

Youth Court Application for Re-certification

Instructions

The Youth Court Diversion Act provides that the Utah Youth Court Board “provide for a process to re-certify each Youth Court every three years.”

To keep the re-certification process as simple as possible, the Utah Youth Court Board only requests information where changes have occurred from your original certification application. Where no changes have been made, a simple statement indicating that no changes have occurred from the original certification application is all that is required. The completion of the following re-certification application request along with the necessary attachments to reflect the changes you note is all that is required. Please refer to your original certification application for detailed explanations of each item numbered below.

This Re-certification Application should be received by the Utah Youth Court Board at least 90 days prior to the expiration date of your current certification period. The Board meets once each quarter (2nd Tuesday in January, April, July & October). Your application must be received 30 days prior to a scheduled board meeting in order to be approved at that scheduled board meeting. Once your application is approved, a confirmation letter and certificate will be mailed to the contact listed on your application.

Please mail your completed application to:

Steve Garside
Layton City Attorney's Office
437 North Wasatch Drive
Layton, UT 84041

Your application will not be returned to you. Please keep a copy of your original certification and your re-certification applications for your records.

The Youth Court Certification Application and the Youth Court Diversion Act can be found on the Utah Youth Court Board website www.youthcourts.utah.gov.

If you have any questions you may contact:
Steve Garside at sgarside@laytoncity.org 801-336-3590.

You may also contact other members of the Youth Court Board. Please leave a daytime and evening phone number where you can be reached.

Sincerely,

Utah Youth Court Board

Youth Court Application for Re-certification

Full Name of Youth Court: _____

Date of Original Certification: _____

Current Certification Expiration Date: _____

Main Contact for Youth Court: _____

Address: _____

City, State Zip Code: _____

Phone: (____) _____ Fax: _____ Cell: _____ Evening: _____

1. Name, address, phone number, email address and geographic area served
 - Same as original certification application.
 - See changes as shown on Attachment 1.
2. Name and identifying information of your sponsoring entity (78-57-109)
 - Same as original certification application.
 - See changes as shown on Attachment 2.
3. Parental involvement policy (78-57-104)
 - Same as original certification application.
 - See changes as shown on Attachment 3.
4. List of possible dispositional (sentencing) options
 - Same as original certification application.
 - See changes as shown on Attachment 4.
5. Fee policy and amount (78-57-107)
 - Same as original certification application.
 - See changes as shown on Attachment 5.
6. List of fees for classes, counseling, program participation, etc.
 - Same as original certification application.
 - See changes as shown on Attachment 6.
7. List of referring sources (78-57-103)
 - Same as original certification application.
 - See changes as shown on Attachment 7.
8. Referral screening procedure (78-57-102(4) & 78-57-103 (2) & (3))
 - Same as original certification application.
 - See changes as shown on Attachment 8.
9. Confidentiality policy
 - Same as original certification application.
 - See changes as shown on Attachment 9.
10. Victim input policy
 - Same as original certification application.
 - See changes as shown on Attachment 10.

11. Standardized forms

- Same as original certification application.
- See changes as shown on Attachment 11.

12. Volunteer youth selection policy

- Same as original certification application.
- See changes as shown on Attachment 12.

13. Volunteer youth training policy

- Same as original certification application.
- See changes as shown on Attachment 13.

14. Adult coordinator and other adult participants background checks

- Same as original certification application.
- See changes as shown on Attachment 14.

15. Historical notes and annual statistical reports and policy for providing school credit if any

- Same as original certification application.
- See changes as shown on Attachment 15.

16. Physical surroundings description

- Same as original certification application.
- See changes as shown on Attachment 16.

17. Have you provided the statistical information for the prior three (3) years?

- Yes.
- No. Please explain: _____

I have read through the Youth Court Act (78-57-101 et seq.) and am familiar with its contents and our Youth Court promises to abide by its requirements. I have the authority to represent the _____ (full name of the Youth Court). I further certify that the information contained in this application and attached hereto is true and correct to the best of my information and belief and is to be used by the Utah Youth Court Board as it deems appropriate for certification purposes.

Signature

Date

Name (printed): _____

Title: _____

For Utah Youth Court Board Use Only

Date Application Received: _____

I, _____, have reviewed the application for re-certification submitted by the _____ dated _____ and find the application complete and in compliance with the requirements of the Utah Youth Court Act. I therefore recommend that the Utah Youth Court Board re-certify them accordingly.

Signature

Date

Date Application was Approved by the Utah Youth Court Board: _____