



North Carolina Department of Public Safety

Division of Juvenile Justice and Delinquency Prevention Juvenile Community Programs Section

Josh Stein, Governor
Eddie M. Buffaloe Jr., Secretary

William L. Lassiter, Chief Deputy Secretary
Cindy Porterfield, Director

April 17, 2025

Dear Andrena,

Congratulations! The Juvenile Community Programs Section is pleased to announce that **One Step Further – Junior Senior Life Skills** has been awarded discretionary funding for FY 2024-2025. This award is to fund (or partially fund) the following:

Agency Request(s)	Awarded Discretionary Funds
Junior/Senior Life Skills Program (laptop)	\$1771

As a reminder, discretionary awards for FY 2024-2025 are treated as additional JCPC dollars and equipment or capital outlay, valued at \$500 or more with a useful life in excess of one year, must have a cash match.

In order to complete the award process, please access NCALLIES, complete a JCPC Program Agreement Revision, and prompt your Area Consultant via email once the revision is completed. If you have any questions or need technical assistance to complete the revision process, please contact your consultant.

We are providing this notification of discretionary fund award to your agency to ensure that all local approval by the JCPC and local county commission boards may be accomplished. Please check with your local county government officials to ensure that all local actions taken to complete this process are in accordance with locally approved/adjusted protocols.

Please note the following timeline to ensure timely disbursement of discretionary fund awards:

- **No later than April 25, 2025:** Programs/JCPCs awarded discretionary funds must submit a JCPC Program Agreement Revision in NCALLIES for Area Consultant review (prompt your consultant via email once completed).
- **No later than May 16, 2025:** All JCPC approval actions must be finalized. County approval is required before the disbursement of discretionary funds.

Note: Administrative Code 14B NCAC 11B.0106 states that prior county approval is required for discretionary funds. It does not indicate the specific protocols of the approval. Our DPS JCPC Policy sets forth local JCPC approval processes. However, the Department is allowing local discretion as to how counties approve requests.

- **May 30, 2025 (by close of business):** All JCPC Program Agreement Revisions must be locally approved and signed (not just submitted) in NCALLIES via DocuSign for a **June 2025** disbursement.

Note: Failure to meet the May 30, 2025 signature deadline may result in termination of the award of discretionary funds.

MAILING ADDRESS:
4212 Mail Service Center
Raleigh, NC 27699-4212

www.ncdps.gov



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Thank you for your continued investment in the youth and families of North Carolina through the valuable services that you offer for the youth and families that we serve. It is our hope that this discretionary fund award will further enhance and offer the needed support for your agency to provide continuity of services for our youth and their families.

Kind regards,

A handwritten signature in cursive script, reading "Cindy Porterfield".

Cindy Porterfield, Director
Juvenile Community Programs

cc: JCPC Chairperson
County Finance Officer
DPS Area Consultant