

Planning Grant Notice
for
ADULT REDEPLOY ILLINOIS

Illinois Criminal Justice Information Authority
In Partnership with
The Adult Redeploy Illinois Oversight Board

March 2012

ADULT REDEPLOY ILLINOIS – PLANNING GRANT NOTICE

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ADULT REDEPLOY ILLINOIS – PLANNING GRANT NOTICE

PART I: GENERAL REQUIREMENTS

Adult Redeploy Illinois is a program created by the Crime Reduction Act of 2009 (Public Act 96-0761) under which counties, groups of counties, or judicial circuits (hereafter referred to as “jurisdictions”) agree to reduce their commitments of a target population to the Illinois Department of Corrections by 25 percent. In return, jurisdictions will receive state and federal funding to provide supervision and community-based treatment alternatives to those individuals diverted from incarceration. As a step toward this process, jurisdictions are being invited to submit a local plan, based upon a standard plan template, for approval by the Adult Redeploy Illinois Oversight Board (ARIOB). It is anticipated that a Request For Proposal will be issued at a later date for implementation of the jurisdiction’s plan. The section of the Crime Reduction Act creating Adult Redeploy Illinois is included as Appendix A.

A. Date of Issuance

March 2012

B. Issuing Organizational Unit

Illinois Criminal Justice Information Authority
300 W. Adams, Suite 200
Chicago, IL 60606

Contact Person

Mary Ann Dyar, Program Administrator
Adult Redeploy Illinois
Phone: 312/793-8949
Fax: 312/793-8422

C. Source of Funds

Funding to support Adult Redeploy Illinois is being supplied from federal funding to Illinois through the American Recovery and Reinvestment Act of 2009 (ARRA) through the Edward Byrne Memorial Justice Assistance Grant Program (JAG). These funds are administered by the Illinois Criminal Justice Information Authority (“the Authority”).

D. Local Planning Grant Notice Availability

Copies of this planning grant notice may be downloaded from the Adult Redeploy Illinois website at www.icjia.org/public/redeploy. Additional copies may be obtained by contacting the person listed above.

Each applicant must have access to the internet. The Adult Redeploy Illinois website will contain information regarding the local plan requirements. It is the responsibility of each jurisdiction requesting a planning grant to monitor that website and comply with any instructions or requirements relating to the notice.

E. Eligible Applicants

Only county units of government are eligible to apply for funds under this notice. A county may submit on behalf of a group of counties or a judicial circuit. Private agencies or not-for-profit organizations are not eligible to submit the plan as the lead agency.

F. Planning Grant Amounts

Applicants can request planning grants of up to \$30,000. As part of the Adult Redeploy Illinois planning grant process, recipient counties will be expected to gather and analyze relevant criminal justice system data, including, but not limited to, current services offered, services needed, strategies for service delivery, potential eligible populations, local governance of issues, data collection and analysis capabilities, and estimated costs of alternatives to incarceration.

G. Use of Funds

Funds are to be used solely for the purpose of developing a local plan to implement Adult Redeploy Illinois. Planning grant expenditures may NOT include circuit court or county personnel costs, equipment purchases, or food costs for trainings or meetings. Acceptable expenditures may include, but not be limited to: office expenses; meeting expenses (other than food); contractual/consultant fees; data collection, entry and analysis; report writing; and travel.

H. Estimated Length of Agreement

Planning grants will be for a period of sixty (60) days. The proposed planning grant period runs from April 1, 2012 to June 1, 2012.

I. Submission Deadline and Requirements

To request a planning grant, applicants must complete the Planning Grant Application Forms included in Appendix B, **by March 16, 2012** to the address below:

**Adult Redeploy Illinois Oversight Board
c/o Illinois Criminal Justice Information Authority
300 W. Adams Street, Suite 200
Chicago, IL 60606**

ATTN: Mary Ann Dyar

J. Congressional and Legislative Districts

The applicant must provide the Congressional District (by number) in the area to be served by the grant, as well as the Illinois House and Senate Legislative Districts (by number), available on the Illinois General Assembly website at:

<http://www.elections.illinois.gov/DistrictLocator/DistrictOfficialSearchByZip.aspx>.

K. Commencement of Service

Neither ARIOB nor the Authority is obligated to reimburse applicants for expenses incurred prior to the complete and final execution of the planning grant award.

L. Contract

The legal agreement between the Authority and the successful applicants will be in the form and format prescribed by the Authority. A standard ARRA JAG contract form, available from the Authority will be used when contracting for services. If selected for funding, the applicant will be provided with a formal contract for signature and return.

M. Public Information

All information submitted pursuant to this invitation is subject to the Illinois Freedom of Information Act. In addition, certain aspects of the program (i.e., program progress and finalized local plans) may be posted to the Adult Redeploy Illinois site.

N. Payment and Reporting Requirements

Since funds are supplied from federal funding to Illinois through the American Recovery and Reinvestment Act of 2009 (ARRA) through the Edward Byrne Memorial Justice Assistance Grant Program (JAG), applicants must understand these grant funds have strict guidelines and reporting requirements. In order to be eligible for funding, the county shall certify that it understands and shall comply with the ARRA JAG grant guidelines and reporting requirements.

O. Transparency Act Requirements

The county and any division of same must agree to comply with any and all requirements of 2 C.F.R. §33.200 that are imposed on recipients of federal funds by the Federal Funding Accountability and Transparency Act of 2006. The county and any division of same shall comply with the following:

- a) Acquire and use a DUNS (Data Universal Numbering System) number. The DUNS number shall be procured from Dun and Bradstreet, Inc. online at www.dunandbradstreet.com or by calling 1-866-705-5711.
- b) Maintain a current registration in the Central Contractor Registration (CCR) database. The Implementing Agency must update or renew their CCR registration at least once per year to maintain an active status. Information about registration procedures can be accessed at www.ccr.gov or by calling 1-888-227-2423.
- c) Provide the Authority with their Commercial And Government Entity (CAGE) Code. The CAGE Code request process is incorporated into the CCR registration.

P. Local Plan Requirement

At the completion of their planning period, jurisdictions must submit a final report in the form of a local plan using the standard plan template available at the Adult Redeploy Illinois website (www.icjia.org/public/redeploy) under the “Applicant Tools” tab.

The local plan must be received on or before **June 1, 2012**, the end date of the planning grant contract. Submit the completed local plan to:

**Adult Redeploy Illinois Oversight Board
c/o Illinois Criminal Justice Information Authority
300 W. Adams Street, Suite 200
Chicago, IL 60606**

ATTN: Mary Ann Dyar

Completed local plans must be in the possession of the Illinois Criminal Justice Information Authority staff at the specified location and by the designated date and time listed above. The deadline, without exception, will be strictly enforced. In the event of a dispute, the applicant bears the burden of proof that the completed local plan was received on time at the location listed above.

All plans must be typed on 8½ x 11-inch paper, using 12 point type and at 100 percent magnification. With the exception of letterhead stationery for letters of support, the entire plan should be typed in black ink on white paper. All components of the local plan must be single-spaced, on one side of the page, with one-inch margins on all sides.

Page numbers on the entire local plan, including attachments, must be sequential. Local plans should be bound with a single staple or binder clip in the upper left-hand corner.

One unbound, clearly identified original and five bound complete copies of the plan should be submitted. Electronic mail and facsimiles will not be accepted. ARIOB is under no obligation to review submissions that do not comply with the above requirements.

PART II: PROGRAM DESCRIPTION

The Crime Reduction Act (Public Act 96-0761) established the **Adult Redeploy Illinois** program, which provides financial incentives to local jurisdictions for designing community-based programs to treat offenders in the community instead of sending them to state prisons. Under the Act, financial incentives will be offered to counties, groups of counties or judicial circuits to increase programming in their areas, in exchange for reducing the number of people they send to the Illinois Department of Corrections (with penalties if they do not meet the reduction goal).

The Adult Redeploy Illinois program, as part of the Crime Reduction Act, became effective on January 1, 2010. The Act calls for the following as part of the Adult Redeploy Illinois program:

- Establishment of pilot sites to increase access to community-based services and decrease commitments to the Illinois Department of Corrections (IDOC). Counties or judicial circuits will be able to apply for grant funding for assistance in planning/developing and implementing local program plans that specify how to reduce commitments of non-violent offenders to prison and to provide supervision and community-based services for such individuals.
- An interagency Adult Redeploy Illinois Oversight Board (ARIOB) to oversee the implementation of the Adult Redeploy Illinois program and report to the Governor and the General Assembly annually on its progress, co-chaired by the Director of IDOC and the Secretary of Illinois Department of Human Services (IDHS).
- Adoption of a standard plan template for jurisdictions to complete prior to implementing Adult Redeploy Illinois. Jurisdictions wishing to implement Adult Redeploy Illinois shall use that standard plan template in developing their local plan for implementation. The local plan must be approved by ARIOB as part of the funding process.
- A jurisdiction to negotiate an agreement with ARIOB to reduce by 25 percent the number of IDOC commitments from their Adult Redeploy Illinois-eligible target population, based on the average number of commitments of the three previous calendar years from that target population.
- A penalty to be assessed to a jurisdiction that fails to meet its reduction goal and is unable to negotiate a corrective action plan with ARIOB.
- A jurisdiction to receive payments from the state to offset the costs of providing community-based services to non-violent offenders.
- Establishment of a performance measurement system and evaluation process to assess the effectiveness of the program and report back to the Governor and General Assembly on an annual basis.

PART III: STANDARD PLAN TEMPLATE

Adult Redeploy Illinois Local Plan Requirements

A. The local plans must include the following components:

1. Executive Summary
2. Description of and Justification for the Target Population
3. Description of the Planning Partners
4. Gaps in Sanctions and Services
5. Description of the Proposed Adult Redeploy Illinois Program Model
6. Timeline
7. Budget

B. Content Requirements

Each section must have a heading that corresponds to the headings listed below. The Adult Redeploy Illinois website (www.icjia.org/redeploy) contains county-level demographic and criminal justice data for each county in Illinois, developed specifically for the Adult Redeploy Illinois planning process by the Illinois Criminal Justice Information Authority (ICJIA). These data are accessible under the “Applicant Tools” tab. Please **do not** request this information through the Freedom of Information Act (FOIA) from ICJIA. Questions regarding these data can be addressed to Jordan Boulger, Research Analyst (jordan.boulger@illinois.gov).

1. Executive Summary

The Executive Summary will serve as a stand-alone document that will be shared with various state-level stakeholders and others requesting a brief overview of each jurisdiction’s plan. Therefore, applicants should be concise and direct in their description, and specifically include the cost of the program and the proposed reduction goal. At a minimum, each of the following should be included in the summary (**2 pages maximum**).

1. Description of and Justification for the Target Population
2. Description of the Planning Partners
3. Description of the Existing Local Justice System Capacity
4. Description of the Existing Local Treatment and other Community Services Capacity
5. Gaps in Sanctions and Services
6. Description of the proposed Adult Redeploy Illinois Program Model

2. Description of and Justification for the Target Population

2a. Describe the area to be served. Identify the county, group of counties or judicial circuit comprising the applicant jurisdiction. If the application is for a group of counties or judicial circuit, then identify each county involved and the rationale for selecting this geographic target area. Much of the county-level demographic and criminal justice system data can be found on the Adult Redeploy Illinois website (www.icjia.org/redeploy) under the “Applicant Tools” tab.

1. Population ages 18 and older in the target area.
2. Race and ethnicity breakdowns.
3. Educational attainment.
4. Percent county unemployment.
5. Percent of persons below poverty.
6. DASA alcohol and treatment admissions.

2b. Provide information about the criminal justice population in the service area. This should include as much information as possible about:

1. Number of felony probation sentences.
2. Number of sentences to IDOC.
3. Number of convictions resulting from plea of guilty.
4. County jail population data.
5. Felony adult probation caseload size.
6. UCR arrest statistics.
7. IDOC commitment data, as interpreted by ICJIA, for each of the calendar years 2008, 2009, 2010.
8. Demographics of the population committed to IDOC for program eligible individuals (include age, race, gender and ethnicity), as interpreted by ICJIA.
9. Holding offense types for IDOC commitments for program eligible individuals for 2008, 2009, 2010, as interpreted by ICJIA.

2c. Describe in as much detail as possible a profile of the individuals targeted for the Adult Redeploy Illinois program, who were committed instead to IDOC during the last three calendar years. This should include, to the extent possible, as much information as possible about:

1. Average number of commitments the IDOC over the last three years (2008, 2009, 2010), less those that are not eligible for Adult Redeploy Illinois due to their offense.
2. Demographic characteristics of the target population committed to IDOC over the last three years.

The Crime Reduction Act specifically eliminates violent offenders, as defined by (CRA Sect. 20(a).) The Unified Code of Corrections (730 ILCS *et seq.*) specifies other conviction offenses which are not eligible for probation. See the Adult Redeploy Illinois website for a list of offenses currently statutorily ineligible for probation. The target population for Adult Redeploy Illinois must exclude individuals convicted of these specified offenses. The local Adult Redeploy Illinois planning body may choose to target all of the remaining non-violent offenders, or choose a subset of all other eligible individuals. Such a subset must be clearly defined and should support the following principles:

- Jurisdictions best understand their own local needs, and are best situated to identify their target populations and design their local Adult Redeploy Illinois program models.
- The selected target population should result in the greatest possible number of individuals diverted from state prisons, while preserving public safety.

3. Description of the Planning Partners

Describe the lead planning entity and each of the other planning team partners. Include the qualifications, responsibilities, and expected contribution of each partner.

4. Gaps in Sanctions and Services

Describe any gaps in the jurisdiction's current justice system and health and human services capacity which would need to be addressed prior to increasing the number of offenders sentenced to a local alternative to incarceration. These gaps can include personnel, technology, human services programs or partners, or other issues related specifically to the jurisdiction.

5. Description of the Proposed Adult Redeploy Illinois Program Model

5a. Define the criteria to be used to accept individuals into the program. Clearly describe how the applicant will ensure that the program serves only those individuals who would otherwise be committed to IDOC. Refer to the Adult Redeploy Illinois website for a list of some of the ineligible offenses to ensure you are not including statutorily excluded populations in your model. It is important to consult with your local State's Attorneys and legal counsel to ensure the population you select for Adult Redeploy Illinois is eligible for alternatives to incarceration. The offenses on the website are only informative and not exhaustive.

5b. Describe the intake and assessment process to be used for the Adult Redeploy Illinois program. The services provided to each individual shall be individualized and based upon an individualized assessment. Each Adult Redeploy Illinois program will complete an assessment of offenders' risks, assets and needs.

5c. Describe how you will integrate existing services and programs that are already designed to meet the individual needs of targeted offenders. Please provide the following with respect to existing alternatives and infrastructure:

Existing Alternatives to Incarceration

Describe your existing array of diversionary programs, graduated sanctions, and alternatives to incarceration and the current capacity of each. See the list of existing alternatives located on the Adult Redeploy Illinois website for a more detailed list of justice programs mandated through Illinois Legislative Code. At a minimum, please describe your current utilization of and numbers of participants in the following programs:

1. Specialty Probation Units (e.g.: Mental Health Probation or Drug Probation)
2. TASC Probation
3. Mental Health Courts
4. Drug Courts
5. Any other court program or pilots funding through grants or special project funds

Existing Health and Human Services Infrastructure

Describe the existing health and human services infrastructure in your county or partnering counties and the extent to which providers currently serve justice-involved populations. At a minimum, please discuss your utilization of the following services for justice populations:

1. Mental health treatment
2. Substance abuse treatment
3. Primary health care treatment
4. Housing Programs
5. Employment Training
6. Other services which are frequently required within the justice-involved population

5d. Describe what will be done to rehabilitate the offender in the community that is different from current practices. For example, is the jurisdiction going to expand existing services to more participants? Is the jurisdiction going to fund an enhancement to an existing supervision and/or treatment model? Is the jurisdiction going to implement a new program or services alongside existing programs or services?

****All new services and programs shall be research-supported or evidence-based practice (EBP) demonstrating them as proven or promising practices. Identify the research supporting the program. In addition, non-EBP services can be proposed to supplement EBP services.****

Examples of evidence-based practices and programs are available at the following sites:

<http://www.samhsa.gov/ebpwebguide/index.asp>

<http://www.ojp.usdoj.gov/BJA/evaluation/evidence-based.htm>

5e. Include a statement of impact to the court system, including the probation department, and the community treatment system resulting from the increase in individuals sentenced to community supervision and treatment alternatives. For example, describe increased caseload sizes, treatment bed capacity vs. need, or necessary resources for managing violations of community supervision.

5f. Provide a statement that the funds from Adult Redeploy Illinois will not be used to supplant existing county-funded programs. ****This does not include program expansions, or enhancements to existing models. **** For a more detailed clarification about supplanting funds, see: <http://www.ojp.usdoj.gov/financialguide/part2/part2chap3.htm>.

5g. Describe the membership of the local planning body overseeing the Adult Redeploy Illinois program. Will the applicant have a local consortium of stakeholders, including or using existing boards and groups, oversee the Adult Redeploy Illinois program? If yes, describe the membership of the local consortium and how long it has been in existence.

The Adult Redeploy Illinois Oversight Board (ARIOB) believes an effective diversion strategy requires a commitment and involvement from each of the local stakeholders that influence the decision to commit a person to IDOC. However, ARIOB also understands that in some rare instances not all the stakeholders will initially be involved in Adult Redeploy Illinois.

Include as an appendix, letters of support from the following individuals in the applicant's jurisdiction. If you cannot provide a letter, please explain their role within the project:

1. Chief Judge or Presiding Criminal Court Judge
2. State's Attorney
3. Public Defender
4. Director of Probation and Court Services

6. Timeline

Provide an estimated timeline for the implementation of the plan. The timeline shall include the task, person responsible and estimated time from commencing task to completion. The timeline should include major milestones of the project such as hiring staff, staff training, implementing new reporting system, beginning of services, etc.

7. Budget

Include a detailed budget and budget narrative for implementation of the local plan.

APPENDIX A : 730 ILCS 190/20 - Adult Redeploy Illinois

CORRECTIONS

(730 ILCS 190/) Illinois Crime Reduction Act of 2009.

(730 ILCS 190/20)

Sec. 20. Adult Redeploy Illinois.

(a) Purpose. When offenders are accurately assessed for risk, assets, and needs, it is possible to identify which people should be sent to prison and which people can be effectively supervised in the locality. By providing financial incentives to counties or judicial circuits to create effective local-level evidence-based services, it is possible to reduce crime and recidivism at a lower cost to taxpayers. Based on this model, this Act hereby creates the Adult Redeploy Illinois program for offenders who do not fall under the definition of violent offenders in order to increase public safety and encourage the successful local supervision of eligible offenders and their reintegration into the locality.

(b) The Adult Redeploy Illinois program shall reallocate State funds to local jurisdictions that successfully establish a process to assess offenders and provide a continuum of locally based sanctions and treatment alternatives for offenders who would be incarcerated in a State facility if those local services and sanctions did not exist. The allotment of funds shall be based on a formula that rewards local jurisdictions for the establishment or expansion of local supervision programs and requires them to pay the amount determined in subsection (e) if incarceration targets as defined in subsection (e) are not met.

(c) 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.

(d) Based on the local plan, a county or circuit shall enter into an agreement with the Adult Redeploy Oversight Board described in subsection (e) to reduce the number of commitments to State correctional facilities from that county or circuit, excluding violent offenders. The agreement shall include a pledge from the county or circuit to reduce their commitments by 25% of the level of commitments from the average number of commitments for the past 3 years of eligible non-violent offenders. In return, the county or circuit shall receive, based upon a formula described in subsection (e), funds to redeploy for local programming for offenders who would otherwise be incarcerated such as management and supervision, electronic monitoring, and drug testing. The county or circuit shall also be penalized, as described in subsection (e), for failure to reach the goal of reduced commitments stipulated in the agreement.

(e) Adult Redeploy Illinois Oversight Board; members; responsibilities.

(1) The Secretary of Human Services and the Director of Corrections shall within 3 months after the effective date of this Act convene and act as co-chairs of an oversight board to oversee the Adult Redeploy Program. The Board shall include, but not be limited to, designees from the Prisoner Review Board, Office of the Attorney General, Illinois Criminal Justice Information Authority, and Sentencing Policy Advisory Council; the Cook County State's Attorney;

a State's Attorney selected by the President of the Illinois State's Attorneys Association; the State Appellate Defender; the Cook County Public Defender; a representative of Cook County Adult Probation, a representative of DuPage County Adult Probation; a representative of Sangamon County Adult Probation; and 4 representatives from non-governmental organizations, including service providers.

(2) The Oversight Board shall within one year after the effective date of this Act:

(A) Develop a process to solicit applications from and identify jurisdictions to be included in the Adult Redeploy Illinois program.

(B) Define categories of membership for local entities to participate in the creation and oversight of the local Adult Redeploy Illinois program.

(C) Develop a formula for the allotment of funds to local jurisdictions for local and community-based services in lieu of commitment to the Department of Corrections and a penalty amount for failure to reach the goal of reduced commitments stipulated in the plans.

(D) Develop a standard format for the local plan to be submitted by the local entity created in each county or circuit.

(E) Identify and secure resources sufficient to support the administration and evaluation of Adult Redeploy Illinois.

(F) Develop a process to support ongoing monitoring and evaluation of Adult Redeploy Illinois.

(G) Review local plans and proposed agreements and approve the distribution of resources.

(H) Develop a performance measurement system that includes but is not limited to the following key performance indicators: recidivism, rate of revocations, employment rates, education achievement, successful completion of substance abuse treatment programs, and payment of victim restitution. Each county or circuit shall include the performance measurement system in its local plan and provide data annually to evaluate its success.

(I) Report annually the results of the performance measurements on a timely basis to the Governor and General Assembly.

(Source: P.A. 96-761, eff. 1-1-10.)

APPENDIX B: Planning Grant Application Forms

Adult Redeploy Illinois Planning Grant Checklist

APPLICATION REQUIREMENTS

- | | |
|--|--------------------------|
| Cover letter signed by authorized official | <input type="checkbox"/> |
| Completed Program Contact Information Form | <input type="checkbox"/> |
| Completed Intent to Participate Form | <input type="checkbox"/> |
| Completed Budget and Budget Narrative | <input type="checkbox"/> |
| ARRA JAG Grant Guidelines and Reporting Requirement Certification
signed by authorized official | <input type="checkbox"/> |

Grant Number: 809051.XX (To be assigned by the Authority)

Adult Redeploy Illinois
Planning Grant Contact Information Form

LEAD COUNTY AGENCY NAME:

Name:		
Address:		
City:	State:	Zip:
FEIN#:	Website Address:	

LEAD COUNTY AGENCY DIRECTOR or BOARD CHAIRMAN:

Name:	Title:	
Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:		

ADULT REDEPLOY ILLINOIS PROGRAM MANAGER:

Name:	Title:	
Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:		

ADDITIONAL ADULT REDEPLOY ILLINOIS PROGRAM CONTACT:

Name:	Title:	
Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:		

CHIEF JUDGE or PRESIDING CRIMINAL COURT JUDGE:

Name:		Title:	
Address:			
City:		State:	Zip:
Phone:		Fax:	
Email:			

STATE'S ATTORNEY:

Name:		Title:	
Address:			
City:		State:	Zip:
Phone:		Fax:	
Email:			

PROBATION/COURT SERVICES DIRECTOR:

Name:		Title:	
Address:			
City:		State:	Zip:
Phone:		Fax:	
Email:			

FISCAL CONTACT:

Name:		Title:	
Address:			
City:		State:	Zip:
Phone:		Fax:	
Email:			

Adult Redeploy Illinois
Planning Grant Intent to Participate Form

I am an eligible applicant based on the criteria indicated in the notice.

County Name:

I am an eligible applicant based on the criteria indicated in the notice AND I am applying as a group or circuit.

Circuit Name/Lead County:

County Name(s):

I, the undersigned, am authorized by the county(ies) listed above to respond to this planning grant opportunity. I have read the Planning Grant Requirements contained in the notice and I am agreeing to the exploration of an Adult Redeploy Illinois program in my jurisdiction. I understand this will include among other things, an analysis of data, current services offered, services needed, strategies for service delivery, potential eligible populations, local governance of criminal justice issues, data collection and analysis capabilities, estimated costs involving alternatives for incarceration, and an assessment of the system's readiness for such a program.

I understand that grant expenditures will ONLY be authorized if spent on Adult Redeploy Illinois planning grant activities. I understand that these may be administrative and planning expenditures directly related to the grant, with a 10% cap on administrative expenditures. I understand that planning grant expenditures may NOT include circuit court or county personnel costs, equipment purchases or food costs for trainings or meetings. Acceptable expenditures may include, but not be limited to: office expenses; meeting expenses; contractual/consultant fees; data collection, entry and analysis; report writing; and travel.

I am agreeing to submit a local plan using the standard plan template, which is available at the Adult Redeploy Illinois website (www.icjia.org/redeploy) under the "Applicant Tools" tab. The local plan will detail the work of the jurisdiction, the activities undertaken, and the compiled results of the planning grant process. **The local plan will be due on or before June 1, 2012.** I am also agreeing to submit all required reports by their due dates.

I have enclosed all of the materials listed on the Planning Grant Checklist.

Signature

Date

Printed Name & Title

Adult Redeploy Illinois
Planning Grant Budget Detail

Implementing Agency: **County of** _____

The purpose of this form is to summarize, by item, the total budget of the program to be funded. A brief description of each line item must be listed in the budget narratives. If a category is not being utilized, please mark N/A. **Please note:** no names should be used, but should be referred to by job title.

Note: Round all numbers to the nearest dollar. Insert additional lines as needed.

Personnel Services:	Cost Per Hour	# Hours	Total Cost	Federal Amount	Total Amount
Ex. Staff Overtime			.00	.00	.00
<i>Totals:</i>	N/A	N/A	.00	.00	.00

Budget Narrative:

Commodities:	Cost Per Unit	# of Units	Total Cost	Federal Amount	Total Amount
			.00	.00	.00
<i>Totals:</i>	N/A	N/A	.00	.00	.00

Budget Narrative:

Travel:	Cost Per Mile	# Miles	Total Cost	Federal Amount	Total Amount
			.00	.00	.00
<i>Totals:</i>	N/A	N/A	.00	.00	.00

Budget Narrative:

Contractual:	Cost Per Hour/Cost Per Unit	# Hours/ # of Units	Total Cost	Federal Amount	Total Amount
Ex. Consultant			.00	.00	.00
Ex. Stipends					
<i>Totals:</i>	N/A	N/A	.00	.00	.00

Budget Narrative:

Adult Redeploy Illinois
ARRA JAG Grant Guidelines and Reporting Requirement Certification

Applicant's Name: _____

Applicant's DUNS Number: _____

Applicant's CAGE Code: _____

Applicant's CCR Expiration Date: _____

I, _____ (Responsible Person/ Print Name) have read and understood the guidelines and reporting requirements that are associated with being awarded an ARRA JAG grant. Furthermore, by signing below, I am agreeing to follow all of the guidelines and reporting requirements in the implementation of the grant.

Signature: _____

Date: _____

Responsible Official's Name (Please Print): _____

Responsible Official's Title (Please Print): _____