I. PURPOSE:

This policy provides guidelines for OYA staff regarding youth offender access to community Individualized Services. OYA and county Intergovernmental Agreements (IGAs) and co-management agreements regarding use of Individualized Services funds are also addressed.

II. POLICY DEFINITIONS:

None.

III. POLICY:

...
OYA provides opportunities for youth offender reformation, including when youth are in the community. Specific state funds are allocated to provide community intervention services for youth offenders. “Individualized Services” is a funding source designed for individual youth offender case planning.

Generally, funds are managed by local committees that make decisions about youth offender eligibility and approve Individualized Services in support of a youth offender’s case plan. In many cases, OYA has Intergovernmental Agreements (IGAs) and/or co-management agreements with counties to work in partnership to allow for expenditure of Individualized Services funds for OYA and county adjudicated youth offenders.

The OYA “Individualized Services User Handbook” is available for OYA field staff and counties with IGAs and/or co-management agreements to assist in determining youth offender eligibility for specific services. The handbook is located in the OYA network and the OYA website.

Goals for the use of Individualized Services include:

- **Reduction in**
  - Commitments to OYA and revocations of youth offenders who can safely be managed in the community;
  - The propensity of youth offenders to commit crimes;
  - The propensity of youth offenders to engage in antisocial behavior;
  - Self-destructive behavior by youth offenders served.

- **Increase in**
  - Public safety by providing appropriate services to youth offenders in the community;
  - Positive reformation and evidence-based reduction of risk;
  - Educational participation by youth offenders served;
  - Skills of youth offenders to appropriately live in a community setting.

### IV. GENERAL STANDARDS:

#### A. Individualized Services eligibility:

1. Youth offenders who are adjudicated delinquent; *and*

2. Youth offenders in need of services that are case-plan driven which cannot be funded through any other source (public or private) in any other way; *and*

3. Youth offenders who have been determined to be at risk of
   
   a) commitment to OYA or to OYA close custody; *or*

   b) recommitment/revocation to OYA close custody.
4. A youth offender in OYA close custody may be eligible for Individualized Services if the youth is transitioning to the community within 90 days and the activity is related to the transition plan.

B. Characteristics of appropriate use of Individualized Services

Services will:

1. Have a holistic approach across case plan domains (medical, social living skills, education, mental health, alcohol and drug treatment, offense-specific, vocational, family and transition);
2. Be case-plan driven and community based;
3. Be culturally competent and gender specific;
4. Use evidence-based principles;
5. Reflect a prudent expenditure of public funds and be within acceptable community norms;

C. Process to access Individualized Services funds

1. Counties and OYA will establish a local process for access to Individualized Services funds. In counties that have an IGA or co-management agreement with OYA for Individualized Services funds, each request for funds on behalf of a county adjudicated youth must be approved, at a minimum, by
   a) An OYA Field Supervisor and
   b) A Juvenile Department-designated representative.

2. Recommended process

   A local committee representing community interests and resources is recommended to review and approve the Individualized Services referrals. At a minimum, a local committee must include an OYA representative and a Juvenile Department representative. The inclusion of other members improves the opportunity to consider other local funding resources.

3. Other community partner representatives recommended for participation in the local committee:
   a) Education representative;
   b) Mental health representative;
c) Department of Human Services representative;

d) Other local youth-serving agencies.

4. Refer to the OYA Individualized Services User Handbook for a list of counties which have Individualized Services IGAs for both OYA youth offenders and county adjudicated youth.

5. For OYA youth offenders, a detailed process for approval of various services is delineated in the OYA Individualized Services User Handbook.

D. Exceptions

Should an unusual circumstance require further clarification of the guidelines outlined in the Individualized Services Handbook, the Field Supervisor will request clarification from the Assistant Director, Field Operations.

V. LOCAL OPERATING PROTOCOL REQUIRED: NO