

**Planning Grant Notice**  
**for**  
**ADULT REDEPLOY ILLINOIS**

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

**October 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 Proposals 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**

October 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 that is being made available to implement Adult Redeploy Illinois through this RFP is being supplied from state general revenue grant funding. 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](http://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, or equipment purchases. 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.

**H. Estimated Length of Agreement**

Planning grants will be for a period of a minimum of 60 days and up to a maximum of 120 days. The proposed planning grant period must be completed with the submission of a local plan (using the standard plan template included in Appendix B) by **April 30, 2013**.

**I. Submission Deadline and Requirements**

To request a planning grant, applicants must complete the Planning Grant Application Forms included in Appendix C and the budget materials in Appendix D. Completed materials must be submitted electronically to [CJA.Redeploy@illinois.gov](mailto:CJA.Redeploy@illinois.gov) at least 14 days prior to the start of the proposed planning grant period.

**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. 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. 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. 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](http://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.sam.gov](http://www.sam.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.

**O. 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 included as Appendix B, and available at the Adult Redeploy Illinois website ([www.icjia.org/public/redeploy](http://www.icjia.org/public/redeploy)) under the “Site Tools” tab.

The local plan must be received on or before **April 30, 2013**. Submit the completed local plan electronically to [CJA.Redeploy@illinois.gov](mailto:CJA.Redeploy@illinois.gov).

*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.*

## **PART II: PROGRAM DESCRIPTION**

### **A. Adult Redeploy Illinois**

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% 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.

# 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: 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 Key Partners
4. Description of 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 web site ([www.icjia.org/redeploy](http://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 “Site 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](mailto: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 Key Partners
3. Description of the Existing Local Justice System Capacity
4. Description of the Existing Local Treatment and other Community Services Capacity
5. Description of 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 web site ([www.icjia.org/redeploy](http://www.icjia.org/redeploy)) under the “Site 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 in subsection (c) of Section 3 of the Rights of Crime Victims and Witnesses Act. The Unified Code of Corrections (730 ILCS *et seq.*) specifies other conviction offenses which are not eligible for probation. See the Adult Redeploy Illinois web site 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 steering committee may choose to target all of the remaining non-violent offenders, or choose a subset of 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 Key Partners***

Describe the lead entity and each of the other partners involved in the planning and implementation of the Adult Redeploy Illinois program. Include the qualifications, responsibilities, and expected contribution of each partner.

### ***4. Description of 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 web site 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 Attorney and legal counsel to ensure the population you select for Adult Redeploy Illinois is eligible for alternatives to incarceration. The offenses on the web site 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 web site 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 through the Authority portal on the Adult Redeploy Illinois web site and at the following sites:

<http://www.crimesolutions.gov/>

<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/PreawardRequirements/chapter5page6.htm>.

5g. Describe the membership of the steering committee overseeing planning and implementation of 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 (ARIQB) 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, ARIQB also understands that in some rare instances not all the stakeholders will initially be involved in Adult Redeploy Illinois.

Include as attachments, 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., using a format such as:

<b>Task</b>	<b>Month Started</b>	<b>Month Completed</b>	<b>Personnel Responsible</b>	<b>Frequency</b>
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### ***7. Budget***

Include a detailed budget and budget narrative for implementation of the local plan. The budget and budget narrative shall use the template and forms provided by ICJIA and available at the Adult Redeploy Illinois web site.

## **APPENDIX C: Planning Grant Application Forms**

Please use the attached Program Contact Information Form and Intent to Participate Form (in Word) from the Illinois Criminal Justice Information Authority.

### ***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"/> |

## **APPENDIX D: Budget and Budget Narrative Template**

Please use the attached Budget and Budget Narrative template (in Excel) from the Illinois Criminal Justice Information Authority.