

**Funding Available  
for the  
KENTUCKY  
Disproportionate Minority Contact  
Assessment Project**



By  
Kentucky's  
Juvenile Justice Advisory Board's  
**Subcommittee on Equity and  
Justice for All Youth**  
and the  
**Kentucky Department  
of Juvenile Justice**



**ELIGIBLE APPLICANTS**

**PUBLIC AND PRIVATE  
NON-PROFIT ORGANIZATIONS**

*J. Ronald Haws, Commissioner*

**STATE DMC ASSESSMENT  
PROJECT**

- TOTAL PROJECT: **\$ 120,000**

**Funding Information**

SEJAY, in coordination with the Kentucky Department of Juvenile Justice, supports the development of processes and programs that address DMC and promote equitable opportunities and treatment for all youth in the Commonwealth of Kentucky. Funds for DMC projects and research are made available by the OJJDP of the U.S. Department of Justice, Office of Justice Programs, authorized under the Juvenile Justice and Delinquency Prevention Act of 1974 and subsequent amendments (42 U.S.C. 5601 *et seq.*).

The JJAB/SEJAY, with the administrative oversight of the DJJ, will award \$120,000 (maximum) Title II Formula grant funds for DMC, to conduct a methodological study to explore whether there is a casual relationship between disproportionality and the contributing mechanisms, and if so, what is the pattern of the relationship (no relationship; positive and/or inverse relationship) as a result of the contributing mechanisms. A mix-methods approach is preferred for this study; quantitative and qualitative, in order to assure that not only statistical values and outcomes are considered, but too, the pertinent information obtained through gathering of information through interviews, surveys, and/or questionnaires, case file reviews, etc. are obtained and considered as a result of this study.

## **Overview/Acronyms:**

DMC	-	Disproportionate Minority Contact
JJAB	-	Juvenile Justice Advisory Board or Kentucky's State Advisory Group
SEJAY	-	Subcommittee on Equity and Justice for All Youth or Kentucky's DMC Committee
DJJ	-	Department of Juvenile Justice
OJJDP	-	Office of Juvenile Justice and Delinquency Prevention

The JJAB's/SEJAY is State's advisory board's subcommittee responsible for making recommendations for implementation and financial support for viable interventions and systemic changes that are best suited to foster the decrease and/or mitigation of disparities existing among treatment and justice for youth throughout the juvenile justice continuum, including the preliminary point of referral into the system. The JJAB's/SEJAY is in pursuit of services for research and analysis for this State-wide DMC assessment project, which has been mandated by the OJJDP for all states and is an identified goal within the SEJAY's approved three-year strategic plan (DMC Plan: Goal 2, Objective A).

This state-wide quantitative/qualitative ASSESSMENT and analysis, as indicated by the OJJDP/KENTUCKY - DMC reduction model, is the process by which the SEJAY should obtain the most accurate, thorough and necessary information; supporting their ability to make the most reliable and viable recommendations related to interventions and systemic changes to address DMC. Beyond the isolation and more in-depth analysis of the "presence" of DMC as it exists throughout the juvenile justice continuum, this ASSESSMENT study should discern the causations behind the presence of DMC; the "whys" of its' existence.

Kentucky has been working to reduce disproportionate minority overrepresentation since 1999 and has completed one prior statewide assessment. The statewide assessment identifies where disproportionate minority contact (DMC) may exist within the juvenile justice system while it:

- Describes the extent to which minority youth are overrepresented in that jurisdiction's juvenile justice system and/or continuum; including the point prior to arrest and/or adjudication (referrals).
- Describe the nature of that overrepresentation at decision points in the juvenile justice system and the mechanisms contributing to the over-representation.
- Develop a base line for ongoing measurement and monitoring of disproportionate minority overrepresentation.

The recipient of this grant project for will become an ad hoc member of the Data Analysis and Resource Development Team of the SEJAY and will be required to provide an update of progress to the DARD at scheduled meetings; to support required progress reports regarding the State's DMC assessment to the SEJAY at their scheduled meetings.

### **Eligibility**

Applicants may be any agency or organization, including universities and colleges. Applicants must have experience and the infrastructure needed to conduct the statewide assessment.

### **How to Apply**

<http://www.kyjusticegms.com/documentation/KYJPS/KY%20Subgrantee%20Manual%20Version.pdf>

The link indicated above will provide you with the Justice's electronic grants management system (egms), step-by-step directions on how to apply for the State DMC Assessment project grant. Applications must be submitted by 12:00 pm on October 20, 2011. Any questions regarding application should be directed to:

Laura McCauley at [lauramccoun.mccauley@ky.gov](mailto:lauramccoun.mccauley@ky.gov)

OR

Jane Rutledge at [jane.rutledge@ky.gov](mailto:jane.rutledge@ky.gov)

### **IMPORTANT DATES**

<b><i>E-GMS Applications Due</i></b>	-	<i>October 20, 2011</i>
<b><i>Grant Review Meeting</i></b>	-	<i>(by) Tuesday, October 25, 2011</i>
<b><i>Contract Binder Forwarded</i></b>	-	<i>(by) October 30, 2011</i>
<b><i>Contract Agreements Returned to DJJ</i></b>	-	<i>(by) November 10, 2011</i>

***Contracts and Continuation Periods:***

**Phase 1:**

November 15, 2011 - September 30, 2011 (Quantitative Research Period)

**Phase 2:**

October 1, 2012 - September 30, 2013

**For more information contact:**

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State DMC & Title V Specialist  
KY Department of Juvenile Justice  
Office: 502-429-7225 ext. 234  
Cell: 502-468-7711  
E-mail: [lauramccoun.mccauley@ky.gov](mailto:lauramccoun.mccauley@ky.gov)

**DISPROPORTIONATE MINORITY CONTACT  
ASSESSMENT STUDY  
Request for Proposal  
Information**

**OVERVIEW**

Pursuant to Section 223(a)(22) of the Juvenile Justice and Delinquency Prevention Act of 1974, as amended, states and territories must address specific delinquency prevention and system improvement efforts to reduce, without establishing or requiring numerical standards or quotas, the disproportionate number of minority juveniles who come into contact with the juvenile justice system. DMC exists if the rate of a specific minority group who has contact with specified points within the juvenile justice

continuum (including referrals) is statistically significant from the rate of contact from the majority population represented within the same category. The mission of the of KENTUCKY's JJAB/SEJAY is to ensure that equal and fair treatment of all youth is obtained and maintained throughout the juvenile justice continuum, including referrals, regardless of race or ethnicity

## **PURPOSE & STATEMENT OF THE PROBLEM**

### **PURPOSE:**

The purpose of a formal methodological assessment is to determine the mechanisms contributing to disproportionate minority contact (DMC); based on data quantitative and qualitative data and information gathered through contact points related to juvenile justice continuum, from referral sources to transfers to adult court. Data sources may include, but are not limited to case file reviews, juvenile court and juvenile justice records; youth and/or parent interviews; youth-serving agency documentation and/or interviews; contextual issues research; etc.

The **Assessment** phase of the DMC Reduction Model is an expansion of the **Identification** phase of the DMC Reduction Model process; targeted to determine how DMC is created and/or amplified, specifying the contributing mechanisms at work within a given jurisdiction, fostering high(er) levels of DMC; taking into account the magnitude and volume related to these levels. Simply put the **Assessment** is designed to get, more specifically, to the "where" and "why" DMC exists; fostering the ability of policy-makers and administrators to most effectively develop and/or implement processes, programs and systems improvement strategies (**Interventions**) to reduce DMC throughout the state and/or in local juvenile justice system's continuums.

Links to the following tools and information are available to you on the application site:  
DMC Reduction Model  
DMC Technical Assistance Manual  
DMC Assessment Outline

### **STATEMENT OF THE PROBLEM**

Describe the nature and scope of the Kentucky DMC issue that this assessment will address (i.e. the extent of DMC state-wide) and a description of how this assessment will assist with determining the contributing factors and/or mechanisms for the DMC throughout the juvenile justice continuum. The following should be incorporated into the Statement of the problem information:

- a. Literature review
- b. Discussion of previous statewide assessment, if appropriate

- c. Nature and scope of the problem
- d. Relative Rate Index (RRI) for the state and all counties with a minority population of 1% or over (the 1% of the minorities will include all minorities in the county; not individual minority populations alone)
- e. Discussion of previous and current efforts to address the disproportionate minority overrepresentation in Kentucky

**The applicant is asked to attach a word document, no longer than ten (10) pages in length, double-spaced, and nothing smaller than a 12 point font for this section. (Please note: On the directions in the on-line application, this section MAY indicate that there is a two (2) page limit. This has been changed. The document will be placed in attachments, therefore the system WILL NOT keep you from placing this information in the application)**

### **GOALS, OBJECTIVES AND DELIVERABLES**

**GOAL:** To conduct a methodological study to assist with determining what factors most contribute to DMC throughout the Commonwealth of Kentucky's juvenile justice continuum, including the point of referrals.

**OBJECTIVE:** To produce a sound state-wide study on the juvenile justice continuum DMC within the time frame of November 2011 to August, 2013.

#### **DELIVERABLES:**

- a. A professionally designed and well-written published study, with recommendations on how to reduce DMC based on the findings of the study.
  - a. Further areas for study
  - b. Areas for intervention and strategies
- b. Presentations of study findings and recommendations to the SEJAY of the JJAB, and other pertinent juvenile justice continuum stakeholders via meetings, presentations, websites, and/or any other means designated by Kentucky's JJAB/SEJAY in coordination with the DJJ and staff.

The ultimate goal of the assessment is to provide the information needed to allow policymaker to develop the most effective and viable strategies to impact Kentucky's DMC throughout the juvenile justice continuum.

### **PROJECT ABSTRACT**

Applicants must include a project abstract as the first page of their program narrative. It

must not exceed 750 words and briefly describe the type of research design and projected outcomes.

## **METHODOLOGY AND TIMELINE**

Applicants should submit a timeline or milestone chart that indicates major tasks, assigns responsibility for each, and plots completion of each task by month or quarter for the duration of the award.

- a. Provide an outlined description, attaching it in the section provided, of the procedures and guidelines for all phases of the proposed DMC State-wide assessment; the design of the study.
- b. Give a step-by-step outline of **the major tasks** to be accomplished, the **timeline** in which these tasks will be accomplished and **who** is assigned responsibility for completing these tasks.
- c. Plot the completion of each task on a month-to-month basis, with a summary of what will be accomplished at the closing of each quarter (the close of a payment period).
- d. Provide a diagram (in attachments below) of the flow for this process.
- f. The timeline/milestone chart should be submitted as a separate attachment in other Attachments.
- g. The timeline/milestone chart may be modified, if needed, due to award date, data requirements, etc.; through a mutual agreement process.

## **CAPABILITIES AND COMPETENCIES**

Provide the following in the attachments section of the application:

- a. Roles and responsibilities of the project staff
- b. Describe the project's organizational structure and operations (management and staffing patterns should be clearly connected to the project design)
- c. List and describe the experience and capability of the applicant's organization and any other persons or contractors that may be used to conduct the statewide assessment

## **BUDGET AND BUDGET NARRATIVE**

Available funding: \$120,000 (Total Project)

60,000 (Maximum first year of project)

60,000 (Maximum second year of project)

**\*\*Changes for year-to-year costs distributions can be negotiated, as needed, following receipt of this awarded project.**

Although the initial year of funding proposal from applicant will be outlined in the current application proposal, applicant should attach a proposed budget for the full two-year assessment project in the additional attachments section, and title the document as such

This attachment should outline detailed costs and cost calculations; demonstrating relevance to study activities, in addition to providing a brief narrative that supports provision of the proposed costs. These cost projections should be reflective of the required proposed timeline for this application.

## **RESEARCH AND THE PROTECTION OF HUMAN SUBJECTS**

DOJ regulations (28 CFR Part 46) protect the human subjects of federally funded research. In brief, 28 CFR Part 46 requires that most research involving human subjects that is conducted or supported by a Federal department or agency be reviewed and approved by an Institutional Review Board (IRB), in accordance with the regulations, before Federal funds are expended for that research. As a rule, persons who participate in Federally-funded research must provide their "informed consent" and must be permitted to terminate their participation at any time. Funding recipients, before they will be allowed to spend OJP funds on any research activity involving human subjects, must submit appropriate documentation to OJP showing compliance with 28 CFR Part 46 requirements, as requested by OJP  
(See [http://www.ojp.usdoj.gov/funding/other\\_requirements.htm](http://www.ojp.usdoj.gov/funding/other_requirements.htm) for additional information)