

**Comprehensive Law Enforcement Response to Drugs
Edward Byrne Justice Assistance Grant
FFY17-FFY18**

Task	Date
NOFO posted	May 1, 2020
Technical Assistance Recording	May 8, 2020
Notice of Intent due	June 5, 2020
NOFO question submission deadline	June 11, 2020
Applications due	11:59 p.m., June 15, 2020
Budget Committee review/approval of recommended designations	August 20, 2020
Program start date	October 1, 2020

CHECKLIST

Prior to application due date:

- [Obtain a Data Universal Numbering System \(DUNS\) number](#)
- [Register with the System for Award Management \(SAM\)](#)
- [Apply for, update or verify the Employer Identification Number \(EIN\)](#)
- [Create a Grants.gov account with username and password](#)
- [Complete registration in the Grantee GATA Portal](#)

This NOFO contains three categories of funding. Applicant may apply under one or more category. A separate application is required for each category.

Submission Checklist:

- Uniform Application for State Grant Assistance – Submitted in PDF (signed, and scanned) AND Word file
- Program Narrative –Do not change the format of this document. Submitted in a Word file.
- Budget/Budget Narrative –Excel format (no signatures required for this document at this time)
- Memorandum of Understanding

Notice of Funding Opportunity
Comprehensive Law Enforcement Response to Drugs

	Data Field	
1.	Awarding Agency Name:	Illinois Criminal Justice Information Authority (ICJIA)
2.	Agency Contact:	Luisa Salazar Illinois Criminal Justice Information Authority 300 West Adams, Suite 200 Chicago, Illinois 60606 CJA.2020DrugNOFO@Illinois.gov 312-814-0707
3.	Announcement Type:	<input checked="" type="checkbox"/> Initial announcement <input type="checkbox"/> Modification of a previous announcement
4.	Type of Assistance Instrument:	Grant
5.	Funding Opportunity Number:	2094-1397
6.	Funding Opportunity Title:	Comprehensive Law Enforcement Response to Drugs
7.	CSFA Number:	546-00-2094
8.	CSFA Popular Name:	Edward Byrne Justice Assistance Grant
9.	CFDA Number(s):	16.738
10.	Anticipated Number of Awards:	Unknown
11.	Estimated Total Program Funding:	\$3,500,000.00
12.	Award Range	Category 1: \$40,000 - \$79,500 Category 2: \$75,000 - \$700,00 Category 3: \$50,000 - \$200,00
13.	Source of Funding:	<input checked="" type="checkbox"/> Federal or Federal pass-through <input type="checkbox"/> State <input type="checkbox"/> Private / other funding
14.	Cost Sharing or Matching Requirement:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
15.	Indirect Costs Allowed	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Restrictions on Indirect Costs	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
16.	Posted Date:	Friday, May 1, 2020
17.	Application Range:	11:59 p.m., Monday, June 15, 2020
18.	Technical Assistance Session:	Session Offered: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Session Mandatory: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No It is recommended that applicants view the recorded technical assistance, which will be available beginning on May 8, 2020, at 2:00 p.m. <u>The Technical Assistance Session can be found here.</u>

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Notice of Funding Opportunity

Comprehensive Law Enforcement Response to Drugs

A. Program Description

The Illinois Criminal Justice Information Authority (ICJIA) is a state agency dedicated to improving the administration of criminal justice. ICJIA brings together key leaders from the justice system and the public to identify critical issues facing the criminal justice system in Illinois, and to propose and evaluate policies, programs, and legislation that address those issues. The statutory responsibilities of ICJIA fit into four areas: grants administration; research and analysis; policy and planning; and information systems and technology.

Section 7 of the Illinois Criminal Justice Information Act grants ICJIA authority “to apply for, receive, establish priorities for, allocate, disburse, and spend grants of funds that are made available by and received on or after January 1, 1983 from private sources or from the United States pursuant to the federal Crime Control Act of 1973, as amended, and similar federal legislation, and to enter into agreements with the United States government to further the purposes of this Act, or as may be required as a condition of obtaining federal funds” and “to receive, expend, and account for such funds of the State of Illinois as may be made available to further the purposes of this Act.” (20 ILCS 3930/7(k), (l))

ICJIA must comply with all applicable provisions of state and federal laws and regulations pertaining to nondiscrimination, sexual harassment and equal employment opportunity, including, but not limited to: The Illinois Human Rights Act (775 ILCS 5/1-101 et seq.), The Public Works Employment Discrimination Act (775 ILCS 10/1 et seq.), The United States Civil Rights Act of 1964 (as amended) (42 USC 2000a-and 2000H-6), Section 504 of the Rehabilitation Act of 1973 (29 USC 794), The Americans with Disabilities Act of 1990 (42 USC 12101 et seq.), and The Age Discrimination Act (42 USC 6101 et seq.).

The Illinois Criminal Justice Information Authority administers the federal Edward Byrne Memorial Justice Assistance Grant (JAG) Program in Illinois. The JAG program provides states and units of local government with critical funding to support programs in a range of areas, including law enforcement; prosecution and courts; prevention and education; corrections and community corrections; drug treatment and enforcement; crime victim and witness assistance; and planning, evaluation, and technology improvement.

1. Purpose

Background

The goal of this solicitation is to increase public safety and reduce the large social and economic cost of drug use through specialized drug trafficking law enforcement and prosecution and the use of treatment over incarceration for low-level offenders.

The growing nationwide opioid epidemic has left communities struggling to deal with its impact, as first responders and emergency rooms see sharp increases in overdoses,

businesses and residents experience thefts to feed user drug habits, and drug use disrupts the families and careers of users. The scale of the problem across the state calls for a comprehensive solution, reducing both the demand for drugs and their supply.

Demand

Law enforcement agencies have recognized that overreliance on the arrest and prosecution of low-level drug users does not enhance community safety or effectively reduce demand, as drug users repeatedly cycle through the criminal justice system without addressing their substance use disorders. In response, law enforcement agencies have implemented new models that deflect drug users from the criminal justice system to meaningful treatment. These models are built on partnerships with community health care and substance use treatment organization.

Supply

As drug trafficking spans across jurisdictions, it may only be effectively addressed through multi-jurisdictional initiatives. Large scale, multi-jurisdictional trafficking enforcement programs are cooperative units of law enforcement that target drug supply, emphasizing interdiction and disruption of networks that control drug trafficking and the associated violence that establishes, expands, and protects distribution territories.

Drug prosecution programs work as active partners by providing the case development necessary to target the traffickers rather than low-level users and increase public safety by disrupting distribution networks and the violence that supports them. Specialized drug prosecutors are necessary to aid the enforcement programs by obtaining overheard orders, search warrants, and providing investigation consultation.

2. Program Design

Category 1: Law Enforcement Deflection Program

Individuals face a range of obstacles when attempting to access drug treatment, including lack of knowledge on available resources, shame and stigma, denial of substance use disorder or substance misuse, costs and lack of insurance/Medicaid, lack of transportation, treatment waiting lists, and prior negative treatment experiences (Natarajan, 2006). Some law enforcement agencies have implemented programs that reduce barriers to treatment.

Law Enforcement Deflection Initiative Models

In the Law Enforcement Deflection Initiative Model, law enforcement serves as a point of contact for individuals seeking treatment (Appel, Ellison, Jansky & Oldak, 2004). Deflection programs entail substance users either voluntarily contacting the law enforcement agency or being contacted via outreach efforts. They are offered substance use disorder treatment without fear of arrest and law enforcement provides referral and transportation to treatment facilities (Charlier, 2015). Law enforcement immediately connects individuals to appropriate human and social services, including assessment, case management, peer mentoring, and treatment, while helping them to avoid criminal justice system entry.

Resources

- [Law Enforcement Deflection Frameworks: A Decision Making Tool for Law enforcement Leaders -- Methods for Diverting People Away from Arrest and Into Services in the Community](#)
- [Law enforcement-Assisted Addiction and Recovery Initiative](#) (National program)
- [Hope Not Handcuffs](#) (Michigan)
- [A Way Out](#) (Lake County)
- [Connect for Life](#) (Naperville)
- [Fighting the Opioid Crisis through Substance Use Disorder Treatment: A Study of a Police Program Model in Illinois](#)
- [Police-Led Referrals to Treatment for Substance Use Disorders in Rural Illinois: An Examination of the Safe Passage Initiative](#)

Geographic Distribution

Priority will be given to funding at least one project in each of the five regions detailed on the state map in Attachment 1. Additional designations will be based on ranked application scores irrespective of state region.

Category 2: Drug Prosecution Units

Drug prosecution units were designed to address the complexities of prosecuting drug trafficking crimes. For example, in drug trafficking cases, the prosecution needs strong evidence proving the involvement in a single enterprise to distribute drugs, as well as an understanding the drug trafficking organization, its day-to-day operations, and links to organized crime and overseas suppliers (Natarajan, 2006). These drug units work with law enforcement officers to provide prosecutorial oversight to those cases so that the evidence will withstand legal challenges and lead to a successful prosecution. While there is not enough research to draw conclusions on specialized drug prosecution units, research examining other specialized prosecution units have shown they reduce the likelihood of case rejection (Justia, 2018; Pyrooz, Wolfe, & Spohn, 2011).

Geographic Distribution

Priority will be given to funding at least one project in each of the five regions detailed on the state map in Attachment 1. Additional designations will be based on ranked application scores irrespective of state region.

Category 3: Multi-Jurisdictional Large-Scale Drug Trafficking Enforcement

Drug trafficking is the cultivation, manufacture, distribution, and sale of drugs (UNODC, 2016). Trafficking of drugs can be a violent enterprise due to the need to exhibit strength and force to competitors and rivals, as well as for retribution against lower-level distributors who do not sell (Blumstein, 1995; Johnson, 2003). Drug trafficking directly contributes to availability of illicit drugs, growing numbers of drug-users, and increasing numbers of drug-related hospitalizations and deaths. It also contributes to violent crime. Therefore, drug trafficking constitutes a major threat to public health and the well-being of society as a whole.

To combat drug trafficking, states use multi-jurisdictional drug task forces, comprised of law enforcement officers from state, county, and local law enforcement departments to pool resources and more efficiently and effectively combat the drug distribution in multiple jurisdictions (Mazerolle, Soole, & Rombouts, 2007). Outcome evaluations have found that multi-jurisdictional drug task forces are more effective at combating more serious drug crimes than non-drug task force law enforcement (Olson et al., 2002; McGarrell & Schlegel, 1993; and Myrent, 2013).

Geographic Distribution

Priority will be given to funding at least one project in each of the five regions detailed on the state map in Attachment 1. Additional designations will be based on ranked application scores irrespective of state region.

3. Program Requirements

Applicants may request funding under one or more categories of funding. A separate application is required for each category.

Category 1: Law Enforcement Deflection Programs

To be eligible for funding, deflection programs must:

- Be run by a local law enforcement agency, county sheriff's department, or a multi-jurisdictional cooperative law enforcement unit for which an Implementing Agency has been identified.
 - An Implementing Agency in this context is a government agency which will, on behalf of the multi-jurisdictional unit, apply for the grant, enter into the inter-governmental grant agreement with ICJIA, accept and account for grant funds, and meet all ICJIA reporting and compliance requirements.
- Collaborate and partner with other police departments, if needed, to generate a wider pool of participants. Options may include:
 - Sheriff's departments.

- Single police departments that have sufficient volume within their own jurisdiction.
 - A collaboration between multiple police departments where one agency serves as the lead and memorandums of understanding exist to show that one department will provide treatment coordination services to other jurisdictions. Partner agencies will refer participants to the lead and benefit from having the program as an option for their communities.
- Have a full-time service coordinator. The coordinator will provide screening, intake, assessment of insurance coverage, and case management to program participants, and serve as a liaison with treatment providers to secure placements. The coordinator will also facilitate a “warm handoff” when clients arrive at the treatment center. A warm-handoff features a professional (coordinator, officer or trained volunteer) offering a face-to-face introduction of the client to the treatment provider.
- Utilize the self-referral model with outreach. The program coordinator and police department must identify potential participants through community outreach, including speaking engagements to community organizations, churches, and health care providers, and establishing a presence in the community by reaching out in areas where potential participants or their families may be and offering information. The model must include:
 - A plan to make potential clients and referral sources aware of the services available.
 - A plan to coordinate program activities with community agencies in the service area, including substance abuse treatment, medical care and supportive service providers as well as relevant government agencies.
- Provide training of police officers and development of intake protocol. The program must train officers on substance use disorders and the development of a protocol that will be followed when potential participants present at the police department.
- Provide follow-up and aftercare. The program must follow-up with participants after treatment to determine if further services or case management are needed.
- Provide alternative options for potential participants when treatment beds or services are not available. Ideally, the service coordinator will be able to place participants with treatment providers with whom they have established relationships. If need exceeds the number of available placements, the program must stay engaged with participants, encourage harm reduction strategies, or refer to a health care provider to maintain client contact and manage their needs until services become available.
- Deflection community outreach expenses may not exceed 10% of total budget for paid media advertising, including website development.

Category 2: Drug Prosecution Units

To be eligible for funding, drug prosecution programs must:

- Be run by a county state's attorney's office or the Office of the State's Attorney's Appellate Prosecutor.
- Provide a memorandum of understanding demonstrating collaborative involvement with one or more drug trafficking enforcement units (Defined in Category 3).

Category 3: Multi-Jurisdictional Large-Scale Drug Trafficking Enforcement

To be eligible for funding, drug trafficking enforcement programs must:

- Be run by a cooperative unit comprised of three or more law enforcement agencies for which an Implementing Agency has been identified.
 - An Implementing Agency in this context is a government agency which will, on behalf of the multi-jurisdictional unit, apply for the grant, enter into the inter-governmental grant agreement with ICJIA, accept and account for grant funds, and meet all ICJIA reporting and compliance requirements.
- Have a written interagency agreement between all participating agencies defining activities and responsibilities.
- Provide a memorandum of understanding demonstrating collaborative involvement with drug prosecution toward meeting the program's goals and objectives.
- Have a plan of intelligence sharing via computerized networking.
- Have a plan for forfeiture sharing, including how funds will be used.
- Provide a letter of commitment to staffing the program from each participating agency.
- Provide a plan for submitting current task force personnel rosters with updated personnel status for U.S. Bureau of Justice Assistance Center for Task Force Integrity and Leadership training.

Additional Requirements: Law Enforcement Task Forces

The U.S. Bureau of Justice Assistance requires every member of a law enforcement drug enforcement unit supported with these funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank to complete an online task force training once during the life of the grant award. This training addresses task force effectiveness and other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. The training is provided free of charge through the U.S.

Bureau of Justice Assistance Center for Task Force Integrity and Leadership (www.ctfli.org).

In addition, ICJIA will require the submission of task force personnel rosters that include training course completion certificates for all funded task force personnel. Go to www.ctfli.org for more information.

4. Goals, Objectives, and Performance Metrics

The goal of this solicitation is to increase public safety and reduce the large social and economic cost of drug use through specialized drug trafficking enforcement and prosecution and the use of treatment over incarceration for low-level offenders.

Funded programs will be required to report performance measures through the U.S. Department of Justice Bureau of Justice Assistance portal at <https://bjapmt.ojp.gov> and to submit quarterly data reports to ICJIA that will minimally include the following information:

Category 1: Deflection Programs

Goal: Increase public safety and improve the behavioral health of community residents.	
Process Objectives	Performance Measures
Hire Deflection Program Coordinator by the first month of the program.	➤ Month Deflection Coordinator is hired.
Develop and adopt protocol for deflection of low-level drug offenders by second month of the program.	➤ Month deflection protocol is adopted.
Develop and execute referral and treatment placement MOUs with X substance use disorder treatment providers by second month of the program.	➤ Month referral and treatment placement MOU is executed. ➤ Number of treatment providers with MOUs
Train 100% of officers on the deflection program and protocol by third month of the program.	➤ Number of officers ➤ Percentage of officers trained on deflection program and protocol by the third month of the program. ➤ Description of training (frequency, content, duration)
Implement outreach initiative by the third month of the program.	➤ Month outreach initiative is implemented. ➤ Numbers of inquiries received and logged about the program. ➤ Provide detail on outreach initiatives (frequency, type of outreach). <i>Objectives</i>

	<i>related to specific outreach efforts, if applicable, should be detailed below (i.e., contacts and speaking engagements).</i>
Please provide additional Process Objectives as needed.	➤ Provide additional measurable Performance Measures as needed.
Outcome Objectives	Performance Measures
Deflect X individuals to treatment by placing 100% in treatment within X days.	<ul style="list-style-type: none"> ➤ Number of participants requesting deflection program participation. ➤ Number screened at intake and accepted. ➤ Number of treatment placements identified and available for participants within x days of treatment request and acceptance in the program. ➤ Number of participants transported to treatment with a warm-handoff. ➤ Number and percent of participants placed in treatment.
Screen 100% of participants for available public insurance coverage. Enroll 100% of eligible participants in public insurance programs.	<ul style="list-style-type: none"> ➤ Number of participants and percent screened for insurance eligibility. ➤ Number and percent of participants enrolled in public insurance programs.
Maintain engagement with 100% of participants that were not able to be placed within X days.	<ul style="list-style-type: none"> ➤ Number of participants not placed within X days. ➤ Number and percent of participants with engagement maintained during the waiting period. ➤ Number of these participants ultimately placed in treatment.
Attempt follow-up with 100% of participants placed in treatment, with their consent, within X days after placement to offer further case management needs.	<ul style="list-style-type: none"> ➤ Number and percent that were attempted a follow-up contact within X days. ➤ Number reached. ➤ Number of participants referred to additional services (e.g., outpatient treatment, recovery support services, housing).
Please provide additional Outcome Objectives as needed.	➤ Provide additional measurable Performance Measures as needed.

Category 2: Drugs Prosecution Programs

Goal: Increase public safety and reduce the large social and economic cost of narcotics use through specialized prosecution of drug traffickers.	
Process Objectives	Performance Measures
Hire specialized narcotics prosecutor by the first month of the program.	➤ Month specialized narcotics prosecutor is hired.
Attend X specialized trainings to further educate prosecution unit staff with up-to-date laws and procedures.	➤ Number of training sessions/seminars attended. ➤ Number of prosecutors attending.
Hold X trainings with law enforcement.	➤ Number of training sessions held with law enforcement. ➤ Number of law enforcement officers attending trainings.
Hold X meetings with law enforcement to collaborate on building cases for prosecution.	➤ Number of meeting sessions held with law enforcement. ➤ Number of law enforcement officers attending meeting.
Provide prosecutorial support to X investigations that target or lead to unlawful drug manufacture and distribution.	➤ Number of investigations that target or lead to drug manufacture and distribution for which prosecutorial support is provided.
File charges in/accept for prosecution X cases, or X%, of drug manufacturing or distributions cases referred for prosecution.	➤ Number of cases referred for prosecution. ➤ Number of cases of drug manufacture and distribution for which charges are filed and accepted for prosecution.
Outcome Objectives	Performance Measures
Obtain a X% conviction rate for drug manufacturing or distribution cases that were accepted for prosecution.	➤ Number of cases prosecuted by grantee. ➤ Number of cases in which a conviction was obtained. ➤ Number of offenders prosecuted for drug manufacturing or distribution by drug type and offense class. ➤ Number of offenders convicted of drug manufacturing or distribution by drug type and offense class.

Category 3: Multi-Jurisdictional Large-Scale Drug Trafficking Enforcement

Goal: Increase public safety and reduce the large social and economic cost of drug use through specialized enforcement and investigation of drug traffickers.	
Process Objectives	Performance Measures
Assign officers from member agencies by the first month of the program.	➤ Month member agency officers are assigned to the unit.
X% of funded officers will complete specialized investigations training by the third month of the program.	<ul style="list-style-type: none"> ➤ Total number grant funded officers ➤ Number of grant funded officers who completed all trainings. ➤ Number of new grant funded officers. ➤ Number of new grant funded officers who completed all trainings. ➤ Number of updated officer rosters provided to the Authority.
<p>Maintain a collaborative relationship with prosecution team by holding X trainings with prosecution teams.</p> <p>Maintain a collaborative relationship with prosecution team by holding X meetings to build cases for prosecution.</p> <p>Collaborate with prosecutions on X investigations that target or lead to unlawful drug manufacture and distribution.</p>	<ul style="list-style-type: none"> ➤ Number of trainings with prosecution. ➤ Number of meetings with prosecution. ➤ Number of investigations that target or lead to drug manufacture and distribution for which prosecutorial collaboration occurred.
Initiate and/or maintain cooperation and interaction with X schools, community agencies, and citizen groups to develop crime solving and prevention strategies.	<ul style="list-style-type: none"> ➤ Number of new & ongoing partnerships. ➤ Number of outreach programs provided to community.
Conduct X investigations.	<ul style="list-style-type: none"> ➤ Number of investigations initiated. ➤ Number on-going. ➤ Number completed.
X warrants will be issued.	➤ Number of warrants issued.
X consensual overhears will be issued.	➤ Number of overhears issued.
X informants will be enlisted.	➤ Number of informants enlisted.
X of undercover drug buys.	➤ Number of undercover drug buys.

Outcome Objectives	Performance Measures
Make an arrest in X% of completed investigations of those unlawfully selling and/or possessing the drug.	<ul style="list-style-type: none"> ➤ Number of arrests made by drug and charge. ➤ Percentage of completed investigations resulting in at least one arrest. ➤ Number of seizures by drug type ➤ Value of currency seized. ➤ Value of Drug(s) Seized by type.
X% of arrests will be referred for prosecution.	<ul style="list-style-type: none"> ➤ Number of arrestees referred for prosecution by drug and charge.
X% of cases referred will be accepted for prosecution.	<ul style="list-style-type: none"> ➤ Number of arrestees accepted for prosecution by drug and charge. ➤ Number of arrestees Nolle Pros.
X% of arrest will result in conviction.	<ul style="list-style-type: none"> ➤ Number of convictions by drug, class of offense and sentence.

5. Research-Based Programs or Practices

Applicants are strongly urged to incorporate research-based best practices into their program design, when appropriate. Applicants should identify the research-based practice being proposed for implementation, identify and discuss the evidence that shows that the practice is effective, discuss the population(s) for which this practice has been shown to be effective, and show that it is appropriate for the proposed target population.

B. Funding Information

1. Award period

Grant awards resulting from this opportunity will have a target period of performance of October 1, 2020, to September 30, 2021. Additional funding to support the program for up to 24 months may be awarded after the initial funding period, contingent upon satisfactory performance and availability of funds. The period of performance for this grant will not exceed 36 months.

2. Available Funds

A total of \$3.5 million in federal funding is available through this solicitation for three categories of funding. Funding earmarks for each category are detailed below, but ICJIA reserves the right to award grants to applicants with the highest scores irrespective of category earmarks.

Program Category	Available funds
Category 1: Law Enforcement-Led Substance Abuse Deflection Programs	\$159,480
Category 2: Drug Prosecution Programs	\$1,438,014
Category 3: Multi-Jurisdictional Large-Scale Drug Trafficking Enforcement	\$1,902,506
Totals:	\$3,500,000

Funding Ranges by Category

ICJIA established minimum and maximum funding limits for each category. Points will be deducted for applications requesting amounts outside of these funding limits.

Category 1

Deflection	
Minimum	\$40,000
Maximum	\$79,500

Categories 2 and 3 funding ranges are based on population, as detailed.

Category 2

Prosecution	Tier One	Tier Two	Tier Three
Population	1-499,999	500,000-1,499,999	1,500,000 +
Available Funding Range	\$75,000 - \$100,000	\$75,000 – \$ 150,000	\$75,000 - \$700,000

Category 3

Enforcement	Tier One	Tier Two
Population	0-499,999	500,000 +
Available Funding Range	\$50,000 - \$150,000	\$75,000 - \$ 200,000

Agreements that result from this funding opportunity are contingent upon and subject to the availability of funds. ICJIA, at its sole discretion, may terminate or suspend this agreement, in whole or in part, without penalty or further payment being required, if (1) the Illinois General Assembly or the federal funding source fails to make an appropriation sufficient to pay such obligation, or if funds needed are insufficient for any reason (30 ILCS 500/20-60), (2) the Governor decreases ICJIA’s funding by reserving some or all of the Authority appropriation(s) pursuant to power delegated to the Governor by the Illinois General Assembly; or (3) the Authority determines, in its sole discretion or as directed by the Office

of the Governor, that a reduction is necessary or advisable based upon actual or projected budgetary considerations. The Implementing Entity will be notified in writing of the failure of appropriation or of a reduction or decrease.

Applications must include an Implementation Schedule that describes how the program activities will be carried out. The Implementation Schedule must include information that will allow the Authority to assess grant activity relative to planned project performance.

3. Priorities

The following JAG Goals/Priorities will be addressed by this funding opportunity:

Drug Enforcement and Treatment Programs

Goal: To support research-informed and promising drug enforcement and treatment efforts by providing resources to programs that break the cycle of system involvement in the criminal justice system for people who abuse legal and illegal drugs and substances, that ensure the safety of the crime victim and the public, and that promote the payment of restitution to crime victims and to support research based programs that enhance public safety and reduce the amount of drugs and substances illegally manufactured and distributed.

Prosecution

Goal: To support all public prosecutors, including appellate prosecutors, by providing the resources and training necessary to assist them in protecting public safety by holding offenders accountable while ensuring the constitutional rights of the accused and enforcing crime victims' constitutional and statutory rights.

Law Enforcement

Goal: To support law enforcement by providing them with the resources necessary to protect and serve the community through the development and implementation of data driven, promising, or research-informed policing strategies that protect public safety and reduce crime, particularly violent crime.

C. Eligibility Information

Before applying for any grant, all entities must be registered and pre-qualified through the Grant Accountability and Transparency Act (GATA) Grantee Portal at www.grants.illinois.gov/portal. Registration and pre-qualification are required annually each state fiscal year. During pre-qualification, verifications are performed, including a check of federal SAM.gov Exclusion List and status on the Illinois Stop Payment List. The Grantee Portal will either indicate a "qualified" status or inform on how to remediate a negative verification (e.g., inactive DUNS, not in good standing with the Secretary of State). Inclusion on the SAM.gov Exclusion List cannot be remediated. Go to <https://icjia.illinois.gov/gata> for a list of pre-qualification steps.

Applicants are also required to submit a financial and administrative risk assessment utilizing an Internal Controls Questionnaire (ICQ) for state fiscal year 2021 before **June 15, 2020**, and obtain approval from their cognizant agencies before execution of the grant agreement. Delay in obtaining SFY21 ICQ approval will result in a delay in grant execution.

1. Eligible Applicants

This solicitation is open to Illinois municipalities, counties, and state agencies. Private and non-profit entities are not eligible to apply.

2. Cost Sharing or Matching

Fund matching and cost-sharing are not required.

3. Indirect Cost Rate

In order to charge indirect costs to a grant, the applicant organization must either have an annually negotiated indirect cost rate agreement (NICRA) or elect to use a standard *de minimis* rate. There are three types of allowable indirect cost rates:

- a) Federally Negotiated Rate. Organizations that receive direct federal funding, may have an indirect cost rate that was negotiated with the Federal Cognizant Agency. Illinois will accept the federally negotiated rate.
- b) State Negotiated Rate. The organization may negotiate an indirect cost rate with the State of Illinois if they do not have a Federally Negotiated Rate. If an organization has not previously established an indirect cost rate, an indirect cost rate proposal must be submitted through the State of Illinois' centralized indirect cost rate system no later than three months after receipt of a Notice of State Award (NOSA). If an organization previously established an indirect cost rate, the organization must annually submit a new indirect cost proposal through the centralized indirect cost rate system within the earlier of: six (6) months after the close of the grantee's fiscal year; and three (3) months of the notice of award.
- c) De Minimis Rate. An organization that has never negotiated an indirect cost rate with the Federal Government or the State of Illinois is eligible to elect a *de minimis* rate of 10% of modified total direct cost (MTDC). Once established, the *de minimis* Rate may be used indefinitely. The State of Illinois must verify the calculation of the MTDC annually in order to accept the *de minimis* rate.

Grant recipients must register its indirect cost rate election through the [Grantee Portal, Crowe Activity Review System \(CARS\) system](#), or other appropriate system. It is the organization's responsibility to ensure that any indirect cost rate utilized is properly registered.

Grantees have discretion and can elect to waive payment for indirect costs. Grantees that elect to waive payments for indirect costs cannot be reimbursed for indirect costs. The

organization must record an election to “Waive Indirect Costs” into the State of Illinois’ centralized indirect cost rate system. Indirect Cost election must be completed annually, for every state fiscal year.

4. Thresholds

Agencies may submit applications for more than one category of funding. A separate application must be submitted for each category.

Multi-jurisdictional applications will be assigned to geographic areas where their program activity is anticipated to be greatest. For instance, if an applicant proposed to serve three counties, two of which are in geographic area 1, but the bulk of their activity is proposed to take place in geographic area 2, the application will be assigned to area 2.

D. Application and Submission Information

1. Accessing Application Package

Applications must be obtained at <https://icjia.illinois.gov/gata> by clicking on the link titled “JAG Comprehensive Law Enforcement Response to Drugs.” Paper copies of the application materials may be requested from Luisa Salazar by: calling (312) 814-0707; mailing Luisa Salazar, 300 West Adams Street, Suite 200, Chicago, Illinois 60606; or via Telephone Device for the Deaf (TDD) (312)793-4170. Applications, however, may only be submitted via email, to: CJA.2020DrugNOFO@Illinois.gov.

2. Content and Form of Application Submission

- a) Notice of Intent. Agencies interested in applying are strongly encouraged to complete an online Notice of Intent form by **11:59 p.m. on June 5, 2020**. Submission of a Notice of Intent is nonbinding and will be used for internal planning purposes only. Upon receipt of a Notice of Intent, ICJIA will offer technical assistance to agencies which have not yet demonstrated GATA compliance.

Failure to submit a Notice of Intent by the deadline above may result in an agency not receiving technical assistance with respect to GATA compliance, therefore risking grant ineligibility.

The online Notice of Intent is available at:

https://icjia.az1.qualtrics.com/jfe/form/SV_1z8dMd19k2AKizj

- b) Forms and Formatting

Completed applications must be emailed to CJA.2020DrugNOFO@Illinois.gov. The applicant agency name should appear in the Subject line of the email. Each document attached to the email must be submitted in the manner and method described below. Applications with missing documents will be rejected.

Document	Document Name	PDF	Word	Excel
Uniform Application for State Grant Assistance – This form must be completed, signed, and scanned (PDF), and provide a Word file as well	<i>“Agency Name – Application”</i>	X	X	
Program Narrative – This document must meet the requirements outline in Section A. The narrative must be provided in this document. Do not change the format of this document.	<i>“Agency Name – Program Narrative”</i>		X	
Budget/Budget Narrative – This document is a workbook, with several pages (tabs). The last tab has instructions if clarification is needed.	<i>“Agency Name – Budget”</i>			X
Non-Profit Agency Required Documents				
United States Internal Revenue Service 501(c)(3) determination letter.		X		

c) Application Formatting

Program Narratives may not exceed 30 pages and must be written in Times New Roman, size 12 font. Do not delete template questions in your response. Other required documents, including MOUs or support letters from third parties if required, should be included as a separate PDF document.

d) Additional Material

Category 2: Drug prosecution units

- Provide memorandum of understanding demonstrating collaborative involvement with one or more drug trafficking enforcement unit, as defined in Category 3.

Category 3: Multi-Jurisdictional Large-Scale Drug Trafficking Enforcement

- Provide memorandum of understanding demonstrating collaborative involvement with drug prosecution toward meeting the unit’s goals and objectives.

3. Dun and Bradstreet Universal Numbering System (DUNS) Number and System for Award Management (SAM)

Applicants are required to:¹

¹ Exempt from these requirements are individuals or agencies under 2 CFR § 25.110(b) or (c) and those with an exception approved by the federal or state awarding agency under 2 CFR § 25.110(d).

- a) Be registered in SAM before submitting its application. To establish a SAM registration, go to <http://www.SAM.gov/SAM> and/or utilize this instructional link: How to Register in SAM from the www.grants.illinois.gov Resource Links tab.
- b) Provide a valid DUNS number in its application. To obtain a DUNS number, visit from Dun and Bradstreet, Inc., online at <https://www.dnb.com/duns-number/get-a-duns.html> or call 1-866-705- 5711.
- c) Continue to maintain an active SAM registration with current information while it has an active award or application under consideration. ICJIA may not make a federal pass-through or state award to an applicant until the applicant has complied with all applicable DUNS and SAM requirements.

4. Submission Dates, Times, and Method

Completed application materials must be received by and in possession of the email address CJA.2020DrugNOFO@Illinois.gov by **11:59 p.m., June 15, 2020**, to be considered for funding. Upon receipt, an automated confirmation receipt will be emailed. Proposals will not be accepted by mail, fax, or in person. Late or incomplete submissions will not be reviewed, including email submissions delayed due to state email security clearance. Agencies are encouraged to submit their applications 72 hours in advance of the deadline to avoid unforeseen technical difficulties. Technical difficulties should be reported immediately to ICJIA at CJA.2020DrugNOFO@Illinois.gov.

5. Application Questions

Questions may be submitted via email at CJA.2020DrugNOFO@Illinois.gov. The deadline for submitted questions is **11:59 p.m. on June 11, 2020**. All substantive questions and responses will be posted on the ICJIA website at <https://icjia.illinois.gov/gata>. Due to the competitive nature of this solicitation, applicants may not discuss the opportunity directly with any ICJIA employee other than via this email address.

6. Funding Restrictions

- a) Federal Financial Guide. Applicants must follow the current edition of the Department of Justice Grants Financial Guide which details allowable and unallowable costs is available at: https://ojp.gov/financialguide/doj/pdfs/DOJ_FinancialGuide.pdf. Costs may be determined to be unallowable even if not expressly prohibited in the Federal Financial Guide.
- b) Prohibited Uses. The following is a non-exhaustive list of services, activities, goods, and other costs that cannot be supported through this NOFO:
 - Land acquisition
 - New construction

- A renovation, lease, or any other proposed use of a building or facility that will either result in a change in its basic prior use or significantly change its size
- Minor renovation or remodeling of a property either listed or eligible for listing on the National Register of Historic Places or located within a 100-year flood plain
- Implementation of a new program involving the use of chemicals
- Capital expenditures
- Fundraising activities
- Most food and beverage costs
- Lobbying

- c) JAG Prohibited and Controlled Expenses. Page 1 of the JAG Prohibited and Controlled Expenditures chart lists expenditures that are strictly prohibited. These expenditures may not be approved under any circumstances, pursuant to the Executive Order 13688 on Federal Support for Local Law Enforcement Equipment Acquisition.

View PDF:

<https://bja.ojp.gov/sites/g/files/xyckuh186/files/media/document/jagprohibitedandcontrolledexpenditures.pdf>

- d) Allowable expenses. All expenses must reasonable, necessary, and allocable to the program.
- e) Pre-Award Costs. **No costs incurred before the start date of the grant agreement may be charged to awards resulting from this funding opportunity.**
- f) Program Income. Program Income is defined as gross income earned by the grantee that is directly generated by a supported activity or earned as a result of the Federal award during the period of performance.

ICJIA requires implementing agencies to account for program income. Program income can be reported on a cash or accrued income basis. The federal percentage of the program income must be accounted for minimally in the same ratio of federal funding in the program.

If a program is supported with 75% federal funds and 25% non-federal funds, then 75% of program income must be accounted for and reported by the implementing agency as program income. For example, if program income earned by the grant is \$100,000, then 75% or \$75,000 must be accounted for and reported.

- g) Pre-approvals. Pre-approvals may affect project timelines. Submission of materials for ICJIA approval should be incorporated into the application Implementation Schedules. ICJIA may require prior approval of:

- Out-of-state travel.

- Certain requests for proposals, procurements, and sub-contracts.
 - Conference, meeting, and training costs.
- h) State Travel Guidelines. travel costs charged to ICJIA must conform to State Travel Guidelines, found here: <https://www2.illinois.gov/cms/Employees/travel/Pages/TravelReimbursement.aspx>. Out-of-state hotel rates are based on the General Service Administration guidelines found here: <https://www.gsa.gov/travel/plan-book/per-diem-rates>. Applicant agencies with lower cost travel guidelines than the State of Illinois must use those lower rates.
- i) Supplanting. Awarded funds must be used to supplement existing funds for grant activities and must not replace funds that have been appropriated for the same purpose. Supplanting shall be the subject of application review, as well as pre-award review, post-award monitoring, and audit. If there is a potential presence of supplanting, the applicant or grantee will be required to supply documentation demonstrating that the reduction in non-ICJIA funds occurred for reasons other than the receipt or expected receipt of ICJIA funds.
- j) Proposed Subawards and Subcontracts. Applicants may propose to enter into subawards or subcontracts under this award, each of which involve different rules and applicant responsibilities. A subaward carries out a portion of the grant agreement while a contract is often for obtaining goods and services for the grantee's own use. (44 Ill. Admin Code 7000.240). If a third party will provide some of the essential services or develop or modify a product that the applicant has committed to provide or produce, ICJIA may consider the agreement with the third party a subaward for purposes of grant administration.

Applicants must classify each expense in the contractual budget as a subaward or subcontract. The substance of the agreement, not the title or structure of the agreement, will determine whether it is a subaward or a subcontract. Applicants are advised to use the “Checklist for Contractor/Subrecipient Determinations” available at the GATA Resource Library for guidance: <https://www.illinois.gov/sites/gata/pages/resourcelibrary.aspx>.

Applicants are required to justify their use of subawards and explain their capacity to serve as “pass-through” entities in the program narrative. Applicants will monitor subaward compliance with grant terms, applicable federal and state law including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Award, 2 C.F.R. Part 200, GATA, and ICJIA policies. Proposed subawards must be identified, if possible, and their roles described in both the program and budget narratives.

For procurement contracts, applicants are encouraged to promote free and open competition in awarding contracts. All subcontracts must comply with federal and state requirements.

7. Other Submission Requirements

Proposals may only be submitted via email. Proposals will not be accepted by mail, fax or in-person. Incomplete applications will not be reviewed. Late submissions will not be reviewed.

8. Recommendation Prior to Submitting the Application.

Applicant Technical Assistance Recording. Applicants are advised to view the following technical assistance recordings prior to application submission. All recordings are located on the ICJIA YouTube channel.

- NOFO programmatic requirements
- GATA compliance
- Budget Requirements
- Allowable expenses
- Indirect costs
- Required documents
- Supplanting

The recordings will be available for viewing beginning at **2:00 p.m. on May 8, 2020.**

E. Application Review Information

1. Criteria

Application materials must address all components of this NOFO and demonstrate both a need for the program and an ability to successfully implement the program. Reviewers will score applications based on completeness, clear and detailed responses to program narrative questions, and inclusion of all mandatory program elements, as well as past performance history and/or financial standing with ICJIA. The applicant must demonstrate that costs are reasonable, necessary, and allowable.

A total of 100 points are available.

Scoring Criteria		Possible Points
Program Summary:		5
➤ Provides a clear, concise summary of the proposal stating the problems or needs to be addressed, and states outcomes to be gained.	5	
Problem Statement:		10
➤ Provides clear description of the problem including the service area that will be the focus of the program, needs related to the problem that are currently unmet, and the current status of the problem.	10	
Problem Statement – Description of Service Area		7

➤ Lists the geographic area to be served.	3	
➤ Provides the population and the urban/suburban/rural characteristics of the area to be served as well as any other descriptive information the applicant views as relevant to the statement of need.	4	
Problem Statement – Unmet Needs		10
➤ Identifies unmet programmatic needs.	5	
➤ Describes the local resources available to meet the identified programmatic needs and identifies why the jurisdiction may lack adequate resources to implement the program without JAG funding.	5	
Problem Statement – Current Status		10
➤ Provides a complete data table that demonstrates need for the program and indicates what the data demonstrate.	5	
➤ Clearly utilizes data to demonstrate the need for programming.	5	
Program Design		20
➤ Provides detailed explanation of program design that includes <u>each</u> necessary program components.	10	
➤ Describes the program to be funded, discussing the necessary steps to build and operate the program in the upcoming budget year.	10	
Project Implementation:		10
➤ Provides a completed Implementation Schedule that sets reasonable steps for project development and operation, and clearly describes responsible parties.	5	
➤ Demonstrates a clear understanding of the project requirements detailed in the NOFO.	5	
Goals, Objectives and Performance Indicators:		10
➤ Sets reasonable benchmarks for the performance of both process and outcome objectives.	5	
➤ Describes how each objective will be accomplished.	5	
Project Management:		8
➤ Describes how project success will be measured and details how and when data will be collected and reported by each funded entity	2	
➤ Describes plan for coordination and supervision of the project activities.	2	
➤ Addresses potential barriers and how they will be addressed.	2	
➤ Lays out a plan to sustain the program after the end of federal funding.	2	

Cost Effectiveness and Certification:		5
➤ The applicant's proposed budget is realistic and have been allocated in a cost-efficient yet effective manner.	3	
➤ Each line items must be reasonable and necessary to the operation of the program.		
➤ The applicant's budget line items total correctly.	2	
➤ All budgeted line items are consistent with expenses in the program narrative.		
➤ Use right per diem, lodging and mileage rates.		
Budget Narrative:		5
➤ Narrative is complete for all line items, clearly detailing how the applicant arrived at and calculated the budget amounts.	5	
Total Possible Points		100

2. Review and Selection Process

All applications will be screened for completeness, including GATA pre-qualification and ICQ submission for the current state fiscal year. Incomplete applications will not be reviewed. Applications received from applicants that are not GATA pre-qualified or have not submitted an ICQ for the current state fiscal year will not be reviewed.

Selection of proposals that pass the screening process will be based on the following:

Highest-scoring application for each region
Second highest-scoring application by region
Applications with next highest scores
Available funding
Highest score: Statement of the Problem – Unmet Needs
Highest score: Statement of the Problem – Current Situation
Highest score: Statement of the Problem – Description of Service Area
Highest score: Project Implementation

ICJIA reserves the right to reject incomplete proposals, proposals that include unallowable activities, proposals that do not meet eligibility or program requirements, and proposals that are otherwise unsatisfactory. ICJIA may invite applicants to answer clarifying questions and modify budgets that include unallowable or unreasonable costs. NOFO application budgets will be reviewed for allowability, completeness, and cost-effectiveness. ICJIA will perform an in-depth budget review of all grants awarded and may require budget modifications that do not materially change the nature of the program.

Successful applicants whose applications contained unallowable or unreasonable costs may have their awards reduced by the total amount of those costs. Upon applicant acceptance of the grant award, announcement of the grant award shall be published by ICJIA on the GATA portal. Review team recommendations will be forwarded to the ICJIA Budget Committee for approval. Applicants will be notified of the Budget Committee's decision.

3. Programmatic Risk Assessment

All applicant agencies recommended for funding will be required to submit a completed ICJIA Programmatic Risk Assessment (PRA). This assessment will identify elements of fiscal and administrative risk at the program level and will be used to determine required specific conditions to the interagency agreement. The PRA must be completed for the program agency which carries out the program operations. PRAs completed for other state agencies will not be accepted.

Implementing Agency vs. Program Agency

An implementing agency is the legal entity that receives state funds, such as a county.

A program agency:

- Is a subdivision of the implementing agency, such as a county probation department.
- Carries out program operations.
- Is responsible for data and fiscal reporting.

4. Anticipated Announcement and State Award Dates

Task	Date
NOFO posted	May 1, 2020
Technical Assistance Recording	May 8, 2020
Notice of Intent due	June 5, 2020
NOFO question submission deadline	June 11, 2020
Applications due	11:59 p.m., June 15, 2020
Budget Committee review/approval of recommended designations	August 20, 2020
Program start date	October 1, 2020

5. Appeal Process

Unsuccessful applicants may request a formal appeal of the evaluation process. Evaluation scores and funding determinations may not be contested and will not be considered by ICJIA's Appeals Review Officer. The appeal must be via email and submitted within 14 calendar days after either the date the grant award notice is published or receipt of a Funding Opportunity Declination Letter from ICJIA, whichever comes first. The written appeal must include, at a minimum, the following:

- Statement indicating a request for a formal appeal
- The name and address of the appealing party
- Identification of the grant program
- A statement of reason for the appeal

Please send your appeal to:

Appeals Review Officer
Illinois Criminal Justice Information Authority
CJA.ARO@Illinois.gov

Once an appeal is received, ICJIA will acknowledge receipt of an appeal within 14 calendar days from the date the appeal was received. ICJIA will respond to the appeal, in writing, within 60 days or explain why more time is required. ICJIA will resolve the appeal by a written determination, which will include:

- Review of the appeal.
- Appeal determination.
- Rationale for the determination.
- Standard description of the appeal review process and criteria.

6. Debriefing Process

Unsuccessful applicants may request a debriefing for feedback to improve future applications. Debriefings include written advice on the strengths and weaknesses of applications using the evaluation and review criteria.

Requests for debriefings must be made via email and submitted within seven calendar days after receipt of notice. Debriefing requests will not be granted if there is an active appeal, administrative action, or court proceeding. The written debriefing requests shall include:

- The name and address of the requesting party.
- Identification of grant program.
- Reasons for the debrief request.

Please send requests to:

Luisa Salazar

F. Award Administration Information

1. State Award Notices

The ICJIA Budget Committee is scheduled to review and approve designations in August 20, 2020.

ICJIA will transmit a Notice of State Award (NOSA) and the grant agreement to successful applicants after the Budget Committee reviews and approves designations. The NOSA will detail specific conditions resulting from pre-award risk assessments that will be included in the grant agreement. The NOSA will be provided and must be accepted through the Grantee Portal unless another distribution is established. The NOSA is not an authorization to begin performance or incur costs.

The following documents must be submitted prior to the execution of an agreement:

- Fiscal Information Sheet
- Audit Information Sheet
- Programmatic Risk Assessment
- Civil Rights Compliance Questionnaire
- Equal Employment Opportunity and Civil Rights Certification signed by the Implementing Agency
- Lobbying and Debarment certification signed by the Program Agency

2. Administrative and National Policy Requirements

In addition to implementing the funded project consistent with the approved project proposal and budget, agencies selected for funding must comply with applicable grant terms and conditions and other legal requirements, including the 34 U.S.C. §§ 10151 – 10158, GATA, and the U.S. Department of Justice Grants Financial Guide.

Additional programmatic and administrative special conditions may be required.

3. Reporting

Recipients must submit periodic financial reports, progress reports, final financial and progress reports, and, if applicable, an annual audit report in accordance with the 2 CFR Part 200 Uniform Requirements. Future awards and fund drawdowns may be withheld if reports are delinquent.

G. State Awarding Agency Contact(s)

For questions and technical assistance regarding application submission, contact:

Luisa Salazar

H. Other Information

Neither the State of Illinois nor ICJIA are obligated to make any award as a result of this announcement. The ICJIA Executive Director or designee has sole authority to bind ICJIA to the expenditure of funds through the execution of grant agreements.

This application is subject to the Illinois Freedom of Information Act (FOIA). Any information that the applicant believes should be exempt under FOIA should clearly highlight the information that is exempt, and the basis of the exemption.

References

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