2 CFR 200.**

## PROBLEM IDENTIFICATION

Provide a description of the problem addressed with the proposed project. Be sure to address the following items:

1. Problem Description. What is the problem you are responding to as it relates to the program area?
2. Problem Significance. Why is the problem significant and who is affected by the problem? Why do we need your project to address this problem now?
3. Needs Assessment. Identify the current scope of the problem and support your statements with factual information. Use measurable and descriptive data.

The Monroe County Homeless Services Continuum of Care (MCHS CoC) conducted a Point-In-Time (PIT) census count to updating information relative to homeless persons either sheltered or unsheltered in the county as of January 31, 2018. According to the MCHS CoC report and PIT results, there were a total of 973 persons homeless in Monroe County. Of the 973 homeless individuals identified, 478 were displaced due to Hurricane Irma (and remain displaced), 182 are in emergency shelters, 101 are in transitional housing and the remaining 212 are unsheltered. The 2018 PIT numbers can be compared to a total homeless count in 2017 of 631, and 575 in 2016.

Not included in the official Point-In-Time (PIT) count are an additional 170 formally homeless individuals and families who are now in long term supportive housing for those persons with special needs or long term disabilities. Additionally, the following information should be noted:

- On January 31, 2018 there were 153 homeless individuals at the Monroe County Detention Center (MCDC). According to the County, 150 can be considered about average on any given night.
- HUD does not allow these 153 homeless inmates to be included in the total number of homeless that is reported. We may only take note.
- That's about 1 in 5 in jail who are homeless (capacity is 695 between Key West, Marathon, and Plantation Key detention centers).
- In 2017 the total number of nights spent in jail by the homeless was 48,438 at a cost to Monroe County taxpayers of \$4.8 million.
- Over the last ten years, the total number of nights spent in jail by the homeless was 511,780 at a cost to Monroe County taxpayers of \$50.7 million.
- Providing basic overnight shelter at the Keys Overnight Temporary (KOTS) costs right around \$8.00 per night, per person. 511,780 bed nights would cost \$4.1 million.

The National Institute of Justice reports "Substance Use and Abuse have been consistently reported as major contributing factors in the increasing population of women offenders." A majority of women offenders have a history of drug use and drug related offenses. ([www.nij.gov/topics/drugs/markets/adam/staton-paper.pdf](http://www.nij.gov/topics/drugs/markets/adam/staton-paper.pdf)). The results from the 2012 SAMHSA "National Survey on Drug Use and Health: Summary of National Findings" reports that the rate of substance dependency, use and abuse for females was at 35.7% out of 67,500 who were studied in 2012. ([www.samhsam.gov/data/nsduh/2012summnatfinddetables/nationalfindings/nsduhresults2012.htm#ch7.1.3](http://www.samhsam.gov/data/nsduh/2012summnatfinddetables/nationalfindings/nsduhresults2012.htm#ch7.1.3))

### **PROBLEM IDENTIFICATION (*continued*)**

Up to 88% of women entering The Mary Spottswood Women's Center Emergency Shelter, a division of Samuel's House, have reported that using drugs continues to be a major problem to them. Many of these women have committed crimes and had at least one period of incarceration. Drug use among women has become an epidemic, leaving them far more vulnerable to potentially engage in criminal behaviors and/or becoming victims of crime themselves.

These women are committing harm to themselves, their families and the community through their addictive and criminal behaviors. Just as with the national statistics above, Samuel's House sees a consistent increase in drug abuse as it relates to criminal behaviors, decreased life skills, loss of educational opportunities, inability to maintain employment, housing and maintaining or seeking out unhealthy relationships.

Samuel's House has long been committed to reducing and eliminating drug usage in the Monroe County Florida community, starting within its own campus. A strong program of prevention and education has been established and is strictly enforced for the BYRNE funded clients throughout its residential facilities. The Court Mandated Criminal / Substance Abuse Case Manager will assist women with the psychological and physical issues related to their substance abuse and involvement in the judicial system. Samuel's House utilizes programs such as 90-in-90 and AA/NA meetings are required as well as random drug testing of clients. New clients are required to sign a statement confirming their understanding of the rules and the consequences involved if they test positive for the use of illegal drugs while in our programs. The agency has proved that the use of random testing is effective in prevention.

There is a confirmed prevalence of, and increase in, substance abuse among Samuel's House clients. Agency statistics in 2017 indicate that the majority of the general population of women residing at Samuel's House are dealing with substance abuse. Additionally, the vast majority of the 60 BYRNE/JAG court mandated women assisted by Samuel's House programs in 2017 reported drug and alcohol addictions. In fact, Samuel's House records indicate we have seen an increase in referral of BYRNE clients, from all the various Monroe County agencies, which has doubled in the past several years. In 2015-2016, we received in excess of 33 BYRNE clients; in the 2016-2017 period, we received 60 BYRNE clients; and in the 2017-2018 period, data indicates we received 36 direct BYRNE clients as well as an additional 86 indirect BYRNE clients. Indirect by category as they were not detention center transfers but arrangements were made for these individuals to seek shelter and services at Samuel's House versus other facilities, as described below.

Women in crisis, many accompanied by their children from birth to eighteen years of age arrive at the Mary Spottswood Women's Center Emergency Shelter daily seeking a place of safety, shelter and services. The majority of clients are drug addicted or alcohol addicted and/or have co-occurring disorders. In 2017-2018 Samuel's House served 359 individuals at the Mary Spottswood Women's Center Emergency Shelter.

### **PROBLEM IDENTIFICATION (*continued*)**

Of these 359 individuals, 262 were women, 65 were children and the remaining 32 were registered as anonymous or unknown gender. During the year, more than 36 individuals came to Samuel's House directly from incarceration and 86 additional women came to Samuel's House in lieu of serving time at other facilities such as substance abuse rehabilitation centers, detention /correctional centers or psychiatric facilities of various types and degree.

Samuel's House is recognized for its vast experience in serving women with substance abuse issues and criminal backgrounds. In addition, Samuel's House is licensed for intervention programs under Chapter 397 of the Florida Statutes to provide substance abuse services, case management and general intervention for adults. For the clients who are negatively affected by the above described issues, Samuel's House staff has seen a significant increase in the number of referrals by probation officers, correction officers, court mandated programs and the judicial system in general.

With the 2018 BYRNE funding, Samuel's House will retain employment of one full-time Court Mandated Criminal /Substance Abuse Case Manager. This four (4) year employee is exceptionally qualified, experienced and assigned solely to the court mandated BYRNE client. Having retained this position and individual for the past four years, proves that the case management services provided to all court ordered BYRNE clients, by the Court Mandated Criminal / Substance Abuse Case Manager, does in fact provide the necessary oversight and time allotment for these individuals to achieve successful outcomes.

And, because the Court Mandated Criminal / Substance Abuse Case Manager is 100% assigned to BYRNE clients, there is an established one-on-one relationship with each BYRNE client and the case manager. Together, they are better equipped to work as a team in promoting positive life change, monitoring of the client's court mandated program requirements, as well as assuring that the BYRNE client remains compliant of all court mandated programs requirements throughout the designated time frame assigned.

Additionally, the court mandated BYRNE clients who reside at Samuel's House and are working toward successful completion of their court mandated program requirements; are also offered an option to continue case management services with the Court Mandated Criminal / Substance Abuse Case Manager, for a period of up to 12 months additional months, beyond their court mandated program completion date, for transitional purposes. This is handled on a case by case basis and is strictly voluntary. We have observed that those BYRNE clients, who do opt to continue voluntary case management for an extended period of time beyond the court mandated time frame, are more likely to achieve successful results in life style changes by becoming productive, self-sufficiency and DRUG FREE individuals.

## PROJECT SUMMARY (SCOPE OF WORK)

*Please note, there will be a focus on validating delivery of services and ensuring deliverables were met. Supporting documentation will be required and reviewed throughout the project.*

Describe how your proposed project will focus on the problem. Be sure to address any of the following items that are relevant to your project:

1. What will your project accomplish?
2. Who will receive services? **Are participants involved with the criminal justice system?**
  - a. Provide a description of the population (e.g. violent, sex, and/or drug offenders).
  - b. How many participants will your program serve?
3. Who will provide services?
  - a. How many staff will provide the services?
  - b. Are staff members who are providing the services licensed, if applicable?
4. Give a general description of cost to be covered by grant funds.
  - a. Will any staff members be funded by this award and if so how many?

With BYRNE funding, Samuel's House, Inc. will continue to provide a full-time position of a Court Mandated Criminal / Substance Abuse Case Manager, designated to work solely and exclusively with BYRNE clients. BYRNE clients include clients that are referred from the judicial system, recently released from jail or prison and/or referred from the Key West Police Department, Monroe County Sheriff's Office and probation officers as a condition of their client's release.

The Mary Spottswood Women's Center, a division of Samuel's House, Inc. is our 90-day emergency shelter program. Kathy's Hope, a 16 efficiency permanent supportive housing program is designed for clients that have successfully completed their 90-day program at the Mary Spottswood Women's Center and still need structure and Case Management services. Casa de Meredith, which has 2 efficiency apartments and 7 two bedroom apartments is another division of Samuel's House and provides permanent supportive housing to clients that have children and intact families. All BYRNE funded clients of Samuel's House, Inc. will be drug tested upon intake, within every 72 hours and randomly thereafter and receive intensive case management services throughout their stay in our programs.

Case Management: The Court Mandated Criminal / Substance Abuse Case Manager will be on site to provide services including but not limited to: design and implement all activities/programming, perform client intake and assessment, administer drug /alcohol tests, refer clients to services, monitor client progress, resolve conflict, assist clients with development of individualized Plan of Action and maintain contact with judicial offices, Monroe County Sheriff's Office, Key West Police Department and probation officers on behalf of the client.

### **PROJECT SUMMARY (SCOPE OF WORK) *(continued)***

The Court Mandated Criminal Substance Abuse Case Manager will assist in preparation of resume, job search and interview skills, permanent housing search, acquiring documentation, locating childcare and mental as well as physical health care. BYRNE funding will continue to provide a Court Mandated Criminal / Substance Abuse Case Manager to provide case management to at least 30 women who are referred from the court system, recently released from jail or prison and / or referred from probation officers.

Court ordered clients with chronic addictions are staying sober for three reasons: their sobriety, their ability to remain in a safe housing facility and most importantly, not to return to jail and/or prison. Those that are court ordered will be violated and they risk jail find safety and support for transitioning back into society. The self-esteem and empowerment BYRNE clients receive, in addition to intensive case management, provides the tools to make good choices and participate in life as productive citizens with legitimate forms of livelihood.

Samuel's House utilizes the "crimesolutions.gov" website to accomplish the objectives of this prevention program in addition to providing the deliverable reports as required. Provision of Services: Services will be provided by the Court Mandated Criminal / Substance Abuse Case Manager of Samuel's House. Because of its intervention license, clients will not only benefit from drug prevention services but also Case Management and general intervention and educational services as well.

Other Participating Agencies: Samuel's House partners with and has clients referred from the Monroe County Sheriff's Office, Key West Police Department, probation officers, judicial system, and behavioral health and other organizations throughout Monroe County. Samuel's House, Inc. is part of a 30+ agency continuum of care for service referrals in Monroe County, Florida.

Finally, it is critical to note that the Samuel's House designated Court Mandated Criminal / Substance Abuse Case Manager visits the Monroe County Detention Center on a weekly or bi-weekly basis, as is required, to arrange an in person meeting and interview with women who are scheduled to be released from incarceration in the near future so that we are able to pre-qualify those individuals as possible BYRNE candidates / clients , which provides them a place to go immediately upon release from jail that is a safe and sober alternative to returning to the streets and starting the whole dysfunctional cycle all over again. The decision by the client to be transferred to Samuel's House from jail release can make the difference in breaking the repetitive cycle of bad decision making that got them there in the first place.

## PERFORMANCE – Objectives

*Please note, these questions are to provide us with information regarding the nature of the purposed project. Should your project be selected for funding, additional Objectives and Measures may be required. Quarterly performance reporting on the Objectives and Measures will be required.*

1. Identify the goal(s) you hope to achieve with your funding. If you have multiple goals, describe each goal separately.
  - A. Retain / employ one full-time Court Mandated Criminal / Substance Abuse Case Manager.
  - B. Reduce and eliminate drug and / or alcohol use among women, in Monroe County, Florida, communities.
  - C. Provide safe shelter / housing, and intensive case management services to a minimum of 30 court mandated BYRNE Clients.
  - D. Reduce recurring legal activities including but not limited to arrests, incarceration, violation of court mandates, etc.

2. What major activities are planned for each of the goals listed in question 1?

Goals 1A & 1C:      \*Administer drug / alcohol testing.  
                             \*Provide client Intake and assessment.  
                             \*Develop an Individualized Plan of Action for each BYRNE funded client.  
                             \*Intensive case management services dedicated to BYRNE clients.

And 1B & 1D:      \*\*Provide intervention, prevention and educational tools and services.  
                             \*\*Monitor and record (via HMIS System) client progress and compliance.  
                             \*\*Integrate AA/NA meetings which will be mandatory.  
                             \*\*Utilize "crimesolutions.gov" in prevention education.  
                             \*\*Maintain communication with judicial contacts for compliance.

3. Describe barriers you may encounter which may prevent you from achieving your identified goal(s). Answer for each separately.

- Peer Pressure
- Financial instability / access to services
- Community Events / Party Environment
- Employment challenges
- Psychological, Physical and Mental Health conditions.

## PROJECT ACCOMPLISHMENTS & MEASURES

1. Explain how the accomplishments will be measured and documented; the description should link back to the Project Summary (Scope of Work).
  - A. Court mandated BYRNE Clients have defined goals as documented in the client Individualized Plan of Action. Clients have full knowledge of these requirements and are required to sign as acknowledging said requirements.
  - B. BYRNE clients participate in random drug and alcohol testing.
  - C. The level of participation, by program identified, is tracked weekly, via HMIS System, or comparable data entry client record.
  - D. Mandatory levels of participation are required for activities such as AA/NA, 90-in-90, and other evidence based practices / activities.

Note: All of the above data is fully documented and recorded by the Court Mandated Criminal / Substance Abuse Case Manager via HMIS or Confidential Client Files.

2. Based on the nature of the program will it be an evidenced based program? If yes, what type of evidence based services will be provided?

While proven evidenced based program treatment and related activities are a vital part of the integrated services offered at Samuel's House, including the case management oversight development of each BYRNE clients individualized treatment plan that results from clients working closely with the Court Mandated Criminal / Substance Abuse Case Manager, Samuel's House utilizes partnership arrangements in place year-round with referral and treatment services provided by the medical professionals in our communities.

3. State what documentation will be provided to document deliverables.
  - A. Samuel's House utilizes the "crimesolutions.gov" website to accomplish the objectives of this prevention program in addition to deliverable reports as required.
  - B. Samuel's House will comply with all requirements noted in the Grant Funding Agreement.
  - C. Data capture and reports are handled via the HMIS / ClientTrack software system.

## BUDGET & BUDGET NARRATIVE

Please note, **Federal funds may not supplant state or local funds.** Monroe County will enter into a contract with the organization should this Project Proposal be recommended for funding. **All Federal requirements of the granting agency will also be the responsibility of the organization and will be included in the contract.**

### BUDGET *(Double click in the table and it will convert to excel. Enter your budget. "Total" rows/columns will calculate.)*

<u>Budget Category</u>	<u>Amount Requested</u>	<u>Match</u>	<u>Total</u>
Salaries & Benefits	\$39,312	\$0	\$39,312
Contractual Services	\$0	\$0	\$0
Expenses	\$4,582	\$0	\$4,582
Other:_____	\$0	\$0	\$0
Total	\$43,894	\$0	\$43,894
Percent	100.0%	0.0%	100.0%

#### Comments:

Unit cost established October 1, 2018.

This budget is for the period of October 1, 2018 through September 30, 2019.

This project will not be funded by any other source.

## BUDGET NARRATIVE

Provide a detailed Budget Narrative for the proposed project. Be sure to include the following in your Budget:

1. Identify the type of Budget (Unit Costs/Unit Rates, if applicable) required for each service provided.
2. Provide a definition and cost for each service.
3. Describe the basis for the Unit Costs/Unit Rates and state when the basis was established or updated, if applicable.
4. Will the project be funded by any other source(s) and if so, state the other source(s) and amount(s)?
5. Will the project earn project generated income (PGI)?

The Court Mandated Criminal / Substance Abuse Case Manager will provide 2,080 hours of intensive case management services including but not limited to: shelter employment assistance, permanent housing search assistance, government identification assistance, food, clothing, substance abuse counseling, drug recovery support services to a least 30 clients that are referred from the judicial system, Key West Police Department, Monroe County Sheriff's Office, recently released from jail or prison and/or referred from probation officers as a condition of their client's release.

**BUDGET NARRATIVE (continued)**

The basis for the unit cost is the salary for the Court Mandated Criminal / Substance Abuse Case Manager. The Case Manager will perform intensive case management services including substance abuse counseling, education, recovery support services and drug testing services.

A unit is defined as 60-minutes or 1 hour.

The Court Mandated Criminal / Substance Abuse Case Manager will spend 100% of her time with clients that are referred from the judicial system, Key West Police Department, Monroe County Sheriff's Office, recently released from jail or prison and/or referred from probation officers as a condition of their client's release.

Salary:	\$39,311.58
FICA:	\$ 2,656.44
FUTA:	\$ 192.33
Worker's Comp:	\$ 757.09
Payroll Fee:	\$ 975.88
Travel:	\$ 0
Equipment:	\$ 0
Supplies:	<u>\$ 0</u>

Total Budget: \$43,893.32

Total Units: 2,080 / 12 months

Unit cost is based on 1 full time equivalent position at a 40 hour work week; 52 weeks per calendar / budget year.

This cost was established October 1, 2018, and is provided for in the Samuel's House budget is October 1, 2018 through September 30, 2019.

This project will not be funded by any other source.

**OTHER COMMENTS:**

The Samuel's House request for funding this year is to fund 100% of the Court Mandated Criminal / Substance Abuse Case Manager position, which includes a 6% increase in prior year salaries as well as expenses, as this is in line with the fact that all staff at Samuel's House received a 3% salary increase as well as a 3% benefit payment increase. Our staff had not received a pay increase in more than 5 years prior to this year's increase.

Note: The difference in the budget worksheet table and the narrative section of this grant application is that one provides a rounding formula to the nearest whole dollar, while the detailed narrative provides actual calculations based on the cost per unit.

For the purpose of performing a Risk Assessment of your organization; please include the following documents with the application, unless these documents have already been provided for the Monroe County FY2018 funding period.

- ✓ A. IRS Letter of Determination indicating 501(c)(3) status and GUIDESTAR printout;
- ✓ B. Proof of registration with the Florida Department of Agriculture as required by Florida Statute 496.405 and the Florida Department of State as require by Florida Statute 617.01201 or proof of exemption from registration as per Florida Stature 496.406;
- ✓ C. List of the organization's Board of Directors of which there must be at least 5; and for each board member indicate when elected and length of term of service;
- ✓ D. Evidence of annual election of Officers and Directors;
- ✓ E. Unqualified audited financial statement from the most recent fiscal year for all organizations that expend \$150,000 a year or more; if qualified, include a statement of deficiencies with corrective actions recommended/taken;
- ✓ F. Copy of a filed IRS Form 990 from most recent fiscal year with all attached schedules;
- ✓ G. Organization's Corporate Bylaws, which must address the organization's mission, board and membership composition, and process for election of officers;
- ✓ H. Organization's Policies and Procedures Manual which must include hiring policies for all staff, drug and alcohol free workplace provisions, and equal employment opportunity provisions;
- ✓ I. Copy of current Occupational Licenses;
- ✓ J. Audit Documentation, for recipients of \$100K or more from Monroe County;
- ✓ K. Copy of Summary Report of most current Evaluation/Monitoring. Must include summary of deficiencies, if applicable, and suggested corrective action;

*Note: Additional documents may be requested as needed to complete the application review.*

May 7, 2019 | Substance Abuse Policy Advisory Board  
Agenda Item 4.2.  
Proposals Received

# Keys to Be the Change – “Kids Win: Pathways to Success”

**Any project selected for implementation utilizing federal funds must be able to comply with all applicable Federal laws, regulations and policies including 2 CFR 200.**

### ORGANIZATION INFORMATION

Organization Name: Keys to Be the Change, Inc.

Contact Person/Title: Heidi R. Golightly

Address: 1208 Watson Street

City, Zip Code: Key West, FL 33040

Telephone Number: 541-974-4398

E-mail Address: heidirgolightly@gmail.com

### PROJECT INFORMATION

Project Title: Kids Win: Pathways to Success

Project Funding Request: \$10,000.00

Project Director: Heidi R. Golightly

Primary Physical Location of Program: Key West High School/HOB Middle School

Project Start Date - End Date\*: 10/1/2019 - 5/30/2020

*(\*Awards will be approved for a six (6) to twelve (12) month project period between 10/1/18 & 9/30/20)*

### PROJECT OVERVIEW

Funds may be used for any one of the following program areas. **Choose ONE:**

- Law Enforcement Programs
- Prosecution, Courts, and Indigent Defense Programs
- Prevention and Education Programs
- Corrections, Community Corrections and Reentry Programs
- Planning, Evaluation, and Technology Improvement Programs
- Crime Victim and Witness Programs
- Mental Health Programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams.

## PROBLEM IDENTIFICATION

Provide a description of the problem addressed with the proposed project. Be sure to address the following items:

1. Problem Description. What is the problem you are responding to as it relates to the program area?
2. Problem Significance. Why is the problem significant and who is affected by the problem? Why do we need your project to address this problem now?
3. Needs Assessment. Identify the current scope of the problem and support your statements with factual information. Use measurable and descriptive data.

The Monroe County School District battles with truancy issues as well as low graduation rates for high-risk youth. For example, over eleven percent (11%) of students at Key West High School were absent twenty-one (21) days or more in the current school year. This issue is documented to be a problem county wide. These students are at a higher risk of substance use and abuse when they are not engaged and connected to school which often leads to risk taking behaviors including criminal activity and ultimately dropping out of school. Economically disadvantaged youth had graduation rates of 63.8% compared to an overall graduation rate in Monroe County of 79%. According to the Florida Youth Substance Abuse Survey, over a third (36.7%) of Monroe County High School students, ages 15-17 reported having used alcohol in the past 30 days compared with a statewide average of 25.2%. Almost half (43.7%) of all Monroe County high school students, ages 15-17 reported using alcohol or any illicit drug in the past 30 days compared with the state average of 32.9%. As identified in the 2016 FYSAS Monroe County report, lack of commitment to school has the highest risk factor score of 59% for middle school students and 58% for high school students in Monroe County compared to 47% and 46% nationally. According to the ALICE Report, 3557 households in Monroe County live below the poverty level and another 10,664 live below the ALICE threshold. Additionally, census data holds that 20% of all Monroe County children live in poverty.

“Several leading academic scholars have examined the effectiveness of student youth mentoring programs and their findings have revealed that students who had some type of pre-existing condition such as being predisposed to acts of delinquency, exposure to communities with high levels of crime, low paying job opportunities, high rates of drug and alcohol use, or suffering from unresolved psychological triggers and social pressures, were the ones most likely to benefit from such a program because it helped to fill a void in their lives. (DuBois & Karcher, 2005; Hansen, 2007 Rhodes & DuBois, 2006)

**Youth need programs and support that increases attendance, school bonding and commitment, healthy beliefs and standards, role models and alcohol, drug and violence free activities in which to participate.**

**According to the Office of Juvenile Justice Delinquency Prevention (2010), mentoring helps prevent high-risk students from becoming involved in delinquency activities and also helps those who are already delinquent to change their lives for the better. Mentoring relationships have been shown to improve students' self-esteem, behavior, and academic performance. (OJJDP, 2010)**

**On any given day in the United States, approximately 60,000 young people are incarcerated, costing taxpayers about \$5 billion dollars each year. "A major study by the non-partisan Washington State Institute for Public Policy found that for every dollar spent on county juvenile detention systems, \$1.98 of benefits was achieved in terms of reduced crime and cost of crime to taxpayers. By contrast, diversion and mentoring programs produced \$3.36 of benefits for every dollar spent..." (The Juvenile Justice System in Washington State: Recommendations to Improve Cost Effectiveness 2002). According to the website, [www.crimesolutions.gov](http://www.crimesolutions.gov), the evidence ratings for mentoring outcomes state that mentoring is a successful tool for:**

- **Crime & Delinquency**
- **Drugs & Substance Abuse**
- **Education**
- **Mental Health & Behavioral Health**

**Keys to Be the Change hopes to reverse the negative behaviors found among our youth that ultimately harm our community. The Kids Win: Pathways to Success Mentoring Program believes that "it is easier to build strong children than to repair broken men." (Frederick Douglass)**

## PROJECT SUMMARY (SCOPE OF WORK)

*Please note, there will be a focus on validating delivery of services and ensuring deliverables were met. Supporting documentation will be required and reviewed throughout the project.*

Describe how your proposed project will focus on the problem. Be sure to address any of the following items that are relevant to your project:

1. What will your project accomplish?
2. Who will receive services? **Are participants involved with the criminal justice system?**
  - a. Provide a description of the population (e.g. violent, sex, and/or drug offenders).
  - b. How many participants will your program serve?
3. Who will provide services?
  - a. How many staff will provide the services?
  - b. Are staff members who are providing the services licensed, if applicable?
4. Give a general description of cost to be covered by grant funds.
  - a. Will any staff members be funded by this award and if so how many?

**Keys to Be the Change provides unduplicated alcohol, drug and violence prevention clubs as well as academic and social mentoring/tutoring to K through 12 high-risk youth in the Monroe County School District. Programs are implemented from September through May to reduce high-risk behaviors such as bullying, racism, anti-social attitudes toward school as well as to improve grades, decrease truancy, decrease drop-out rates while increasing pro-social behavior. The Keys to Be the Change Kids Win: Pathways to Success Mentoring Program is a youth mentoring program that pairs high-risk youth from Key West High School and Horace O'Bryant Middle School with community leaders such as Key West Police Department officers and personnel, the United States Coast Guard, the United States Navy, the City of Key West and other community members. Currently there are twenty-five mentors who meet weekly to provide academic and social support to this group. This program has a success rate of over seventy percent in improving grades and decreasing truancy among the highest-risk youth at both schools. Youth are recommended to this program by Wesley House, Guidance Care Center, CINS/FINS Counselors from the Children's Shelter, administrators, teachers, guidance counselors, parents and/or peers.**

**Forty-two percent (42%) of residents in Monroe County are economically disadvantaged as profiled in the 2018 United Way ALICE Report. We all know the cost of living in Monroe County exceeds that of most of our neighbors. When parents are struggling to make ends meet, the children become extremely vulnerable to substance use/abuse and/or violence in their lives. Parents are working day and night leaving their children unattended before and after school in order to provide for their families. Truancy issues arise when parents**

**PROJECT SUMMARY (SCOPE OF WORK) *(continued)***

leave the house at six o'clock in the morning and don't return until ten o'clock in the evening. There is no one home to promote or help with education. Language barriers cause major problems when youth are struggling in school as parents are not equipped to be advocates for their children. Grades suffer, attendance becomes an issue and behavioral challenges evolve. Another major factor in the lives of our youth living in the Florida Keys is that substance use is accepted. Alcohol consumption is promoted every day and is used to celebrate life events. These are all causes of problems that our youth face every day in Monroe County.

Funding from this grant will help secure our Kids Win Success Coach at both Key West High School and Horace O'Bryant Middle School. Other resources are being utilized as well to share the cost of the Success Coach which will be a \$23,000.00/year position.

## PERFORMANCE – Objectives

*Please note, these questions are to provide us with information regarding the nature of the purposed project. Should your project be selected for funding, additional Objectives and Measures may be required. Quarterly performance reporting on the Objectives and Measures will be required.*

1. Identify the goal(s) you hope to achieve with your funding. If you have multiple goals, describe each goal separately.

**Many resources are available for youth who are artistic, college bound, musically inclined, athletic, homeless, and physically/mentally handicapped or children who need after school care due to working parents. We are the ONLY organization that works with high-risk youth who have little or no interest in school or other activities and who have no support systems in place to help them succeed. We engage them in programs every day. Our goal is to increase school bonding and educational success by increasing grades and decreasing truancy while promoting healthy lifestyles that refrain from drugs, alcohol and violence.**

2. What major activities are planned for each of the goals listed in question 1?

**Youth in the Kids Win program are monitored on a daily basis by the Success Coach who tracks grades, behavior and attendance. The mentors receive grade reports weekly and are in touch with the Success Coach as need arises. Mentors meet with their mentee once a week for 30-50 minutes and many have contact before and after school via texting. Relationships are built over time and the youth are eager for the visit with their mentors. If issues arise due to poor grades, classroom behavior, or truancy, the Success Coach is on hand to prevent their actions from escalating further. Constant contact is the key. Permission is received from parents when youth are admitted into the program. The Success Coach is the student advocate in all phases of their education.**

3. Describe barriers you may encounter which may prevent you from achieving your identified goal(s). Answer for each separately.

**The only barriers for the Kids Win Mentoring Program are students that are not willing to engage with a mentor. Referrals are given to us from many sources. We interview the student and ask him/her if he/she would like to have a mentor. If the answer is "NO" we must respect their wishes. Youth must agree to join our program. We do not force anyone to do anything. Therefore our success is based on students wanting to change.**

## PROJECT ACCOMPLISHMENTS & MEASURES

1. Explain how the accomplishments will be measured and documented; the description should link back to the Project Summary (Scope of Work).

**Measurable outcomes of our programs will be an increase in grades and a decrease in truancy among the students that are involved with the Kids Win Mentoring Program. This information will be tracked on a weekly basis for every student. Our goal is that 60% of students in the Kids Win Mentoring Program will show success in both areas by the end of their high school career.**

2. Based on the nature of the program will it be an evidenced based program? If yes, what The Search Institute, a research-driven model of youth development asset building and outcome-based assessments, has identified forty developmental assets, which include both internal and external assets for healthy youth development. Keys to Be the Change (KTBTC) addresses the following risk factors in our community: lack of commitment to school, academic isolation, lack of family support, lack of positive adult relationships, lack of parental involvement in education, peer and social norms favorable to violence and bullying, acceptance and approval of substance use, lack of perceived harm/risk associated with using illegal substances, lack of self-esteem, lack of sense of purpose and lack of positive view of personal future. Components of the KTBTC integrated programs are designed to engage, embrace and inspire youth to achieve academically, socially, make positive choices and build healthy relationships as they move into adulthood. Over 80% of students who are engaged in KTBTC programs are high risk due to failing one or more classes, excessive absenteeism, behavioral problems, social withdrawal, single parent homes, language barrier homes and or involvement with the courts.

3. State what documentation will be provided to document deliverables.

**The student portal in the Monroe County School District website provides grades and attendance as well as GPA, family contacts and schedules for every student in the district. The Success Coach has access to these files once parental permission is given for their son/daughter to enter our program. Therefore documentation is provided by the Monroe County School District.**

2018-2019 PROPOSAL TO IMPROVE THE CRIMINAL JUSTICE SYSTEM  
 FOR THE BENEFIT OF RESIDENTS OF MONROE COUNTY FLORIDA  
 FUNDED BY: FDLE BYRNE JAG AND CLERK'S DRUG ABUSE TRUST FUND

**BUDGET & BUDGET NARRATIVE**

*Please note, Federal funds may not supplant state or local funds. Monroe County will enter into a contract with the organization should this Project Proposal be recommended for funding. All Federal requirements of the granting agency will also be the responsibility of the organization and will be included in the contract.*

**BUDGET** (Double click in the table and it will convert to excel. Enter your budget. "Total" rows/columns will calculate.)

<b>Budget Category</b>	<b>Amount Requested</b>	<b>Match</b>	<b>Total</b>
Salaries & Benefits	\$0	\$0	\$0
Contractual Services	\$10,000	\$0	\$10,000
Expenses	\$0	\$0	\$0
Other:	\$0	\$0	\$0
<b>Total</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$10,000</b>
Percent	100.0%	0.0%	100.0%

Comments:

**BUDGET NARRATIVE**

Provide a detailed Budget Narrative for the purposed project. Be sure to include the following in your Budget:

1. Identify the type of Budget (Unit Costs/Unit Rates, if applicable) required for each service provided.
2. Provide a definition and cost for each service.
3. Describe the basis for the Unit Costs/Unit Rates and state when the basis was established or updated, if applicable.
4. Will the project be funded by any other source(s) and if so, state the other source(s) and amount(s)?
5. Will the project earn project generated income (PGI)?

**The Success Coach for the Kids Win: Pathways to Success Mentoring Program shall be paid \$50.00/hour for the position. Invoices will be submitted monthly. The services provided by the Success Coach have been outlined in the Performance Objectives section of this application question 2. Currently, the Success Coach earns \$40.00/hour and has not**

**BUDGET NARRATIVE (*continued*)**

received any increases since the inception of the program. Based on the tremendous success that this program has achieved, the increase in hourly pay is justified. Other sources of support for the Kids Win Mentoring Program have been granted by the Keys Open Doors Foundation in the amount of \$5000.00 and the Human Services Advisory Board for \$10,000.00 (hopefully). The total cost of this program is \$25,000.00 which includes youth incentives/rewards as well as the Success Coach stipend. Unfortunately this program is not self-sustaining. There is no revenue stream except for donations that may come from the Key West Police Department or other community organizations/members.

2018-2019 PROPOSAL TO IMPROVE THE CRIMINAL JUSTICE SYSTEM  
FOR THE BENEFIT OF RESIDENTS OF MONROE COUNTY FLORIDA  
FUNDED BY: FDLE BYRNE JAG AND CLERK'S DRUG ABUSE TRUST FUND

**OTHER COMMENTS:**

2018-2019 PROPOSAL TO IMPROVE THE CRIMINAL JUSTICE SYSTEM  
FOR THE BENEFIT OF RESIDENTS OF MONROE COUNTY FLORIDA  
FUNDED BY: FDLE BYRNE JAG AND CLERK'S DRUG ABUSE TRUST FUND

For the purpose of performing a Risk Assessment of your organization; please include the following documents with the application, unless these documents have already been provided for the Monroe County FY2018 funding period.

- A. IRS Letter of Determination indicating 501(c)(3) status and GUIDESTAR printout;
- B. Proof of registration with the Florida Department of Agriculture as required by Florida Statute 496.405 and the Florida Department of State as require by Florida Statute 617.01201 or proof of exemption from registration as per Florida Stature 496.406;
- C. List of the organization's Board of Directors of which there must be at least 5; and for each board member indicate when elected and length of term of service;
- D. Evidence of annual election of Officers and Directors;
- E. Unqualified audited financial statement from the most recent fiscal year for all organizations that expend \$150,000 a year or more; if qualified, include a statement of deficiencies with corrective actions recommended/taken;
- F. Copy of a filed IRS Form 990 from most recent fiscal year with all attached schedules;
- G. Organization's Corporate Bylaws, which must address the organization's mission, board and membership composition, and process for election of officers;
- H. Organization's Policies and Procedures Manual which must include hiring policies for all staff, drug and alcohol free workplace provisions, and equal employment opportunity provisions;
- I. Copy of current Occupational Licenses;
- J. Audit Documentation, for recipients of \$100K or more from Monroe County;
- K. Copy of Summary Report of most current Evaluation/Monitoring. Must include summary of deficiencies, if applicable, and suggested corrective action;

*Note: Additional documents may be requested as needed to complete the application review.*

May 7, 2019 | Substance Abuse Policy Advisory Board  
Agenda Item 4.3.  
Proposals Received

# Florida Keys Children's Shelter – “All Stars Community Based Substance Abuse Program”

**Any project selected for implementation utilizing federal funds must be able to comply with all applicable Federal laws, regulations and policies including 2 CFR 200.**

### ORGANIZATION INFORMATION

Organization Name: Florida Keys Children's Shelter

Contact Person/Title: Ben Kemmer, CEO

Address: 73 High Point Rd

City, Zip Code: Tavernier, FL, 33070

Telephone Number: (305) 852-4246

E-mail Address: bkemmer@fkcs.org

### PROJECT INFORMATION

Project Title: All Stars Community Based Substance Abuse Prevention Program

Project Funding Request: \$15,110

Project Director: Katie Raskob

Primary Physical Location of Program: 73 High Point Rd, Tavernier, FL. 33070

Project Start Date - End Date\*: 10/1/2019-09/30/2020

*(\*Awards will be approved for a six (6) to twelve (12) month project period between 10/1/18 & 9/30/20)*

### PROJECT OVERVIEW

Funds may be used for any one of the following program areas. **Choose ONE:**

- Law Enforcement Programs
- Prosecution, Courts, and Indigent Defense Programs
- Prevention and Education Programs
- Corrections, Community Corrections and Reentry Programs
- Planning, Evaluation, and Technology Improvement Programs
- Crime Victim and Witness Programs
- Mental Health Programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams.

## PROBLEM IDENTIFICATION

Provide a description of the problem addressed with the proposed project. Be sure to address the following items:

**Problem Description.** What is the problem you are responding to as it relates to the program area? Being a teenager and raising a teenager are individually, and collectively, enormous challenges. For many teens, illicit substance use and abuse become part of the landscape of their teenage years. Although most adolescents who use drugs do not progress to become drug abusers, or drug addicts in adulthood, drug use in adolescence is a very risky proposition. Even small degrees of substance abuse (for example, alcohol, marijuana, and inhalants) can have negative consequences. Typically, school and relationships, notably family relationships, are among the life areas that are most influenced by drug use and abuse.

The All Stars core research-based prevention program aligns with the National Health Education Standards and counselors are available on-site in the schools to address immediate needs. Program objectives include reducing alcohol use, binge drinking, smoking and smokeless tobacco use, marijuana use and inhalant use and preventing students from early initiation of these substances. In 2014, a quarter (24%) of our high school students reported trying alcohol at age 13 or younger. Now, in 2018, 17% reported trying alcohol at age 13 or younger. It is vital that we sustain effective prevention programs in our schools to reach youth before they start drinking and using drugs.

**Problem Significance.** Why is the problem significant and who is affected by the problem? Why do we need your project to address this problem now?

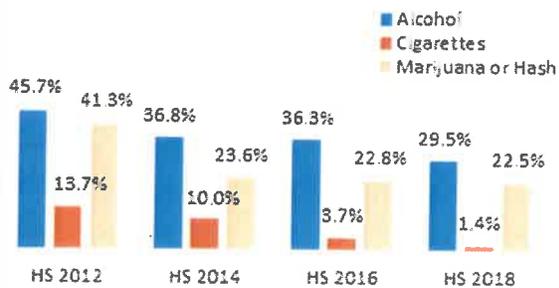
Our student population continues to use illegal substances. In some cases, there is alcohol or other drug use in the home and our community norms, as a tourist community, promote alcohol and other use. There are approximately 656 alcohol outlets in the keys. Every Circle K or other similar store is covered with alcohol messages, sale signs, beer on ice in an ice cooler at checkout. In some stores there are vaporizers/e cigarettes at eye level of our children and some stores sell CBD oil and other herbal concoctions, glass pipes, etc. In comparison to years ago when gas stations were gas stations not mini marts promoting alcohol sales. Alcohol is sold at most community level events including family events, Fantasy Fest, Spring Break, etc. According to the FYSAS 2018, 22% of high school students who drank in the past 30 days, drank in their own home and 48% drank alcohol at someone else's home. In addition, there are now medical marijuana outlets opening throughout the keys. Although marijuana may be legal for medical use at this time, the perception of harmfulness among youth decreases. Only 52% of high school youth think it is wrong to smoke marijuana and only 58% think it is wrong to drink alcohol. It is important to prevent, reduce and delay early onset of alcohol and other drug use among our students until they become legal age and or old enough where the brain has fully developed.

### PROBLEM IDENTIFICATION *(continued)*

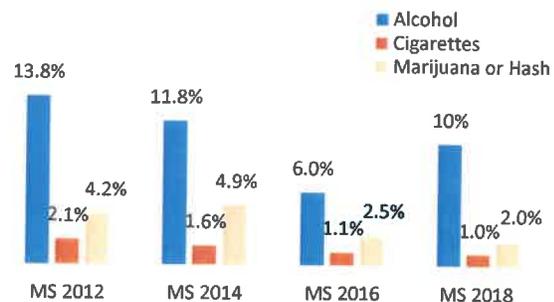
**Needs Assessment.** Identify the current scope of the problem and support your statements with factual information. Use measurable and descriptive data.

Alcohol is the most commonly used substance by our youth in Monroe County. According to the Florida Youth Substance Abuse Survey FYSAS collected in 2018, 10% of middle school youth and 29.5% of high school youth reported drinking alcohol during the past 30 days. State average for middle is 7.3% and high school youth 21%. Binge drinking, as defined as having had five or more alcoholic drinks in a row in the past two weeks, among our students is additionally higher than state especially with high school youth with 12.5% in Monroe compared to state average 9.6%. Marijuana is the second most commonly used substance by our students. Middle school use is lower than state average, but high school marijuana use is 22.5% compared to state average 16.3%. Vaping has additionally become a problem among our students with 9% of middle and 24% of high school students reporting they use Vaporizer / E-Cigarette (state middle 6%, high 19%). Substance use among our students is 20% or more higher than state average by substance. In addition to our higher than state average of youth substance prevalence, we have had one middle school student overdose on opioids at school and two others with Xanax in the last six months. All of which could have died. Alcohol and drugs have become more available and our 12-17 year old's need resistance skills to reduce peer pressure and bad decisions.

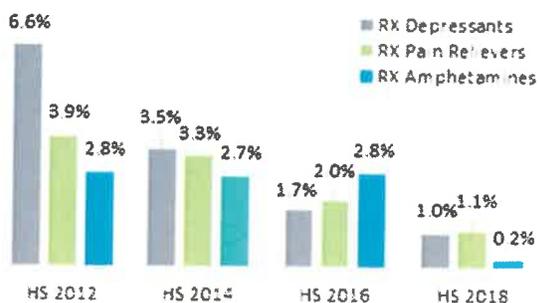
Monroe County High School Students  
Past 30 Day Use 2012-2018



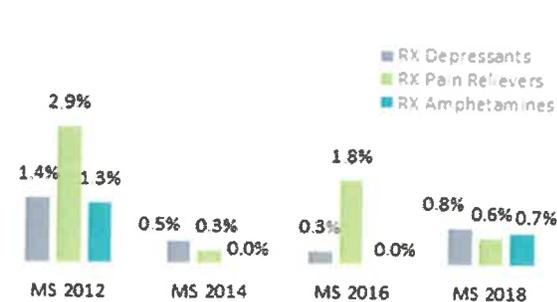
Monroe County Middle School Student  
Past 30-day Use 2012-2018



FYSAS Monroe County High School Students  
Past 30 day RX Drug Use 2012-2018



FYSAS Monroe County Middle School Student  
Past 30-day Use 2012-2018



## PROJECT SUMMARY (SCOPE OF WORK)

*Please note, there will be a focus on validating delivery of services and ensuring deliverables were met. Supporting documentation will be required and reviewed throughout the project.*

Describe how your proposed project will focus on the problem. Be sure to address any of the following items that are relevant to your project:

Through utilizing the "ALL STARS" Research Based Program, we will better be able to serve the at-risk families from Monroe County to help reduce the risk of substance abuse.

1. What will your project accomplish?

Goals: Prevent risky behaviors among adolescents and Help adolescents build positive and bright futures

When implementing "ALL STARS" from the end of elementary school through high school, it delays the onset of substance use. As an added benefit, All Stars also prevents other behaviors, including early sexual activity, bullying and fighting. Whatever risky behavior exists, it is All Stars' goal to reduce it, postpone it and prevent it.

The second goal of All Stars is to give kids hope and envision a bright and positive future for themselves. Research shows kids who have a clear vision for their future, know what they need to do to make it happen and believe risky behaviors will get in the way of it will more likely achieve the future they desire. All Stars inspires kids to dream about, develop and carry out a plan for a positive and bright future.

Areas of Focus: Alcohol, Tobacco & Other Drugs, Nutrition, Personal Health  
Includes activities which:

- Develop positive norms
- Build idealism and pro-social values
- Develop resistance skills
- Develop decision-making skills
- Reinforce appropriate beliefs about consequences of alcohol, tobacco, & other drug (ATOD) use
- Practice goal setting
- Teach stress management
- Reinforce appropriate beliefs about consequences of nutritional practices (3)
- reinforce appropriate beliefs about consequences of health practices (3)
- All Stars Senior Logic Model

## **PROJECT SUMMARY (SCOPE OF WORK) *(continued)***

2. Who will receive services? Children and adolescents who present at risk for substance use, aggressive/violent behavior, premature sexual activity

a. Ages 6-12 (Childhood); 13-17 (Adolescent)

Genders Male Female Races/Ethnicities Asian Black or African American Hispanic or Latino White.  
Program participants could be referred by DJJ. Many of our current community based counseling cases are referred by DJJ due to being at risk for substance abuse or ungovernable.

b. How many participants: We plan to serve 50 youth with the All Stars program.

3. Who will provide services?

a. How many staff will provide the services? 6

b. Are staff members who are providing the services licensed, if applicable? One Licensed Mental Health Counselor.

4. Give a general description of cost to be covered by grant funds.

FKCS is requesting funding equal to 10% of the professional's current salary to provide the All Stars program.

a. Will any staff members be funded by this award and if so how many? 4

## PERFORMANCE – Objectives

*Please note, these questions are to provide us with information regarding the nature of the purposed project. Should your project be selected for funding, additional Objectives and Measures may be required. Quarterly performance reporting on the Objectives and Measures will be required.*

1. Identify the goal(s) you hope to achieve with your funding. If you have multiple goals, describe each goal separately.

The program focuses on five topics important to preventing high-risk behaviors:

- (1) Developing positive ideals that do not fit with high-risk behavior;
- (2) Creating a belief in conventional norms;
- (3) Building strong personal commitments to avoid high-risk behaviors;
- (4) Bonding with school, prosocial institutions, and family; and
- (5) Increasing positive parental attentiveness such as positive communication and parental monitoring.

2. What major activities are planned for each of the goals listed in question 1?

The All Stars curriculum includes highly interactive group activities, games and art projects, small group discussions, one-on-one sessions, a parent component, optional online activities and worksheets, and a celebration ceremony.

All Stars Core consists of thirteen 45-minute class sessions delivered on a weekly basis by teachers, prevention specialists, or social workers.

3. Describe barriers you may encounter which may prevent you from achieving your identified goal(s). Answer for each separately.

Barriers may include buy-in from our parents, children/adolescents, and schools.  
Youth choosing not to complete the program or moving from the county.

## PROJECT ACCOMPLISHMENTS & MEASURES

1. Explain how the accomplishments will be measured and documented; the description should link back to the Project Summary (Scope of Work).

Schools and community groups are increasingly being required to evaluate their implementation of programs.

A local evaluation consists of two parts:

1. Documenting changes in students' attitudes and behaviors through the collection of student surveys
  2. Assessing the quality of implementation through teacher's reports about activity completion
- All Stars Prevention uses Brilliance Analytics as their vendor for All Stars program evaluation surveys.

Pre and Post Surveys:

The personal commitment variable:

Survey items assessing private and public manifestations of commitments regarding substance use and other problem behaviors. Responses are on a 4-point Likert scale ranging from "strongly agree" to "strongly disagree." Items included, for example, "I have made a decision to not get high by sniffing fumes."

The lifestyle incongruence variable:

Survey items assessing students' beliefs that substance use, violence, and premature sexual activity were incongruent with their ideals and desired lifestyle. Responses are on a 4-point Likert scale ranging from "strongly agree" to "strongly disagree." Items included, for example, "Getting high from sniffing glue would get in the way of what is important to me."

The school-bonding variable:

Survey items assessing how students felt received at school, with responses on a 4-point Likert scale ranging from "strongly agree" to "strongly disagree." Items included, for example, "I like the teachers at this school" and "The teachers at this school like me."

The normative beliefs variable:

Survey items assessing student perceptions about the prevalence of high-risk behaviors (e.g., "How many people your age do you think use marijuana at least once a month"), with responses on a 5-point Likert scale ranging from "none" to "all," and acceptability of these behaviors to friends (e.g., "My friends think it is OK to get drunk every now and then"), with responses on a 4-point Likert scale ranging from "strongly agree" to "strongly disagree."

Lifetime use of cigarettes, alcohol, inhalants:

(yes or no), past 30-day use (yes or no), and frequency of use in the past 30 days (not at all, 1-2 times, 3-9 times, 10-19 times, 20 or more times)

2. Based on the nature of the program will it be an evidenced based program? If yes, what type of evidence based services will be provided?

**ALL STARS is a research-based program based on over 25 years of research funded by the National Institute on Drug Abuse. It is listed on the National Registry of Evidence-based Program and Practices.**

With over 30 years of research conducted in the field of substance use prevention, much is known today about what works and what doesn't work. From the beginning, All Stars has always applied cutting-edge research knowledge into its development and approach. Nothing is done in All Stars unless the research suggests it works.

Every session and activity in each All Stars program is designed to change qualities that research shows accounts for why adolescents engage in risky behaviors. The various All Stars programs address the following qualities to one degree or another throughout various activities:

Normative beliefs

Personal commitment to not use

Positive relationships with peers and important adults

Parent/Adult attentiveness

Beliefs about consequences

Idealism

Positive character

Goal setting skills

Decision making skills

Resistance skills

3. State what documentation will be provided to document deliverables.

**Pre and Post Surveys**

**BUDGET & BUDGET NARRATIVE**

*Please note, Federal funds may not supplant state or local funds. Monroe County will enter into a contract with the organization should this Project Proposal be recommended for funding. All Federal requirements of the granting agency will also be the responsibility of the organization and will be included in the contract.*

**BUDGET** (Double click in the table and it will convert to excel. Enter your budget. "Total" rows/columns will calculate.)

<u>Budget Category</u>	<u>Amount Requested</u>	<u>Match</u>	<u>Total</u>
Salaries & Benefits	\$15,110	\$0	\$15,110
Contractual Services	\$0	\$0	\$0
Expenses	\$0	\$0	\$0
Other: _____	\$0	\$0	\$0
<b>Total</b>	<b>\$15,110</b>	<b>\$0</b>	<b>\$15,110</b>
Percent	100.0%	0.0%	100.0%

**Comments:**

**BUDGET NARRATIVE**

Provide a detailed Budget Narrative for the proposed project. Be sure to include the following in your Budget:

1. Identify the type of Budget (Unit Costs/Unit Rates, if applicable) required for each service provided.

The All Stars program budget for FKCS will be a percentage of the staff salaries that will provide the program's services. The program will account for 10% of the FKCS professional's current position. FKCS is requesting funding equal to 10% of the professional's current salary to provide the All Stars program. The positions that will provide the All Stars program's services are the counseling services coordinator and the three community based counselors employed at FKCS. Administrative costs associated with the All Stars program will be covered through funds raised from the Mayor's ball fundraiser and other anticipated fundraising efforts. Anticipated fundraising efforts may be complemented by volunteer service hours at a rate of \$15/hr.

## BUDGET NARRATIVE (*continued*)

2. Provide a definition and cost for each service.

Below is a breakdown of current salaries for the positions that will provide the services of the All Stars program and the percentage of those salaries that will be attributed to the All Stars program.

A. Personnel

*Description:* Costs of employee salaries and wages, necessary to operate and perform the All Stars program.

- Counseling Coordinator: Time commitment to the project will be 12 months at 10% of \$53,00, equaling \$5,300.
- Community Based Counselor: Time commitment to the project will be 12 months at 10% of \$32,700, equaling \$3,270.
- Community Based Counselor: Time commitment to the project will be 12 months at 10% of \$32,700, equaling \$3,270.
- Community Based Counselor: Time commitment to the project will be 12 months at 10% of \$32,700, equaling \$3,270.
- Total program salary expense of **\$15,110**.

Florida Keys Children's Shelter, Inc. salary ranges are based upon a local Florida Keys comparison of Non-Profit agencies with similar staff responsibilities and duties to determine starting, mid-level and maximum wages for each position. The commitment of the All Stars program will account for 10% of each FKCS staff member's responsibilities that are budgeted for the All Stars program.

3. Describe the basis for the Unit Costs/Unit Rates and state when the basis was established or updated, if applicable.

Each FKCS counselor will be responsible to provide All Star's services to at least 12 clients. The All Star's service will be provided to all clients with no cost.

4. Will the project be funded by any other source(s) and if so, state the other source(s) and amount(s)?

Administrative costs associated with the All Stars program such as fuel, Utilities, office supplies, insurance, etc. will be covered through funds raised from the Mayor's ball fundraiser and other anticipated fundraising efforts. The 90% remainder of the All Stars budgeted staff salaries will be funded by the DJJ FINS/CINS contract and unrestricted contributions received by FKCS.

5. Will the project earn project generated income (PGI)? NO

**OTHER COMMENTS:**

For the purpose of performing a Risk Assessment of your organization; please include the following documents with the application, unless these documents have already been provided for the Monroe County FY2018 funding period.

- \_\_\_\_\_ A. IRS Letter of Determination indicating 501(c)(3) status and GUIDESTAR printout;
- \_\_\_\_\_ B. Proof of registration with the Florida Department of Agriculture as required by Florida Statute 496.405 and the Florida Department of State as require by Florida Statute 617.01201 or proof of exemption from registration as per Florida Stature 496.406;
- \_\_\_\_\_ C. List of the organization's Board of Directors of which there must be at least 5; and for each board member indicate when elected and length of term of service;
- \_\_\_\_\_ D. Evidence of annual election of Officers and Directors;
- \_\_\_\_\_ E. Unqualified audited financial statement from the most recent fiscal year for all organizations that expend \$150,000 a year or more; if qualified, include a statement of deficiencies with corrective actions recommended/taken;
- \_\_\_\_\_ F. Copy of a filed IRS Form 990 from most recent fiscal year with all attached schedules;
- \_\_\_\_\_ G. Organization's Corporate Bylaws, which must address the organization's mission, board and membership composition, and process for election of officers;
- \_\_\_\_\_ H. Organization's Policies and Procedures Manual which must include hiring policies for all staff, drug and alcohol free workplace provisions, and equal employment opportunity provisions;
- \_\_\_\_\_ I. Copy of current Occupational Licenses;
- \_\_\_\_\_ J. Audit Documentation, for recipients of \$100K or more from Monroe County;
- \_\_\_\_\_ K. Copy of Summary Report of most current Evaluation/Monitoring. Must include summary of deficiencies, if applicable, and suggested corrective action;

*Note: Additional documents may be requested as needed to complete the application review.*

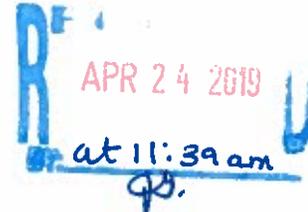
May 7, 2019 | Substance Abuse Policy Advisory Board  
Agenda Item 4.4.  
Proposals Received

# Key Bridge – “Substance Abuse Treatment for Monroe County Residents Ages 10 – 19”



April 24, 2019

Janet Gunderson  
Grants Coordinator  
Monroe County BOCC  
Office of Management and Budget  
1100 Simonton St  
Suite 2-213  
Key West, FL 33040



RE: Edward Byrne/Justice Assistance Grant

Janet –

Thank you for the opportunity to submit this application for fiscal years 2018 – 2020. The proposal attached specifies a total request of \$30,493.64. This is divided into two parts \$17,493.64 for October 1, 2018 – September 30, 2019 and \$13,000.00 for October 1, 2019 – September 30, 2020. The details of which are outlined on page 9 of the application.

We are hoping to build upon the successes of the previous BOCC grant monies by greatly expanding the project that BOCC helped us initiate last year. These funds should allow us to more than triple the number of clients served in the program and increase our facilities and staffing to accommodate.

Thank you again for this opportunity.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael J. Rogers". The signature is written over the word "Sincerely," and extends across the line.

Michael J Rogers  
President

**Any project selected for implementation utilizing federal funds must be able to comply with all applicable Federal laws, regulations and policies including 2 CFR 200.**

### **ORGANIZATION INFORMATION**

Organization Name: Key Bridge, Inc. (KBI)

Contact Person/Title: Michael J. Rogers, Executive Director

Address: 1111 12<sup>th</sup> Street

City, Zip Code: Key West, FL 33040

Telephone Number: 305-783-3677

E-mail Address: info@keybridgetreatment.com

### **PROJECT INFORMATION**

Project Title: Substance abuse treatment for Monroe County residents ages 10 to 19.

Project Director: Michael Rogers

Primary Physical Location of Program: 1111 12<sup>th</sup> Street, Suite 212, Key West, FL 33040

Project Period: October 1, 2018 to September 30, 2020

### **PROJECT OVERVIEW**

Funds may be used for any one of the following program areas. **Choose ONE:**

Law Enforcement Programs

Prosecution, Courts, and Indigent Defense Programs

Prevention and Education Programs

Corrections, Community Corrections and Reentry Programs

**X** Drug Treatment and Enforcement Programs

Planning, Evaluation, and Technology Improvement Programs

Crime Victim and Witness Programs

Mental Health Programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams.

## PROBLEM IDENTIFICATION

Provide a description of the problem addressed with the proposed project. Be sure to address the following items:

1. **Problem Description.** What is the problem you are responding to as it relates to the program area?
2. **Problem Significance.** Why is the problem significant and who is affected by the problem? Why do we need your project to address this problem now?
3. **Needs Assessment.** Identify the current scope of the problem and support your statements with factual information. Use measurable and descriptive data.

### 1) Problem Description:

The Florida Department of Health, Community Health Improvement Plan (CHIP), 2015 for **Monroe County shows a remarkable number of suicides** and states unintentional injuries (including drug overdoses) are a leading cause of death in the county and certainly deserve further attention.

Monroe County residents struggle extensively with mental health issues. The CHIP reports mental health services are a leading health indicator which needs to be addressed in the county. In 2013-15, the age-adjusted suicide death rate in Monroe County was 27.7/100,000; nearly double the state rate (FLDOH, 2017).

Between 2009 and 2011, the county reported higher than statewide rates for self-inflicted injuries in youth ages 12-18, eating disorders in youth ages 12-21, and suicide deaths in young adults ages 19-21.

Alcohol and drug abuse also present a significant issue for local residents. Based on Centers for Disease Control surveys, 25% of county adults, **27% of high-schoolers, and 5% of middle-schoolers are considered binge drinkers.**

Monroe County law enforcement authorities file over **1,000 drug-related charges annually** (FLDOH) and local school-aged children are using marijuana, cocaine, heroin, mushrooms, and LSD at rates higher than the rest of the state (2012 FL Youth Substance Abuse Survey).

Becky Herrin, Public Information Officer for Monroe County Sheriff's Office, reports that "(t)he increased prevalence of heroin...is certainly becoming an issue for our agency as well as for other agencies related to emergency services."

### 2) Problem Significance:

Monroe County residents have extremely high levels of alcohol access, due to the number of active alcoholic beverage licenses in the county, which is 3-4 times greater than counties with similar size population (FL Department of Business and Professional Regulation). **The 2012 Youth Substance Abuse Survey shows Monroe County residents also have greater access to tobacco and illegal substances than other communities in Florida, much of which is attributed to the county's close proximity to Miami-Dade County.**

### **PROBLEM IDENTIFICATION (*continued*)**

County residents who need substance abuse and mental health services struggle to access care due to low provider access and high uninsured and poverty rates. **Monroe County is a federally designated, high mental health need geographic area.** According to the Substance Abuse Mental Health Service Administration's (SAMHSA) national directory of substance abuse and mental health services, Monroe County only has 3 providers.

Moreover, in Key West, where KBI is located, only 2 providers are accessible to youth. **County-wide, 25% of adults under 65 and 14% of children under 19 are uninsured (RWJF),** which makes access to care cost-prohibitive for many residents. Furthermore, nearly half of Monroe County families struggle to meet their basic needs (FLDOH).

KBI is perfectly positioned to fill the needs of those substance-abusing young people and adults that fall through the cracks and through no fault of their own are not being offered services. Currently in its third year of existence, KBI has been expanding its outreach and will open new facilities for group treatment, individual treatment and case management services in the late Spring of 2019. In its first two years of operations, KBI has treated over 1,000 unduplicated clients and has doubled its clinical staff to help meet the demand.

**KBI works on a sliding fee scale and will provide services to any person in need, regardless of ability to pay.** With rising needs and not enough services available, the young people of Monroe County need more access to affordable, licensed and certified substance abuse and mental health services now. With your assistance, KBI can offer these services to increased numbers of underserved children with underinsured or uninsured parents.

### **3) Needs Assessment:**

**Monroe County youth are using alcohol at rates higher than statewide averages. 13.8 %** percent of Monroe middle school students and 45.7% of Monroe high school students had used alcohol in the past 30 days (statewide averages were 12.3%, middle school and 33.9, high school). **4.9% of Monroe middle school students and 26.5 high school students had engaged in binge drinking in the past 30 days** (statewide averages 4.7% middle school and 16.4% high school).

According to the 2012 Florida Youth Substance Abuse Survey, **Monroe middle and high school students are using marijuana (including synthetic marijuana), club drugs, LSD, PCP or mushrooms, Cocaine/crack cocaine, heroin, depressants, and prescription pain relievers at rates higher than statewide average.**

## PROJECT SUMMARY (SCOPE OF WORK)

*Please note, there will be a focus on validating delivery of services and ensuring deliverables were met. Supporting documentation will be required and reviewed throughout the project.*

Describe how your proposed project will focus on the problem. Be sure to address any of the following items that are relevant to your project:

1. What will your project accomplish?
2. Who will receive services? **Are participants involved with the criminal justice system?**
  - a. Provide a description of the population (e.g. violent, sex, and/or drug offenders).
  - b. How many participants will your program serve?
3. Who will provide services?
  - a. How many staff will provide the services?
  - b. Are staff members who are providing the services licensed, if applicable?
4. Give a general description of cost to be covered by grant funds.
  - a. Will any staff members be funded by this award and if so how many?

### 1) What will your project accomplish?

KBI's youth program is called *Reframing Your Future*. *Reframing Your Future* is an afterschool program which applies evidence-based substance abuse and mental health treatment strategies in the form of group sessions. This methodology was chosen to induce prosocial thinking and behaviors in youth who are involved, or at high risk for involvement, with the juvenile justice system or illegal substance use (or misuse of legal substances) in Monroe County FL.

### 2) Who will receive services?

The primary client base served by KBI is the low-income and indigent population of Monroe County. The age range of KBI clients spans from 5-80 years old. Approximately 40% of KBI clientele is under 19 years old.

**KBI has realized a critical need for more services for its younger clients who are at-risk for substance abusing and DJJ involvement.** Funds from the Byrne Grant, if we are fortunate to receive them, will be used to expand these services and increase the number of male and female youth and adolescents served by KBI's *Reframing Your Future* program from 40 served by the previous grant to 175.

The KBI staff has unique experience working with incarcerated or corrections-involved youth with substance abuse and mental-health histories, as described in greater detail below.

### **PROJECT SUMMARY (SCOPE OF WORK) (continued)**

#### **3) Who will provide services?**

##### **a) How many staff will provide the services?**

**Andrew Montiero, MD**, is KBI's Medical Director. Dr. Montiero is a well-respected doctor of family medicine in Key West, Florida.

**Ginger Simor, MD**, is a child and adult psychiatrist. Dr. Simor provides tele-psychiatric services as needed.

**Carlos Larrauri, ARNP**, is an advanced registered nurse practitioner. Mr. Larrauri provides tele-medicine services as needed.

**Michael J Rogers, MA, MCAP, PhD (ABD)**, is the founder and clinical director of KBI. He oversees the daily operations at KBI and carries a full group and individual caseload.

Mr. Rogers holds a Bachelor's Degree in Human Services from St. Leo University, a Master's Degree in Professional Counseling from Liberty University, and is currently completing a PhD in Psychology from Keiser University. He is a Licensed Mental Health Counselor (LMHC), a Nationally Certified Counselor (NCC), a Master Level Addiction Professional (MCAP), and is currently the only Certified Sex-Offender Treatment Provider (CSOTP) in Monroe County. Mr. Rogers is the creator of the *Reframing Your Future* program. He has over 35 years of managerial experience and is an effective and proven leader of clinical staff.

He is a member of the American Psychological Association (APA), the American Counseling Association (ACA), the American Association of Christian Counselors (AACC), the Florida Assoc. of Drug Court Professionals and the International Association for Correctional and Forensic Psychology (IACFP). He currently is on the board of One Behavioral Health which represents a merger between Florida Council for Community Mental Health/Florida Council on Behavioral Health and the Florida Alcohol and Drug Abuse Association/Florida Behavioral Health Association

**Elaine McHale, MSW, MCAP**, holds a Masters of Social Work from Rutgers University and is a Licensed Clinical Social Worker (LCSW). She is also a Master Level Addiction Professional (MCAP). She currently serves as the Lead Program Clinician. She has more than 7 years of experience as a substance abuse clinician/counselor. She is trained in several evidence-based practices and is a proven group facilitator in evidence based substance abuse groups. Ms. McHale has 12 years of teaching experience in traditional classroom settings, after school, and summer school programs

##### **b) Are staff members who are providing the services licensed, if applicable?**

All staff listed above that are providing services under this proposal are licensed and board certified in their respective disciplines.

#### **4) Give a general description of cost to be covered by grant. (will any staff be funded?)**

Yes. Clinical services, provided by the KBI clinical staff, is our product. The funds contemplated in this grant proposal are partially to cover staff and partially for improvements to the adolescent group treatment room. Byrne Grant funds will not be used for administrative services, office expenses or capital purchases.

## PERFORMANCE – Objectives

Please note, these questions are to provide us with information regarding the nature of the purposed project. Should your project be selected for funding, additional Objectives and Measures may be required. Quarterly performance reporting on the Objectives and Measures will be required.

1. Identify the program goals you hope to achieve. Describe each goal separately.

KBI will serve a minimum of 175 youth in FY 2018-2020 between the ages of 10-19, in areas designated by the Department of Juvenile Justice as: **youth life skills training, learning to live violence-free, and youth crime prevention/diversion.** The program, *Reframing Your Future*, also offers youth development and soft skills, and seeks to improve Parent-Child/Teacher-Child communication by improving the youth's ability to communicate effectively. Where appropriate, the clients will also gain access to psychiatric and medication management clinical services.

The program works extensively on changing maladaptive thoughts to produce a more productive way of thinking. Group sessions provide these young clients the opportunity to evaluate and improve their interpersonal skills, decision-making skills, communication skills, self-determination, self-efficacy, and develop and strengthen their self-esteem. Individual sessions provided when and as requested or recommended by facilitators. **No youth or their families are ever denied individual or long-term treatment due to inability to pay.**

2. What major activities are planned for each of the goals listed in question 1?

*Reframing Your Future* will conduct 25, one and a half-hour, weekly group. In FY 2018-2020, a minimum of 175 youth will complete the program. The group cohorts will be divided by gender as this has been shown to be evidence-based. With the latest expansion, KBI will have three functioning groups rooms available to be used concurrently.

Groups will be conducted during after school hours, and ensure youth are free early enough in the evening to have recreation, complete homework, and to have valuable family engagement time (which will be encouraged by the program). The program will provide for a minimum of 42-hours of group treatment that can be supplemented with individual or family treatment as warranted and access to psychiatric care if applicable.

3. Describe barriers you may encounter related to achieving your identified goals. Answer for each goal separately.

Since the implementation of *Reframing Your Future* in our last grant proposal, the need for the services has increased exponentially. We are currently averaging about 6 unduplicated adolescent-client intakes per week just from school district, DJJ, and military referral services. This does not include those families that are self-referred. At present, children and adolescent intake referrals are outpacing adult intakes 2:1. Our biggest barrier is keeping pace with the anticipated growth and not the implementation of services.

## PROJECT ACCOMPLISHMENTS & MEASURES

1. Explain how the accomplishments will be measured and documented; the description should link back to the Project Summary (Scope of Work).

KBI utilizes a 100% paperless enrollment and care process. All records are obtained and maintained electronically using Valant. Valant is the Electronic Health Record (EHR) service of choice for independent practices & medical billing companies. Their clinical, billing, telemedicine & patient experience tools are integrated to provide exceptional patient notes and outcomes.

When a client is enrolled into treatment, their information is captured electronically from intake. This information is automatically entered into a new or existing client record. This method is highly efficient, effective and very appealing to our young clients.

2. Based on the nature of the program will it be an evidenced based program? If yes, what type of evidence based services will be provided?

**Yes. KBI utilizes evidence-based practices known to be highly effective in all population groups and ages.**

The KBI program, *Reframing Your Future*, is based on Cognitive Behavioral Therapy which has a long-standing evidence basis in both substance abuse and behavioral treatment.

As part of KBI's client records, pre-testing at enrollment, and post-testing during treatment and at discharge will measure the change-stage of the client providing evidence of client progress and treatment outcomes. Additionally, *Reframing Your Future* is the foundation for Mr. Rogers' doctoral dissertation and the preliminary data shows a reduction in the 1-year recidivism rate for participants who complete the program. The data is currently being collected in two locations, KBI treatment facility in Key West and another treatment facility in Terra Haute, IN.

3. State what documentation will be provided to document deliverables.

\* Reports generated from Intake forms, chart audits, satisfaction surveys, client interviews.

\* Daily attendance records will be used to determine enrollment and client retention goals.

## BUDGET & BUDGET NARRATIVE

*Please note, Federal funds may not supplant state or local funds. Monroe County will enter into a contract with the organization should this Project Proposal be recommended for funding. All Federal requirements of the granting agency will also be the responsibility of the organization and will be included in the contract.*

Provide a detailed Budget Narrative for the purposed project. Be sure to include the following in your Budget:

1. Identify the type of Budget (Unit Costs/Unit Rates, if applicable) required for each service provided.
2. Provide a definition and cost for each service.
3. Describe the basis for the Unit Costs/Unit Rates and state when the basis was established or updated, if applicable.
4. Will the project be funded by any other source(s) and if so, state the other source(s) and amount(s)?

### Fee Schedule

Established January 1, 2017

Individual Counseling	....\$75.00 per half hour increment rounded up
Family Counseling (two or more clients)....	\$75.00 per half hour increment rounded up
Group Counseling	....\$50.00 per session
Case Management	....\$25.00 per quarter hour increment rounded up

A sliding scale co-pay fee is available for those whose verified household income is up to 300% of the Federal Poverty Guidelines.

Co-pays are due at time the service is rendered unless other arrangement is made in advance.

0% - 100%	= 10% of fee
101% - 150%	= 20% of fee
151% - 200%	= 30% of fee
201% - 250%	= 40% of fee
251% - 300%	= 50% of fee

**BUDGET NARRATIVE (continued)**

Federal Poverty Guidelines for the 48 contiguous states and the District of Columbia are as follows:

Persons in family/household	Poverty guideline
1	\$11,770
2	15,930
3	20,090
4	24,250
5	28,410
6	32,570
7	36,730
8	40,890

This grant request is for \$30,493.64. This budget amounts represents the need for FY 10/01/2018 through 09/30/2020. The funds will be used for two partial salaries of two licensed clinicians and improvements to two of the group rooms to create an adolescent-friendly environment. In our previous proposal we asked for \$6,500 for a partial salary of one clinician, this year we are expanding to provide two counselors and the ability to run multiple groups at the same time. As such, we are asking for \$13,000 in salary reimbursement each year for FY 2018 – 2020 (\$26,000 total). Additionally, we are asking for \$4,493.64 for additional improvements to allow for two dry-erase walls (\$2,987.70) and adolescent-inviting furnishings and decorations (\$1,505.94). The completed buildout of the project is anticipated at over \$7,000 of which KBI already has other funding sources for the balance.

KBI will not turn away any client in need regardless of ability to pay. Client fees, given sliding scale adjustments and no-fee services, will not cover all the expenses involved in providing treatment for our client population. Client fees and insurance reimbursements (if any) must be augmented with foundation grants, government grants, fundraising and donations to meet the budget. A grant award from the FDLE Byrne JAG and Clerk's Drug Abuse Trust Fund will greatly help to provide quality substance-abuse treatment to the afflicted youth in Monroe County. We look forward to working with you and hope to hear from you soon.

## **OTHER COMMENTS:**

According to the National Health Services Corps, Monroe County is considered an underserved population related to mental health services. Based on a study commissioned by Monroe County in 2013, the county consistently ranks in the top 10 substance abuse categories for youth such as: lifetime alcohol use, past 30-day alcohol use, binge drinking, drunk or high at school and early initiators. Recently, KBI was approved as a provider site for clinicians who are eligible for scholarship and loan repayment through HRSA. This is available to qualifying not-for-profit 501(c)3 organizations in identified underserved areas. Additionally, our clinicians and psychiatrists are qualified to provide services for Medicare and Medicaid patients and are actively enrolling new patients where other providers in the area have stopped serving this population.

KBI is dedicated to help serve the people of Key West and Monroe County with diverse and innovative programs. This grant request deals with substance-abusing youth. The *Reframing Your Future* program is already drawing attention and is becoming a very desirable option for young male and female, high-risk and active, alcohol and other drug users. KBI also has a contract with DJJ to provide Reframing Your future to probationers and those identified at risk with mental health diagnoses.

KBI's staff consists primarily of local addictions and mental health professionals. One distinctive competency of KBI is the presence of two prescribing clinicians, Dr. Andrew Monteiro, a Family Practitioner in Key West, who sees clients in person with a regular schedule and as required; and Dr. Ginger Simor, a child and adult psychiatrist that connects with clients in real time through tele-psychiatry. And Carlos Larraui ARNP, who connects with clients in real time through tele-psychiatry. These prescribing clinicians round out the KBI clinical staff and offer incredibly flexible options, expertise and capacity to our programs and therapeutic counseling services.

KBI's vision is to be a collaborative partner with other agencies and services offered in Key West. KBI's client base and referral sources continue to grow. Enrollment has increased from its inception in early 2017 to over 1,000 unduplicated patients served from Marathon to Key West.

KBI is filling an important need in services, is committed to providing the best services for the most people and will never turn anyone away for inability to pay. The Byrne Grant's financial support will greatly help us maintain that goal.

PROPOSAL TO IMPROVE THE CRIMINAL JUSTICE SYSTEM  
FOR THE BENEFIT OF RESIDENTS OF MONROE COUNTY FLORIDA  
FUNDED BY: FDLE BYRNE JAG AND CLERK'S DRUG ABUSE TRUST FUND

For the purpose of performing a Risk Assessment of your organization; please include the following documents with the application, unless these documents have already been provided for the Monroe County FY2018 funding period.

- Yes A. IRS Letter of Determination indicating 501(c)(3) status and GUIDESTAR printout;
- Yes B. Proof of registration with the Florida Department of Agriculture as required by Florida Statute 496.405 and the Florida Department of State as require by Florida Statute 617.01201 or proof of exemption from registration as per Florida Stature 496.406;
- Yes C. List of the organization's Board of Directors of which there must be at least 5; and for each board member indicate when elected and length of term of service;
- Yes D. Evidence of annual election of Officers and Directors;
- Yes E. Unqualified audited financial statement from the most recent fiscal year for all organizations that expend \$150,000 a year or more; if qualified, include a statement of deficiencies with corrective actions recommended/taken; Currently our statements are not audited as we do not receive funds from outside sources large enough to warrant. Company prepared statements are included along with the most current 990
- Yes F. Copy of a filed IRS Form 990 from most recent fiscal year with all attached schedules;
- Yes G. Organization's Corporate Bylaws, which must address the organization's mission, board and membership composition, and process for election of officers;
- Yes H. Organization's Policies and Procedures Manual which must include hiring policies for all staff, drug and alcohol free workplace provisions, and equal employment opportunity provisions;
- Yes I. Copy of current Occupational Licenses;
- N/A J. Audit Documentation, for recipients of \$100K or more from Monroe County;
- Yes K. Copy of Summary Report of most current Evaluation/Monitoring. Must include summary of deficiencies, if applicable, and suggested corrective action;  
\*\*\*KBI has recently applied for accreditation through the Joint Commission. There was no prior requirement for this accreditation and will fulfill that site visit before the end of 2019. I have attached the confirmation of the application process in force.

*Note: Additional documents may be requested as needed to complete the application review.*

May 7, 2019 | Substance Abuse Policy Advisory Board  
Agenda Item 4.5.  
Proposals Received

# Florida Keys Out- reach Coalition – “FKOC Supportive Housing: Substance Abuse Education & Relapse Prevention”

**Any project selected for implementation utilizing federal funds must be able to comply with all applicable Federal laws, regulations and policies including 2 CFR 200.**

### ORGANIZATION INFORMATION

Organization Name: Florida Keys Outreach Coalition, Inc. (FKOC)

Contact Person/Title: Stephanie M. Kaple, Executive Director

Address: P.O. Box 4767

City, Zip Code: Key West, FL 33041

Telephone Number: 305-293-8189

E-mail Address: [skaple@fkoc.org](mailto:skaple@fkoc.org) & [sholt@fkoc.org](mailto:sholt@fkoc.org)

### PROJECT INFORMATION

Project Title: FKOC Supportive Housing; Substance Abuse Education & Relapse Prevention

Project Funding Request: \$8,845.00

Project Director: Stephanie Kaple

Primary Physical Location of Program:

- Neece Center for Homeless Recovery- 2221 Patterson Ave., Key West, FL 33040
- Nancy Rossell Center for- 1615 Truesdale Court, Poinciana Plaza, Key West, FL 33040
- Sunflower House- 1616 Truesdale Court, Poinciana Plaza, Key West, FL 33040
- Sunrich House- 1618 Truesdale Court, Poinciana Plaza, Key West, FL 33040
- Peacock Supportive Living-1622 & 1624 Spalding Court, Key West, FL 33040
- Peacock Rapid Re-Housing- 1623 Spalding Court #4 & #5, Key West, FL 33040

Project Start Date - End Date\*: 10/01/19-09/30/20

*(\*Awards will be approved for a six (6) to twelve (12) month project period between 10/1/18 & 9/30/20)*

### **PROJECT OVERVIEW**

Funds may be used for any one of the following program areas. **Choose ONE:**

- Law Enforcement Programs
- Prosecution, Courts, and Indigent Defense Programs
- Prevention and Education Programs
- Corrections, Community Corrections and Reentry Programs
- Planning, Evaluation, and Technology Improvement Programs
- Crime Victim and Witness Programs
- Mental Health Programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams.

## PROBLEM IDENTIFICATION

Provide a description of the problem addressed with the proposed project. Be sure to address the following items:

1. Problem Description. What is the problem you are responding to as it relates to the program area?
2. Problem Significance. Why is the problem significant and who is affected by the problem? Why do we need your project to address this problem now?
3. Needs Assessment. Identify the current scope of the problem and support your statements with factual information. Use measurable and descriptive data.

1. Abstinence and relapse prevention is the most important part of substance abuse recovery and the most successful relapse prevention program is one that can be reliably sustained over a long period of time. Frequent urine testing has been shown to increase the probability of remaining abstinent from alcohol and illegal drugs.

Alcohol and substance abuse prevention and education programs are essential components in helping individuals heal and attain lives of sobriety, independence and self-sufficiency as contributing members of our community. For families where substance abuse and dependency has impacted the household, the impacts can affect not just the individual using alcohol/drugs but the other family members including children.

2. As reported in the *Community Health Improvement Plan 2018 to 2020* by The Florida Department of Health in Monroe County, Alcohol Abuse in Monroe County has a \$60,525,000 annual economic impact with \$6,052,500 in Criminal Justice Expenses. Monroe County ranks in the 10% percent for (i.e. worst) heavy/binge drinking. Sadly, this trend is now being seen in high school students with 51.6% drinking within the last 30 days.

Between the period of 07/01/17 to the date of 06/30/18 FKOC has provided housing and supportive services to three hundred and six (306) adults. 78% of those individuals equating to two hundred and thirty-eight(238) individuals served have a documented history with the criminal justice system including repeat offenders, chronically homeless, alcohol and/or substance abusers, and individuals living with serious mental illness requiring continuous mental health care, observation, and medication management.

While some programs address the symptoms of the problem, FKOC supportive housing programs strive to change the core issues creating the problem. FKOC's supportive living programs offer a safe, sober living environment for those recovering from homelessness. FKOC multi-layered program offers education, builds

## **PROBLEM IDENTIFICATION (*continued*)**

the skills to avoid relapse, and onsite testing to hold individuals accountable.

Many exiting the criminal justice system find themselves struggling to find affordable housing that is supportive of their recovery from substance use. As the affordable housing crisis in the Florida Keys continue to increase, FKOC offers individuals and families with little resources the opportunity to rebuild their lives while creating a foundation for continued stability, increased income, and decreasing their likelihood of reoffending.

3. Addiction and relapse very often precipitates offender recidivism. The greatest potential to reduce re-incarceration and drug relapse among offenders is a continuum of treatment and individualized care; one that incorporates the need for complimentary services such as supportive housing, intensive case management, peer-to-peer support groups, life skills education and education to minimize the risk of relapse.

Reporting for fiscal year 07/01/17 through 06/30/18 FKOC has admitted two hundred and thirty-eight (238) adults with a criminal background history into one of our seven residential facilities. FKOC accepts applications and referrals from Monroe Co. Social Services, nonprofit organizations, law enforcement agencies, Monroe Co. Detention Center, courts, faith communities, hospitals and clinics, street outreach workers, Monroe Co. Schools, Chambers of Commerce, daycare facilities, mental health care providers, Key West Housing Authority, Switchboard 211, The United Way of the Florida Keys, food pantries, and social media. Further, individuals are able to self-refer by contacting any FKOC office. FKOC remains active on social media to share available services.

Under the last fiscal year, FKOC has administered 10,472 drug tests.

During 2018 78% of FKOC clients exited our Transitional Shelter program clean and sober with housing stability and 52% with increased income.

One hundred percent (100%) of clients served by the Edward Byrne Memorial Justice Assistance Grant Program and Clerk's Drug Abuse Trust Fund will receive individualized case management and additional service including life skills education; life enrichment programs; health education/screenings; support with crisis intervention, transportation assistance, advocacy and links to community and mainstream resources.

## PROJECT SUMMARY (SCOPE OF WORK)

*Please note, there will be a focus on validating delivery of services and ensuring deliverables were met. Supporting documentation will be required and reviewed throughout the project.*

Describe how your proposed project will focus on the problem. Be sure to address any of the following items that are relevant to your project:

1. What will your project accomplish?
2. Who will receive services? **Are participants involved with the criminal justice system?**
  - a. Provide a description of the population (e.g. violent, sex, and/or drug offenders).
  - b. How many participants will your program serve?
3. Who will provide services?
  - a. How many staff will provide the services?
  - b. Are staff members who are providing the services licensed, if applicable?
4. Give a general description of cost to be covered by grant funds.
  - a. Will any staff members be funded by this award and if so how many?

The project will provide drug and alcohol abuse prevention and education services to clients to reduce recidivism and increase personal and housing stability. All clients served under the Edward Byrne Memorial Justice Assistance Grant Program will have a documented history with the criminal justice system.

Clients are tested on-site frequently and randomly for drug and alcohol use.

FKOC's experience has been that requiring ex-offenders with a history of substance abuse to seek treatment and participate in relapse prevention activities is not so much that coercion may improve the individual's chance of continued sobriety and reduce the likelihood of reoffending, but that relapse prevention programs do indeed improve coercions' dismal record, particularly the risk of incarceration, in reducing criminal behavior.

Drug tests detect the use of alcohol, cocaine, THC, Amphetamines, benzodiazepine, opiates and oxycodone. FKOC will purchase testing supplies and administer a minimum of 7,100 alcohol/drug tests between 10/01/19 and 09/30/19.

FKOC's Byrne/JAG grant funded supportive services will be limited strictly to:

- Alcohol and drug abuse relapse prevention and education at an estimated cost of \$1.25 per test.
- None of these grant funds will be used to pay for staffing costs.

FKOC will provide copies of invoices to show purchasing and monthly spreadsheets to show drug and alcohol testing statistics. Additionally, upon request FKOC will be able to provide individual drug and alcohol testing sheets and service records from our HMIS system with names of participants redacted. Please note, due to the large number of individuals served to

### **PROJECT SUMMARY (SCOPE OF WORK) (continued)**

provide this as a regular documentation would create a substantial amount of paperwork to be reviewed by Monroe County grant management staff.

FKOC staff and trained volunteers will administer onsite drug testing. Five (5) paid staff members and ten (10) volunteers will assist with testing. The tests do not require a level of certification. FKOC provides regular, ongoing staff and volunteer training to ensure FKOC's policies and procedures are being executed fully and completely.

Final note: In the last year, two homelessness programs have reduced the number of emergency shelter beds they offer. FKOC recognizes that there is a great need for emergency and transitional shelter beds in Monroe County and found our agency turning away numerous individuals and families. To help combat the need for more shelter beds and reduce the number of individuals and families staying on the street, sleeping in cars, or camping on the beaches and mangroves, FKOC added beds to our Neece Center and our Men's Transitional housing program. Further FKOC added six (6) additional beds through our new Peacock Rapid Re-housing program which focuses on getting residents into Permanent Supportive Housing within six (6) months of admission.

### **PERFORMANCE – Objectives**

*Please note, these questions are to provide us with information regarding the nature of the purposed project. Should your project be selected for funding, additional Objectives and Measures may be required. Quarterly performance reporting on the Objectives and Measures will be required.*

1. Identify the goal(s) you hope to achieve with your funding. If you have multiple goals, describe each goal separately.

Provide a drug and alcohol abuse prevention and education program to FKOC adult residential program clients with a criminal background to reduce recidivism and increase the personal and housing stability.

2. What major activities are planned for each of the goals listed in question 1?

A minimum of 175 participants will receive onsite, regular, drug and alcohol testing under this funding.

FKOC ex-offenders receive comprehensive services that help them overcome a multitude of challenges that potentially could lead to individuals re-offending.

3. Describe barriers you may encounter which may prevent you from achieving your identified goal(s). Answer for each separately.

FKOC does not believe they would be unable to meet this goal unless, for unforeseen reasons such as a natural disaster causing damage to an FKOC facility or access to the Florida Keys were to occur. FKOC based our goals on our data gathered from previous years of service.

FKOC does work to reduce barriers to service for clients and has adjusted program rules to do so.

## PROJECT ACCOMPLISHMENTS & MEASURES

1. Explain how the accomplishments will be measured and documented; the description should link back to the Project Summary (Scope of Work).

FKOC carefully documents the accomplishments of the individuals in Supportive Housing in the Homeless Management Information Services (HMIS). Among the achievements and services tracked are drug & alcohol testing, obtaining employment, increased income, securing government benefits, completion of life skills programs, and case notes documenting individual success. FKOC is committed to maintaining a rate of 78% or more of individuals existing our programs will enter permanent housing.

2. Based on the nature of the program will it be an evidenced based program? If yes, what type of evidence based services will be provided?

FKOC's experience has been that requiring ex-offenders with a history of substance abuse to seek treatment and participate in relapse prevention activities to reduce the rate of incarceration and reduces criminal behavior.

3. State what documentation will be provided to document deliverables.

FKOC will provide copies of invoices to show purchasing and monthly spreadsheets to show drug and alcohol testing statistics. Additionally, upon request FKOC will be able to provide individual drug and alcohol testing sheets and service records from our HMIS system with names of participants redacted.

## BUDGET & BUDGET NARRATIVE

*Please note, Federal funds may not supplant state or local funds. Monroe County will enter into a contract with the organization should this Project Proposal be recommended for funding. All Federal requirements of the granting agency will also be the responsibility of the organization and will be included in the contract.*

### BUDGET *(Double click in the table and it will convert to excel. Enter your budget. "Total" rows/columns will calculate.)*

Contractual Services	\$0	\$0	\$0
Expenses	\$0	\$0	\$0
Alcohol/Drug Tests	\$8,845	\$12,155	\$21,000
Total	\$8,845	\$12,155	\$21,000
Percent	42.1%	57.9%	100.0%

#### Comments:

Project Income:

JAGG Funds \$8,845

Monroe Sheriff's Shared Asset Forfeiture Funds \$6,134

Occupancy Fees \$6,021

## BUDGET NARRATIVE

Provide a detailed Budget Narrative for the proposed project. Be sure to include the following in your Budget:

1. Identify the type of Budget (Unit Costs/Unit Rates, if applicable) required for each service provided.
2. Provide a definition and cost for each service.
3. Describe the basis for the Unit Costs/Unit Rates and state when the basis was established or updated, if applicable.
4. Will the project be funded by any other source(s) and if so, state the other source(s) and amount(s)?
5. Will the project earn project generated income (PGI)?

**BUDGET NARRATIVE (*continued*)**

1. The total budget allowance for drug screening is \$21,000. Any amount not funded under this grant will be sought by occupancy fees and the Monroe County Sheriff's Shared Asset Forfeiture Fund.
2. Individual test screens range from \$0.75 to \$3.40 depending upon the substance type. Calculated average cost per unit \$1.25.
3. Individual test screens range from \$0.75 to \$3.40 depending upon the substance type. Calculated average cost per unit \$1.25. FKOC regularly reviews and researches drug and alcohol testing options and supplies to ensure we are using quality materials that are available for a fair and affordable value.
4. Sheriff's Shared Asset Forfeiture Fund and occupancy fees. There are no salary, benefits or administrative costs related to this grant request.
5. No.

**OTHER COMMENTS:**

FKOC is grateful to see the return of this funding opportunity. FKOC has experienced reduction in the available funding opportunities to support these essential services. FKOC greatly appreciates the continued support of the FDLE Byrne JAG and Clerk's Drug Abuse Trust Fund to help us address these critical issues in our community. We believe that Alcohol & Drug testing is a critical part of helping our clients maintain their recovery and continue to build a life of self-sufficiency that reduces alcohol and drug abuse as well as recidivism. As stated in this funding request, the costs of drug and alcohol abuse are significant in our community. It is far more economical and fiscally responsible to provide services that prevent the abuse as oppose to only responding to costs of its impacts.

Thank you for your time and dedication towards serving our community.

For the purpose of performing a Risk Assessment of your organization; please include the following documents with the application, unless these documents have already been provided for the Monroe County FY2018 funding period.

- A. IRS Letter of Determination indicating 501(c)(3) status and GUIDESTAR printout;
- B. Proof of registration with the Florida Department of Agriculture as required by Florida Statute 496.405 and the Florida Department of State as require by Florida Statute 617.01201 or proof of exemption from registration as per Florida Stature 496.406;
- C. List of the organization's Board of Directors of which there must be at least 5; and for each board member indicate when elected and length of term of service;
- D. Evidence of annual election of Officers and Directors;
- E. Unqualified audited financial statement from the most recent fiscal year for all organizations that expend \$150,000 a year or more; if qualified, include a statement of deficiencies with corrective actions recommended/taken;
- F. Copy of a filed IRS Form 990 from most recent fiscal year with all attached schedules;
- G. Organization's Corporate Bylaws, which must address the organization's mission, board and membership composition, and process for election of officers;
- H. Organization's Policies and Procedures Manual which must include hiring policies for all staff, drug and alcohol free workplace provisions, and equal employment opportunity provisions;
- I. Copy of current Occupational Licenses; *Business Tax Receipt*
- J. Audit Documentation, for recipients of \$100K or more from Monroe County;
- K. Copy of Summary Report of most current Evaluation/Monitoring. Must include summary of deficiencies, if applicable, and suggested corrective action;

*Note: Additional documents may be requested as needed to complete the application review.*

May 7, 2019 | Substance Abuse Policy Advisory Board  
Agenda Item 4.6.  
Proposals Received

# Guidance/Care Center – “The Heron: Assisted Living Prevents Recidivism”

**Any project selected for implementation utilizing federal funds must be able to comply with all applicable Federal laws, regulations and policies including 2 CFR 200.**

### ORGANIZATION INFORMATION

Organization Name: *Guidance Care Center / The Heron*

Contact Person/Title: *Lisa Marciniak / Site Director*

Address: *3000 41<sup>st</sup> Street Ocean*

City, Zip Code: *Marathon, FL 33050*

Telephone Number: *305-434-7660*

E-mail Address: *lisa.marciniak@westcare.com*

### PROJECT INFORMATION

Project Title: *Assisted Living Prevents Recidivism*

Project Funding Request: *\$22,685*

Project Director: *Clare Condra*

Primary Physical Location of Program: *67 Coco Plum Drive, Marathon, FL 33050*

Project Start Date - End Date\*: **July 01, 2019 through December 31, 2019**

*(\*Awards will be approved for a six (6) to twelve (12) month project period between 10/1/18 & 9/30/20)*

### PROJECT OVERVIEW

Funds may be used for any one of the following program areas. **Choose ONE:**

- Law Enforcement Programs
- Prosecution, Courts, and Indigent Defense Programs
- Prevention and Education Programs
- Corrections, Community Corrections and Reentry Programs
- Planning, Evaluation, and Technology Improvement Programs
- Crime Victim and Witness Programs
- Mental Health Programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams.

## PROBLEM IDENTIFICATION

Provide a description of the problem addressed with the proposed project. Be sure to address the following items:

1. Problem Description. What is the problem you are responding to as it relates to the program area?
2. Problem Significance. Why is the problem significant and who is affected by the problem? Why do we need your project to address this problem now?
3. Needs Assessment. Identify the current scope of the problem and support your statements with factual information. Use measurable and descriptive data.

*Both locally and nationally, jails/prisons contain a significant number of non-violent mentally ill men and women. According to the Bureau of Justice Statistics June 2017 special report, about 1 in 7 state and federal prisoners (14%) and 1 in 4 jail inmates (26%) reported experiences that met the threshold for serious psychological distress (SPD) in the 30 days prior to a survey that was conducted between February 2011 and May 2012. Similarly, 37% of prisoners and 44% of jail inmates had been told in the past by a mental health professional that they had a mental disorder. These numbers contrast significantly with reports of the general population published in SAMHSA's Key Substance Use and Mental Health Indicators in the United States: Results from the 2016 National Survey on Drug Use and Health, which reports an estimated 44.7 million adults aged 18 or older (18.3 percent) had any mental illness (AMI) in the past year. An estimated 10.4 million adults in the nation had a serious mental illness (SMI) in the past year, representing 4.2 percent of all U.S. adults.*

*The study goes on to report that an estimated 8.2 million adults aged 18 or older (3.4 percent of all adults) had both SMI and SUDs in the past year, and 2.6 million adults (1.1 percent of all adults) had co-occurring SMI and SUDs in the past year. About half of the adults with co-occurring SMI and an SUD in the past year did not receive either mental health care or specialty substance use treatment, and about 1 in 3 adults with co-occurring SMI and an SUD did not receive either type of care.*

*To compound this, the 2013 National Survey on Drug Use and Health, Mental Health Findings, reported that the use of illicit drugs in the past year was more likely among adults aged 18 or older with past year mental illness (27.6 percent) than it was among adults who did not have mental illness in the past year (13 percent). This pattern was similar for most specific types of illicit drug use, including the use of marijuana, cocaine, hallucinogens, inhalants, or heroin and the nonmedical use of prescription-type psychotherapeutics. This makes it more likely that those with mental illness will often come in contact with the criminal justice system.*

### **PROBLEM IDENTIFICATION *(continued)***

*The Heron Assisted Living Facility provides stable, affordable, supportive housing to adults with mental illness and who are dually diagnosed (with mental illness and a history of substance abuse). In the "Housing First" model, whereby housing is the critically required component in order to make recovery successful, it has been shown that once people have housing they are more receptive to participating in other programs to deal with mental health and substance abuse issues. The supportive services we provide improve the residents' ability to manage his/her mental illness and maintain sobriety- therefore greatly reducing the risk of recidivism and improving the quality of life of this very vulnerable population. Information provided by the Monroe County Sheriff's Office indicates that it costs approximately \$80.40/day to maintain a prisoner in the County Jail. The daily cost of a stay at North Florida Evaluation and Treatment Center (State Funded Forensic Mental Health Facility) is \$407.44. The cost for a bed day at The Heron is \$78.84 and provides a therapeutic environment with access to an array of psychosocial rehabilitation activities.*

*The problem of incarceration of adults with mental illness and substance abuse, especially those who are not major offenders, remains a significant concern. Almost all jail inmates with co-occurring mental illness and substance use disorders will leave correctional settings and return to the community. Monroe County has only one Assisted Living Facility with a Mental Health License serving a total of 16 low-income residents (The Heron). The Monroe County Homeless Services Coalition from the 2018 Point-in-Time study performed indicated that there were 973 homeless people in Monroe County at that time. 8% indicated they had a disabling mental health condition. 18% identified substance abuse conditions. These are the very populations that our proposed project will serve. The survey indicates that of the subpopulations of the homeless, one of those with the greatest need and the least resources to serve were the mentally ill. Homeless people with mental illness have been identified as a priority area of need. Outreach, intake, and assessment are core elements of our supported services. In fact, the problems of inappropriate incarceration and its link to homelessness have become so epidemic that the federal Substance Abuse and Mental Health Services Administration (SAMHSA) has identified major initiatives "to divert individuals with mental illness from the criminal justice system to mental health treatment and appropriate supported services". The Heron is the only Assisted Living Facility of this kind in Monroe County serving this population: providing housing with support services to adults who are persistently and chronically mentally ill. By directing these type clients to The Heron and similar programs, whether through diversion upon entry to the criminal justice system or at reentry, we can provide a cost effective, stable housing and the supportive services necessary for successful community integration, and therefore decreasing the likelihood of recidivism. The Heron offers a more effective recovery environment than alternatives such as homelessness, correctional institutions, and state psychiatric hospitals.*

## PROJECT SUMMARY (SCOPE OF WORK)

*Please note, there will be a focus on validating delivery of services and ensuring deliverables were met. Supporting documentation will be required and reviewed throughout the project.*

Describe how your proposed project will focus on the problem. Be sure to address any of the following items that are relevant to your project:

1. What will your project accomplish?
2. Who will receive services? **Are participants involved with the criminal justice system?**
  - a. Provide a description of the population (e.g. violent, sex, and/or drug offenders).
  - b. How many participants will your program serve?
3. Who will provide services?
  - a. How many staff will provide the services?
  - b. Are staff members who are providing the services licensed, if applicable?
4. Give a general description of cost to be covered by grant funds.
  - a. Will any staff members be funded by this award and if so how many?

*The Heron will provide housing and supportive services to 3 men or women who are mentally ill and have a history of both incarceration and substance abuse or dependence. Residents will maintain sobriety and will not be re-incarcerated or re-institutionalized for the entirety of their residency at The Heron. This will be accomplished through community integration and on-site support activities provided by direct care staff on site at The Heron. Heron direct care staff are not required to be licensed to provide support activities.*

*The Heron program staff will provide the supportive services to each individual. Services will be documented in the form of a daily summary note and filed in the client record. Components of this documentation will include:*

- *specific interventions provided by staff to support each participant*
- *activities that the resident participated in that support the program goals*
- *identification of risk factors that may inhibit success in obtaining the goals*
- *intensified efforts to address relapse, criminal activity, and psychiatric decompensation.*

*The grant funds will cover personnel costs to provide direct supportive services through a bundled daily rate. The funds will support 30% of the salaries for 3 full time employees.*

**PROJECT SUMMARY (SCOPE OF WORK) *(continued)***

## PERFORMANCE – Objectives

*Please note, these questions are to provide us with information regarding the nature of the purposed project. Should your project be selected for funding, additional Objectives and Measures may be required. Quarterly performance reporting on the Objectives and Measures will be required.*

1. Identify the goal(s) you hope to achieve with your funding. If you have multiple goals, describe each goal separately.

*The goals of this program are:*

- A. *Significantly reduce or eliminate re-arrest or re-incarceration of program participants*
- B. *Significantly reduce or eliminate re-institutionalization of program participants*
- C. *Significantly reduce or eliminate substance use by program participants*

2. What major activities are planned for each of the goals listed in question 1?

*For each goal listed in questions 1, residents will be evaluated to assure that a comprehensive support plan is developed to address their complex needs. Each resident will be oriented to the Heron environment and educated on all the services and options available to them. Each resident will be assigned a semi-private room with space to keep personal items safe. They will be housed in a safe, nurturing, substance-free environment. Additionally, Direct Care staff provide the following daily assistance to support residents of The Heron:*

- *Medication Supervision*
- *Meal preparation*
- *Coordination of physical and behavioral health services*
- *Coordination of access to education and employment*
- *Linkage to legal services*
- *Coordination of transportation to all ancillary services*
- *Coordination of access to social and religious opportunities*
- *Coordination of access to entitlements*
- *Assistance with money management*

3. Describe barriers you may encounter which may prevent you from achieving your identified goal(s). Answer for each separately.

A & B. Medication adherence is critical with the SPMI population as a contributing factor in reducing the behaviors that contribute to arrest, incarceration and institutionalization. This population is inherently averse to long-term medication compliance and this often becomes a challenge as our Heron residents are under no legal obligation to remain medication compliant.

C. Mental illnesses can lead to drug abuse. Individuals with overt, mild, or even subclinical mental disorders may abuse drugs as a form of self-medication. [NIH September, 2010 <https://www.drugabuse.gov/publications/research-reports/comorbidity-addiction-other-mental-illnesses/why-do-drug-use-disorders-often-co-occur-other-men> ]

## PROJECT ACCOMPLISHMENTS & MEASURES

1. Explain how the accomplishments will be measured and documented; the description should link back to the Project Summary (Scope of Work).

*Staff observation and reporting will be documented in the form of a daily summary note and filed in the client record. Quarterly reports will also include recording of successful days in the program.*

*Components of the service documentation will include:*

- *specific interventions provided by staff to support each participant*
- *activities that the resident participated in that support the program goals*
- *identification of risk factors that may inhibit success in obtaining the goals*
- *Intensified efforts to address relapse, criminal activity, and psychiatric decompensation.*

2. Based on the nature of the program will it be an evidenced based program? If yes, what type of evidence based services will be provided?

*Supportive housing is an evidence-based housing intervention that combines non-time-limited affordable housing assistance with wrap-around supportive services for people experiencing homelessness, as well as other people with disabilities. Research has proven that supportive housing is a cost-effective solution to homelessness, particularly for people experiencing chronic homelessness. Study after study has shown that supportive housing not only resolves homelessness and increases housing stability, but also improves health and lowers public costs by reducing the use of publicly-funded crisis services, including shelters, hospitals, psychiatric centers, jails, and prisons. Supportive housing links decent, safe, affordable, community-based housing with flexible, voluntary support services designed to help the individual or family stay housed and live a more productive life in the community. It looks and functions much like any other brand of housing. People living in supportive housing have a private and secure place to make their home, just like other members of the community, with the same rights and responsibilities. The difference is that they can access, at their option, services designed to build independent living and tenancy skills, assistance with integrating into the community, and connections to community-based health care, treatment, and employment services. [Last updated on January 18, 2017, US Interagency Council on Homelessness]*

3. State what documentation will be provided to document deliverables.

*The Heron program staff will provide the supportive services to each individual. Services will be documented in the form of a daily summary note and filed in the client record. Components of this documentation will include:*

- *specific interventions provided by staff to support each participant*
- *activities that the resident participated in that support the program goals*
- *identification of risk factors that may inhibit success in obtaining the goals*
- *intensified efforts to address relapse, criminal activity, and psychiatric decompensation when indicated*

**BUDGET & BUDGET NARRATIVE**

Please note, **Federal funds may not supplant state or local funds.** Monroe County will enter into a contract with the organization should this Project Proposal be recommended for funding. **All Federal requirements of the granting agency will also be the responsibility of the organization and will be included in the contract.**

**BUDGET** (Double click in the table and it will convert to excel. Enter your budget. "Total" rows/columns will calculate.)

<b>Budget Category</b>	<b>Amount Requested</b>	<b>Match</b>	<b>Total</b>
Salaries & Benefits	\$0	\$0	\$0
Contractual Services	\$22,685	\$0	\$22,685
Expenses	\$0	\$0	\$0
Other: _____	\$0	\$0	\$0
<b>Total</b>	<b>\$22,685</b>	<b>\$0</b>	<b>\$22,685</b>
Percent	100.0%	0.0%	100.0%

**Comments:**

Contractual Services:

552 bed days (3 eligible residents per day x 184 days) times \$41.10 = \$22,685

**BUDGET NARRATIVE**

Provide a detailed Budget Narrative for the proposed project. Be sure to include the following in your Budget:

1. Identify the type of Budget (Unit Costs/Unit Rates, if applicable) required for each service provided.
2. Provide a definition and cost for each service.
3. Describe the basis for the Unit Costs/Unit Rates and state when the basis was established or updated, if applicable.
4. Will the project be funded by any other source(s) and if so, state the other source(s) and amount(s)?
5. Will the project earn project generated income (PGI)?

**BUDGET NARRATIVE (continued)**

The budget reflects costs directly associated with the prevention of Recidivism in Dually Diagnosed Adults residing in the Heron Assisted Living facility in Marathon, Florida.

All services provided at The Heron are included in a bundled daily rate.

	DCF Unit Cost Budget	Byrne Grant Related
Total Operating Budget:	\$393,410	\$22,685
Unit of Service:	a day in residence	a day in residence
Service Level	3723 days (minimum)	552 days (capacity)
Unit Rate	\$105.67	\$41.10

	Byrne Grant
Grant Funding:	\$22,685
Unit of Service:	a day in residence
Units of Service:	approximately 552 days
Unit Rate:	\$41.10

Note that, while some of the costs of a bed day are partially covered by client fees and DCF state funding, the DCF invoice process assures that there will be no supplanting or double billing:

1. DCF funding is the payer of last resort so any client payments (which are no way covering the full costs—determined to be \$105.67 per day per the state funding contract approved July 1, 2018), the HSAB funding and the FDLE funding are reported to offset any state funding that may be due. Other funding is reported in the DCF invoices so as not to double bill. Of note is that all three types of payments are considered as fulfilling the match requirement.
2. The Byrne grant is only covering a portion of the cost and
3. DCF does not cover all of the client bed days/costs. The funding is limited by contract.

The line item is in the budget category of "Contractual Services." A contract with the treatment provider will be developed to be utilized during the established grant period.

Monthly invoices are provided to Monroe County by the treatment provider, including units of service provided each month. Documentation summarizing the number of days that each eligible client resided in the facility is available upon request. Invoices are reviewed by County Office staff for approval of payment.

TOTAL PROGRAM COST: 552 bed days (3 eligible residents per day x 184 days) times \$41.10 = \$22,685 (rounded). \$22,685 will be funded by Byrne.

6% funded by FDLE, 94% funded by other State and County grants. There will not be any Program Generated Revenue.

**OTHER COMMENTS:**

For the purpose of performing a Risk Assessment of your organization; please include the following documents with the application, unless these documents have already been provided for the Monroe County FY2018 funding period.

- \_\_\_\_\_ A. IRS Letter of Determination indicating 501(c)(3) status and GUIDESTAR printout;
- \_\_\_\_\_ B. Proof of registration with the Florida Department of Agriculture as required by Florida Statute 496.405 and the Florida Department of State as require by Florida Statute 617.01201 or proof of exemption from registration as per Florida Stature 496.406;
- \_\_\_\_\_ C. List of the organization's Board of Directors of which there must be at least 5; and for each board member indicate when elected and length of term of service;
- \_\_\_\_\_ D. Evidence of annual election of Officers and Directors;
- \_\_\_\_\_ E. Unqualified audited financial statement from the most recent fiscal year for all organizations that expend \$150,000 a year or more; if qualified, include a statement of deficiencies with corrective actions recommended/taken;
- \_\_\_\_\_ F. Copy of a filed IRS Form 990 from most recent fiscal year with all attached schedules;
- \_\_\_\_\_ G. Organization's Corporate Bylaws, which must address the organization's mission, board and membership composition, and process for election of officers;
- \_\_\_\_\_ H. Organization's Policies and Procedures Manual which must include hiring policies for all staff, drug and alcohol free workplace provisions, and equal employment opportunity provisions;
- \_\_\_\_\_ I. Copy of current Occupational Licenses;
- \_\_\_\_\_ J. Audit Documentation, for recipients of \$100K or more from Monroe County;
- \_\_\_\_\_ K. Copy of Summary Report of most current Evaluation/Monitoring. Must include summary of deficiencies, if applicable, and suggested corrective action;

*Note: Additional documents may be requested as needed to complete the application review.*

May 7, 2019 | Substance Abuse Policy Advisory Board  
Agenda Item 4.7.  
Proposals Received

# Guidance/Care Center – “Women’s Jail Incarceration Drug Abuse Treatment Program”

**Any project selected for implementation utilizing federal funds must be able to comply with all applicable Federal laws, regulations and policies including 2 CFR 200.**

### ORGANIZATION INFORMATION

Organization Name: Guidance/Care Center, Inc

Contact Person/Title: Maureen Dunleavy, LMHC, NCC / Area Director

Address: 1205 Fourth Street

City, Zip Code: Key West, FL 33040

Telephone Number: 305-434-7660

E-mail Address: [Maureen.dunleavy@westcare.com](mailto:Maureen.dunleavy@westcare.com)

### PROJECT INFORMATION

Project Title: Women's Jail Incarceration Drug Abuse Treatment Program

Project Funding Request: \$49,299

Project Director: Sarah Cox, LCSW / Adult Clinical Coordinator

Primary Physical Location of Program: Monroe County Detention Center – Key West

Project Start Date - End Date\*: **October 01, 2019 through June 30, 2020**

*(\*Awards will be approved for a six (6) to twelve (12) month project period between 10/1/18 & 9/30/20)*

### PROJECT OVERVIEW

Funds may be used for any one of the following program areas. **Choose ONE:**

- Law Enforcement Programs
- Prosecution, Courts, and Indigent Defense Programs
- Prevention and Education Programs
- Corrections, Community Corrections and Reentry Programs**
- Planning, Evaluation, and Technology Improvement Programs
- Crime Victim and Witness Programs
- Mental Health Programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams.

## PROBLEM IDENTIFICATION

Provide a description of the problem addressed with the proposed project. Be sure to address the following items:

1. Problem Description. What is the problem you are responding to as it relates to the program area?
2. Problem Significance. Why is the problem significant and who is affected by the problem? Why do we need your project to address this problem now?
3. Needs Assessment. Identify the current scope of the problem and support your statements with factual information. Use measurable and descriptive data.

Monroe County continues to have the unfortunate distinction of being designated as a high-intensity drug trafficking area and, as such, is a leading illicit drug importation area. This has increased the availability of illicit drugs in Monroe County resulting in drug abuse rates higher than both the state and national averages. Specifically in regards to the female population of Monroe County which is the population of focus for this grant request, the latest Behavioral Risk Factor Surveillance Survey compiled by the Florida Department of Health reports rates of drug involvement as over twice that of the state average and four times that of the much larger Miami-Dade County to the north. The Agency for Healthcare Administration in its Emergency Department and Inpatient Hospitalization Data of 2011 publication indicates that female residents of our county had over twice the state rate per 100,000 populations for emergency room treatment for acute drug intoxication. In addition, Monroe has over twice the state average for DUI arrests and, consequently, almost three times the state average for vehicular deaths involving drug use. Opioid and crack cocaine addiction also continues to ravage the community and lead addicts quickly into the criminal justice system. The GAINS Center estimates that US jails admit approximately 1.1 million people with serious mental illness annually and among these admissions, 72% also meet criteria for co-occurring substance use disorders. South Florida, including Monroe County and the Florida Keys, like many areas of the country has seen an influx of opiate related deaths and increase in opiate abuse.

“Heroin deaths increased sharply from 2012 to 2016 across all of Florida, rising 1,423% from 57 in 2011 to a projected 868 in 2016 based on doubling the number from the first half of that year. The sharp escalations of heroin use, treatment admission, and deaths in Florida along with stable and high levels of prescription opioid indicators have constituted an opiate epidemic.” (FADAA Substance Use Trends Data Report, June 2017)

Recent community and stakeholder surveys distributed by the Guidance/Care Center indicate the community believes in substance abuse treatment having a positive impact on the community and a strong need for these services.

## **PROBLEM IDENTIFICATION (*continued*)**

For many drug involved women, the obsession surrounding use and attainment of illicit and legal drugs of abuse often lead to legal involvement, criminal conduct, neglect of family and self, and ultimately incarceration. In addition; the destruction of parent-child relationships, increased domestic violence, increased crime, child abuse and neglect, foster care placement, divorce, stress on the legal and medical systems of a county with very limited resources, and global negative effects on our communities and quality of life are also directly affected.

According to Monroe County Sheriff's Office Detention records, over 150 women were arrested on drug possession or sale charges between October 1, 2017 and September 30, 2018. This number solely accounts for drug sales or possession charges, this does not include DUI or other drug related charges. The Women's Jail Incarceration Treatment Program plans to work with the criminal justice system to ensure appropriate referrals into the program to aid in recovery and treatment rather than recidivism and jail time.

Recognizing the significant need for appropriate treatment among greater numbers of incarcerated women whose level of drug involvement is such that they would not benefit from available outpatient treatment, the Guidance/Care Center along with the Monroe County Sheriff's Office created the Jail Incarceration Drug Treatment Program located within the Monroe County Detention Center in 1992. It remains today as one of the few such programs operated within a county jail in Florida and the only opportunity for women to receive intensive drug abuse treatment within Monroe County. Moreover, these women are able to get treatment quickly instead of being one of the 66% of substance abusing Florida residents who desire help but are unable to access treatment due to Florida's lengthy waiting list for substance abuse services as reported by the Florida Department of Children and Families.

Increasingly, the behavioral health field is moving toward treatment of co-occurring disorders, which means recognizing that substance abuse also goes hand in hand with a mental illness, including Post Traumatic Stress Disorder. This program has been able to attain and maintain a very low recidivism rate (under 10%) for women participants in the last 8 years with the addition of evidenced-based practices and special attention to the unique needs of substance abusing women who also may have mental health needs. The program has a very close relationship with county judges, attorneys, and the administration and staff of the Monroe County Detention Center as well as city and county authorities. Women who complete treatment are often granted early release from incarceration to return to their families and begin rebuilding their lives and the lives of their loved ones thereby saving the county the expense of their continued detainment. Skills attained within the context of treatment increases the chances of sustained recovery, healthier family and other personal relationships, healthier children, and safer communities.

## PROJECT SUMMARY (SCOPE OF WORK)

*Please note, there will be a focus on validating delivery of services and ensuring deliverables were met. Supporting documentation will be required and reviewed throughout the project.*

Describe how your proposed project will focus on the problem. Be sure to address any of the following items that are relevant to your project:

1. What will your project accomplish?
2. Who will receive services? **Are participants involved with the criminal justice system?**
  - a. Provide a description of the population (e.g. violent, sex, and/or drug offenders).
  - b. How many participants will your program serve?
3. Who will provide services?
  - a. How many staff will provide the services?
  - b. Are staff members who are providing the services licensed, if applicable?
4. Give a general description of cost to be covered by grant funds.
  - a. Will any staff members be funded by this award and if so how many?

In 1992, The Jail Incarceration Treatment Program (JIP), as it was initially named, was developed in the Monroe County Detention Center and began providing substance abuse treatment services to female inmates in Monroe County to lay the foundation for sustained recovery. This project will address the substance abuse and mental health needs of the female inmates that are court ordered by the Drug Court, Circuit Court and County Court Judges in Monroe County. The rest enter the program as volunteers who have met the criteria for drug/alcohol treatment and will be in the county jail a minimum of 182 days. The program has established a positive reputation county wide, working closely with judges, prosecutors and defense attorneys throughout the county. DCF audits for the past three years reported that this program meets or exceeds Best Practice standards with 100% compliance. This year's funding will allow services begun with last year's grant to continue for this population in the detention center.

In June 2016, the Commission on Accreditation of Rehabilitative Facilities (CARF) evaluated the JIP program for re-accreditation as it was originally accredited in 2010. The program was received renewed three year accreditation in June 2019. The Jail Incarceration Program met the highest CARF standards and received recognition for its positive relationships between correctional staff and treatment/clinical staff. The agency has submitted its 2017 Annual Conformance to Quality Reports to CARF and continues to meet the highest accreditation standards.

Client-centered individualized treatment plans tailored to the needs of women are a cornerstone of gender-responsive treatment. After developing these plans in partnership with the program participant, treatment plan reviews, case management services to provide community linkages and monthly self-reports of progress continue to refine the plan.

### **PROJECT SUMMARY (SCOPE OF WORK) *(continued)***

On-going program review occurs through assessments with administrative staff and participants. An assessment provides a comprehensive assessment of client needs and assists in developing a person-centered Wellness Plan that is updated with the participant every 30 days. A licensed clinician also provides a Brief Behavioral Status Exam upon admission to diagnose and make appropriate recommendations. A master's level clinician serves as the Lead Counselor in the program and provides individual therapy for clients with a mental health diagnosis in need of more intensive individual treatment. Admission policies are welcoming to individuals with co-occurring disorders, learning disabilities, and illiteracy, as well as other special individualized needs. This allows access for all who probably otherwise would not receive services.

If identified as having a possible mental health issue, the client receives a referral to Correct Care Solutions, the contracted Medical and Psychiatric provider in the correctional facility. A Licensed Mental Health Provider and correctional based psychiatrist are available to provide screening and psychotropic medication management as needed. Treatment of mental illness is monitored by program staff as a vital part of recovery from substance abuse. Participants are given appointments with the Guidance/Care Center psychiatrist upon completion of the program and are assigned a case manager to help them with appointments, treatment adherence, accessing of community services and medication assistance. Psychotropic medications are provided with a discount or free of charge to participants who cannot afford their medications or who lack insurance coverage. The case manager helps the client apply for Medicaid or Affordable Health Care upon discharge from the program.

Treatment in the program is a minimum of six months and a maximum of one year. Aftercare services are encouraged as a part of re-entry planning and last up to six months once the participant is released. The Guidance/Care Center provides aftercare throughout the county in community-based facilities. Aftercare is given priority and participants are enrolled before they are released. These services are not funded by the grant and are available to all participants regardless of ability to pay.

The Guidance/Care Center employs all program staff and has a forty six year history of providing substance abuse counseling and mental health services. The program will require 1.01 full time equivalent counselor to provide all core program services to no less than 30 women for the one-year grant period. Administrative support to conduct regular case staffing, provide services, collect and report data, and monitor program outcomes will be billed at .32 FTE.

## PERFORMANCE – Objectives

*Please note, these questions are to provide us with information regarding the nature of the purposed project. Should your project be selected for funding, additional Objectives and Measures may be required. Quarterly performance reporting on the Objectives and Measures will be required.*

1. Identify the goal(s) you hope to achieve with your funding. If you have multiple goals, describe each goal separately.
  - **Serve a minimum 30 women per fiscal year with an 80% successful completion rate.**
  - **Educate participants about substance abuse and the relationship to criminal thinking and behavior through increasing services to include 5 evidence based curriculums and individual mental health therapy with a licensed therapist.**
  - **Assist participants in developing and practicing use of healthy coping skills during the duration of 6 month treatment program.**
  - **Reduce recidivism due to substance use related crimes**
  - **Increase aftercare follow-up for individual and group therapy**

- What major activities are planned for each of the goals listed in question 1?
- Collaborate with the State Attorney's Office, Office of Public Defender and Criminal Justice system to increase referrals to the Jail Incarceration Treatment Program, offer presentations inside the women's dorm monthly to screen for volunteers to the program to capture clients/inmates that may not know about the program or be referred otherwise.
- Increase treatment to 5 days per week with the addition of Anger Management group and AA/NA recovery group. All clients will be assessed by a Licensed Mental Health Counselor and seen for individual therapy on at minimum twice per month or more as needed.
- Clients will present weekly on their progress and complete activities and projects to demonstrate their knowledge and understanding of principles learned in groups.
- Successfully link 100% of clients with an 80% follow-up to aftercare and continued substance abuse outpatient treatment upon discharge/release. Offer Medication Assisted Recovery to Opiate Use/Abuse diagnosed clients.

3. Describe barriers you may encounter which may prevent you from achieving your identified goal(s). Answer for each separately.

Successful completion of the Jail Incarceration Treatment Program includes several variables coming together. Clients must have at minimum 182 days incarcerated to fulfil completion requirements. Clients that are un-sentenced and participating as a court ordered volunteer may receive a sentence that releases them from jail before they are able to complete treatment. Volunteers to the program are accepted as the program goal is to serve as many females as possible within program guidelines. Volunteers to the program are not consistently motivated as court ordered or mandated clients.

## PROJECT ACCOMPLISHMENTS & MEASURES

1. Explain how the accomplishments will be measured and documented; the description should link back to the Project Summary (Scope of Work).

Clients successful completed will be measured by number of days required to complete program, maintenance of program through system of accountability- free of new charges and disciplinary reports leading to solitary confinement, completion of daily assignments, Phase 1 and 2 "homework" assignments requirements in order to successfully graduate from the program and clients will remain substance free throughout the duration of program documented by monthly random drug test. Tests used are a 10 panel dip stick testing for amphetamine, benzodiazepines, cocaine, opiates, synthetic opiates, THC, PCP, barbiturates, MDMA and methadone. These tests also include adulteration and temperature strips to ensure the sample has not been tampered or masked. 80% follow-up with aftercare services.

2. Based on the nature of the program will it be an evidenced based program? If yes, what type of evidence based services will be provided?

Program services will be delivered using five evidence based practices including a Cognitive Behavioral Therapy (CBT) based curriculum Substance Abuse and Criminal Conduct: Strategies for Self-Improvement and Change (SSC). Throughout the treatment episode participants use a client workbook that belongs to them. Additionally, Moral Reconation Therapy, another systematic treatment strategy that seeks to decrease recidivism among criminal offenders by increasing moral reasoning is included. Treatment in the correctional setting will incorporate trauma-informed and gender-responsive treatment through the use of the evidenced-based "Seeking Safety" treatment model that incorporates treatment of PTSD into traditional treatment of substance use disorders. Seeking Safety offers 25 treatment topics. In addition, four combination topics are Introduction to Treatment / Case Management, Safety, The Life Choices Game (Review), and Termination. These relational models support the development of healthy relationships with self, significant others, and the community at large in order to reduce the risk of relapse and recidivism. Relapse Prevention Therapy incorporates Motivational Interviewing to facilitate movement through the stages of change, and helps participants develop real life tools to cope with relapse triggers. Anger Management is a CBT based SAMHSA 12 session treatment model.

3. State what documentation will be provided to document deliverables.

Quarterly grant reports are provided documenting number of participants enrolled and performance measures including completed and discharged unsuccessfully or maxed out on treatment time.

In addition, event finance reports from our clinical data base system which functions as our electronic health record and billing database are submitted with the invoices.

**BUDGET & BUDGET NARRATIVE**

Please note, *Federal funds may not supplant state or local funds. Monroe County will enter into a contract with the organization should this Project Proposal be recommended for funding. All Federal requirements of the granting agency will also be the responsibility of the organization and will be included in the contract.*

**BUDGET** (Double click in the table and it will convert to excel. Enter your budget. "Total" rows/columns will calculate.)

<b>Budget Category</b>	<b>Amount Requested</b>	<b>Match</b>	<b>Total</b>
Salaries & Benefits	\$0	\$0	\$0
Contractual Services	\$49,299	\$0	\$49,299
Expenses	\$0	\$0	\$0
Other: _____	\$0	\$0	\$0
<b>Total</b>	<b>\$49,299</b>	<b>\$0</b>	<b>\$49,299</b>
Percent	100.0%	0.0%	100.0%

**Comments:**

Contractual Services:

- Assessments 139 quarter hours @ \$20.80      2,891.20
  - Individual Therapy 293 quarter hours @ \$16.77      4,913.61
  - Group Therapy 5,182.29 quarter hours @ \$4.19      21,713.80
  - Case Management 871 quarter hours @ \$22.71      19,780.41
- Total Contractual Services      \$49,299.02
- Total Budget      \$49,299

**BUDGET NARRATIVE**

Provide a detailed Budget Narrative for the purposed project. Be sure to include the following in your Budget:

1. Identify the type of Budget (Unit Costs/Unit Rates, if applicable) required for each service provided.
2. Provide a definition and cost for each service.
3. Describe the basis for the Unit Costs/Unit Rates and state when the basis was established or updated, if applicable.
4. Will the project be funded by any other source(s) and if so, state the other source(s) and amount(s)?
5. Will the project earn project generated income (PGI)?

The budget reflects costs directly associated with the provision of substance abuse treatment, mental health and educational services to inmates of Monroe County jail. The unit cost rates were derived by using the hourly rates from the FY 2018-19 state funding contract for Substance Abuse and Mental Health services and dividing by 4 to arrive at the quarter hour rates. A contract with the treatment provider will be developed to be utilized during the established grant period.

## **BUDGET NARRATIVE (continued)**

Psychosocial Assessment: Monroe County through a contracted treatment provider will interview all program participants for the purposes of data collection of educational, employment, criminal, medical, family, substance abuse and mental health histories to assist in the determination of the inmates' appropriateness for the program and to update treatment plans. Unit of Service: Client direct service quarter hour. Unit Rate \$20.80 Units Requested 139 quarter hours to be paid for by this grant. Total Cost \$2,891.20

Individual Counseling: Monroe County through its contracted treatment provider will provide counseling to all program participants to review progress and develop treatment plans and work on treatment plan goals and objectives. Unit of Service: Client direct service quarter hour. Unit Rate \$16.77. Units Requested 293 quarter hours to be paid for by this grant. Total Cost \$4,913.61

Group Therapy: Monroe County through its contracted treatment provider will provide group therapy to all program participants weekly. Group counseling among program participants will be conducted to include the introduction of "Self-help groups" and their attendance to establish an ongoing support network. Unit of Service: Client direct service quarter hour. Unit Rate \$4.19. Units Requested 5,182.29 quarter hours to be paid for by this grant. Total Costs \$21,713.80

Case Management: Monroe County through its contracted treatment provider will provide the coordination of adjunctive services, discharge planning, communication with collateral contacts, linkage with other treatment resources to all program participants. Unit of Service: Client direct service quarter hour. Unit Rate \$22.71. Units Requested 871 quarter hours to be paid for by this grant. Total Cost \$19,780.41

Monthly invoices are provided to Monroe County by the treatment provider summarizing activities for which they seek payment. These are reviewed by Monroe County staff for approval of payment.

TOTAL PROGRAM COST \$49,299 (rounded)

### **Basis for Unit Cost:**

Each service is based on the cost centers cited in 65E-14.021, FAC: Unit Cost Method of Payment. This Rule was updated 4/27/2016.

Assessment – includes the systematic collection and integrated review of individual-specific data, such as examinations and evaluations. This data is gathered, analyzed, monitored and documented to develop the person's individualized plan of treatment and to monitor recovery. Assessment specifically includes efforts to identify the person's key medical and psychological needs, competency to consent to treatment, history of mental illness or substance use and indicators of co-occurring conditions, as well as clinically significant neurological deficits, traumatic brain injury, organicity, physical disability, developmental disability, need for assistive devices, and physical or sexual abuse or trauma. Unit of Measure: Direct Staff Hour. Treatment Provider Contract: \$83.18. Subgrant Application: \$20.80 per quarter hour.

Case Management – services consist of activities that identify the recipient's needs, plan services, link the service system with the person, coordinate the various system components, monitor service delivery, and evaluate the effect of the services received. This covered service shall include clinical supervision provided to a service provider's personnel by a professional qualified by degree, licensure, certification, or specialized training in the implementation of this service. Unit of Measure: Direct Staff Hour. Treatment Provider Contract: \$90.84. Subgrant Application: \$22.71 per quarter hour.

Individual & Group Therapy – Outpatient services provide a therapeutic environment, which is designed to improve the functioning or prevent further deterioration of persons with mental health and/or substance abuse problems. These services are usually provided on a regularly scheduled basis by appointment, with arrangements made for non-scheduled visits during times of increased stress or crisis. Outpatient services may be provided to an individual or in a group setting. The group size limitations applicable to the Medicaid program shall apply to all Outpatient services provided by a SAMH-Funded Entity. This covered service shall include clinical supervision provided to a service provider's personnel by a professional qualified by degree, licensure, certification, or specialized training in the implementation of this service.

Individual Therapy - Unit of Measure: Direct Staff Hour. Treatment Provider Contract: \$67.09. Subgrant Application: \$16.77 per quarter hour.

Group Therapy - Unit of Measure: Direct Staff Hour. Treatment Provider Contract: \$16.77. Subgrant Application: \$4.19 per quarter hour.

51% funded by FDLE, 49% funded by other State and County grants. There will not be any Program Generated Revenue.

**OTHER COMMENTS:**

A total of 21 women were newly enrolled in the program between October 1, 2017 and September 30, 2018 far with a successful completion rate of 76%.

16 successfully completed, 3 women terminated for disciplinary action, 2 Women with unsuccessful completion were released from jail before 6 months or were sent to another program. All women were referred for aftercare in the community. Recidivism rate remained under 10% for the year. Several women have gone on to volunteer to complete the MIND program and Relapse Prevention and therapy through the Guidance/Care Center, INC. We have continually referred clients to sober living at Samuel's House & Sunflower House, completed Diversion, probation, and other aftercare programs. Clients now have access to apply for jobs and housing in addition to other social service programs before leaving jail. Clients are provided interview skills and practice in addition to leaving jail with an updated resume. Clients are linked to Wellness appointments for follow up medical care upon discharge where they have access to Medication Assisted Treatment programs (Vivitrol) and for safety measures are provided a NARCAN kit.

JIP participants are prioritized for work release and trustee programs based on their dedication to change. Several women have been praised in court by their sentencing judges for significant changes in attitude and behavior. The program is fully staffed, which leaves more time to focus more closely on individual needs, including improved substance abuse and mental health treatment.

For the purpose of performing a Risk Assessment of your organization; please include the following documents with the application, unless these documents have already been provided for the Monroe County FY2018 funding period.

- \_\_\_\_\_ A. IRS Letter of Determination indicating 501(c)(3) status and GUIDESTAR printout;
- \_\_\_\_\_ B. Proof of registration with the Florida Department of Agriculture as required by Florida Statute 496.405 and the Florida Department of State as require by Florida Statute 617.01201 or proof of exemption from registration as per Florida Stature 496.406;
- \_\_\_\_\_ C. List of the organization's Board of Directors of which there must be at least 5; and for each board member indicate when elected and length of term of service;
- \_\_\_\_\_ D. Evidence of annual election of Officers and Directors;
- \_\_\_\_\_ E. Unqualified audited financial statement from the most recent fiscal year for all organizations that expend \$150,000 a year or more; if qualified, include a statement of deficiencies with corrective actions recommended/taken;
- \_\_\_\_\_ F. Copy of a filed IRS Form 990 from most recent fiscal year with all attached schedules;
- \_\_\_\_\_ G. Organization's Corporate Bylaws, which must address the organization's mission, board and membership composition, and process for election of officers;
- \_\_\_\_\_ H. Organization's Policies and Procedures Manual which must include hiring policies for all staff, drug and alcohol free workplace provisions, and equal employment opportunity provisions;
- \_\_\_\_\_ I. Copy of current Occupational Licenses;
- \_\_\_\_\_ J. Audit Documentation, for recipients of \$100K or more from Monroe County;
- \_\_\_\_\_ K. Copy of Summary Report of most current Evaluation/Monitoring. Must include summary of deficiencies, if applicable, and suggested corrective action;

*Note: Additional documents may be requested as needed to complete the application review.*

May 7, 2019 | Substance Abuse Policy Advisory Board  
Agenda Item 5.  
Discussion of Applications & Funding Recommendations

# Funding History 2001-2018

**Byrne and DATF Funding History 2001-2018**

<b>Byrne Grant Funding 2018-2019 (State FY 18) Budget:</b>			<b>\$72,694</b>	<b>Drug Abuse Trust Fund 2018-2019 Budget:</b>			<b>\$56,000</b>
<b>Recommendations from the May 7, 2019 SAPAB meeting</b>							
<b>Program</b>	<b>Requested</b>	<b>Recommended</b>		<b>Program</b>	<b>Recommended</b>		
Samuel's House - Court Mandated Criminal/Substance Abuse Case Manager Program	\$43,893						
Keys to Be the Change - Kids Win: Pathways to Success (KW:PTS) Program	\$10,000						
Florida Keys Children's Shelter - All Stars Community Based Substance Abuse Program	\$15,110						
Key Bridge, Inc. (KBI) - Substance Abuse Treatment for Monroe County Residents ages 10 to 19	\$30,494						
Florida Keys Outreach Coalition - Supportive Housing: Substance Abuse Educ & Relapse Prevention	\$8,845						
Guidance Care Center - Assisted Living Prevents Recidivism	\$22,685						
Guidance Care Center - Women's Jail Incarceration Drug Abuse Treatment Program	\$49,299						
<b>TOTAL Requested</b>	<b>\$180,326</b>						

<b>Byrne Grant Funding County FY 2018 (State FY 17):</b>			<b>71,967</b>	<b>Drug Abuse Trust Fund FY18:</b>			<b>52,196</b>
<b>Recommendations from the November 27, 2017 SAPAB meeting</b>							
<b>Program</b>	<b>Requested</b>	<b>Recommended</b>		<b>Program</b>	<b>Recommended</b>		
Key Bridge, Inc. (KBI) - Substance Abuse Treatment for Monroe County Residents ages 10 to 16	6,500.00			Key Bridge, Inc. (KBI) - Substance Abuse Treatment for	6,500.00		
Samuel's House - Court Mandated Criminal/Substance Abuse Case Manager Program	37,086.40			Samuel's House - Court Mandated Criminal/Substance	37,086.00		
Guidance Care Center - Women's Jail Incarceration Drug Abuse Treatment Program	63,052.02	43,380.00		Florida Keys Children's Shelter - All Stars Community	15,110.00		
Florida Keys Children's Shelter - All Stars Community Based Substance Abuse Program	15,110.00						
Guidance Care Center - Assisted Living Prevents Recidivism	42,883.00	28,587.00					
<b>TOTAL Requested</b>	<b>164,631.42</b>	<b>71,967.00</b>			<b>52,196.00</b>		

<b>Byrne Grant Funding County FY 2017 (State FY 16):</b>			<b>76,979</b>	<b>Drug Abuse Trust Fund FY17:</b>			<b>62,000</b>
<b>Recommendations from the August 22, 2016 SAPAB meeting</b>							
<b>Program</b>	<b>Requested</b>	<b>Awarded</b>		<b>Program</b>	<b>Awarded</b>		
Samuel's House - Court Mandated Criminal/Substance Abuse Case Manager Program	37,086.40			Samuel's House - Court Mandated Criminal/Substance	36,331		
Keys to Be the Change - Kids Win: Pathways to Success (KW:PTS) Program	18,000.00			Keys to Be the Change - Kids Win: Pathways to Succ	17,000		
Guidance Care Center - Assisted Living Prevents Recidivism	42,515.00	39,979		Florida Keys Outreach Coalition - Supportive Housing:	8,669		
Guidance Care Center - Women's Jail Incarceration Drug Abuse Treatment Program	37,331.00	37,000					
Florida Keys Outreach Coalition - Supportive Housing: Substance Abuse Educ & Relapse Prevention	8,845.00						
<b>TOTAL Requested</b>	<b>143,777.40</b>	<b>76,979</b>			<b>62,000</b>		

<b>Byrne Grant Funding County FY 2016 (State FY 15):</b>			<b>77,803</b>	<b>Drug Abuse Trust Fund FY16:</b>			<b>57,974</b>
<b>Recommendations from the September 1st, 2015 SAPAB meeting</b>							
<b>Program</b>	<b>Requested</b>	<b>Awarded</b>		<b>Program</b>	<b>Awarded</b>		
Guidance Care Center - Women's Jail Incarceration Drug Abuse Treatment Program	37,331	37,331		Boys & Girls Clubs - Key West SMART MOVES/Preve	8,845		
Florida Keys Outreach Coalition - Supportive Housing: Substance Abuse Educ & Relapse Prevention	8,845			Guidance Care Center - Assisted Living Prevents Reci	2,043		
Boys & Girls Clubs - Key West SMART MOVES/Prevention Program	10,000			Samuel's House - Court Mandated, Criminal/Substanc	37,086		
Guidance Care Center - Assisted Living Prevents Recidivism in Dually-Diagnosed Adults	42,515	40,472					
Samuel's House - Court Mandated, Criminal/Substance Abuse, Case Mgmt, Drug Testing Prog.	37,086						
<b>TOTAL Requested</b>	<b>135,777</b>	<b>77,803</b>			<b>57,974</b>		

<b>Byrne Grant Funding County FY 2015 (State FY 14):</b>			<b>84,521</b>	<b>Drug Abuse Trust Fund FY15:</b>			<b>57,240</b>
<b>Recommendations from the August 21st, 2014 SAPAB meeting</b>							
<b>Program</b>	<b>Requested</b>	<b>Awarded</b>	<b>Revised</b>	<b>Program</b>	<b>Awarded</b>		
Guidance Care Center - Women's Jail Incarceration Drug Abuse Treatment Program	37,331	37,331	37,331.00	Keys to Be the Change - The Keys to Be the Change	44,500		
Florida Keys Outreach Coalition - Supportive Housing: Substance Abuse Educ & Relapse Prevention	8,845	8,845	8,845.00	Boys & Girls Clubs - KW SMART MOVES/Prev. Prog.	12,740		
*Southernmost Homeless Asst. League - Mobile Outreach Program	6,000	6,000	0.00				
Keys to Be the Change - The Keys to Be the Change	44,500						
Boys & Girls Clubs - Key West SMART MOVES/Prevention Program	12,740						
Guidance Care Center - Assisted Living Prevents Recidivism in Dually-Diagnosed Adults	25,500	17,345	20,345.00				
Mary Spottswood Ctr - Court Mandated, Criminal/Substance Abuse Clients, Case Mgmt, Drug Testing	20,000	15,000	18,000.00				
<b>TOTAL</b>	<b>154,916</b>	<b>84,521</b>	<b>84,521</b>		<b>57,240</b>		

\*Southernmost Homeless Asst. League elected to not pursue funding after feedback from FDLE

Byrne and DATF Funding History 2001-2018

<b>Byrne Grant Funding County FY 2014 (State FY 13):</b>	<b>78,864</b>	<b>Drug Abuse Trust Fund FY14:</b>		<b>25,260</b>					
<b>Rcv'd Additional Funding:</b>	<b>4,511</b>								
<b>Total Byrne Awarded:</b>	<b>83,375</b>								
<i>07/18/13 Received email notice of increased funds, \$4,511; cannot award funding above the applicant's requested amount; split funds between 3 remaining Byrne funded applicants.</i>									
<b>Program</b>	<b>Requested</b>	<b>Awarded</b>	<b>Increase</b>	<b>al By</b>	<b>Paid</b>	<b>DATF</b>	<b>Awarded</b>	<b>Paid</b>	<b>Notes</b>
FI Keys Outreach Coalition Supportive Housing: Substance Abuse Education & Relapse Prevention	7,508	7,508	0	###	7,508.00				
Samuel's House	5,000					Samuel's House	5,000	5,000.00	
Guidance Care Center - Women's Jail Housed Drug Abuse Treatment Program	37,331	27,040	1,504	###	27,622.06 *				
Heron-Peacock - Supportive Housing to Prevent Recidivism of Adults with Mental Illness & Subst. Abuse	31,460	17,276	1,504	###	18,780.00				
Be the Change: Monroe Youth Challenge Anti-Bullying and Violence Prevention	35,600	27,040	1,503	###	28,543.00				
Boys and Girls Club	14,260					Boys and Girls Club	14,260	14,255.98	4.02 unspent
SHAL	6,000					SHAL	6,000	5,999.23	.77 unspent
<i>6/27/13 SAPAB Meeting; Rescinded the policy of the three year limit.</i>									
<i>*Due to a vacant position 921.94 was unspent.</i>									
<b>TOTAL</b>	<b>137,159</b>	<b>78,864</b>	<b>4,511</b>	<b>###</b>	<b>82,453</b>		<b>25,260</b>	<b>25,255.21</b>	

<b>Byrne Grant Funding County FY 2013 (State FY 12)</b>	<b>82,496</b>	<b>DATF 13</b>						
<b>Program</b>	<b>Byrne</b>	<b>Match</b>	<b>Total</b>	<b>Open Notes</b>	<b>Program</b>	<b>Award</b>	<b>Expense</b>	<b>Notes</b>
FI Keys Outreach Coalition					FI Keys Outreach Coalition	7,493	7,493	
Samuel's House	16,499	0	16,499	###				
Guidance Care Center	16,500	0	16,500	###				
Heron-Peacock	16,499	0	16,499	###				
Monroe Youth Challenge	16,499	0	16,499	###				99.07 unspent
Boys and Girls Club	16,499	0	16,499	###				6,406.14 unspent
SHAL					SHAL	6,000	6,000	
Drug Court					Drug Court	13,536	11,257.38	2,278.62 unspent
<b>TOTAL</b>	<b>82,496</b>	<b>0</b>	<b>82,496.00</b>	<b>###</b>		<b>27,029</b>	<b>24,750.38</b>	

<b>Byrne Grant Funding County FY 2012 (State FY 11)</b>	<b>104,859</b>	<b>DATF 12</b>						
<b>Program</b>	<b>Byrne</b>	<b>Match</b>	<b>Total</b>	<b>Notes</b>	<b>Program</b>	<b>Award</b>	<b>Expense</b>	<b>Notes</b>
FI Keys Outreach Coalition	5,000	0	5,000					
Samuel's House	20,000	0	20,000		Drug Court	20,141		
Guidance Care Center	30,000	0	30,000					
Heron-Peacock	29,859	0	29,859					
Monroe Youth Challenge	20,000	0	20,000					
<b>TOTAL</b>	<b>104,859</b>	<b>0</b>	<b>104,859</b>			<b>20,141</b>		

<b>Byrne Grant Funding County FY 2011 (State FY 10)</b>	<b>132,959</b>	<b>DATF 11</b>						
Total Byrne Funds	132,959							
No match required	0							
Grand Total	132,959							
<b>Program</b>	<b>Byrne</b>	<b>Match</b>	<b>Total</b>	<b>Notes</b>	<b>Program</b>	<b>Award</b>	<b>Expense</b>	<b>Notes</b>
Boys and Girls Club-Smart Kids	20,823	0	20,823		Boys and Girls Club	1,554		
Monroe Youth Challenge	38,500	0	38,500		Guidance Care Center-			
Heron Peacock-Recidivism Prevention for Mentally Ill	28,500	0	28,500		Female JIP	22,250		
16th Judicial Circuit Drug Court	27,636	0	27,636			<b>23,804</b>		
Samuel's House	17,500	0	17,500					
<b>TOTAL</b>	<b>132,959</b>	<b>0</b>	<b>132,959</b>	<i>3 year limit to start next cycle per SAPAB</i>				

<b>Byrne Grant Funding County FY 2010 (State FY 09)</b>	<b>142,873</b>	<b>DATF 10</b>		<b>Recovery Act Byrne Funding FY 10</b>				
Total Byrne Funds	142,873							
No match required	0							
Grand Total	142,873							
<b>Program</b>	<b>Byrne</b>	<b>Match</b>	<b>Total</b>	<b>Notes</b>	<b>Program</b>	<b>Award</b>	<b>Expense</b>	<b>Notes</b>
Monroe Youth Challenge	41,723	0	41,723		Boys and Girls Club	30,000		State Attorney's Office 113,137
16th Judicial Circuit Drug Court	46,725	0	46,725		Monroe Youth Challenge	5,000		Care Center JIP Program 44,900
Samuel's House	21,700	0	21,700			<b>35,000</b>		MC Sheriff 193,838
Heron-Peacock	32,725	0	32,725					
<b>Total</b>	<b>142,873</b>	<b>0</b>	<b>142,873</b>					<b>351,875</b>

Byrne and DATF Funding History 2001-2018

Byrne Grant Funding County FY 2009 (State FY 08)				DATF 09	
Total Byrne Funds	44,366				
No match required	0				
Grand Total	44,366				
<b>Program</b>	Byrne	County	Total	Notes	
Monroe Youth Challenge	44,366	0	44,366	Fifth year (4 year limit rule eliminated)	Boys and Girls Club prevention 35,000
					Monroe Youth Challenge prevention 5,634
					16th Judicial Circuit-Drug Court 3,122
					Heron/Peacock 3,122
					Samuel's House Women in Transition program 3,122
					<b>50,000</b>

Byrne Grant Funding County FY 2008 (State FY 07)					
Total Byrne Funds	140,746				
No match required	0				
Grand Total	140,746				
<b>Program</b>	Byrne	County	Total	Notes	
Boys and Girls Club	35,265	0	35,265	third year	
Monroe Youth Challenge	47,019	0	47,019	fourth (final) year	
Care Center Family Treatment Drug Court	58,462	0	58,462	third year	
	<b>140,746</b>	<b>0</b>	<b>140,746</b>		

Byrne Grant Funding County FY 2007 (State FY 06)					
Total Byrne Funds	89,801.00				
Total Local Match	29,934.00				
Grand Total	119,735.00				
<b>Program</b>	Byrne	County	Total	Notes	
Boys and Girls Club gang prevention program	22,500.00	7,500.00	30,000.00	second year	
Care Center for Mental Health Family Treatment Drug Court	37,301.00	12,434.00	49,735.00	third year	
Youth Challenge gang and violence prevention	30,000.00	10,000.00	40,000.00	second year	
Totals	<b>89,801.00</b>	<b>29,934.00</b>	<b>119,735.00</b>		
Calculated match percentage				25.00%	

Byrne Grant Funding County FY 2006 (State FY 05)					
Total Byrne Funds	143,683.00				
Total Local Match	47,895.00				
Grand Total	191,578.00				
<b>Program</b>	Byrne	County	Total	Notes	
Boys and Girls Club gang prevention program	21,517.00	7,173.00	28,690.00	new program - serving new geographic area	
Care Center for Mental Health Family Treatment Drug Court	42,573.00	14,191.00	56,764.00	second year	
Peacock Apts dual-diag offender housing program	49,878.00	16,626.00	66,504.00	final year	
Big Brothers/Big Sisters gang prevention	0.00	0.00	0.00	new program	
Youth Challenge gang and violence prevention	29,715.00	9,905.00	39,620.00	new program - serving new age group	
Totals	<b>143,683.00</b>	<b>47,895.00</b>	<b>191,578.00</b>		
Calculated match percentage				25.00%	

Byrne Grant Funding County FY 2005 (State FY 04)					
Total Byrne Funds	177,870.00				
Total Local Match	59,291.00				
Grand Total	237,161.00				
<b>Program</b>	Byrne	County	Total	Notes	
Boys and Girls Club gang prevention program	40,420.00	13,474.00	53,894.00	final year	
Care Center for Mental Health	53,823.00	17,941.00	71,764.00	first year	
Peacock Apts dual-diag offender program	38,627.00	12,877.00	51,504.00	third year	
Youth Challenge gang and violence prevention	45,000.00	15,000.00	60,000.00	final year	
Totals	<b>177,870.00</b>	<b>59,292.00</b>	<b>237,162.00</b>		
Calculated match percentage				25.00%	

Byrne and DATF Funding History 2001-2018

Byrne Grant Funding County FY 2004 (State FY 03)				
Total Byrne Funds	190,595.00			
Total Local Match	63,532.00			
Grand Total	254,127.00			
<b>Program</b>	<b>Byrne</b>	<b>County</b>	<b>Total</b>	<b>Notes</b>
Boys and Girls Club gang prevention program	27,450.00	9,150.00	36,600.00	third year
Florida Keys Outreach Coalition Transitional Housing	38,418.00	12,806.00	51,224.00	final year
Peacock Apts dual-diag offender program	27,432.00	9,144.00	36,576.00	second year
Safeport substance abuse treatment program	52,295.00	17,432.00	69,727.00	third year
Youth Challenge gang and violence prevention	45,000.00	15,000.00	60,000.00	third year
Helpline, Inc. Parents Who Care	0.00	0.00	0.00	was funded 2003, but rescinded
<b>Totals</b>	<b>190,595.00</b>	<b>63,532.00</b>	<b>254,127.00</b>	
Calculated match percentage				25.00%

Byrne Grant Funding County FY 2003 (State FY 02)				
Total Byrne Funds	188,163.00			
Total Local Match	62,721.00			
Grand Total	250,884.00			
<b>Program</b>	<b>Byrne</b>	<b>County</b>	<b>Total</b>	<b>Notes</b>
Boys and Girls Club gang prevention program	19,175.00	6,392.00	25,567.00	second year
Florida Keys Outreach Coalition Sunrise House	10,459.00	3,486.00	13,945.00	third year
Guidance Clinic of the Middle Keys Resid. Detox	27,020.00	9,007.00	36,027.00	final year
Peacock Apts dual-diag offender program	12,202.00	4,067.00	16,269.00	first year
Youth Challenge gang and violence prevention	26,148.00	8,716.00	34,864.00	second year
Safeport substance abuse treatment program	52,295.00	17,432.00	69,727.00	second year
Samuel's House short-term housing for women	31,377.00	10,459.00	41,836.00	final year
Teenline Parents Who Care	9,487.00	3,162.00	12,649.00	first year
<b>Totals</b>	<b>188,163.00</b>	<b>62,721.00</b>	<b>250,884.00</b>	

Byrne Grant Funding County FY 2002 (State FY 01)					
<b>Total Byrne</b>	<b>207,025.00</b>				
	<b>Byrne</b>	<b>County</b>	<b>Agency</b>	<b>Total</b>	<b>Notes</b>
<b>Program</b>					
Boys and Girls Club gang prevention program	16,749.00	5,583.00	0.00	22,332.00	first year
Florida Keys Outreach Coalition Sunrise Transitional Housing	23,483.00	7,828.00	0.00	31,311.00	second year
Guidance Clinic of the Middle Keys Residential Detox	22,954.00	7,652.00	0.00	30,606.00	third year
Monroe Youth Challenge gang and violence prevention	25,986.00	8,663.00	0.00	34,649.00	first year
Safeport substance abuse treatment program	45,155.00	15,052.00	0.00	60,207.00	first year
Samuel's House short-term housing for women	29,198.00	9,733.00	0.00	38,931.00	third year
Sheriff's Case Mgr.	30,750.00	10,250.00	0.00	41,000.00	first year
Teenline phone counseling/referral	12,750.00	0.00	4,250.00	17,000.00	final year
<b>Totals</b>	<b>207,025.00</b>	<b>64,761.00</b>	<b>4,250.00</b>	<b>276,036.00</b>	

Byrne Grant Funding County FY 2001 (State FY 00)				
<b>Total Byrne</b>	<b>230,028.00</b>			
<b>Program</b>	<b>Byrne</b>	<b>County</b>	<b>total</b>	
The Heron Residential Program IV	33,096.00	11,032.00	44,128.00	
Guidance Clinic Residential Detox II	22,954.00	7,652.00	30,606.00	
Care Center Juv. Comm. Intervention IV **	38,584.00	12,862.00	51,446.00	
Samuel's House Shelter for Wmn/Chldrn	29,016.00	9,672.00	38,688.00	
Care Center Sheriff Inmate Intervention Prgm IV	72,895.00	24,299.00	97,194.00	
Fla. Keys Outreach Coalition/Sunrise House I	23,483.00	7,828.00	31,311.00	
Program Administration	10,000.00	3,334.00	13,334.00	
	<b>230,028.00</b>	<b>76,679.00</b>	<b>306,707.00</b>	

\*\* Care Center contributes one-half of match