Scott Walker
Governor

Edward F. Wall
Secretary

State of Wisconsin
Department of Corrections

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Cari J. Taylor
DJC Administrator

ADMINISTRATOR'S MEMO TO COUNTIES

MEMO # 13-10

DATE: August 26, 2013

TO: County Departments of Human/Social Services Directors

FROM: Cari J. Taylor, Administrator

SUBJECT: Community Intervention Program SFY 2013 Evaluations

This memo is to notify you of the requirement to submit your county's evaluation of SFY 2013 funding received under the Community Intervention Program. The completed evaluation should cover services delivered and clients participating between July 1, 2012 and June 30, 2013. The evaluation must clearly state the extent to which the county's measurable objectives were met.

Reimbursement of SFY 2014 Community Intervention Program funds will be suspended for any county that does not submit a complete evaluation according to the Division's criteria by the deadline, until a satisfactory evaluation is received.

The Community Intervention Program Evaluation form is attached. The completed evaluations are **due on Friday, October 18, 2013.** The required completed evaluation can be mailed to:

Michelle Buehl, Juvenile Services Specialist
Division of Juvenile Corrections
P.O. Box 8930
Madison, WI 53708

The completed evaluation may be faxed to 608-240-3371, sent via mail or email to michelle.buehl@wisconsin.gov. You may reach Mrs. Buehl at 608-240-5914 or by e-mail at. Thank you.

Attachment: Community Intervention Program Evaluation Form – To Be Returned

cc: Edward F. Wall, Secretary, DOC
Deirdre Morgan, Deputy Secretary, DOC

Scott Legwold, Assistant Deputy Secretary, DOC
Fredi-Ellen Bove, Administrator, DCF/DSP
Diane Bloecker, Director, Child Welfare Licensing Section DCF/DSP
John Tuohy, Director, Bureau of Regional Operations, DCF/DES
Bill Hanna, DHS Area Administrator
Greg Van Rybroek, Director, DHS/MJTC
DHS/DCF Area Administrators
DHS/DCF Human Service Area Coordinators
DOC/DJC Management staff
County Youth Aids contacts
Court-attached juvenile court intake offices
Type 2 RCC Providers

Attachment
MEMO # 13-10

Community Intervention Program Evaluation
SFY 13 -- July 1, 2012 to June 30, 2013

County _____

Directions: Please complete both sides of this form, in sufficient detail to clearly identify your county's program goals and achievements. Additional pages may be attached as necessary. A county that funded several programs with its SFY 12 grant may consolidate all programs onto one evaluation form, or may use one form for each program.

1. **State the target group(s), program component(s) and measurable objective(s) of your county's final approved plan. Identify which components were modifications to the original plan, if any.**
   [Example: Serve 60 habitually truant youth through a Report Center. 90% of youth will have fewer than three days of unexcused school absence while in the program.]

2. **For each objective, identify and quantify what was accomplished.**
   [Example: 25 chronic offender youth at risk of out-of-home placement were given home detention with electronic monitoring. One had to be placed in a group home, and the rest remained in their own homes.]

3. **What problems were encountered in meeting the objectives?**
[Example: Lack of referrals from court intake initially caused slow start-up and difficulty in filling the parent-child education groups.]

4. **Were there more global/less measurable benefits that occurred as a result of implementing the program component(s)?**
[Example: The high school and the tribal human service agency developed a more explicit commitment to jointly intervene in truancy cases.]

5. **Additional comments:**
[Example: Outstanding balances that will not be spent by your county.]

Completed by:

Name (print)	Signature and date
Title (print)	Phone number