

# FY 09 Program Summary by Function

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Function	County Match/Contribution	Grant Funding	Total Program
Aging <sup>1</sup>	\$64,600	\$1,265,031	\$1,329,631
Business and Employment Resource Center	23,870	428,606	452,476
Carroll Community College	300,000	0	300,000
CC Advocacy and Investigation Center	0	10,000	10,000
Circuit Court	39,880	632,729	672,609
Citizen Services Other	4,000	0	4,000
Emergency Services	0	525,000	525,000
Farm Museum Endowment	0	32,025	32,025
Housing and Community Development	0	4,733,559	4,733,559
Local Management Board	70,635	1,770,176	1,840,811
Planning	457,028	1,399,092	1,856,120
Recreation	8,100	207,000	215,100
Sheriff's Services	56,890	329,470	386,360
State's Attorney's Office	291,720	603,047	894,767
Tourism	0	35,000	35,000
<b>Total Grants</b>	<b>\$1,316,723</b>	<b>\$11,970,735</b>	<b>\$13,287,458</b>

<sup>1</sup> Some grants require the County to match funding or contribute a certain percentage of the cost of the program in order to receive the grant funding. The County is contributing more than \$15,000 beyond the required match for these grants and supports an operating budget for Aging of \$915,760

# Grant-Funded Position History

Grant Funds	Adjusted FY 07 FTE				Adjusted FY 08 FTE				FY 09 Budget FTE			
	FT	PT	O	Total	FT	PT	O	Total	FT	PT	O	Total
Accounts Technician	1.31	---	---	1.31	1.43	---	---	1.43	1.43	---	---	1.43
Client Services Supervisor	---	---	---	0.00	---	---	---	0.00	---	---	---	0.00
Manager/Senior Center	1.40	---	---	1.40	1.40	---	---	1.40	1.40	---	---	1.40
Office Associate	0.63	---	---	0.63	0.63	---	---	0.63	0.63	---	---	0.63
Program Aide	1.50	---	---	1.50	1.50	---	---	1.50	1.50	---	---	1.50
Program Assistant	0.25	---	---	0.25	0.25	---	---	0.25	0.25	---	---	0.25
Program Coordinator	0.80	---	---	0.80	0.80	---	---	0.80	0.80	---	---	0.80
Program Coordinator I	1.00	---	---	1.00	1.25	---	---	1.25	1.25	---	---	1.25
Program Coordinator II	1.75	---	---	1.75	1.75	---	---	1.75	1.75	---	---	1.75
Program Specialist	5.12	0.56	---	5.68	4.74	0.56	---	5.30	4.74	0.56	---	5.30
Site Manager	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
<b>Aging</b>	<b>14.76</b>	<b>0.56</b>	<b>0.00</b>	<b>15.32</b>	<b>14.75</b>	<b>0.56</b>	<b>0.00</b>	<b>15.31</b>	<b>14.75</b>	<b>0.56</b>	<b>0.00</b>	<b>15.31</b>
Administrative Support	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00	1.00
Business Consultant	0.85	---	---	0.85	0.85	---	---	0.85	0.85	---	---	0.85
Employment Consultant	3.00	---	---	3.00	3.00	---	---	3.00	3.00	---	---	3.00
Employment Supervisor	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Professional	---	---	1.50	1.50	---	---	1.50	1.50	---	---	1.50	1.50
Fiscal Specialist	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Trainer	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
<b>BERC</b>	<b>6.85</b>	<b>0.00</b>	<b>2.50</b>	<b>9.35</b>	<b>6.85</b>	<b>0.00</b>	<b>2.50</b>	<b>9.35</b>	<b>6.85</b>	<b>0.00</b>	<b>2.50</b>	<b>9.35</b>
Administrative Assistant	---	---	1.00	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Custody Evaluator	---	---	0.70	0.70	1.00	---	---	1.00	1.00	---	---	1.00
Family Law Administrator	---	---	1.00	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Mediation Coordinator	---	---	1.00	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Visitation Services Coordinator	---	---	1.00	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Visitation Services Observer	---	---	1.33	1.33	---	---	1.33	1.33	---	---	1.33	1.33
Bailiff	---	---	0.33	0.33	---	---	0.33	0.33	---	---	0.33	0.33
Drug Court Coordinator	---	---	---	0.00	1.00	---	---	1.00	1.00	---	---	1.00
Drug Court Case Manager	---	---	---	0.00	1.00	---	---	1.00	1.00	---	---	1.00
<b>Circuit Court</b>	<b>0.00</b>	<b>0.00</b>	<b>6.36</b>	<b>6.36</b>	<b>7.00</b>	<b>0.00</b>	<b>1.66</b>	<b>8.66</b>	<b>7.00</b>	<b>0.00</b>	<b>1.66</b>	<b>8.66</b>
Planner	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
<b>Emergency Services</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>
Accountant	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Accounts Technician	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Family Self-Sufficiency Case Work.	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Family Self-Sufficiency Coord.	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Housing Inspector	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Housing Specialist	3.00	---	---	3.00	3.00	---	---	3.00	3.00	---	---	3.00
Office Associate	0.20	---	---	0.20	0.20	---	---	0.20	0.20	---	---	0.20
Program Manager	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
<b>Housing and Comm. Dev.</b>	<b>9.20</b>	<b>0.00</b>	<b>0.00</b>	<b>9.20</b>	<b>9.20</b>	<b>0.00</b>	<b>0.00</b>	<b>9.20</b>	<b>9.20</b>	<b>0.00</b>	<b>0.00</b>	<b>9.20</b>

# Grant-Funded Position History

Grant Funds (cont'd)	Adjusted FY 07 FTE				Adjusted FY 08 FTE				FY 09 Budget FTE			
	FT	PT	O	Total	FT	PT	O	Total	FT	PT	O	Total
Administrator	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Contract Coordinator	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00	1.00
Evaluation Specialist	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Office Associate	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
<b>Local Management Board</b>	<b>3.00</b>	<b>0.00</b>	<b>1.00</b>	<b>4.00</b>	<b>3.00</b>	<b>0.00</b>	<b>1.00</b>	<b>4.00</b>	<b>3.00</b>	<b>0.00</b>	<b>1.00</b>	<b>4.00</b>
Recreation Program Specialist	---	---	0.75	0.75	---	---	0.75	0.75	---	---	0.75	0.75
<b>Recreation</b>	<b>0.00</b>	<b>0.00</b>	<b>0.75</b>	<b>0.75</b>	<b>0.00</b>	<b>0.00</b>	<b>0.75</b>	<b>0.75</b>	<b>0.00</b>	<b>0.00</b>	<b>0.75</b>	<b>0.75</b>
Anti-Gang Strategy Coordinator	---	---	---	---	1.00	---	---	1.00	1.00	---	---	1.00
Corporal	2.00	---	---	2.00	1.00	---	---	1.00	1.00	---	---	1.00
Executive Secretary	2.00	---	---	2.00	2.00	---	---	2.00	1.50	---	---	1.50
<b>Sheriff's Services</b>	<b>4.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4.00</b>	<b>3.50</b>	<b>0.00</b>	<b>0.00</b>	<b>3.50</b>
Administrative Assistant	1.00	---	---	1.00	---	---	---	0.00	---	---	---	0.00
Assistant State's Attorney II	1.00	---	---	1.00	---	---	---	0.00	---	---	---	0.00
Case Technician	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Chief Investigator	1.00	---	---	1.00	---	---	---	0.00	---	---	---	0.00
Domestic Violence Prosecutor	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Investigator I	---	---	---	---	1.00	---	---	1.00	1.00	---	---	1.00
Investigator II	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Prosecution Aide	2.00	---	---	2.00	2.00	---	---	2.00	2.00	---	---	2.00
Prosecution Assistant	4.00	---	---	4.00	5.00	---	---	5.00	5.00	---	---	5.00
Senior Asst. State's Atty.	1.00	---	---	1.00	1.00	---	---	1.00	1.00	---	---	1.00
Specialty Unit Supervisor (Child Spt)	---	---	---	---	1.00	---	---	1.00	1.00	---	---	1.00
State's Attorney's Office	13.00	0.00	0.00	13.00	13.00	0.00	0.00	13.00	13.00	0.00	0.00	13.00
<b>TOTAL Grant Funds</b>	<b>51.81</b>	<b>0.56</b>	<b>10.61</b>	<b>62.98</b>	<b>58.80</b>	<b>0.56</b>	<b>5.91</b>	<b>65.27</b>	<b>58.30</b>	<b>0.56</b>	<b>5.91</b>	<b>64.77</b>

All Grant Funds	Adjusted FY 07 FTE				Adjusted FY 08 FTE				FY 09 Budget FTE			
	FT	PT	O	Total	FT	PT	O	Total	FT	PT	O	Total
Aging	14.76	0.56	0.00	15.32	14.75	0.56	0.00	15.31	14.75	0.56	0.00	15.31
BERC	6.85	0.00	2.50	9.35	6.85	0.00	2.50	9.35	6.85	0.00	2.50	9.35
Circuit Court	0.00	0.00	6.36	6.36	7.00	0.00	1.66	8.66	7.00	0.00	1.66	8.66
Emergency Services	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	0.00	1.00
Housing and Comm. Dev.	9.20	0.00	0.00	9.20	9.20	0.00	0.00	9.20	9.20	0.00	0.00	9.20
Local Management Board	3.00	0.00	1.00	4.00	3.00	0.00	1.00	4.00	3.00	0.00	1.00	4.00
Recreation	0.00	0.00	0.75	0.75	0.00	0.00	0.75	0.75	0.00	0.00	0.75	0.75
Sheriff's Services	4.00	0.00	0.00	4.00	4.00	0.00	0.00	4.00	3.50	0.00	0.00	3.50
State's Attorney's Office	13.00	0.00	0.00	13.00	13.00	0.00	0.00	13.00	13.00	0.00	0.00	13.00
<b>TOTAL Grant Funds</b>	<b>51.81</b>	<b>0.56</b>	<b>10.61</b>	<b>62.98</b>	<b>58.80</b>	<b>0.56</b>	<b>5.91</b>	<b>65.27</b>	<b>58.30</b>	<b>0.56</b>	<b>5.91</b>	<b>64.77</b>

# Aging – Grants

Grant Title	FY 07 Budget	FY 08 Budget	FY 09 Budget	Percent Change	County Match
Title III C1 (Congregate Meals)	\$244,497	\$259,723	\$256,514	(1.25%)	\$50,940
Title III C2 (Home Delivered Meals)	76,768	74,301	74,143	0.00%	0
Title III B (Supportive Services)	117,090	115,309	127,658	10.71%	5,000
Title III D (Health Promotion)	9,000	9,000	9,000	0.00%	0
Senior Inclusion Program	132,572	141,404	153,030	8.22%	0
Senior Guardianship Program	43,044	43,044	49,044	13.94%	0
Senior Information and Assistance	26,022	26,022	26,022	0.00%	8,660
Senior Health Insurance Counseling	15,049	17,175	17,175	0.00%	0
Senior Coordinated Community Care	230,268	230,268	230,268	0.00%	0
Senior Assisted Housing	106,973	105,235	105,235	0.00%	0
Senior Assisted Housing Admin	11,885	11,532	11,532	0.00%	0
Senior Medicare Patrol Program	6,799	6,799	6,799	0.00%	0
Information and Technology	4,296	4,296	4,296	0.00%	0
Medicaid Waiver	170,012	126,948	126,948	0.00%	0
National Caregiver	47,394	47,805	47,805	0.00%	0
Seniors in Action	3,000	3,000	3,000	0.00%	0
Ombudsman Elder Abuse	18,270	19,050	19,050	0.00%	0
Ombudsman Initiative	51,509	51,509	51,509	0.00%	0
Vulnerable Elder Abuse	10,603	10,603	10,603	0.00%	0
<b>Total Aging Grants</b>	<b>\$1,325,051</b>	<b>\$1,303,023</b>	<b>\$1,329,631</b>	<b>2.04%</b>	<b>\$64,600</b>

<sup>1</sup> Some grants require the County to match funding or contribute a certain percentage of the cost of the program in order to receive the grant funding. The County is contributing more than \$15,000 beyond the required match for these grants and supports an operating budget for Aging of \$915,760

## Title III C1 Congregate Meals

These funds support various health and nutritional programs offered at five senior centers located throughout Carroll County. This program provides for a balanced nutrition program at each of the centers for adults sixty years of age and older.

## Title III C2 Home Delivered Meals

These funds support the delivery of meals to homebound persons who are unable to shop for and/or prepare meals for themselves due to illness, injury or disability. Two meals are provided daily.

## Title III B

Programs supported by these funds include the ombudsman program, elder abuse, outreach, education, in-home care, training, counseling, advocacy, legal assistance, income tax assistance, employee assistance programs and transportation.

## Title III D Health Promotion

These funds are used to improve the level of functioning and increase the level of independence for older adults by providing education and essential services to promote overall health, physical fitness and mental acuity for well and frail seniors.

## Senior Inclusion Program

This program is designed to offer both structured and non-structured activities to older adults with disabilities within a mainstreamed setting.

## Senior Guardianship

This program services adults who, as determined by a court of law, require a surrogate decision-maker. Decisions made by the Public Guardian include medical care involving surgery, invasive diagnostic procedures, medications and placement in nursing homes or community facilities.

## Senior Information and Assistance

The Senior Information and Assistance program is the first step in finding resources, public benefits, services and activities for older adults, their families and friends. Assessment, follow-up service, assistance in completing applications and referrals to other public and private agencies are also part of the Senior Information and Assistance services. This program is part of a state and national network that provides information about community programs for older adults anywhere in the United States.

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# Aging – Grants

## Senior Health Insurance Counseling

The Senior Health Insurance Counseling program is a confidential counseling service for older citizens, sixty and over, to assist with health insurance problems and concerns. Trained volunteers file claims, counsel clients on health insurance options and make referrals for legal assistance. Public education seminars are held regarding Medicare Medigap, long-term care insurance, HMO's, and qualified Medicare beneficiary programs.

## Senior Coordinated Community Care

This program helps older adults, remain in their homes. Senior Care serves moderately to severely impaired persons sixty-five or older who are at risk of entering nursing homes.

## Senior Assisted Housing and Senior Assisted Housing Administration

Senior Assisted Housing funds provide housing and supportive services, personalized assistance, health-related services, or a combination of these services to meet the needs of residents who are unable to perform, or who need assistance in performing the activities of daily living, in a way that promotes optimum dignity and independence for residents.

## Senior Medicare Patrol Program

The purpose of this program is to increase senior awareness of healthcare fraud, waste and abuse and to mobilize national, state and community resources to work together in resolving and publicizing healthcare fraud concerns.

## Information and Technology

The Carroll County Bureau of Aging uses the Advanced Information Manager (AIM) computerized client database and tracking system. This software allows for the detailed entry of client information, referral, service activity, assessment information, demographics and tracking of care plans.

## Medicaid Waiver

This program helps low-income adults over the age of fifty to receive long-term care services in community-based settings or in their homes, rather than in a nursing facility. Services include personal care, respite care, home delivered meals, assisted living services, and home healthcare.

## National Caregiver Support Program

This program provides support to the caregivers of the elderly. Some of the services provided are respite care, training, support groups, informational resources and referrals to community agencies where services may be obtained.

## Seniors in Action

This is a volunteer recreation council under the Bureau of Recreation. The Bureau of Recreation provides a grant to the Bureau of Aging annually to help support and supplement the cost of classes for older adults at the senior centers.

## Ombudsman Elder Abuse

The Long Term Care Ombudsman Program upholds the rights of residents of nursing homes and assisted living facilities in Carroll County. Information and education is provided about long term care, including Resident's Rights, Restraints and Elder Abuse.

## Ombudsman Initiative

Programs funds, when combined with other funds, pay the salary of a second Ombudsman to uphold resident's rights, monitor nursing homes and respond to complaints registered against nursing homes.

## Vulnerable Elder Abuse

These funds are used to support the LTCOP. The Ombudsman program upholds resident's rights, monitors nursing homes and responds to complaints registered against nursing homes.

## Positions

<i>Title</i>	<i>Type</i>	<i>FTE</i>
<i>Accounts Technician</i>	Full-time	1.43
<i>Coordinator</i>	Part-time	0.80
<i>Manager/Senior Center</i>	Full-time	1.40
<i>Program Coordinator I</i>	Full-time	1.25
<i>Program Coordinator II</i>	Full-time	1.75
<i>Program Specialist</i>	Full-time	4.74
<i>Program Specialist</i>	Part-time	0.56
<i>Program Aide</i>	Full-time	1.50
<i>Program Assistant.</i>	Full-time	0.25
<i>Site Manager</i>	Full-time	1.00
<i>Office Associate</i>	Full-time	0.63
<i>Total</i>		15.31

# Business and Employment Resource Center – Grants

Grant Title	FY 07 Budget	FY 08 Budget	FY 09 Budget	Percent Change	County Contribution
WIA Title I-Adult	\$39,935	\$37,735	\$36,387	(3.00%)	\$0
WIA Title I-Dislocated Worker	275,739	308,080	315,102	2.00%	0
WIA Title I-Youth	37,476	37,415	34,256	(8.00%)	0
WIA Admin	39,239	38,323	42,861	11.00%	0
Food Stamp Employment & Training	17,000	13,000	0	(100.00%)	0
Independence Through Employment	107,000	107,000	0	(100.00%)	0
Local Youth Program	23,870	23,870	23,870	0.00%	23,870
<b>Total BERC Grants</b>	<b>\$540,259</b>	<b>\$565,423</b>	<b>\$452,476</b>	<b>(20.00%)</b>	<b>\$23,870</b>

## WIA Title I-Adult

These funds, provided under the Workforce Investment Act, are used to provide the following services to adults on two levels:

### Core Level

- Outreach
- Initial orientation
- Initial assessment
- Job search and placement assistance
- Career counseling
- Labor market information
- Access to training

### Intensive Level

- Individual employment plans
- Planning and case management
- Training Services
- Short term prevocational services
- Support services (transportation and child care)

Clients that receive welfare or other low income individuals, lack high school diplomas/GED, have deficiency in basic reading and math skills, are ex-offenders, are disabled, or homeless are given priority in using these funds.

## WIA Title I-Dislocated Worker

These funds, provided under the Workforce Investment Act, are used to provide services to adults who have been laid-off, as a result of permanent closure or who have received notice of impending termination of layoff, as a result of permanent closure or substantial layoff within a facility. Self-employed individuals currently unemployed due to general economic conditions or natural disaster and displaced homemakers are also eligible for the following two levels of services under this grant:

### Core Level

- Initial orientation
- Initial assessment
- Job search and placement assistance
- Career counseling
- Labor market information

- Access to training

### Intensive Level

- Individual employment plans
- Comprehensive and individual assessments
- Support services (transportation and child care)
- Planning and case management
- Training Services
- Short term prevocational services
- Counseling and career planning

## WIA Title I-Youth

This program combines a year-round training strategy with a summer employment component fusing youth development activities with traditional employment and training activities, as provided under the Workforce Investment Act. This program integrates academic and vocational education, work-based and classroom-based instruction and links to the market and employers.

The program serves youths 14-21 years of age who are economically disadvantaged and meet at least one of the following six specific barriers to employment:

- Basic skills deficient
- Dropping-out
- Homeless
- Runaway or foster child
- Pregnant or parenting
- Offender

In an effort to focus resources on those most in need, 30% of the funds must be expended on out-of-school youth.

## WIA Title I-Admin

These funds assist in paying associated administrative costs for the other WIA programs listed in this section.

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# Business and Employment Resource Center – Grants

## Independence Through Employment and Food Stamp Employment and Training

The Carroll County Department of Social Services has contracted with the Business & Employment Resource Center to provide services to certain individuals who have applied for Temporary Cash Assistance (TCA), Food Stamps or are receiving TCA. Those referred to BERC are offered the following services:

- Skills identification
- Reading/math assessment
- Work interest surveys
- Instruction in basic workplace expectations and behaviors
- Barrier removal
- Job applications
- Job references
- Practice interviews
- Active work search

Follow-up services will continue during the transition to independence and self-sufficiency.

## Local Youth Program

This program accommodates those youth that are not eligible under the Youth WIA guidelines to receive counseling and mentoring assistance. County funds were made available by the waiver of WIA Administrative fees that the County would have been paying to Howard County to administer all of the WIA grants.

## Positions

<i>Title</i>	<i>Type</i>	<i>FTE</i>
<i>Administrative Support</i>	Contractual	1.00
<i>Business Consultant</i>	Full-time	0.85
<i>Employment Consultant</i>	Full-time	3.00
<i>Employment Supervisor</i>	Full-time	1.00
<i>Professional</i>	Contractual	1.50
<i>Fiscal Specialist</i>	Full-time	1.00
<b>Total</b>		<b>8.35</b>

85% of the Business Consultant position is grant funded and 15% County funded.

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# Carroll Community College - Grant

Grant Title	FY 07 Budget	FY 08 Budget	FY 09 Budget	Percent Change	County Match
Adult Basic Education	\$0	\$300,000	\$300,000	0.00%	\$300,000
<b>Total Community College Grants</b>	\$0	\$300,000	\$300,000	0.00%	\$300,000

## Adult Basic Education

This grant from the Maryland Department of Education, which requires a local match, funds educational services to adults who want to increase their basic skills, obtain a high school diploma, improve English language and literacy skills, or engages in family literacy activities. For thirty years this grant was administered by the Board of Education. Beginning in FY 08 Carroll Community College will submit and administer this grant. In addition to the County match, the State is projected to provide a \$300,000 grant to the College.

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# Carroll County Advocacy and Investigation Center - Grants

Grant Title	FY 07 Budget	FY 08 Budget	FY 09 Budget	Percent Change	County Match
Carroll County Advocacy and Investigation Center	\$10,000	\$10,000	\$10,000	0.00%	\$0
<b>Total Carroll County Advocacy and Investigation Center Grant</b>	\$10,000	\$10,000	\$10,000	0.00%	\$0

## Child Abuse and Sexual Assault

This grant helps to fund training for the Carroll County Advocacy and Investigation Center (CCAIC). The division is made up of County staff along with staff from:

- The State's Attorney's Office
- The Sheriff's Office
- The Department of Social Services
- Family and Children's Services
- The Maryland State Police
- The Westminster City Police

The division provides services to children who are or have been physically and/or sexually abused, as well as those who have been victims of sexual assault.

# Circuit Court – Grants

Grant Title	FY 07 Budget	FY 08 Budget	FY 09 Budget	Percent Change	County Match
Family Law Administration	\$304,959	\$419,888	\$427,895	1.91%	\$0
Child Support Enforcement	29,226	24,834	28,872	16.25%	10,910
Drug Treatment Court	149,173	336,661	215,842	-35.89%	28,970
<b>Total Circuit Court Grants</b>	<b>\$483,358</b>	<b>\$781,383</b>	<b>\$672,609</b>	<b>-13.92%</b>	<b>\$39,880</b>

## Family Law Administration

This grant funds services such as providing referrals and court assistance in court family cases. This includes the following functions.

### Settlement Conference Officers

Family cases are funded under the Family Law Admin grant. The Settlement Officers (outside attorneys) preside over settlement conferences to facilitate family law case settlements to reduce the number of trials.

### Custody Evaluator

The Custody Evaluator (funded by Family Law Admin grant) makes a family study that includes, when requested, a recommendation as to custody and/or visitation to the court under a court order. The evaluator also conducts a home study for other jurisdictions when requested for a resident of Carroll County.

### Mediation Coordinator

The Mediation Coordinator (funded by Family Law Admin grant) reviews domestic files to determine which cases are appropriate for mediation and coordinates the mediation process, attends domestic violence final protective order hearings to conduct facilitated settlements for consent orders, mediates cases for same day hearings at the request of the Master or judge when available.

## Access and Visitation Grant

This grant is to enhance and expand supervised visitation and monitored exchanges of children in certain domestic and domestic violence cases at the Carroll County Visitation Center.

## Child Support Enforcement

The Circuit Court Child Support program facilitates the recovery of child support payments resulting from all legal actions. State reimbursement for these services is 65% of total costs.

## Drug Treatment Court Grant

The Drug Treatment Court Grant provides funds for treatment of adults convicted of drug and alcohol related offenses who have committed non violent crimes.

## Positions

Title	Type	FTE
<i>Administrative Assistant</i>	Full time	1.00
<i>Bailiff</i>	Contractual	0.33
<i>Custody Evaluator</i>	Full time	1.00
<i>Drug Court Case Manager</i>	Full time	1.00
<i>Drug Court Coordinator</i>	Full time	1.00
<i>Family Law Administrator</i>	Full time	1.00
<i>Mediation Coordinator</i>	Full time	1.00
<i>Visitation Observers</i>	Full time	1.33
<i>Visitation Services Coordinator</i>	Full time	1.00
<b>Total</b>		<b>8.66</b>

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# Citizen Services Other – Grants

<b>Grant Title</b>	<b>FY 07 Budget</b>	<b>FY 08 Budget</b>	<b>FY 09 Budget</b>	<b>Percent Change</b>	<b>County Match</b>
<b>Byrne Justice Assistance Grant</b>	\$109,800	\$109,800	\$0	0.00%	\$0
<b>Health Department- Emergency Funds</b>	4,000	4,000	4,000	0.00%	4,000
<b>Total Junction Grants</b>	\$113,800	\$113,800	\$4,000	0.00%	\$4,000

## **Byrne Justice Assistance Grant**

The funds from this grant are used for the integrated treatment for chemically involved adolescents and young adults with co-occurring disorders. Funding will support psychiatric and program evaluation services. FY 08 was the third and final year for receiving this grant.

## **Health Department- Emergency Funds**

The funds from this grant are used for eligible clinic patients for necessary and immediate primary medical services not covered by any other health insurance. Eligibility will be based on the Federal Income Guidelines (185% of Federal poverty level). These funds will only be used for direct diagnostic and treatment services for specified medical conditions.

# Emergency Services – Grants

Grant Title	FY 07 Budget	FY 08 Budget	FY 09 Budget	Percent Change	County Match
Hazardous Material Emergency Planning	\$73,011	\$75,000	\$75,000	0.00%	\$0
Homeland Security Grants	325,283	425,000	450,000	5.88%	0
<b>Total Emergency Services Grants</b>	\$398,294	\$500,000	\$525,000	5.00%	\$0

## Hazardous Material Emergency Planning

The Hazardous Material Emergency Preparedness program is a Federal pass through program providing planning and training funds. Under the Hazardous Material Transportation Uniform Safety Act, the grant provides for hazardous materials training and emergency planning training under Section 117A of the Hazard Materials Transportation Act. The State Emergency Response Commission awards these funds to the Local Emergency Planning Committee. This is an 80/20 soft match program renewable annually.

The grant provides funds for:

- Services to maintain the Carroll County Hazardous Materials Plan
- Yearly renewal of the Right-to-Know Planning Guide for the Local Emergency Planning Committees
- Yearly renewal of the computer based hazardous materials emergency response program for hazardous materials incidents

## Homeland Security Grants

Various Federal pass through Homeland Security Grants have been awarded to Carroll County over the last three years. Funding from these grants has provided equipment used in the County's Public Safety Department, the Sheriff's Office, Volunteer Emergency Services Association and the Carroll County Health Department. In general, equipment has been purchased for detection of biological, air-borne or other types of contaminants. In addition, protective masks and suits along with decontamination equipment have also been purchased.

## Positions

<i>Title</i>	<i>Type</i>	<i>FTE</i>
<i>Planner</i>	Full-time	1.00
<i>Total</i>		1.00

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# Farm Museum Endowment – Grant

<b>Grant Title</b>	<b>FY 07 Budget</b>	<b>FY 08 Budget</b>	<b>FY 09 Budget</b>	<b>Percent Change</b>	<b>County Match</b>
<b>Farm Museum Endowment</b>	\$30,225	\$30,025	\$32,025	6.66%	\$0
<b>Total Farm Museum Endowment Grant</b>	\$30,225	\$30,025	\$32,025	6.66%	\$0

## **Farm Museum Endowment**

The Farm Museum Endowment revenues are derived from a portion of yearly admission passes, donations to the Farm Museum, gift shop revenues and fundraisers run by the Farm Museum Board of Governors. The funds are used for operating costs for the Farm Museum such as store supplies, restoration projects, and small machinery and equipment.

# Housing and Community Development – Grants

Grant Title	FY 07 Budget	FY 08 Budget	FY 09 Budget	Percent Change	County Match
<b>HUD Housing Choice-Voucher</b>	\$4,125,383	\$4,210,200	\$4,315,458	2.50%	\$0
<b>Family Self Sufficiency</b>	86,969	86,969	90,118	3.62%	0
<b>Rental Allowance</b>	43,010	43,010	22,000	(48.85%)	0
<b>Department of Energy-Weatherization</b>	108,918	108,918	108,918	0.00%	0
<b>Emergency and Transitional Housing Services</b>	55,730	55,730	55,730	0.00%	0
<b>Homeless Prevention Program</b>	12,500	12,500	12,500	0.00%	0
<b>The Emergency Food Assistance Program</b>	18,966	18,966	18,966	0.00%	0
<b>Women’s Shelter</b>	109,869	109,869	109,869	0.00%	0
<b>Total Housing and Community Development Grants</b>	\$4,561,345	\$4,635,162	\$4,733,559	2.12%	\$0

## HUD Housing Choice-Vouchers

This federally funded, tenant-based program provides rental subsidies for low-income eligible families already living or working in Carroll County. Effective October 1, 1999 the existing certificate, voucher programs and portability payments began a consolidation process. The new program, Housing Choice Vouchers, allows the recipient to contribute their own resources toward their choice of housing. Included in the grant is funding for administration of the voucher program. These funds are used for salaries, benefits and supplies that are necessary for the distribution, monitoring and accounting of the vouchers.

## Family Self Sufficiency

HUD and the Maryland Department of Human Resources with the goal of increasing participants’ economic independence within five years jointly fund this program. Qualified families can contract to establish escrow accounts proportionate to their increased incomes, targeting the funds toward achieving major life goals such as higher education or home ownership.

## Rental Allowance

The purpose of this program is to provide emergency financial housing assistance for eligible homeless or at risk of being homeless families in Carroll County. These Maryland Department of Housing and Community Development funds assist twenty to twenty-five families in a twelve-month period.

## Department of Energy-Weatherization

This seasonal program provides energy-related repairs to owner-occupied homes in Carroll County. The purpose of the program is to reduce the rate of utility consumption for eligible, low-income families.

## The Emergency Food Assistance Program

These funds are used to provide, store and distribute food commodities to eligible low-income families and individuals. The Department of Citizen Services serves as the sponsoring agency.

## Women’s Shelter

Funds received are used to assist with the operation of the women’s shelter, which include shelter, food, laundry, case management and counseling. The Human Services Programs of

Carroll County manages the Women’s Shelter with oversight provided by the Department of Citizen Services.

## Emergency and Transitional Housing Services Program

These funds provide emergency transitional housing to clients that find themselves without a permanent residence. The services include:

- Bed space
- Food
- Clothing
- Items for personal hygiene

Additional services are provided in an effort to help the client become independent. The staff counsels the clients on the barriers that have placed them in their current situation, setting goals and establishing time lines for reaching their goals. The staff also sets a fee for services if the applicant has income. This program is administered through the Human Services Program of Carroll County.

## Homeless Prevention Program

These funds are usually used to supplement other programs adding \$150 of assistance to clients that find themselves in danger of being evicted from their homes. Clients can request these funds once a year and must qualify for the assistance. The situation is evaluated and funds are not awarded unless they contribute to a complete solution. This program is administered through the Human Services Programs of Carroll County.

Title	Type	FTE
<i>Accountant</i>	Full-time	1.00
<i>Accounts Technician</i>	Full-time	1.00
<i>Family Sufficiency Case Worker</i>	Full-time	1.00
<i>Family Sufficiency Coordinator</i>	Full-time	1.00
<i>Housing Inspector</i>	Full-time	1.00
<i>Housing Specialist</i>	Full-time	3.00
<i>Program Manager</i>	Full-time	1.00
<i>Office Associate III</i>	Full-time	0.20
<b>Total</b>		<b>9.20</b>

# Local Management Board – Grants

Grant Title	FY 07 Budget	FY 08 Budget	FY 09 Budget	Percent Change	County Match
Safe and Stable Families	\$151,500	\$151,500	\$143,925	(0.05%)	\$0
Interagency Family Preservation	395,832	395,832	395,832	0.00%	0
MOU Administration	200,000	272,640	270,635	(0.73%)	70,635
After School Grant	118,000	118,288	118,288	0.00%	0
Youth Strategies Consolidated Grant	180,000	180,000	180,000	0.00%	0
Community Service Initiative	378,400	170,950	170,950	0.00%	0
Byrne Justice Assistant Grant	0	75,000	56,250	(25.00%)	0
Cultural Navigator	0	25,000	25,000	0.00%	0
Adventure Diversion Program	80,860	96,645	78,275	(18.60%)	0
Get Connected Family Resource Center	93,902	118,286	118,286	0.00%	0
Parents as Teachers	0	175,000	175,000	0.00%	0
Local Coordinating Council	90,000	90,000	90,000	0.00%	0
<b>Total Local Management Board Grants</b>	<b>\$1,688,494</b>	<b>\$1,869,141</b>	<b>\$1,840,811</b>	<b>(1.54%)</b>	<b>\$70,635</b>

## Safe and Stable Families

This state grant through the Maryland Department of Human Resources is used to promote family preservation and support initiatives. Youth Services Bureau of Carroll County is awarded \$82,037 for the Under Five Family Preservation Program. The Under Five Family Preservation Program provides services to families with children from birth to five years of age that are in need of intensive home based treatment and counseling. The length of this program will be up to sixteen weeks per family, with step-down services to continue meeting any additional family needs.

Human Services Programs of Carroll County is awarded \$61,888 for the Family Center. The Family Center, a family support program, seeks to strengthen the family unit and promote self-sufficiency in young families with children from birth to forty-seven months. The Family Center provides adult basic education/GED, job readiness and employability, health education, parenting skills, child development, life skills and peer support.

## Interagency Family Preservation Program

This state grant funding supports the Interagency Family Preservation Program. This program provides intensive interagency crisis intervention and stabilization services for thirty-eight families whose children are in imminent risk of being placed outside of the home. Services are provided in the home and community, are time limited and are individualized to meet the strengths and needs of the families.

## MOU Administration

This State grant supports the administration and operations of the Local Management Board within the Department of Citizen Services. This Board is responsible for the planning, development, evaluation and fiscal management of community based services for children and families in Carroll County.

## After School Grants

The funds from this grant support after school programs at New Windsor Middle School. This program is under the direction of the Community Learning Center Programs of Carroll County Public Schools. The goal of the program is to ensure children are safe in their families and communities, are successful in school and complete their education requirements. Components of the program are academic enrichment, recreation, youth development and family and community involvement.

## Local Coordinating Council

This State grant funding provides administrative support to the interagency council that reviews, considers and approves residential placement for children.

## Youth Strategies Consolidated Grant

This state grant provides assessments for youth who make threats of violence or commit acts of violence. It also provides Brief Strategic Family Therapy. Carroll County Public Schools, Department of Juvenile Services, and Family Law Administration work in collaboration with the Local Management Board.

## Community Service Initiative

This grant provides funding for wraparound service, case management, and treatment to prevent out-of-home placement for youth with intense emotional and behavioral needs.

## Byrne Justice Assistance Grant

This grant provides interactive group therapy and psychiatric services for approximately 48 Department of Juvenile Services adolescents.

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# Local Management Board – Grants

## **Adventure Diversion Program**

The funds from this grant support an alternative intervention program for juveniles who have violated Court orders and are at risk for out-of-home placement. It is a multi-faceted program including an evening reporting center, recreation, experiential learning, pro-social skill development and conflict resolution.

## **Get Connected Family Resource Center**

The funds from this grant support a single point of contact for information and referral and for Family Navigators to work with families of children with intensive needs to locate resources and secure services.

## **Cultural Navigator**

This grant provides information and referral for community resources to the Hispanic Community. The cultural navigator works closely with the family navigators of the Get Connected Resource Center.

## **Parents as Teachers Initiative**

This grant provides parent education and support for families with children from birth to 5 years with home visits, developmental screenings, and group meetings in order to adequately prepare the children before entering kindergarten.

## **Positions**

<i>Title</i>	<i>Type</i>	<i>FTE</i>
<i>Administrator</i>	Full-time	1.00
<i>Contract Coordinator</i>	Full-time	1.00
<i>Evaluation Specialist</i>	Full-time	1.00
<i>Office Associate</i>	Full-time	1.00
<i>Total</i>		4.00

# Planning – Grants

Grant Title	FY 07 Budget	FY 08 Budget	FY 09 Budget	Percent Change	County Match
Section 5311-Capital Outlay	\$358,600	\$190,850	\$626,739	228.39%	\$61,638
Section 5311-Operating	236,493	191,371	200,239	4.63%	68,203
SSTAP Operating	276,371	218,951	218,951	0.00%	67,922
Section 5307-Operating	187,136	417,583	810,191	94.01%	259,265
Chesapeake Bay Trust	90,000	25,000	0	(100.00%)	0
<b>Total Planning Grants</b>	<b>\$1,177,600</b>	<b>\$1,072,755</b>	<b>\$1,856,120</b>	<b>73.02%</b>	<b>\$457,028</b>

The County is required to contribute a matching contribution to the operating and capital grant funds. The required match percentage varies from grant to grant.

## Section 5311

This grant includes Federal and State funds, which are allocated for the operating assistance of rural area public transportation. These funds are utilized for operating expenses as well as capital expenditures for the Carroll Transit System.

## SSTAP Operating

The Statewide Special Transportation Assistance Program (SSTAP) is a grant obtained through the Mass Transit Administration. These funds are issued to provide transportation services for the elderly and/or persons with disabilities.

Carroll Transit provides transportation services for Carroll County residents who are unable to provide their own transportation. Primary users include the elderly and persons with disabilities. Transportation services are utilized for senior centers, social rehabilitation, employment, education, medical appointments and shopping.

## Section 5307 – Operating

The Section 5307 funding is a program that provides funds for transportation management areas. A transportation management area is an urbanized area with a populations between 50,000 and 200,000.

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# Recreation – Grant

<b>Grant Title</b>	<b>FY 07 Budget</b>	<b>FY 08 Budget</b>	<b>FY 09 Budget</b>	<b>Percent Change</b>	<b>County Contribution</b>
<b>Community Recreation Programs</b>	\$95,100	\$95,100	\$95,100	N/A	\$8,100
<b>Community Recreation Trips</b>	100,000	120,000	120,000	N/A	0
<b>Total Recreation Grants</b>	\$195,100	\$215,100	\$215,100	N/A	\$8,100

## Community Recreation Programs

The Bureau of Recreation offers a wide variety of activities through its Community Recreation Programs. These programs are designed to supplement the many fine programs that are available through the volunteer recreation councils. Program guides feature activities available for adults, youth and families at a variety of sites throughout the County. A County contribution of \$8,100 will help offset operating costs associated with the therapeutic recreation programs that the County provides for individuals with developmental and physical disabilities. This is due to the low teacher/student ratios required for these types of programs. The remainder of this budget is funded through student registration fees.

## Position Summary

<b>Title</b>	<b>Type</b>	<b>FTE</b>
<b>Recreation Program Specialist</b>	Contractual	0.75
<b>Total</b>		0.75

## Community Recreation Trips

The Bureau of Recreation offers a number of trips through its Community Recreation Programs. Program guides feature one-day sightseeing tours, Broadway shows and other attractions available for adults, youth and families at a variety of destinations.

# Sheriff's Services – Grants

Grant Title	FY 07 Budget	FY 08 Budget	FY 09 Budget	Percent Change	County Match
Child Support	\$166,003	\$166,050	\$159,400	(4.00%)	\$8,660
Drug Treatment Diversion Program	110,000	154,000	92,150	(40.10%)	45,930
VAWA	100,308	42,900	52,210	21.70%	2,300
Comprehensive Anti-Gang Strategy	0	0	82,600	100.00%	0
<b>Total Sheriff's Services Grants</b>	<b>\$376,311</b>	<b>\$362,950</b>	<b>\$386,360</b>	<b>6.45%</b>	<b>\$56,890</b>

## Child Support Unit

The Sheriff's Services Child Support Unit is mandated by law to locate absent parents and serve complaints, summonses and subpoenas. Additional responsibilities include researching and executing arrest warrants, writs, body attachments and criminal bench warrants. The exchange of monies collected by the Circuit Court to the Bureau of Support Enforcement is handled through this Unit. State reimbursement for these services is 66% of total costs.

## Drug Treatment Diversion Program

This is the third year and final year for the Byrne Justice Assistance Grant (BJAG) Program. The Substance Abuse Treatment jail Diversion Program was developed in response to an increasing number of offenders who are substance abusers. The project purchases inpatient treatment for non-violent drug offenders as an alternative to secure incarceration. Thirty inmates, evaluated by licensed staff of the Carroll County Health Department, will be sent to inpatient treatment and upon completion are sent to a halfway house to begin employment. The halfway house phase includes individual counseling, family education, twelve step groups, life skills training plus frequent drug and alcohol screening.

## Violence Against Women's Act (VAWA)

The Violence Against Women grant funds a full-time secretary whose responsibilities include coordinating activities within the unit, inputting and verifying information specific to criminal justice programs and interviewing victims.

## Comprehensive Anti-Gang Strategy

Funded by the U.S. Attorney for the District of Maryland, the Comprehensive Anti-Gang Strategy Grant, is established to formalize the Gang Task Force and create a Gang Strike Force. The grant funds a contractual Gang Resistance Coordinator who facilitates implementation of a strategic plan to increase prevention efforts, organize the effort to gather intelligence, educate the community, and suppress existing gang activities.

## Positions

Title	Type	FTE
Administrative Secretary	Full-time	1.50
Corporal	Full-time	1.00
Coordinator	Contractual	1.00
<b>Total</b>		<b>3.50</b>

# State's Attorney's Office – Grants

Grant Title	FY 07 Budget	FY 08 Budget	FY 09 Budget	Percent Change	County Match
Violence Against Women	\$99,676	\$103,625	\$109,955	6.11%	\$16,330
Maryland Victims of Crime	35,000	37,517	39,475	5.22%	21,975
Child Support Unit	698,855	709,286	745,337	5.08%	253,415
<b>Total State's Attorney's Grants</b>	<b>\$833,531</b>	<b>\$850,428</b>	<b>\$894,767</b>	<b>5.21%</b>	<b>\$291,720</b>

## Violence Against Women

The Violence Against Women grant funds a full-time attorney who deals solely in the area of Domestic Violence. This grant also provides essential training for the Domestic Violence unit.

## Maryland Victims of Crime

The Maryland Victims of Crime grant funds 50% of a full time administrative assistance position for the Victim Witness Assistance Unit. This position aids the Victim Witness Coordinators with preparing correspondence and documentation as well as mailing victim notifications.

## Child Support Unit

The Child Support unit of the State's Attorney's Office comprises eleven employees. The unit provides legal representation for child support services. Legal assistance is provided in the areas of paternity, child support, health insurance, and enforcement of court ordered child support. State reimbursement is provided for 66% of total costs.

## Positions

Title	Type	FTE
Case Technician	Full-time	1.00
Investigator I	Full-time	2.00
Prosecution Aide	Full-time	2.00
Prosecution Assistant	Full-time	5.00
Senior Assistant State's Attorney	Full-time	1.00
Specialty Unit Supervisor	Full-time	2.00
<b>Total</b>		<b>13.00</b>

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# Tourism – Grant

<b>Grant Title</b>	<b>FY 07 Budget</b>	<b>FY 08 Budget</b>	<b>FY 09 Budget</b>	<b>Percent Change</b>	<b>County Match</b>
<b>Maryland Tourism Development Board</b>	\$18,000	\$25,000	\$35,000	40.0%	\$0
<b>Total Tourism Grants</b>	\$18,000	\$25,000	\$35,000	40.0%	\$0

## **Maryland Tourism Development**

The funds from this grant are used to advertise Carroll County as a tourist destination. Some of the publications that have been used for this advertising are:

- *Preservation Magazine*
- *American Heritage*
- *Washington Post Magazine*
- *AAA World Magazine*

The funding from this grant has also allowed Carroll County to participate in some cooperative advertising with the State of Maryland such as advertising in:

- *Better Homes and Gardens*
- *Southern Living*