



**Office of Children  
and Family Services**

**SUPERVISION AND TREATMENT SERVICES FOR JUVENILES PROGRAM  
(STSJP)  
ANNUAL PLAN DEVELOPMENT GUIDE**

## TABLE OF CONTENTS

- I. General Information and Requirements
- II. Eligible Populations
- III. Continuum of Service Domains
- IV. Family Support Services Programs
- V. Development and Submission of the STSJP Annual Plan
  - a. Application Process Information and Resources
  - b. Detention Allocation Shift
  - c. Waiver Application for Rollover of Unused STSJP Funds
  - d. STSJP Plan Submissions and Raise the Age (RTA)
- VI. Data Resources
- VII. Contacts

*Appendix A–Supervision and Treatment Services for Juveniles Program (STSJP)  
PY 2023-2024 Allocations*

*Appendix B–2023 Detention Allocations*

## I. General Information and Requirements

The county chief executive/administrative official must designate a lead agency to plan and administer the Supervision and Treatment Services for Juveniles Program (STSJP) if the municipality elects to participate in STSJP. A plan for services to prevent detention and placement must be submitted to the New York State Office of Children and Family Services (OCFS) for approval.

- After approval is granted, municipalities may receive up to 62% state reimbursement of the cost of the approved services and expenditures, up to the municipality's allocation cap.
- Municipalities may also choose to shift part of their detention allocation to STSJP, provided they have not already used their entire detention allocations.
- Municipalities that have not spent and do not plan to spend their full 2022-2023 STSJP allocation may apply to OCFS for a waiver to roll over any unspent amount for use in the 2023-2024 program year.

Executive Law section 529-b requires that participating municipalities engage in a collaborative effort to support the successful planning and administration of STSJP-funded programs. The STSJP plan must be developed in collaboration with **the local social services districts, departments of probation, youth bureaus, and local law enforcement**, as well as with **courts, service providers, schools and youth development programs**. Family, youth and community feedback should also be included during plan development.

## II. Eligible Populations

STSJP funds are used to provide services intended to divert the following types of youth from placement or replacement in detention or residential care and to safely maintain youth in the community pending a family court disposition or conviction in criminal court:

- Youth who are at risk of becoming, alleged to be, or adjudicated as Persons in Need of Supervision (PINS).
- Youth who are at risk of becoming, alleged to be, or adjudicated as Juvenile Delinquents (JDs), both non-Raise the Age (RTA) JDs and RTA JDs.
- Youth who are alleged to be or convicted as Juvenile Offenders (JOs) or Adolescent Offenders (AOs), or adjudicated as Youthful Offenders (YOs).

## III. Continuum of Service Domains

STSJP programs fall within a domain that aligns with a key decision point in the youth justice system. This continuum is an outcome-based approach to providing services to youth and families. When developing STSJP plans, municipalities should consider programs that best meet the needs of the youth and families involved in their youth justice system. Programs should be strengths-based, trauma-responsive, culturally relevant, and gender-responsive to the extent feasible. Below is a summary of the five domains and language that will assist in describing each program within the STSJP plan.

- **Prevention (P):** Programs that serve youth with no juvenile justice involvement but who exhibit behaviors that place them at risk for juvenile justice contact. These programs utilize prosocial activities that engage at-risk youth to lower their risk of entering the juvenile justice system.

*Examples:* Boys and Girls Club, YMCA/YWCA, and mentoring or other positive youth development activities.

- **Early Intervention (EI)**: Programs that serve youth who have had some contact with the juvenile justice system. A youth who is on JD adjustment, PINS diversion, or voluntary assessment and case planning services (VACPS) would be a good candidate for this service type. EI programs can also serve children under 12 years of age who do not fall under the definition of a JD, and whose behavior, but for their age, would bring them within the jurisdiction of the family court under Article 3 of the Family Court Act (FCA). These programs utilize prosocial activities in a targeted strategy to engage youth at risk of becoming, or alleged to be, a JD or PINS, or an alleged AO or JO engaged in VACPS who has not been referred for detention to prevent further involvement in the juvenile justice system.

*Examples:* youth courts for alleged JD youth, respite services, restorative justice programs, and mediation.

- **Alternatives to Detention (ATD)/Alternatives to Pre-Dispositional Placement (ATPDP)**: Programs that are intended to reduce the reliance on secure and non-secure detention or pre-dispositional placement for
  - youth charged as JDs, JOs and AOs who would otherwise be in detention if not for this program, and
  - youth petitioned as a PINS who would otherwise be ordered to pre-dispositional placement if not for this program.

These programs help ensure that youth return to court and remain crime free until the disposition of their case. The program service period is limited to the court case processing time frames.

*Examples:* specialized community supervision, calling services to remind youth to return to court and electronic monitoring programs.

- **Alternatives to Placement (ATP)**: Programs that serve adjudicated youth who would otherwise be placed out of home if not for programs that can maintain youth safely in the community. ATP programs can be used for youth adjudicated as PINS, JDs, and YOs, or convicted as JOs or AOs. These programs target and address known criminogenic risk factors and identified needs.

*Examples:* evidence-based cognitive behavioral interventions, prosocial activities that target youth with leisure time/peer-group concerns, navigators/credible messengers/mentors, and substance abuse supports.

- **Reentry/Aftercare (R/A)**: Programs that support youth's reentry and reintegration into the community once released from residential placement and programs that reduce length of stay in residential placement.

*Examples:* vocational or educational support programs, prosocial activities for positive leisure time/building alternative choices, mentors/credible messengers/navigators and housing supports.

**Indirect Services (IS)** are not on the continuum of service domains as they do not provide ongoing services to youth. However, they support the ultimate goals of STSJP.

*Examples:* incentives for youth, transportation vouchers for families and youth, youth justice coordination at the local level, and contractual assessments. Additionally, STSJP funding can support expenditures of differential response programs, established in conjunction with the lower age of juvenile delinquency being raised, for children under 12 years of age.

## IV. Family Support Services Programs

Programs designated as Family Support Services (FSS) programs were established to provide services to children and families with the goal of: 1) preventing a child from being adjudicated as a PINS and help prevent out-of-home placements of such youth, 2) preventing a petition from being filed under Article 7 of the FCA, or 3) reducing future interaction with the juvenile justice and/or child welfare system for children under 12 years of age who do not fall under the definition of a JD and whose behavior, but for their age, would bring them within the jurisdiction of the family court under Article 3 of the FCA. These programs will provide comprehensive services to such children and their families, either directly or through referrals with partner agencies, including but not limited to the following:

- Rapid family assessments and screenings
- Crisis intervention
- Family mediation and skills building
- Mental and behavioral health services including cognitive interventions
- Case management
- Respite services
- Educational advocacy
- Other family support services

The services shall be trauma-responsive, family-focused, gender-responsive, evidence-based or evidence-informed, and strengths-based, and shall be tailored to the individual needs of the child and family based on the assessments and screenings conducted by the FSS. The programs must have capacity to serve families outside of regular business hours, including evenings and weekends.

Municipalities may choose to utilize STSJP money to fund FSS and may do so collectively for a regional response.

**Please note that FSS is not an additional domain on the youth justice continuum but a specific comprehensive set of legislatively outlined services. Programs designated as FSS can ONLY serve PINS youth and children under 12 years of age who do not fall under the definition of a JD and whose behavior, but for their age, would bring them within the jurisdiction of the family court under Article 3 of the FCA. If the program is intended to serve other youth types, the program must also be listed separately as a non-FSS program in the STSJP Annual Plan.**

## V. Development and Submission of the STSJP Annual Plan

### a. Application Process Information and Resources

The STSJP program year (PY) for 2023-2024 is Oct. 1, 2023, to Sept. 30, 2024.

The STSJP Annual Plan template can be found on the OCFS STSJP website:

<https://ocfs.ny.gov/programs/youth/stsjp/annual-plan.php>.

There you will find additional guidance for completing STSJP annual plans. The STSJP Annual Plan template can also be located as an attachment to the announcement letter.

Plan Due Date: **August 4, 2023**

Submission method: Email to [stsjp@ocfs.ny.gov](mailto:stsjp@ocfs.ny.gov)

Subject line: ***STSJP 2023-2024 Annual Plan – Municipality Name***

## b. Detention Allocation Shift

Local detention allocations for 2023 may be shifted to STSJP until June 30, 2024, unless otherwise approved by OCFS. Any detention funding shifted to STSJP may be reimbursed at the 62% state reimbursement rate for eligible STSJP expenditures. Municipalities do not need prior approval to include a requested detention allocation shift in the STSJP plan submitted to OCFS.

To request a shift of the detention allocation after the 2023-2024 plan has been approved, please do the following:

1. Submit a written request to shift the funds with an explanation of the amount of funding and services being proposed.
2. Submit an amended STSJP plan to reflect the new amounts and services.
3. Submit requests to the STSJP mailbox by June 30, 2024.

## c. Waiver Application for Rollover of Unused STSJP Funds

Municipalities that have not spent, and do not plan to spend, their full 2022-2023 STSJP allocation may apply to OCFS for a waiver to roll over any portion of the unspent amount to PY 2023-2024. However, previously approved rollover funds from PY 2021-2022 unspent in PY 2022-2023 cannot be approved for roll over to PY 2023-2024.

Rollover waivers will only be approved once the second quarter for PY 2022-2023 has been claimed and there is a confirmed projection of remaining claims for PY 2022-2023.

To submit a waiver request, please do the following:

1. Download OCFS-2121.1, **Request for Rollover Waiver Form**, at <https://ocfs.ny.gov/programs/youth/stsjp/annual-plan.php>.
2. Complete the form.
3. Send the form via email to [stsjp@ocfs.ny.gov](mailto:stsjp@ocfs.ny.gov) on or before **July 28, 2023**, with the subject line **STSJP Request for Rollover Waiver for PY 2023-2024–Municipality Name**.

## d. STSJP Plan Submissions and RTA

All STSJP-RTA costs must be approved in the municipality's RTA plan by the New York State Division of the Budget (DOB). The municipality's 2023-2024 STSJP annual plan and the RTA plan approved by DOB must align. If they are not aligned, OCFS will not approve the STSJP-RTA services in the STSJP plan.

## VI. Data Resources

When developing STSJP plans, municipalities should consider programs that target an improvement in any areas where there are racial, economic, and/or gender disparities. Please consult the municipality detention and placement data provided by OCFS on the Youth Development and Partnerships for Success website at <https://www.ocfs.ny.gov/programs/youth/stsjp/planning.php> and the youth justice data available on the New York State Division of Criminal Justice Services website at <https://www.criminaljustice.ny.gov/crimnet/ojsa/stats.htm> to aid STSJP plan development.

For Part I – Municipality Level Details, question A(2), when entering data in the chart for 2022 Placement Admissions, please add together the county data from Tables 1b-*Total OCFS Facility Admissions by Sex, Race/Ethnicity & Age*, 6b-*JD Foster Care Admissions by Sex, Race/Ethnicity & Age* and 7b-*PINS Post-Dispositional Foster Care Admissions by Sex, Race/Ethnicity & Age* from the [Annual Out of Home Placement Admissions Data Packet](#).

## VII. Contacts

STSJP Mailbox: [stsjp@ocfs.ny.gov](mailto:stsjp@ocfs.ny.gov)

Geneva Hilliard, Program Specialist–(518) 486-1819

Lynn Tubbs, Director of Cross-Systems Supports–(518) 473-9116

**APPENDIX A**  
**SUPERVISION AND TREATMENT SERVICES FOR JUVENILES PROGRAM (STSJP)**  
**PY 2023-2024 Allocations**

<b>Municipality</b>	<b>PY 2023-2024</b>
Albany	\$172,722
Allegany	\$40,000
Broome	\$124,930
Cattaraugus	\$64,177
Cayuga	\$41,046
Chautauqua	\$78,272
Chemung	\$50,196
Chenango	\$53,849
Clinton	\$40,000
Columbia	\$40,832
Cortland	\$40,000
Delaware	\$40,000
Dutchess	\$103,536
Erie	\$477,383
Essex	\$40,000
Franklin	\$40,744
Fulton	\$40,000
Genesee	\$40,000
Greene	\$40,000
Hamilton	\$40,000
Herkimer	\$49,364
Jefferson	\$40,000
Lewis	\$40,000
Livingston	\$40,000
Madison	\$40,000
Monroe	\$427,932
Montgomery	\$40,415
Nassau	\$265,281
Niagara	\$74,434
Oneida	\$142,612
Onondaga	\$205,407
Ontario	\$46,839



<b>Municipality</b>	<b>PY 2023-2024</b>
Orange	\$123,933
Orleans	\$40,000
Oswego	\$56,591
Otsego	\$49,752
Putnam	\$40,569
Rensselaer	\$75,093
Rockland	\$44,948
St. Lawrence	\$40,000
Saratoga	\$59,992
Schenectady	\$87,635
Schoharie	\$40,000
Schuyler	\$46,883
Seneca	\$40,025
Steuben	\$53,207
Suffolk	\$244,137
Sullivan	\$47,050
Tioga	\$40,000
Tompkins	\$40,843
Ulster	\$40,000
Warren	\$40,476
Washington	\$41,107
Wayne	\$42,686
Westchester	\$227,039
Wyoming	\$40,000
Yates	\$41,155
New York City	\$3,212,908
Statewide Totals	\$7,876,000

**APPENDIX B  
2023 DETENTION ALLOCATIONS**

<b>Municipality</b>	<b>Detention Allocation</b>
Albany	\$1,406,873
Allegany	\$152,326
Broome	\$958,203
Cattaraugus	\$148,124
Cayuga	\$252,712
Chautauqua	\$367,655
Chemung	\$241,560
Chenango	\$80,000
Clinton	\$80,000
Columbia	\$100,127
Cortland	\$92,658
Delaware	\$80,000
Dutchess	\$787,025
Erie	\$4,791,980
Essex	\$80,000
Franklin	\$80,000
Fulton	\$80,000
Genesee	\$80,000
Greene	\$80,000
Hamilton	\$80,000
Herkimer	\$92,848
Jefferson	\$107,552
Lewis	\$80,000
Livingston	\$80,000
Madison	\$135,054
Monroe	\$4,693,380
Montgomery	\$117,375
Nassau	\$2,995,628
Niagara	\$336,045
Oneida	\$825,307
Onondaga	\$2,266,632
Ontario	\$204,419
Orange	\$645,595

<b>Municipality</b>	<b>Detention Allocation</b>
Orleans	\$80,000
Oswego	\$261,159
Otsego	\$80,000
Putnam	\$80,000
Rensselaer	\$411,917
Rockland	\$203,766
St. Lawrence	\$122,099
Saratoga	\$117,006
Schenectady	\$625,760
Schoharie	\$80,000
Schuyler	\$80,000
Seneca	\$80,000
Steuben	\$290,253
Suffolk	\$2,195,340
Sullivan	\$259,928
Tioga	\$80,000
Tompkins	\$162,512
Ulster	\$186,043
Warren	\$83,667
Washington	\$98,435
Wayne	\$87,578
Westchester	\$3,343,109
Wyoming	\$80,000
Yates	\$80,000
New York City	\$44,392,350
Statewide Totals	\$76,160,000