

**ADULT REDEPLOY ILLINOIS NOFO INSTRUCTIONS**  
**NOFO # –2115-1302**

<b>Task</b>	<b>Date</b>
NOFO posted	February 27, 2020
Technical Assistance Recording	March 3, 2020
Notice of Intent due	March 23, 2020
NOFO question submission deadline	March 26, 2020
<b>Applications due</b>	<b>11:59 p.m. March 31, 2020</b>
Adult Redeploy Illinois Oversight Board review/approval of recommended designations	May 18, 2020
Program start date	July 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](#)

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).
- Logic Model – Submitted in Word file.
- Letters of Support – Submitted in PDF.

**Uniform Notice for Funding Opportunity (NOFO)**  
**Adult Redeploy Illinois – Implementation Grants**  
*February 2020*

	<b>Data Field</b>	
	Awarding Agency Name:	Illinois Criminal Justice Information Authority (ICJIA)
	Agency Contact:	Stacey Woods Program Manager Illinois Criminal Justice Information Authority 300 West Adams, Suite 200 Chicago, Illinois 60606 <a href="mailto:Stacey.Woods2@illinois.gov">Stacey.Woods2@illinois.gov</a> (312) 793-7434
	Announcement Type:	<input checked="" type="checkbox"/> Initial announcement <input type="checkbox"/> Modification of a previous announcement
	Type of Assistance Instrument:	Grant
	Funding Opportunity Number	2115-1302
	Funding Opportunity Title:	Adult Redeploy Illinois (ARI)
	CSFA Number:	546-00-2115
	CSFA Popular Name:	Adult Redeploy Illinois (ARI)
	CFDA Number(s):	N/A
	Anticipated Number of Awards:	30
	Estimated Total Program Funding:	Approximately \$9,000,000
	Award Range	\$50,000 - \$1,000,000
	Source of Funding:	<input type="checkbox"/> Federal or Federal pass-through <input checked="" type="checkbox"/> State <input type="checkbox"/> Private / other funding
	Cost Sharing or Matching Requirement:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	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
	Posted Date:	February 27, 2020
	Application Range:	February 27, 2020 - March 31, 2020
	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 March 3, 2020, at 3:30 p.m. at the <a href="#">ICJIA YouTube channel</a> .

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## **Notice of Funding Opportunity**

### **Adult Redeploy Illinois Program Implementation Grants**

#### **A. Program Description**

[Adult Redeploy Illinois \(ARI\)](#) is a program at the [Illinois Criminal Justice Information Authority \(ICJIA\)](#), 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. ICJIA's statutory responsibilities include grants administration; research and analysis; policy and planning; and information systems and technology.

ARI was established by the [Illinois Crime Reduction Act of 2009 \(Public Act 96-0761\)](#) (CRA) to "increase public safety and encourage the successful local supervision of eligible offenders and their reintegration into the locality." (730 ILCS 190/20 (a)). Under the CRA, ARI provides financial incentives to counties, groups of counties, and judicial circuits to increase local-level evidence-based programming for probation-eligible individuals who are at moderate to high risk of reoffending and are prison-bound. In exchange for the funding, jurisdictions agree to reduce the number of people they send to the Illinois Department of Corrections (IDOC), with penalties if they do not meet the reduction goal. Research has shown that community-based alternatives to incarceration can reduce recidivism, increase public safety, and decrease costs to taxpayers.

Pursuant to the CRA, the Illinois General Assembly has obligated funds for the ARI program to provide grants to local jurisdictions through ICJIA on behalf of the ARI Oversight Board. Section 7 of the Illinois Criminal Justice Information Act grants ICJIA authority "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)). The ARI Oversight Board will designate which Implementing Agency will receive funding through this solicitation and the amount of funds for activities to implement a local ARI program.

##### ***1. Purpose***

This purpose of this funding opportunity is to provide ARI implementation grants to local jurisdictions to create or expand a process to assess individuals and provide a continuum of evidence-based sanctions and treatment alternatives for those who would be incarcerated if those local services and sanctions did not exist. Results expected from ARI include reduced prison admissions, lowered cost to taxpayers, and an end to the expensive and ineffective cycle of crime and incarceration.

Background In 2009, Illinois lawmakers passed a series of measures to improve outcomes in the Illinois criminal justice system by requiring the use of validated

assessments, evidence-based practices, and performance measurement and evaluation. The purpose of the CRA was to “create an infrastructure to provide effective resources and services to incarcerated individuals and individuals supervised in the locality; to hold offenders accountable; to successfully rehabilitate offenders to prevent future involvement with the criminal justice system; to measure the overall effectiveness of the criminal justice system in achieving this policy; and to create the Adult Redeploy Illinois program.” (730 ILCS 190/5 (a)). Companion legislation created the Illinois Sentencing Policy Advisory Council to collect and analyze data on sentencing policies and practices to determine their outcomes and system-wide fiscal impact.

ARI is modeled after the successful juvenile [Redeploy Illinois](#) program in the Department of Human Services operating since 2005. Moreover, ARI is based on the “[performance incentive funding](#)” best practice, intended to align fiscal and operational responsibility for justice-involved individuals at the local level to produce better public safety outcomes at a lower cost. ARI also draws on concepts of [justice reinvestment](#), using data to implement strategies intended to drive down corrections costs and free up dollars for investment in community-based programs addressing recidivism.

The goals of ARI are to:

- Reduce crime and recidivism in a way that is cost efficient for taxpayers.
- Provide financial incentives to counties or judicial circuits to create effective local-level evidence-based services.
- Encourage the successful local supervision of eligible individuals and their reintegration into the locality while holding them accountable.
- Perform rigorous data collection and analysis to assess the outcomes of the programs.

## ***2. Program Design***

ARI grants funds to units of local government (counties), which can apply individually or as circuits. Per the CRA, “Each county or circuit participating in the Adult Redeploy Illinois program shall create a local plan describing how it will protect public safety and reduce the county or circuit’s utilization of incarceration in State facilities or local county jails by the creation or expansion of individualized services or programs” (730 ILCS 190/20 (c)).

Local plans must provide a detailed account of how jurisdictions intend to reduce probation-eligible admissions to prison, rehabilitate individuals in the community while holding them accountable, and preserve public safety. The local plan must include:

- Description of the service area.

- Statement of the problem, including the number of people currently being sent to IDOC on probation-eligible offenses and the gaps in the continuum of community-based sanctions and services.
- List of key partners collaborating in the effort to reduce reliance on incarceration in state and local facilities.
- Description of the proposed ARI program model(s), including target population selection, evidence-based interventions according to assessed risk and needs, and efforts to support the successful reintegration of individuals through a community involvement component (e.g., community service, restorative justice board).
- Goals, objectives and performance indicators with a commitment to reduce target population prison admissions 25 percent from the prior three year's average.

For the purposes of this solicitation, applicants' thorough and accurate answers to the Program Narrative questions, accompanied by the required attachments (logic model, letters of support), will comprise a completed local plan.

- a) Target Population. ARI funds can be used for the local supervision and rehabilitation of individuals with probation-eligible offenses who are otherwise facing a prison sentence. The emphasis is on "prison-bound" individuals whose diversion to community-based programs represents actual and immediate costs avoided by the state. When selecting the target population, applicants should consider the following principles:
  - Jurisdictions best understand their own local needs and are best situated to identify their target populations and design their local ARI program models.
  - The selected target population should result in the greatest possible number of individuals diverted from state prisons, while preserving public safety.
- b) Effective Interventions. The CRA mandates investment in evidence-based practices and programs. The National Institute of Corrections supports an approach to community corrections that involves [eight principles of effective intervention](#).<sup>1</sup> These principles must be practiced at the individual, agency, and system-wide levels which will involve planning and the use of effective program implementation tools and practices.<sup>2</sup>

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<sup>1</sup> National Institute of Corrections (no date). Implementing evidence-based practice in community corrections: The principles of effective intervention. U.S. Department of Justice. <https://nicic.gov/implementing-evidence-based-practice-community-corrections-principles-effective-intervention>

<sup>2</sup> For more information, see Gleicher, L. (2017). Implementation science in criminal justice: How implementation of evidence-based programs and practices affects outcomes. <https://icjia.illinois.gov/researchhub/articles/implementation-science-in-criminal-justice-how-implementation-of-evidence-based-programs-and-practices-affects-outcomes>



1. ***Assess risk and needs*** with screening and assessment tools that use dynamic and static risk factors, identify criminogenic needs, and are evidence-based. These tools should be supported by staff training with detailed policies and procedures.
2. ***Enhance intrinsic motivation*** by using Motivational Interviewing to initiate and maintain changes in behaviors.
3. ***Target interventions*** for each individual using the following:
  - a. *Risk principle* – focus on high risk individuals with adequate supervision and treatment resources;
  - b. *Need principle* – criminogenic needs should dictate the types of interventions used;
  - c. *Responsivity principle* – be responsive to each individual’s temperament, learning style, motivation, gender and culture when assigning program requirements;
  - d. *Dosage* – structure 40-70% of high-risk individuals’ time for three to nine months;
  - e. *Treatment principle* – fully integrate treatment with the individuals program requirements.
4. ***Skill train with directed practice*** using evidence-based programs that emphasize cognitive behavioral strategies provided by well-trained and supervised staff.
5. ***Increase positive reinforcement*** using a ratio of four positive to every one negative reinforcement to promote positive behavior changes.
6. ***Engage on-going support*** in the individual’s community by connecting them to pro-social supports and activities in their area. Assist individuals in actively recruiting and maintaining a prosocial network in their immediate environment to positively reinforce new prosocial behaviors and to reduce isolation.
7. ***Measure relevant processes and practices*** by collecting accurate and detailed documentation of each individuals’ case information with formal and valid outcome measurements; and, regularly assess staff performance to support program design fidelity and reinforce service delivery principles and expected outcomes.
8. ***Provide measurement feedback*** to monitor the delivery of services, maintain and enhance program fidelity and integrity; and to support accountability in the program.

Applicants must incorporate these eight principles into their policies and procedures.

- c) Program Models. Local jurisdictions have a great deal of discretion on how to use ARI funding to develop or expand community capacity for alternatives to incarceration. With a strong emphasis on local control and design, ARI sites operate as “laboratories” around the state, testing what works in community corrections with different target populations and different settings (rural, suburban, urban). Each site is unique, providing rich peer learning opportunities across sites.

Sites use ARI funds to create or expand problem-solving (e.g., drug, mental health, veterans) courts, operate intensive supervision programs combined with services that address criminogenic needs, and/or invest in system enhancements (e.g., recovery coaches, additional treatment capacity). Current ARI sites are listed under the “Programs” tab on the [ARI website](#). A map of current ARI sites is in *Appendix A*. Additional information about different program models is included in *Appendix B*.

***Applicants can propose any type of program model, intervention, or combination thereof, aligned with the goals of ARI and based in or informed by evidence of effectiveness in reducing recidivism. Innovation and experimentation are also encouraged.***

Applicant resources are available on the [ARI website](#) under the “Apps” tab. Helpful resources also are available on [ICJIA’s Research Hub](#):

- [Mental Health Disorders and the Criminal Justice System: A Continuum of Evidence-Informed Practices](#)
- [Reducing Substance Abuse Disorders and Related Offending: A Continuum of Evidence-Informed Practices in the Criminal Justice System](#)

- d) Cost-effectiveness. To demonstrate cost-effectiveness and support the sustainability of the program, ARI-funded interventions must represent substantial savings from the cost of incarceration in state prisons.

### **3. Program Requirements**

Applicants’ local plans must incorporate following mandatory program elements, regardless of program model.

- a) Assessment of Risk, Assets, and Needs. ARI sites must utilize validated assessment instruments to guide supervision and programming decisions. Probation departments across Illinois are mandated by the Administrative Office of the Illinois Courts (AOIC) to use the Illinois Adult Risk Assessment Community Supervision Tool to assign risk and develop case plans. To ensure that intensive interventions funded by ARI are targeted to higher risk clients who can benefit the most from them and for whom they are most cost-effective, the

ARI Oversight Board established that at least 80 percent of those enrolled at each ARI site must score moderate to high risk according to a risk assessment instrument.

- b) Evidence-based Practices. ARI funds must be used to invest in local programs, services, and protocols that have been demonstrated by research to reduce recidivism. Applicants should identify the evidence-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. Examples of evidence-based and promising practices currently in use by ARI sites are in *Appendix C*.
- c) Performance Measurement. Every ARI site must collect and report performance measurement data quarterly as a condition of funding. The CRA specifically requires the following to be measured: recidivism, rate of revocations, employment rates, education achievement, successful completion of substance abuse treatment programs, and payment of victim restitution. ARI and ICJIA have defined additional performance measures to track these and other indicators of impact. A matrix with standard contractual performance measures is in *Appendix D*. When ARI data are submitted, ARI staff analyze and present the results to the ARI Oversight Board, as well as use the information for program administration and reporting to policymakers. All data is needed by set deadlines. Incomplete and inaccurate data hinders analyses. ARI staff closely track site data submissions for timeliness, completeness, and accuracy in performance measures. A list of mandatory data elements to be collected is included in *Appendix E*.
- d) Reduction Goal & Reimbursement Provision. In exchange for funds, jurisdictions must agree to reduce by 25 percent the number of individuals committed to IDOC from a defined target population. The reduction goal is based on the jurisdictions' average number of commitments over the past three years according to IDOC data. Progress toward reduction goals is measured according to the number diverted by the program, defined as participants who become enrolled in the program during the grant year. This definition is being gradually adopted and will be fully implemented in SFY23.

Successful applicants are required to collect data and regularly report on progress following execution of a grant agreement. Jurisdictions having difficulty meeting their reduction goals are provided technical assistance and can propose a corrective action plan to meet an adjusted target. Jurisdictions failing to meet their reduction goal may be penalized for failure to meet their goal. The ARI Oversight Board has set the penalty as up to one-half the marginal cost of imprisonment (or approximately \$4,000 per person based on the SFY18 marginal cost of \$8,005). Following a corrective action process, the ARI Oversight Board has the discretion to determine the penalty amount and procedure for payment of

the penalty. This process is detailed in *Appendix F*.

- e) Problem-Solving Court Certification (if applicable). If the proposed program model for ARI implementation is a problem-solving court (PSC), the jurisdiction must either be certified or in the process of being certified according to the AOIC's [statewide PSC standards](#). ARI funds can be used to support initial staffing, training and administrative support during the certification process; however, no funds can be used to provide direct services until the PSC is certified by AOIC.
- f) Evaluation. Funded programs must agree to participate in any required external evaluation(s) being conducted to determine the effectiveness of program operations. Funded programs will be required to adhere to data collection policies and procedures that allow ICJIA and the ARI Oversight Board to assess outcome objectives as deemed appropriate based on program design. Programs selected for funding will be required to submit quarterly electronic data files through a secured server, and progress reports reflecting progress toward each objective.

#### ***4. Goals, Objectives, and Performance Metrics***

Funded programs will be required to submit quarterly participant-level data and performance progress reports to ARI that will minimally include information in the following table. As a part of your Program Narrative you will complete the tables reproduced below with data related to the goal of reducing probation-eligible IDOC commitments. As applicable, provide performance objectives in the left-hand column that will demonstrate progress toward the proposed program goal. Ensure that the objectives are specific, measurable (according to the performance measures in the right-hand column), attainable, realistic, and timely. Additional objectives and performance measures can be added.

**Goal:** Reduce the number of individuals committed to prison from the identified target population by 25% based on the average number of commitments in the prior three years.

1. Provide the number in the total eligible population (2017-2019 average):
2. Define the target population (risk level, needs profile, offense class, offense type):
3. Provide the number in the target population, if different from #1 (2017-2019 average):
4. Calculate the baseline 25% reduction goal for the grant period (target population x 25%):
5. Estimate the number of new enrollments within the grant period (enrollment goal):
6. Estimate the average length of time in the program, including early terminations (months):
7. Estimate the number of participants to be served within the grant period (service goal):
8. Estimate the number of program slots at any given time (program capacity):

Process Objectives	Performance Measures
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Hold collaborative or multi-disciplinary team (MDT) meetings or staffings on a _____ basis to guide program implementation	<ul style="list-style-type: none"> <li>➤ Types of disciplines and roles on team</li> <li>➤ Number of meetings held per quarter</li> <li>➤ Number of meetings with majority attendance</li> </ul>
Provide _____ hours of training for staff and team members in evidence-based practices, reporting and data submission	<ul style="list-style-type: none"> <li>➤ Number of training hours</li> <li>➤ Types of training</li> <li>➤ Number of staff trained</li> </ul>
Identify, assess and enroll appropriate target population assuring that at least <b>80%</b> of those enrolled are moderate to high risk	<ul style="list-style-type: none"> <li>➤ Number of participants referred</li> <li>➤ Number of participants assessed</li> <li>➤ Number of participants enrolled in the program</li> <li>➤ Number of participants accepted into the program at each risk level: high, medium, low</li> </ul>
Based on assessed risk and needs, develop individualized service plans for <b>100%</b> of participants and connect participants to appropriate services and supervision levels according to evidence-based practices	<ul style="list-style-type: none"> <li>➤ Number of participants with completed assessments</li> <li>➤ Number of participants with written service plans</li> <li>➤ Number of participants receiving evidence-based services according to assessed need</li> <li>➤ Number of participants engaged in cognitive-behavioral therapy</li> <li>➤ Number of participants completing cognitive-behavioral therapy</li> <li>➤ Number of participants engaged in substance use disorder treatment</li> <li>➤ Number of participants completing substance use disorder treatment</li> <li>➤ Number of participants engaged in mental health treatment</li> <li>➤ Number of participants completing mental health treatment</li> </ul>
Monitor participant compliance and progress <ul style="list-style-type: none"> <li>• _____ face-to-face meetings per month</li> <li>• _____ ratio of incentives to sanctions</li> <li>• Other: _____</li> </ul>	<ul style="list-style-type: none"> <li>➤ Average number of monthly face-to-face participant and probation officer meetings</li> <li>➤ Number of sanctions for negative behavior</li> <li>➤ Number of incentives for positive behavior</li> <li>➤ Number of participants at each level or phase</li> <li>➤ Average monthly caseload of program staff</li> </ul>
Meaningfully engage the community _____ times per _____	<ul style="list-style-type: none"> <li>➤ Number of meetings with community members</li> <li>➤ Number of presentations in the community</li> </ul>
Maintain capacity to collect and submit performance measurement data <ul style="list-style-type: none"> <li>• At least <b>.25</b> FTE staff dedicated to program and data coordination</li> <li>• _____% on-time, complete and accurate submissions</li> </ul>	<ul style="list-style-type: none"> <li>➤ Number of times data submitted on time</li> <li>➤ Number of times data submitted are complete</li> <li>➤ Number of times data submitted are accurate</li> <li>➤ Number of times data submitted contain all mandatory data elements</li> </ul>
Other process measures (optional): <ul style="list-style-type: none"> <li>• _____</li> </ul>	Other performance measures: <ul style="list-style-type: none"> <li>➤ _____</li> </ul>
<b>Outcome Objectives</b>	<b>Performance Measures</b>
At least <b>25%</b> of individuals from the target population will be diverted from prison	<ul style="list-style-type: none"> <li>➤ Number enrolled</li> <li>➤ Number active</li> <li>➤ Number completed program requirements</li> </ul>

	<ul style="list-style-type: none"> <li>➤ Number revoked to jail</li> <li>➤ Number revoked to IDOC</li> <li>➤ Number revoked to other</li> <li>➤ Number of other outcomes (transfers, deaths)</li> </ul>
_____% of program participants will make restitution for crimes committed and harm done to victims and their communities	<ul style="list-style-type: none"> <li>➤ Number ordered to complete a restorative justice process</li> <li>➤ Number completing a restorative justice process</li> <li>➤ Number of community service hours</li> <li>➤ Number ordered to pay restitution</li> <li>➤ Average amount of restitution ordered</li> <li>➤ Number who paid restitution</li> <li>➤ Average proportion of restitution paid</li> </ul>
<u>Other statutory metrics</u> (include if ARI funding used to provide services for these objectives): <ul style="list-style-type: none"> <li>• Employment objectives: _____</li> <li>• Education objectives: _____</li> </ul>	<ul style="list-style-type: none"> <li>➤ Number of participants employed (beginning and end of program)</li> <li>➤ Number of job referrals</li> <li>➤ Number of job placements</li> <li>➤ Number of participants achieving educational advancement</li> </ul>
<u>Other outcome metrics</u> (include if ARI funding used to provide services for these objectives): <ul style="list-style-type: none"> <li>• Housing objectives: _____</li> <li>• _____</li> </ul>	<ul style="list-style-type: none"> <li>➤ Number of housing referrals</li> <li>➤ Number of housing placements</li> <li>➤ Number of participants reporting stable housing</li> </ul>

## 5. Priorities

To achieve maximum positive impact with its resources, the ARI Oversight Board has adopted strategic priorities in support of equitable statewide access to diversion programs and significant engagement with jurisdictions committing high numbers of probation-eligible individuals to prison.

## B. Funding Information

### 1. Award period

Grant awards resulting from this opportunity will have a target period of performance of July 1, 2020 to June 30, 2021. Additional funding of up to two years may be awarded after the initial funding period, contingent upon satisfactory performance and availability of funds. Total funding for the grant program from this solicitation will not exceed 36 months.

### 2. Available Funds

ICJIA anticipates approximately \$9 million in funding will be available through this solicitation. Applicants may request a minimum of \$50,000 and a maximum of \$1,000,000 in grant funding.

The amount of funds available for agreements under this funding opportunity are contingent upon the availability of sufficient funds and subject to ICJIA's administrative cost needs.

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 ICJIA to assess grant activity relative to planned project performance.

## **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](http://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://grants.icjia.cloud/> 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, or the most recent state fiscal year available, before March 31, 2020, and obtain approval from their cognizant agencies before execution of the grant agreement. Delay in obtaining approval for SFY21 ICQ, or the most recent fiscal year available, will result in a delay in grant execution.

### ***1. Eligible Applicants***

This solicitation is open to county units of government or judicial circuits. A county may submit on behalf of a group of counties or a judicial circuit. Other units of local government, private agencies or not-for-profit organizations are not eligible to apply; however, the applicant jurisdiction may include subawards or subcontracts for services with these entities as part of the program design and budget (see Section 6h). Applicants for funding must be in good standing with the State of Illinois.

### ***2. Cost Sharing or Matching***

There is no cost sharing or matching requirement for this solicitation.

### ***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.

A recipient of grant funds 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.

## **D. Application and Submission Information**

### ***1. Accessing Application Package***

Applications must be obtained at <https://grants.icjia.cloud/> by clicking on the link titled "Adult Redeploy Illinois." Paper copies of the application materials may be requested from Stacey Woods, ARI Program Manager, by calling (312) 793-7434; mailing Stacey Woods, 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.AdultRedeployNOFO@illinois.gov](mailto:CJA.AdultRedeployNOFO@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 March 23, 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, thereby risking their grant eligibility.

The online Notice of Intent is available at:

[https://icjia.az1.qualtrics.com/jfe/form/SV\\_bPpc05teP4IArvn](https://icjia.az1.qualtrics.com/jfe/form/SV_bPpc05teP4IArvn)

- b) Forms and Formatting. The complete application must be emailed to [CJA.AdultRedeployNOFO@illinois.gov](mailto:CJA.AdultRedeployNOFO@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 will be rejected if any documents are missing. The applicant is responsible for ensuring that documents adhere to the instructions provided.

<b>The following materials MUST be submitted by all applicants. The applicant must submit the documents based on the instructions provided below.</b>				
<b>Document</b>	<b>Document Name</b>	<b>PDF</b>	<b>Word</b>	<b>Excel</b>
<b>Uniform Application for State Grant Assistance</b> – This form must be completed, signed, and scanned (PDF), and provide a Word file as well	<i>“Agency Name – Application”</i>	X	X	
<b>Program Narrative</b> – This document must meet the requirements outlined 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	
<b>Logic Model</b> – This document must meet the requirements outlined in question 6 g and Appendix A of the Program Narrative.	<i>“Agency name -Logic Model”</i>		X	
<b>Letters of Support</b> – These documents must meet the requirements outlined in question 5 b of the Program Narrative.	<i>“Agency name – Letters of Support”</i>	X		
<b>Budget/Budget Narrative</b> – This document is a workbook, with several pages (tabs). The last tab has instructions if clarification is needed.	<i>“Agency Name – Budget”</i>			X

- c) Application Formatting. Program Narrative should be single-spaced in a standard 12-point font (Times New Roman preferred), placed within 1-inch margins, and must not exceed 20 pages. Please do not delete questions or sections from this

form. Complete the narrative using the text boxes provided. This document must be submitted in Word format.

Applicants are expected to use **person-centered language (PCL)**, using references to “people,” “individuals,” “clients,” and “participants,” versus “offenders” or “felons.” PCL reduces stigmatization that is counter to rehabilitation and reintegration goals.

d) Additional Compliance Requirements

*Problem-Solving Court Certification (if applicable).* If the proposed program model for ARI implementation is a PSC, the jurisdiction must either be certified or in the process of being certified through AOIC. ARI funds may be used to support initial staffing, training, and administrative support during the certification process; however, no funds may be used to provide direct client services until the PSC is certified by AOIC.

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

Applicants are required to:<sup>3</sup>

- 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](http://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**

- a) **All required application materials must be emailed to [CJA.AdultRedeployNOFO@Illinois.gov](mailto:CJA.AdultRedeployNOFO@Illinois.gov) by 11:59 p.m. on March 31, 2020, to be considered for funding. Proposals will not be accepted by mail, fax, or in-person. Incomplete applications or those sent to another email address will not be reviewed. Late submissions will not be reviewed.**

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<sup>3</sup> 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).

- b) Applicants are encouraged to submit their applications 72 hours before the deadline. Technical difficulties experienced should be reported immediately to ICJIA by calling Stacey Woods at (312) 793-7434 or emailing [CJA.AdultRedeployNOFO@Illinois.gov](mailto:CJA.AdultRedeployNOFO@Illinois.gov).

Applicants will receive an automatic reply to their email submissions. Applicants that do not receive an automatic reply to their emailed submission should immediately contact Stacey Woods at (312)-793-7434 or [CJA.AdultRedeployNOFO@Illinois.gov](mailto:CJA.AdultRedeployNOFO@Illinois.gov).

## ***5. Application Questions***

Questions may be submitted via email at [CJA.AdultRedeployNOFO@Illinois.gov](mailto:CJA.AdultRedeployNOFO@Illinois.gov). The deadline for submitted questions is 11:59 p.m. on March 26, 2020. All substantive questions and responses will be posted on the ICJIA website at <https://grants.icjia.cloud/>. 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](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) Allowable expenses. All expenses must be reasonable, necessary, and allocable to the program. The following is a non-exhaustive list of services, activities, goods, and other costs that can be supported through this NOFO:
- Personnel
  - Training
  - Travel
  - Program supplies
  - Behavioral health services
  - Mental health treatment
  - Substance use disorder treatment
  - Participant transportation assistance
  - Participant housing assistance
  - Participant incentives
  - Data collection and analysis
  - Program evaluation
- d) Pre-Award Costs. **No costs incurred before the start date of the grant agreement may be charged to awards resulting from this funding opportunity.**
- e) Pre-approvals. Prior 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 the following:
- Out-of-state travel
  - Certain Requests for Proposals, procurements, and sub-contracts
  - Conference, meeting, and training costs
- f) 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 (GSA) 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.
- g) Supplanting. Grant funds must be used to supplement existing funds for program activities and must not replace those funds that have been appropriated for the same purpose. If grant funds will be used for the expansion of an existing program, applicants must explain how proposed activities will supplement, not supplant, current program activities and staff positions. Agencies may not deliberately reduce local, federal, state funds, or other funds because of the existence of these grant funds. A written certification may be requested by ICJIA stating that these funds will not be used to supplant other state, local, federal, or other funds.

Supplanting will 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-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.

- h) 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 of a subcontract. Applicants are required to use and maintain the “Checklist for Contractor/Subrecipient Determinations” available at the GATA Resource Library:

<https://www.illinois.gov/sites/gata/pages/resourcelibrary.aspx>. Applicants shall provide the Checklist to ICJIA upon request.

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.

Applicants will be required to directly monitor and maintain documents of the subrecipient in manner similar to how ICJIA monitors its grantees. ICJIA will provide a list of documents and procedures that applicant will be required to execute in order to “pass-through” grant funds to a sub awardee, including, but not limited to, an agreement, budget, fiscal reports, data reports, programmatic risk assessment, audit procedures, site visits, ensuring the subrecipient obtains all required certifications and having the subrecipient maintain an active System Award Management registration.

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. Requirement Prior to Submitting the Application.***

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

- NOFO programmatic requirements

The recordings will be available for viewing beginning **March 3, 2020, at 3:30 p.m.**

## E. Application Review Information

### *I. 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 questions in the Program Narrative, 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.

The total number of points available is 100.

Scoring Criteria	Possible Points	
<b>Summary of the Program:</b>		<b>5</b>
<ul style="list-style-type: none"> <li>Provides a clear, concise summary of the proposal, stating the problems or needs to be addressed and outcomes to be gained, including a 25% reduction in IDOC commitments from the target population.</li> </ul>	5	
<b>Description of Service Area:</b>		<b>5</b>
<ul style="list-style-type: none"> <li>Describes community demographic characteristics and characteristics of the criminal justice system that are relevant to the statement of need.</li> </ul>	5	
<b>Statement of the Problem – Current Situation:</b>		<b>10</b>
<ul style="list-style-type: none"> <li>Provides a complete data table that demonstrates need for the program and uses the data in the calculation of the target population and 25% baseline reduction goal.</li> </ul>	5	
<ul style="list-style-type: none"> <li>Clearly explains current strategies and alternatives to incarceration being used to address the stated need.</li> </ul>	5	
<b>Statement of the Problem – Unmet Needs:</b>		<b>5</b>
<ul style="list-style-type: none"> <li>Describes the gaps in local justice and human services systems and identifies what needs to be addressed by the program.</li> </ul>	5	
<b>Key Partners:</b>		<b>10</b>
<ul style="list-style-type: none"> <li>Lists members of a multi-disciplinary team(s) guiding the program implementation, and briefly describes their roles in the collaborative process.</li> </ul>	5	
<ul style="list-style-type: none"> <li>Includes letters of support from all key stakeholders, including</li> </ul>	5	

principal partners in the justice system.		
<b>Project Implementation – Description of the Proposed ARI Program Model:</b>		<b>40</b>
• Defines the criteria to be used to accept individuals into the program, providing justification for the target population.	5	
• Describes the intake and assessment process to be used for the program.	5	
• Describes efforts to integrate existing services and programs designed to meet the individual needs of targeted offenders.	5	
• Describes what will be done to rehabilitate the offender in the community that is different from current practices, including a list of evidence-based and promising practices that will be employed or enhanced.	5	
• Includes a statement of impact to the court system.	5	
• Describes a plan to incorporate community involvement to aid in the successful reintegration of the program participant.	5	
• Provides a complete logic model with the program's inputs, outputs, and outcomes.	5	
• Includes a complete and realistic implementation schedule.	5	
<b>Goals, Objectives and Performance Indicators:</b>		<b>10</b>
• Describes how each of the objectives will be accomplished and measured.	5	
• Demonstrates capacity to meet goals and reporting requirements of the program.	5	
<b>Cost Effectiveness and Certification:</b>		<b>10</b>
• Demonstrates substantial savings to the state compared to incarceration (Per capita prison cost is approximately \$28,000/year).	10	
• Includes evidence towards problem-solving court certification, if applicable.		
<b>Budget Detail and Narrative:</b>		<b>5</b>
• Includes a complete and realistic budget.	2	
• Demonstrates cost-effectiveness in relation to the proposed activities.	1	
• Includes explanation of why each line item is necessary for program implementation.	2	
<b>Total Possible Points</b>		<b>100</b>

## ***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. Applications that are not complete 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.

Proposals that pass the screening process will be reviewed by a scoring panel of ICJIA staff, including ARI staff, and members of the ARI Oversight Board's working committees. All reviewers will review and submit any conflicts of interest.

Reviewers will score applications based on completeness, clear and detailed responses to the Program Narrative questions, and inclusion of all mandatory program elements. The applicant must demonstrate that costs are reasonable, necessary, and allowable.

Review team scores will be forwarded to the Site Selection & Monitoring Committee for review and the development of funding recommendations to the ARI Oversight Board for final approval. Funding recommendations will be based on an evaluation of compiled scores from the scoring panel, as well as consideration of cost-benefit analysis with respect to cost per person served/diverted in the proposed program and the potential savings accruing to the state, geographic distribution of proposed services areas, past performance history, and financial standing with ICJIA.

Funding recommendations from the Site Selection & Monitoring Committee will be voted on by the ARI Oversight Board. Applicants will be notified of the ARI Oversight Board's decision.

ICJIA staff and ARI Oversight Board committee members reserve 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 to the GATA portal.

### ***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***

<b>Task</b>	<b>Date</b>
NOFO posted	February 27, 2020
Technical Assistance Recording	March 3, 2020
Notice of Intent due	March 23, 2020
NOFO question submission deadline	March 26, 2020
<b>Applications due</b>	<b>11:59 p.m. March 31, 2020</b>
Adult Redeploy Illinois Oversight Board review/approval of recommended designations	May 18, 2020
Program start date	July 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](mailto: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:

Stacey Woods  
Illinois Criminal Justice Information Authority  
[CJA.AdultRedeployNOFO@Illinois.gov](mailto:CJA.AdultRedeployNOFO@Illinois.gov)

## **F. Award Administration Information**

### ***1. State Award Notices***

The Site Selection and Monitoring Committee will review the scores and develop recommended designations for approval by the ARI Oversight Board at its regular meeting scheduled for May 18, 2020.

ICJIA will transmit a Notice of State Award (NOSA) and the grant agreement to successful applicants after the ARI Oversight Board 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

## ***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 CRA (730 ILCS 190/), 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:

Stacey Woods  
Illinois Criminal Justice Information Authority  
[CJA.AdultRedeployNOFO@Illinois.gov](mailto:CJA.AdultRedeployNOFO@Illinois.gov)

## **H. Other Information**

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))

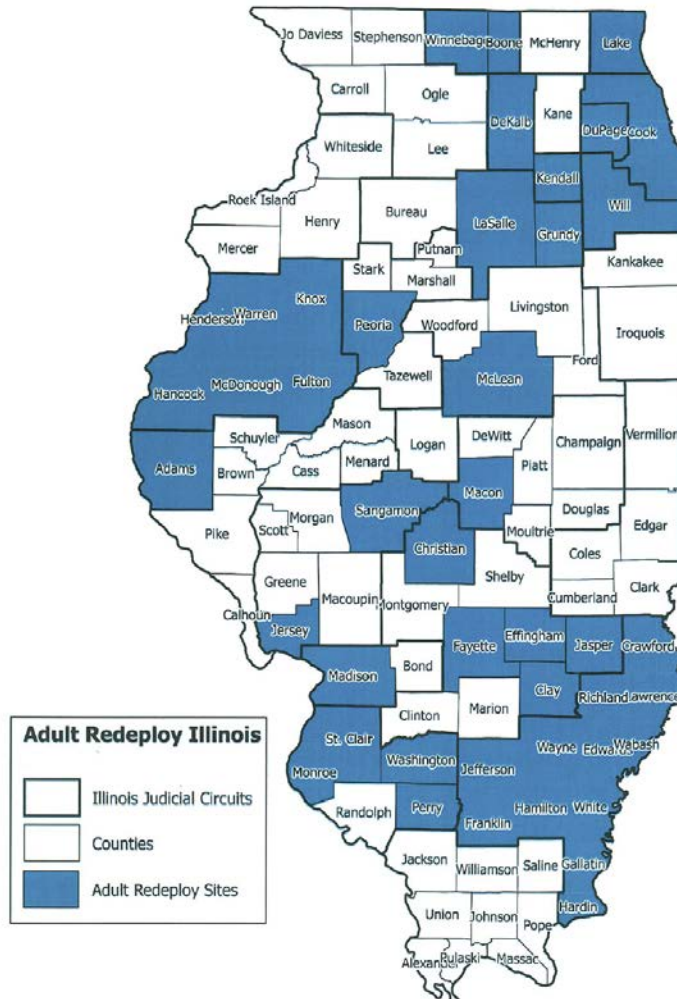
Neither the State of Illinois nor ICJIA are obligated to make any award as a result of this announcement. The ICJIA Executive Director or designee has sole authority to bind ICJIA to the expenditure of funds through the execution of grant agreements.

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.

Visit the Adult Redeploy Illinois [website](#) for more information about the program.

## APPENDIX A

### Map of ARI Sites



- 2<sup>nd</sup> Judicial Circuit – 12 counties
- 4<sup>th</sup> Judicial Circuit – Clay, Effingham, Fayette, and Jasper Counties
- 9<sup>th</sup> Judicial Circuit Court – 6 counties
- 20<sup>th</sup> Judicial Circuit – Monroe and St. Clair Counties
- Adams County
- Boone County
- Cook County (2 grants)
- DeKalb County
- DuPage County
- Grundy County
- Jersey County
- Kendall County
- Lake County
- LaSalle County (3 grants)
- Macon County
- Madison County
- McLean County
- Peoria County
- Sangamon County
- Washington and Perry Counties
- Will County
- Winnebago County

## APPENDIX B

### Program Models

#### Problem-Solving Courts<sup>4</sup>

Problem-solving courts (PSCs) divert individuals charged with, or convicted of, a crime from incarceration to help change criminogenic attitudes and behaviors, reduce recidivism, decrease criminal justice costs, reintegrate individuals into their communities as better functioning citizens, and increase public safety. The first PSCs were drug courts serving those with substance use disorders but expanded to additional populations, such as individuals with mental health issues and veterans. PSCs are targeted to high risk and high need participants and are resource-intensive. The [Illinois Association of Problem-Solving Courts](#) website includes a list of the PSCs in the state.

Research studies have demonstrated success of PSCs, finding that most PSCs, when implemented correctly, reduce recidivism. Other outcomes associated with PSCs include improved coordination among criminal justice agencies, enhanced services to victims and perpetrators of crime, and increased trust in the criminal justice system. Practices that influence PSC success include applying a collaborative approach, providing structure and accountability, offering wraparound services, training team members, and monitoring program performance and outcomes.<sup>5</sup>

There are many resources to support the evidence-based implementation of PSCs. For example, the U.S. Department of Justice produced reports on the key components of different PSCs. ARI uses these key components checklists as grantee monitoring tools during site visits.

- [Defining Drug Courts: The Key Components](#)
- [Improving Responses to People with Mental Illnesses: Essential Elements of a Mental Health Court](#)
- [Veterans Treatment Courts: A Second Chance for Vets Who Have Lost Their Way](#)

The National Center for State Courts provides access to current standards and other resources for PSCs across the country.<sup>6</sup> In addition, the National Association of Drug Court Professionals published [Adult Drug Court Best Practice Standards](#) that offer guidance to practitioners based on an analysis of 30 years of research in the field.

The Administrative Office of the Illinois Courts developed statewide [PSC standards](#) in 2015 (updated in 2019). Jurisdictions requesting ARI funds for a new or existing PSC must achieve or be in the process of achieving AOIC PSC certification.

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<sup>4</sup> See National Center for State Courts website <https://www.ncsc.org/Topics/Alternative-Dockets/Problem-Solving-Courts/Home.aspx>

<sup>5</sup> Hughes, E. & Reichert, J. (2017). An overview of problem-solving courts and implications for practice. Illinois Criminal Justice Information Authority. <https://icjia.illinois.gov/researchhub/articles/an-overview-of-problem-solving-courts-and-implications-for-practice>

<sup>6</sup> See <https://www.ncsc.org/Topics/Alternative-Dockets/Problem-Solving-Courts/Home.aspx>

### Intensive Supervision Probation with Services

Intensive Supervision Probation (ISP) was created as an incarceration alternative to alleviate some of the burden of a large prison population on resources, staff, justice-involved individuals, and the community. ISP programs generally include increased surveillance often with treatment and/or evidence-based practices. ARI funds have supported a variation of ISP – an Intensive Supervision Probation *with Services* model (ISP-S). This model uses an integrated probation approach that includes increased surveillance, drug testing, drug treatment, and other evidence-based practices for its clients.<sup>7</sup>

Research has suggested that ISP-S programs reduce system-wide costs of punishment between 30-62% per person when compared to traditional incarceration models.<sup>8</sup> Beyond program cost effectiveness, ISP-S may be especially beneficial for specific classes of crime that are prone to very high levels of recidivism such as drug offenses and burglary. Including prosocial rehabilitative behavioral programming is particularly beneficial for high risk groups. Successful ISP-S programs often incorporate peer support, employment readiness and opportunities, and community involvement to address the underlying causes of criminal behavior.<sup>9</sup> ARI developed a key components checklist for a successful ISP-S program using the existing research base, which can be found here: <https://icjia.illinois.gov/researchhub/articles/intensive-supervision-probation-with-services>.

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<sup>7</sup> Reichert, J., DeLong, C., Sacomani, R., & Gonzales, S. (2016). Fidelity to the intensive supervision probation with services model: An examination of Adult Redeploy Illinois programs. Chicago, IL: Illinois Criminal Justice Information Authority. <https://icjia.illinois.gov/researchhub/articles/intensive-supervision-probation-with-services>  
See full report at [https://icjia.illinois.gov/researchhub/files/ISP\\_Fidelity\\_final\\_06-16-16-191011T20091078.pdf](https://icjia.illinois.gov/researchhub/files/ISP_Fidelity_final_06-16-16-191011T20091078.pdf)

<sup>8</sup> Kroner, D., Pleggenkuhle, B., Narag, R., Gibson, M., Butler, G., Ford, T., Lacey, B. & Riordan, M. (2019). Adult Redeploy Illinois – Intensive Supervision Probation with Services Program Evaluation. Report for the Illinois Criminal Justice Information Authority. [Unpublished manuscript]. Department of Criminology and Criminal Justice, Southern Illinois University Carbondale.

<sup>9</sup> Kroner, D., Pleggenkuhle, B., Narag, R., et al. (2019). Adult Redeploy Illinois – Intensive Supervision Probation with Services Program Evaluation. Report for the Illinois Criminal Justice Information Authority. [Unpublished manuscript]. Department of Criminology and Criminal Justice, Southern Illinois University Carbondale.

## APPENDIX C

### Evidence-based and Promising Practices at ARI Sites

Assessments	Program Models	Probation Methods & Tools	Treatment & Therapy	Recovery & Support
Adult Risk Assessment (ARA) based on the Ohio Risk Assessment System (ORAS)	Adult drug court	Effective Practices in Community Supervision (EPICS)	Matrix model	Recovery coaching
Texas Christian University (TCU) screening & assessments	Adult mental health court	Effective Casework Model	Dialectical-Behavior Therapy (DBT)	Twelve-Step Facilitation Therapy (AA, NA)
Global Appraisal of Individual Needs (GAIN)	Veterans court	Motivational interviewing (MI)	Medication Assisted Treatment (MAT)	SMART Recovery (Self Management and Recovery Training)
Substance Abuse Subtle Screening Inventory (SASSI)	Intensive supervision probation with services (surveillance & treatment)	Swift & certain/ graduated sanction case management for substance abusing individuals	Integrated Dual Disorder Therapy	Wellness Recovery Action Planning (WRAP)
Risk and Needs Triage (RANT)		Electronic monitoring	Assertive Community Treatment (ACT)	Transitional and supportive housing
Client Evaluation of Self Treatment (CEST)		Carey Guides – Brief Intervention Tools (BITS)	Cognitive behavioral therapy (CBT) (for high and moderate risk individuals) <ul style="list-style-type: none"> <li>- Thinking for a Change (T4C)</li> <li>- Moral Reconciliation Therapy (MRT)</li> <li>- Strategies for Self-Improvement and Change (SSC)</li> <li>- Relapse Prevention Therapy (RPT)</li> <li>- Moving On</li> <li>- Co-occurring Disorders Program (CDP)</li> <li>- Anger Management</li> <li>- Motivational Enhancement Therapy</li> <li>- A New Direction</li> </ul>	Wrap-around services <ul style="list-style-type: none"> <li>- Community Reinforcement Approach</li> <li>- Cultural Competency</li> <li>- Family psycho-education</li> <li>- Work therapy</li> <li>- Employment retention</li> </ul>
PTSD Checklist-Civilian Version (PCL-C), Trauma Screening Questionnaire (TSQ), Suicide Behaviors Questionnaire-Revised (SBQ-R)			Trauma-informed therapy <ul style="list-style-type: none"> <li>- Seeking Safety</li> <li>- Trauma Recovery &amp; Empowerment Model (TREM)</li> <li>- Helping Men/Women Recover</li> </ul>	



## APPENDIX D

### Performance Measurement Matrix

The following contractual performance measures will be used to review adherence to Adult Redeploy Illinois requirements. Certain conditions related to the performance measures may initiate the need for technical assistance and/or corrective action:

Contractual Performance Measure	Initiator for Corrective Action
Reduction goal: <ul style="list-style-type: none"> <li>25% reduction of ARI-eligible IDOC commitments from the identified target population for the grant period.</li> </ul>	<ul style="list-style-type: none"> <li>Failure to meet or risk of failure to meet the contractual 25% reduction goal for the grant period.</li> </ul>
Assessment tools: <ul style="list-style-type: none"> <li>Risk and needs assessment information utilized for enrollment determinations.</li> </ul>	<ul style="list-style-type: none"> <li>No assessment tool in use.</li> <li>Assessment tool not used consistently.</li> <li>Assessment tool failing to guide enrollment or programming determinations.</li> </ul>
Evidence-based practices (EBP): <ul style="list-style-type: none"> <li>Fidelity of EBP is documented.</li> <li>100% of enrolled are receiving EBP.</li> <li>% high-risk/need engaged in appropriate programming (e.g. substance abuse treatment, mental health treatment, cognitive-behavioral therapy).</li> </ul>	<ul style="list-style-type: none"> <li>Failure to use EBP (e.g., failure to assess and use information for enrollment and programming, failure to utilize risk-need-responsivity model, failure to use evidence-based programs or curricula).</li> <li>Failure to address technical assistance recommendations in a timely manner.</li> </ul>
Appropriate ARI target/service population: <ul style="list-style-type: none"> <li>Participants are:               <ul style="list-style-type: none"> <li>Probation-eligible</li> <li>Prison-bound</li> <li>Moderate to high risk</li> </ul> </li> <li>Local programs enroll appropriate target population as planned to match intervention (e.g., high-risk/low-need, high-risk/high-need).</li> </ul>	<ul style="list-style-type: none"> <li>Analysis of program's unsuccessful exits shows a lower than pre-determined threshold of program revocations committed to IDOC.</li> <li>Analysis of risk scores shows program is not serving moderate to high-risk individuals according to pre-determined threshold.</li> <li>Analysis shows program is excessively overriding risk scores.</li> </ul>
Provision of program data as required in contracts: <ul style="list-style-type: none"> <li>Demographics</li> <li>Case information</li> <li>ARI information               <ul style="list-style-type: none"> <li>Probation/ARI conditions</li> <li>Drug testing results</li> <li>Diagnosis information</li> <li>Treatment providers</li> <li>Status/termination of conditions</li> <li>Changes in employment/education levels</li> <li>Technical violations, arrests, convictions</li> <li>Risk and other assessment information</li> <li>Client contacts</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Failure to provide requested data in the form/detail requested or in a timely manner.</li> </ul>

#### Corrective action plan (CAP) remedies:

1. Training (use of assessment tools, evidence-based practices, data collection, group dynamics)
2. Technical assistance
3. Assessment of mitigating circumstances
4. Sanctions
5. Termination of contract

## **APPENDIX E**

### Mandatory ARI Data Elements for Performance Measurement

#### Demographics:

- Name
- Date of birth
- Gender
- Race
- SID (fingerprint identification number)

#### Case information:

- Current offense (type of offense, class, dates of arrest and sentence)
- Date client was accepted/enrolled in the program
- If not accepted or enrolled, reason
- Termination date, reason

#### Adult Redeploy Illinois (ARI) information:

- Probation/ARI conditions (types of treatment required, restitution, education, etc.)
- Treatment provider(s)
- Status updates on these conditions (movement between phases, interrupted treatment, start date, completion date, compliance with treatment, etc.)
- Termination from conditions (successful or not, reason for termination, date of completion/termination)
- Changes in education level and employment
- Technical violations, rule infractions, other negative behavior (date, violation reason, sanction applied/response)
- Arrests/convictions while on ARI (date, offense, class, sentence and date if applicable)
- Risk/other assessment scores, initial and follow up (date, and at least final assessed risk level and override, if applicable)
- Number of in-person visits with each client monthly (in-office visits, field visits, any time the officer and client meet face-to-face. Phone contacts should not be counted as face-to-face contacts)
- Primary substance of choice (if applicable)
- Drug testing information (date tested, result of test, substance(s) found if positive, location of test [probation or treatment provider])
- Diagnosis information
  - Mental health (date of diagnosis, actual diagnosis)
  - Substance abuse/dependence (date of diagnosis, abuse and/or dependence, substance of preference)

**APPENDIX F**  
Corrective Action Plan Language

**CORRECTIVE ACTION PLAN FOR SITES AT RISK OF NOT MEETING  
REDUCTION GOALS:**

At the end of each quarter, staff from the site and the department administering the Adult Redeploy Illinois grant will (1) do a formal review of the number of individuals diverted from the Illinois Department of Corrections (using the site's and IDOC's data) and (2) assess whether the number conforms with the site's approved plan in order to achieve the annual 25% reduction included in the plan.

If either site or the state agency administering staff believes that it will not [achieve the annual 25% reduction], they shall bring the issue to the next meeting of the Oversight Board (or within the first month of the next quarter, whichever is sooner) with a plan for remediation designed to avert a penalty charge to the site. The site may choose to send its representatives to the Board meeting to explain the plan, and the Board shall act on the plan immediately upon its receipt.

Should the Board not accept the plan, the site will have the opportunity to modify the plan or withdraw from the program by the next Board meeting (or the second month of the quarter, whichever is sooner). Should the site accept the corrective action plan, the plan shall include a schedule for reporting on the progress of the plan, with regular reports at least once a quarter to the Board, until the Board agrees that the corrective action plan has been successfully implemented.