



# ADULT REDEPLOY ILLINOIS

## **Adult Redeploy Illinois (ARI) Planning Grant: FAQ**

**Q: Who needs to sign the planning grant application?**

A: Overall, the required signatories must have the authority to enter into contractual agreements on behalf of the implementing agency (the county). This may include a “Chief Financial Officer” (e.g. Treasurer, Auditor, CFO) or an “Executive Director” (e.g. County Board Chair, County Board President). If applicable, the signatories should match titles previously submitted with ARI grants. The request letter on letterhead may be signed by a program agency representative, but the signature page of the budget and the second page of the uniform grant agreement must be signed by these authorized officials. Note: Given the new Grants Accountability and Transparency Act (GATA) process, signatures must be obtained on the front end of the grant application process whereas in the past these signatures were obtained after an award letter was sent and after the grant materials were processed and approved.

**Q: Can ARI planning grants be used to plan for a veterans court (that are now required with Public Act 099-0807)?**

A: Yes, this is a very appropriate use of ARI planning grants. See also the Public Act requiring veterans’ courts in every judicial circuit as of January 2018:

<http://www.ilga.gov/legislation/publicacts/fulltext.asp?Name=099-0807>

**Q: Does a county need to go through a funded ARI planning process in order to apply for ARI implementation funds in the future?**

A: No - A county does not need to go through a funded ARI planning process in order to be eligible to apply for ARI implementation funds in the future.

**Q: Is an ARI planning grant required to be used for the maximum period of time?**

A: No - An ARI planning grant (this time around and in the future) can be for a shorter period of time than the maximum period of time made available in the Notice of Funding Opportunity. ARI staff encourages planning periods for *at least* 90 days and the current opportunity has a grant end date no later than 5/12/17.

**Q: Can ARI provide a list of consultants or facilitators with whom to contact?**

A: No - Unfortunately, it would be inappropriate for ARI to steer a planning grant application or applicant toward a particular contractor.

**Q: Are ARI planning grantees required to submit quarterly data reports and monthly fiscal reports?**

A: Yes, monthly fiscal reports will be due on the 5<sup>th</sup> of the following month of grant activities. Quarterly data reports will be due on the 15<sup>th</sup> following each quarter of activities. Since these grants do not directly serve clients, much of the quarterly data report entries will be “not applicable.”

**Q: Are current ARI counties/programs eligible to apply?**

A: Yes, counties that currently implement ARI sites are eligible to apply for planning grants.

**Q: In the Notice of Funding Opportunity and General Instructions, there is a description of “Funding Restrictions” and a note on supplanting. Can you please clarify what this may entail? Any examples? ([http://www.icjia.state.il.us/assets/pdf/ARI\\_NOFO/Update\\_ARI\\_planning\\_grant\\_SF17\\_NOFO\\_2nd\\_deadline.pdf](http://www.icjia.state.il.us/assets/pdf/ARI_NOFO/Update_ARI_planning_grant_SF17_NOFO_2nd_deadline.pdf)).**

A: ARI funds shall not be used to supplant existing state, county, or locally funded programs, but ARI funds may be used to supplement existing funds. This means that planning grant dollars could only be used for current staff members’ time if some or all of their previous duties are backfilled by someone else or if the funds are going to pay overtime. ARI funds cannot be used to cover the hours of currently funded people unless it is overtime or the hours are backfilled.

**EXAMPLE:** In a past planning grant, the coordinator of problem solving courts in a county inserted over time of 25 hours per month for three months. This was acceptable and was not supplanting.

**Q: Does supplanting only apply to county government agencies? Does it apply to nonprofit staff to facilitate/research/assist with planning activities?**

A: It would not be supplanting if a nonprofit contracts with the county agency to provide facilitation, research or planning services. However, if the county agency has an existing contract for those specific services with the non-profit and then wanted to charge the ARI grant for those same services, that would be supplanting and not allowable.

**Q: I am experiencing difficulties with the budget forms, such as the FFATA tab. What should I do?**

A: We apologize for technical difficulties. A new version of the budget template form has been made; please be sure you are using the new version, which was posted on the ICJIA website on October 21, 2016. Regarding any problems of the FFATA tab, ARI planning grant applicants should leave that entire tab blank since FFATA only applies to federal funds and ARI is currently funded with state funds.

**Q: If we are already GATA certified, do we need to send any additional information with our completed grant?**

A: Once your GATA registration, Pre-qualification and Internal Control Questionnaire (ICQ) are completed, you have satisfied that requirement.

**Q: Would mileage, lodging and other expenses for your treatment provider be considered under contractual?**

A: If this refers to the expenses for a treatment provider representative on the planning team, an applicant would insert these expenses under the Travel section. The budget would outline this as follows: “lodging for 8 planning grant team stakeholders that include a local treatment provider rep, a prosecutor rep, etc.”

**Q: Would a consultant be listed in the Contractual section of the budget?**

A: Yes, any consultant on the grant would be listed in the Contractual section.

**Q: Would paying for copies be contractual?**

A: If the program agency (e.g., county probation department, county health department) is making the copies, then it would be included in the Commodities section. If the consultant is doing the copies, then they would fall under the consultant expenses in the Contractual section of the budget.