

J J Greeson

Subject: FW: COVID-19 Discretionary Fund Assistance
Attachments: Discretionary Funds Information -brief 2020.doc.pdf; 2019-20 Discretionary timeline Final (002).pdf

From: Hiott, Katherine <katherine.hiott@ncdps.gov>
Sent: Wednesday, April 8, 2020 11:31 AM
Subject: COVID-19 Discretionary Fund Assistance

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Hello All,

Please see the information below and attached from Directory Cindy Porterfield, regarding discretionary funds.

The instructions in the timeline direct that requests be sent to your Area Consultant. Please also copy those requests to your Program Assistant.

Thanks,
Katie

Greetings JCPC Chairs, County Finance Officers, and Program Providers:

In light of the additional demands that the coronavirus pandemic has placed on our juvenile justice system and programs serving our population, the Juvenile Community Programs Section of the DPS Division of Adult Correction and Juvenile Justice would like to offer additional support to programs through discretionary funding. These funds are announced in an effort to provide continuity of services through the use of technology, and address certain other within the discretionary funds parameters. The department would like to offer discretionary funding for FY 2019-20 to assist with new technologies, the purchase of software, technology enhancements to support programming, and **other urgent needs** that are allowed as discretionary funding.

For discretionary funds, JCPC-funded programs must:

- Be able to provide the required local match the purchase of equipment or capital outlay (as an exception, increases to a JCPC administrative fund do not require a local match); and
- Spend funds by June 30, 2020.

Discretionary funds are treated as expansion funds and will require no match for 2019-20. (Note: All capital expenditures do still require match.)

North Carolina Administrative Code outlines the parameters for which discretionary fund awards may be made. (See Attachment- *Discretionary Funds Information 2020*). Please see the timeline posted below, and attached.

2019-2020 Discretionary Funding Timeline

- **April 8, 2020** – Notification of Discretionary Funds Availability to Counties, JCPCs, and Programs.
- **April 20, 2020 by 12 noon – Deadline** for submission of a detailed discretionary fund request to your Area Consultant. Programs must clearly identify the following in the discretionary fund request:
 1. Identify the allowable category under which your discretionary fund requests is being made (SEE ATTACHMENT).
 2. Specify purpose of request and provide detailed information, including itemizing each specific expenditure.
 3. Detail the programmatic impact these funds will have within your program (i.e., how clients will benefit).
- **April 30, 2020 (by close of business).** DPS will make Discretionary Award Notifications to providers/JCPCs.
- **May 6, 2020-** Programs/JCPCs awarded discretionary funds **submit Program Agreement Revisions in NCALLIES** for Consultant review.
- **May 22, 2020** – County approval actions to be finalized.
County approval is required before the expenditure of discretionary funds. Consult with your county officials about any variations in the approval practice due to the coronavirus pandemic. 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 policy sets forth local JCPC approval processes. However, the Department is allowing local discretion as to how counties approve requests. We will accept county approvals as the county determines appropriate at this time.
- **May 25, 2020** - Program Agreement Revisions that are locally approved and signed via DocuSign for a **May** disbursement.
- **June 8, 2020 (by close of business)– All** Program Agreement Revisions must be locally approved and signed via DocuSign for a **June** disbursement. (Note: Failure to meet the June 8th signature deadline may result in termination of the award of discretionary funds.)

Thank you for the valuable services that you provide to the youth and families of North Carolina.

Regards,

Cindy Porterfield, Director
Juvenile Community Programs