**TO: CCRP Chair** (Copy to CCRP Administrative Support)

# RE: REQUEST FOR JDIP CONTINGENCY FUNDS

# Jurisdiction: Choose a district.

**Amount of Request:** $Enter amount **Date of Request:** Select a date

**Chief Probation Officer** Click here to enter text.

**Explanation of Need (including evaluation of existing cases and a plan of action):**

*Spending from the allocated funds should first be for youth placements. A suggested percentage is 80%.*

**Was 80% Spent on Placements**Choose Yes/No

**If No, % spent on Placements** #%

If a Judicial District has a program or services that have thoroughly demonstrated outcomes reduced placements in secure correctional facilities and higher cost residential placements, based on individual initial assessments and tracking, the proven programs could be used for up to 50% of the allocation, while assuring that funds are available for appropriate placements. The respective districts must assure that money will be available for placements by specifying in contracts that the contract may be discontinued if money is not available. A decrease in the amount reserved for placements is to be justified by a corresponding demonstrated decrease in the number of placements.

*Items not allowed in any JDIP expenditures:*

*< Paying salary and benefits for federal, state or county employees.*

*< Purchasing items for federal, state or county agencies that the government agency would normally provide for its employees.*

*< Supplanting programs or services previously provided by another available source.*

Click here to enter text.

**Attachments (remove all youth’s names from documentation):**

Budget Status Report provided by Regional Administrative Officer

Encumbrance and Expense Detail

Current Placements Detail

Revenue (Social Security and Parental Contributions) Detail