

**Schedule for FY 2016
 Juvenile Crime Prevention Council
 Request for Proposals Time-Line for Funding for FY 2017-2018*
 *Subject to NC ALLIES**

December 20	Monitor training for JCPC members performing monitoring visits in January PEP report Board of Commissioners review Risk and Needs –Priorities for funding for FY 2017-2018. Update list of agencies that should be contacted about possible JCPC funding.
January 3	RFP release date; Legal notice to appear in the local paper, and emailed to currently funded agencies and prospective programs. Begin minimum 30-day advertisement period.
January 17	January JCPC meeting; program 2 nd quarter reports
February 1 (usually 1 st Wednesday in Feb.)	JCPC New Program Orientation Workshop with applicants and State Consultant, Massey Whiteside. The workshop will be held beginning at 9:00, in Catawba County. The workshop is mandatory for program applicants; including finance officers for the program.
February __	30+ days after RFP goes out is deadline for applications to be submitted in NC ALLIES, with 1 signed (signed only by program manager) copy of program application due to _____. Due by 5:00p.m.
February 21	Monitoring reports; PEP update to be included beginning 2017
Before March JCPC meeting	Finance Meeting to review proposals & develop funding recommendation for JCPC, (location TBD). Time ; location
March	Area Consultant has reviewed all program agreements/notified program of needed changes to agreement. Electronic Copies of the Program Agreement Applications emailed to All JCPC Members for review. FY 18 Funding Recommendation presented to JCPC - during March JCPC meeting. Based on Finance recommendation, draft Annual County Plan and Funding for program agreements will be reviewed/approved by the JCPC.
March 21	
April 18	JCPC reviews County Plan. Agenda request and items sent to County Clerk for May County Commission Meeting; June at latest
May 16	May JCPC meeting; review annual certification
May or June	Board of Commissioners Meeting. Approve Annual Plan, including Funding Allocation, and Certification. Consider and approve officers for the new year; approve schedule for next year; determine if will have a July meeting JCPC approves Certification. PEP update
June 30	FY 2018 JCPC Annual Certification due to Area Office

July 1	New fiscal year begins; may not have a JCPC meeting
August	Committees established; prior year programs give a year-end report including numbers served, financials, and measurable objectives.
September	Consider date for Risks and Needs Assessment/data review. PEP reports
October	1 st quarter program review; if unallocated funds are available need to consider and approve allocation;
November	JCPC approve RFP, including attendance requirement for current programs, prospective programs, program managers and financial person