

SECTION I: APPLICANT INFORMATION
EVIDENCE-BASED PRACTICES (EBP) TRAINING PROJECT
 2015/16

A. COUNTY PROBATION DEPARTMENT IMPLEMENTING THE GRANT

NAME OF DEPARTMENT		FEDERAL EMPLOYER IDENTIFICATION NUMBER	TELEPHONE NUMBER
San Francisco Juvenile Probation Department		946000417	(415) 753-7500
STREET ADDRESS	CITY	STATE	ZIP CODE
375 Woodside Avenue	San Francisco	CA	94127
MAILING ADDRESS	CITY	STATE	ZIP CODE
375 Woodside Avenue	San Francisco	CA	94127
COUNTY SIZE (check one): <input type="checkbox"/> SMALL <input type="checkbox"/> MEDIUM <input checked="" type="checkbox"/> LARGE			
TYPE OF SUBMISSION (check one): <input checked="" type="checkbox"/> INDIVIDUAL APPLICATION <input type="checkbox"/> JOINT/REGIONAL APPLICATION			

B. SUMMARY OF TRAINING REQUESTED (brief 3 or 4 sentences describing the project)	C. TOTAL GRANT AMOUNT REQUESTED
The requested funding will be used to educate Juvenile Probation Department (JPD) staff and partners on Evidence Based Practices and Programs intended to facilitate a common language and shared ideal to support an evidence-based juvenile justice system. The funding will also allow for JPD to train staff to pilot a Thinking for a Change program at the Log Cabin Ranch facility.	\$17,370

D. APPLICANT PROJECT FINANCIAL OFFICER

NAME AND TITLE		TELEPHONE NUMBER	
Catherine McGuire, Director of Finance		(415) 753-7560	
STREET ADDRESS		FAX NUMBER	
375 Woodside Avenue		(415) 753-7566	
CITY	STATE	ZIP CODE	E-MAIL ADDRESS
San Francisco	CA	94127	catherine.mcguire@sfgov.org

E. APPLICANT DAY-TO-DAY CONTACT PERSON RESPONSIBLE FOR GRANT OVERSIGHT

NAME AND TITLE	TELEPHONE NUMBER
James Baird, Probation Services Policy Analyst	(415) 753-7545
EMAIL ADDRESS	
james.baird@sfgov.org	

F. APPLICANT'S AGREEMENT

By signing this application, the applicant assures that the grantee will abide by the laws, policies and procedures governing this funding.

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN AGREEMENT Chief Probation Officer Allen Nance

E-MAIL ADDRESS	TELEPHONE NUMBER
allen.nance@sfgov.org	(415) 753-7558
APPLICANT'S SIGNATURE	DATE
	1-15-15

SECTION II: PROJECT NEED AND DESCRIPTION

The San Francisco Juvenile Probation Department (JPD) operates the Juvenile Justice Center (Juvenile Hall), Log Cabin Ranch and Probation Services. Over the past decade, JPD has been committed to Evidence-Based Practices (EBP) including the implementation of the YASI risk assessment tool, the Missouri Model at the Log Cabin Ranch facility, and most recently, training in Motivational Interviewing. While the Department believes that the commitment to EBP strategies has led to better outcomes for youth, staff members have expressed different levels of understanding and familiarity with both the concept of EBP and the practical application of those ideals. It is clear that all staff need to have a common, robust understanding of what EBP means for the organization and that they be given the tools to use these practices in the field and in the institutions. Probation Officers have recently been trained in the basics of EBP during a course on Motivational Interviewing, however, Juvenile Counselors (Juvenile Detention Officers) that work in the institutions have not had the same level of training on EBP.

The Department is seeking funding to implement the self-designed *Renew and Enhance Evidence-based Practices (REEP)* program that will first train all Juvenile Counselors in the basics of EBP. This training will also be offered to Community Based Organizations (CBOs) and to juvenile justice partners. JPD will host this 4-hour, classroom-based *EBP - Evidence-Based Practices Overview* course taught by Custom Training, an STC certified training company, on multiple dates over a period of three months to approximately 100 Juvenile Counselors. The Department will encourage and actively recruit juvenile justice and CBO partners to participate and will pay for up to 25 additional students for this class. The cost for this training will be \$50 per person for a total of \$6,250. After training Juvenile Counselors and other partners in EBP, JPD will contract with the Missouri Youth Services Institute, a nationally respected training firm,

to perform a 3-4 day refresher training in the Missouri Model for a flat fee of \$8000. This training will ensure fidelity to the model and will educate new staff who have not been formally trained on the model. In addition to the EBP and Missouri Model training, JPD will also work with the Department of Public Health to train detention and probation staff in trauma-informed care.

The second phase of the REEP program will be the initiation of a “Thinking for a Change” pilot program at Log Cabin Ranch. Youth spend an average of 6-9 months at Log Cabin Ranch and the time and location would be ideal to pilot a cognitive behavioral training program. JPD chose “Thinking for a Change” because it has been shown to be a Promising Practice by OJJDP and has reduced recidivism in numerous locations. The pilot would consist of training four juvenile counselors and two Department of Public Health Special Programs for Youth (SPY) staff located at Log Cabin Ranch. This would be presented by Custom Training during a 4-day training. At \$130 per student, per day, the cost would be \$3,120. The Department will also set aside the cash match of \$1,930 for research and training in either the current YASI risk assessment tool or a new risk assessment tool to be determined based upon the needs of the department as the Department transitions to a new case management system. The goal will be to ensure that the assessment tool is locally validated, has inter-rater reliability, and will work seamlessly within the new data system. All of these EBP trainings will allow staff to better identify and address the needs of the youth with the goal of reducing recidivism and improving long term outcomes for justice-involved youth.

SECTION III: HOW THE TRAINING PROJECT SUPPORTS EVIDENCE-BASED PRACTICES

The REEP program will allow the Department to develop and clearly articulate of a plan for educating all staff in EBP and a method to ensure fidelity of the strategies and models put

into place. Once a formal plan is complete, the Department will use the requested funding to enroll staff and partners in the EBP training course in order to create a common language for members of the juvenile justice system. A subsequent refresher course on the Missouri Model will ensure that staff at Log Cabin Ranch not only have the common language of EBP, but also the practical knowledge of how adherence to the Missouri Model will provide youth with the tools to succeed once released. The addition of *Thinking for a Change* will further enable staff to identify and address the needs of youth in order to provide them with the tools necessary to succeed once released. These trainings will begin the process of shifting the culture of the Department, specifically the institutions, toward a more evidence-based, data driven system. This will include thinking not just about what is being delivered but how it is being delivered so that the Department can be confident in the fidelity of the current and future models that are implemented both in and out of custody. With EBP as the foundation and improved data collection/analysis occurring in tandem, the Department can evaluate programming to make sure that the intended effects are replicated at the local level. Using the survey collected at the beginning of the REEP program and a subsequent follow-up survey given a year later, the Department will show the gains in the overall understanding of EBP and future program evaluation will be possible through the new data system.

SECTION IV: COLLABORATION

In order to continue systemic change toward more data driven, evidence-based strategies and programs, JPD will partner with CBOs and juvenile justice partners to ensure that all of those working in the juvenile justice system understand EBP and can be dedicated to its implementation and fidelity. In addition, JPD will partner with SPY staff to deliver the “Thinking for a Change” curriculum at Log Cabin Ranch and will work with the Department of Public Health to train detention and probation staff in trauma-informed care.

SECTION V: PROPOSED BUDGET

A. TOTAL GRANT AMOUNT REQUESTED: \$17,370

B. TYPE OF APPLICATION (Check one):

Individual Application Joint/Regional Application

C. BUDGET LINE ITEM TOTALS:

Proposed Budget Line Items	Grant Funds	Cash Match	Total
1. Services and Supplies			
2. Professional Services	\$17,370	\$1,930	\$19,300
3. CBO Contracts			
4. Administrative Costs (may not exceed 5% of grant award)			
5. Other			
TOTAL	\$17,370	\$1,930	\$19,300

D. BUDGET LINE ITEM DETAILS: Provide narrative detail in each category below to sufficiently explain how the grant and local cash match funds will be used based on the requested funds in the above table. Use the fields provided to submit your responses. Match funds may be expended in any line item, and are to be identified as to their respective dollar amounts and source of the match. The 'other' category funds should be budgeted for travel purposes.

1. SERVICES AND SUPPLIES: (e.g., office supplies related to training costs)

None Requested.

2. PROFESSIONAL SERVICES: (e.g., consultative services - include name of consultants or providers, hours/days of training, and number of participants to be served)

Consultant Services:

1. Custom Training, *EBP - Evidence-Based Practices Overview*, 125 people trained during a 4-hour class given multiple times over a three month period.
2. Missouri Youth Services Institute, *Customized Assessment and Refresher Training on the Missouri Model*, 12-18 people trained over a 3-4 day period.
3. Custom Training, *Thinking for a Change*, 6 people trained during a 4-day class.
4. T.B.D. research and training on current risk assessment tool or new risk assessment tool.

3. COMMUNITY-BASED ORGANIZATIONS: (e.g., detail of services - provide name of CBO, hours/days of training, and number of participants to be served)

None Requested.

4. ADMINISTRATIVE OVERHEAD: Indicate percentage and methodology for calculation. In the "Grant Funds" column of the previous table, this total may not exceed 5% of the total funds requested. In the "Match Funds" column of the previous table, agencies may expend up to their Indirect Cost Rate (over and above 5%) for match funds supported by state or local dollars.

None Requested.

5. OTHER (e.g., travel expenses)

None Requested.

SECTION VI: PROPOSED TIMELINE

Provide a timeline for the major activities to be accomplished and obstacles to be cleared in order to complete the project (e.g., contracting with an expert provider, conducting training sessions, etc.).

Activity	Timeframe
Develop EBP training plan and how the Department will ensure fidelity. This will include a survey to staff in order to evaluate the current understanding of EBP.	May - June, 2015
Train Juvenile Counselors and partners in Evidence-Based Practices	July - August of 2015
Provide a refresher training for Log Cabin Ranch Staff on the Missouri Model	September - October, 2015
Train Log Cabin Ranch and SPY staff on "Thinking for a Change"	November - December, 2015
Implement "Thinking for a Change" at Log Cabin Ranch	January, 2016
Evaluate the current YASI risk assessment tool and decide on additional YASI training or training on a new risk assessment tool.	January - June, 2016