**Fiscal Year: 2019 - 2020**

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| County: | Date: |

# CERTIFICATION STANDARDS

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| **STANDARD #1 - Membership** | |
| 1. Have the members of the Juvenile Crime Prevention Council been appointed by county commissioners? |  |
| 1. Is the membership list attached? |  |
| 1. Are members appointed for two year terms and are those terms staggered? |  |
| 1. Is membership reflective of social-economic and racial diversity of the community? |  |
| 1. Does the membership of the Juvenile Crime Prevention Council reflect the required positions as provided by N.C.G.S. §143B-846? |  |
| If not, which positions are vacant and why? | |
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| **STANDARD #2 - Organization** | |
| 1. Does the JCPC have written Bylaws? |  |
| 1. Bylaws are  attached or  on file (Select one.) |  |
| 1. Bylaws contain Conflict of Interest section per JCPC policy and procedure. |  |
| 1. Does the JCPC have written policies and procedures for funding and review? |  |
| 1. These policies and procedures  attached or  on file. (Select one.) |  |
| 1. Does the JCPC have officers and are they elected annually? |  |
| JCPC has:  Chair;  Vice-Chair;  Secretary;  Treasurer. |  |

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| **STANDARD #3 - Meetings** | |
| 1. JCPC meetings are considered open and public notice of meetings is provided. |  |
| 1. Is a quorum defined as the majority of membership and required to be present in order to conduct business at JCPC meetings? |  |
| 1. Does the JCPC meet bi-monthly at a minimum? |  |
| 1. Are minutes taken at all official meetings? |  |
| 1. Are minutes distributed prior to or during subsequent meetings? |  |

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| **STANDARD #4 - Planning** | |
| 1. Does the JCPC conduct an annual planning process which includes a needs assessment, monitoring of programs and funding allocation process? |  |
| 1. Is this Annual Plan presented to the Board of County Commissioners and to DPS? |  |
| 1. Is the Funding Plan approved by the full council and submitted to Commissioners for their approval? |  |

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| **STANDARD #5 - Public Awareness** | |
| 1. Does the JCPC communicate the availability of funds to all public and private non-profit agencies which serve children or their families and to other interested community members? ( RFP, distribution list, and article attached) |  |
| 1. Does the JCPC complete an annual needs assessment and make that information available to agencies which serve children or their families, and to interested community members? |  |

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| **STANDARD #6 – No Overdue Tax Debt** | |
| 1. As recipient of the county DPS JCPC allocation, does the County certify that it has no overdue tax debts, as defined by N.C.G.S. §105-243.1, at the Federal, State, or local level? |  |

Briefly outline the plan for correcting any areas of standards non-compliance.

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Having complied with the Standards as documented herein, the Juvenile Crime Prevention Council may use up to $15,500 of its annual Juvenile Crime Prevention fund allocation to cover administrative and related costs of the council. *Form JCPC/ OP 002 (b) JCPC Certification Budget Pages* detailing the expenditure budget must be attached to this certification.

The JCPC Certification **must be received by June 30, 2019.**

## JCPC Administrative Funds

## SOURCES OF REVENUE

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| DPS JCPC Only list requested funds for JCPC Administrative Budget. |  |
| **Local** |  |
| **Other** |  |
| **Total** |  |

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| JCPC Chairperson | Date |
|  |  |
| Chairman, Board of County Commissioners | Date |
|  |  |
| DPS Designated Official | Date |

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|  | **County** | **FY** |  |

Instructions: N.C.G.S. § 143B-846 specifies suggested members be appointed by county commissioners to serve on local Juvenile Crime Prevention Councils. In certain categories, a designee may be appointed to serve. Please indicate the person appointed to serve in each category and his/her title. Indicate appointed members who are designees for named positions. Indicate race and gender for all appointments.

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| **Specified Members** | **Name** | **Title** | **Designee** | **Race** | **Gender** |
| 1) School Superintendent or designee |  |  |  |  |  |
| 2) Chief of Police |  |  |  |  |  |
| 3) Local Sheriff or designee |  |  |  |  |  |
| 4) District Attorney or designee |  |  |  |  |  |
| 5) Chief Court Counselor or designee |  |  |  |  |  |
| 6) Director, AMH/DD/SA, or designee |  |  |  |  |  |
| 7) Director DSS or designee |  |  |  |  |  |
| 8) County Manager or designee |  |  |  |  |  |
| 9) Substance Abuse Professional |  |  |  |  |  |
| 10) Member of Faith Community |  |  |  |  |  |
| 11) County Commissioner |  |  |  |  |  |
| 1. Two Persons under age 18   (State Youth Council Representative, if available) |  |  |  |  |  |
|  |  |  |  |  |
| 13) Juvenile Defense Attorney |  |  |  |  |  |
| 14) Chief District Judge or designee |  |  |  |  |  |
| 15) Member of Business Community |  |  |  |  |  |
| 16) Local Health Director or designee |  |  |  |  |  |
| 17) Rep. United Way/other non-profit |  |  |  |  |  |
| 18) Representative/Parks and Rec. |  |  |  |  |  |
| 19) County Commissioner appointee |  |  |  |  |  |
| 20) County Commissioner appointee |  |  |  |  |  |
| 21) County Commissioner appointee |  |  |  |  |  |
| 22) County Commissioner appointee |  |  |  |  |  |
| 23) County Commissioner appointee |  |  |  |  |  |
| 24) County Commissioner appointee |  |  |  |  |  |
| 25) County Commissioner appointee |  |  |  |  |  |