

FY 26 PROGRAM DESCRIPTION GUIDE

Use to help complete Section I. Program Description in MISCAWIS

REQUIREMENTS:

- Community-based services are for (1) youth under the jurisdiction of the court or likely to come within the jurisdiction of the court, or (2) the services are to prevent or are an alternative to out-of-home care or will expedite a return home.
- A written complaint, referral, or petition has been received and accepted by the court, or a complaint, referral, or petition has been received from the local prosecutor, law enforcement, parent/guardian, or authorized school personnel.
- Programming is consistent with best, promising, culturally appropriate, or practice-based evidence.
- Youth have been either court ordered to participate in the services or have a signed agreement to participate.
- Youth may simultaneously participate in several services in the component.
- A case plan, consent calendar plan or diversion agreement has been developed from the results of the approved screening and assessment tools, and identifies goals, level of supervision and caseworker contact required.
- The court or tribe utilizes researched-based juvenile probation standards as developed and approved by the State Court Administrative Office.
- Caseworkers supervise youth in diversion, on consent calendar, on formal probation, or in residential placement to coordinate needed services with placement, to monitor progress in treatment, maintain contact with the youth, report progress to the court and assist in discharge planning and in coordinating re-entry services. Contacts are outlined in the diversion agreement, consent calendar plan, or case plan.
- The court or tribe contracts with or employs a local quality assurance specialist or uses a quality assurance plan.
- None of the expenditures are for judicial costs.
- If applicable, Court-Appointed Special Advocate (CASA) program and adheres to all national or Michigan CASA policies and standards as evidenced by the Certificate of Membership granted by Michigan CASA.

The Component Description should include:

- 1.) Describe if the primary purpose(s) of the program, is the program for diversion, consent calendar and/or formal probation, specific program interventions, treatment approaches, any curricula to be used.
- 2.) State how the program is consistent with best, promising, culturally appropriate, or practice-based evidence.
- 3.) Which SCAO-approved risk screening tool are you using?; Which SCAO-approved mental health screening tool are you using?; Which SCAO-approved risk assessment are you using?; the risk domain(s) targeted, and how the program will be responsive to identified strengths, risks, and needs. (e.g., diversion agreement, consent calendar plan, case planning developed from tools)
- 4.) State that staff or designated person conducting screens and assessments are properly trained and certified.
- 5.) Describe how youth are admitted/referred to the program, the frequency of contact with program participants, the caseworker who will be completing the contacts and average duration of services (or range) from intake to completion.

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6.) The method to collect, track, maintain, and report data.

*****ATTACH YOUR SCREENING & ASSESSMENT TOOL POLICIES AND PROCEDURES IN THE BUDGET DOCUMENT SECTION OF MISACWIS***