

### Uniform Notice for Funding Opportunity

Community-Law Enforcement and Other First Responder Partnership for Deflection &  
Substance Use Disorder Treatment Act

Date: June 22, 2021

Updated July 17, 2021

	Data Field	
1.	Awarding Agency Name:	Illinois Criminal Justice Information Authority
2.	Agency Contact:	Lajuana Murphy <a href="mailto:Lajuana.Murphy@Illinois.gov">Lajuana.Murphy@Illinois.gov</a> 312-793-8550
3.	Announcement Type:	<input checked="" type="checkbox"/> Initial announcement <input type="checkbox"/> Modification of a previous announcement
4.	Type of Assistance Instrument:	Grant
5.	Funding Opportunity Number:	1705-1796
6.	Funding Opportunity Title:	Community-Law Enforcement and Other First Responder Partnership for Deflection & Substance Use Disorder Treatment Act
7.	CSFA Number:	546-00-1705
8.	CSFA Popular Name:	CLEPD
9.	CFDA Number(s):	N/A
10.	Anticipated Number of Awards:	Unknown
11.	Estimated Total Program Funding:	\$900,000
12.	Award Range	\$75,000-\$150,000
13.	Source of Funding:	<input type="checkbox"/> Federal or Federal pass-through <input checked="" type="checkbox"/> State <input type="checkbox"/> Private / other funding
14.	Cost Sharing or Matching Requirement:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
15.	Indirect Costs Allowed	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Restrictions on Indirect Costs	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
16.	Posted Date:	June 22, 2021
17.	Closing Date for Applications:	<del>July 22, 2021</del> <b>August 5, 2021 11:59 pm</b>
18.	Technical Assistance Session:	<a href="#">June 29, 2021</a>

## **A. Program Description**

### **Background**

Law enforcement agencies and other first responders have recognized that overreliance on arrest and subsequent prosecution of low-level offenders with substance use disorders does not enhance community safety or effectively reduce demand. Individuals repeatedly cycle through the criminal justice system without adequate treatment and support to address their disorders. In response, law enforcement agencies and other first responders have crafted models to reduce demand by deflecting individuals with substance use disorders from involvement in the criminal justice to treatment and services. These models are built on police and other first responders' partnerships with community health and substance use disorder treatment organizations. The goal of this solicitation is to increase public safety by reducing the significant social and economic cost of drug misuse by emphasizing the use of treatment over criminal justice involvement.

The Illinois Criminal Justice Information Authority administers the Community-Law Enforcement and Other First Responders Partnership for Deflection and Substance Use Disorder Treatment Act Program in Illinois, hereafter referred to as CLEP provides law enforcement officers and other first responders critical funding to facilitate connections to community-based behavioral health interventions that provide substance use treatment, help reduce drug usage, reduce drug overdose incidences and death, reduce criminal offending and recidivism, and help prevent arrest and conviction records from destabilizing health, families, and opportunities from community, citizenship, and self-sufficiency.

### **Authorizing Statutes**

The People of the State of Illinois, represented in the General Assembly, created the Community-Law Enforcement and Other First Responder Partnership for Deflection and Addiction Treatment Act (Public Act 101-0652. This Act allows a law enforcement agency to establish a program to facilitate contact between a person and a licensed substance abuse treatment provider for assessment and coordination of treatment.

Section 7(k) of the Illinois Criminal Justice Information Act (20 ILCS 3930/7(1)) establishes ICJIA as the agency to "To receive, expend, and account for such funds of the State of Illinois as may be made available to further the purposes of [the Illinois Criminal Justice Information Act]."

Section 35(a) of the Community-Law Enforcement and Other First Responder Partnership for Deflection and Addiction Treatment Act authorizes the Illinois Criminal Justice Information Authority to fund law enforcement agencies for services provided by deflection program partners as part of deflection programs subject to subsection (d) of subsection 15 of the Community Law Enforcement and Other First Responder Partnership for Deflection and Addiction Treatment Act.

Public Act 101-0637(Article 93, Section 50) The amount of \$500,000, or so much thereof as may be necessary, is appropriated from the General Revenue Fund to the Illinois Criminal Justice

Information Authority for grants to local law enforcement agencies for activities pursuant to the Community-Law Enforcement Partnership for Deflection and Addiction Treatment Act.

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

## **Program Design**

Awards resulting from this opportunity will have a projected period of performance of November 1, 2021 through June 30, 2022. Contingent on future state fiscal year appropriations and satisfactory performance, ICJIA staff may recommend to its Board a maximum of an additional two 12-month grants for each project. Funding amounts in future years may be adjusted depending on appropriation.

## **Definitions**

***Deflection program*** is a program in which a peace officer or member of a law enforcement agency or other first responder facilitates contact between an individual and a licensed substance use treatment provider or behavioral health clinician for assessment and coordination of treatment planning.

***Treatment*** is the broad range of emergency, outpatient, intensive outpatient, and residential services and care (including assessment, diagnosis, case management, medical, psychiatric, psychological and social services, medication-assisted treatment, care and counseling, and recovery support) which may be extended to persons who are diagnosed with substance use disorders, persons with mental illness, or families of those persons.

***Other first responder*** includes emergency medical services providers that are public units of government, fire departments and districts, and officials and responders representing and employed by these entities

## **Community-Law Enforcement Partnership Models**

Applicants may apply for funding for one or more of the five models, and/or similar types of deflection models, outlined below:

### ***Model 1***

***Post-Overdose Response.*** This model features a response initiated by a peace officer or law enforcement agency or other first responder subsequent to emergency administration of medication to reverse overdose, or in case of severe substance use disorder with acute risk of

overdose. The post-overdose response may be multi-disciplinary and may include the distribution of naloxone, in-person contact, relationship building, and access to treatment. Example: Quick Response Team.

For more information on the Post-Overdose Response, go to:

Reichert, J., & Charlier, J. (2017). [\*Exploring effective post-opioid reversal responses for law enforcement and other first responders\*](#). Illinois Criminal Justice Information Authority.

## ***Model 2***

*Self-Referral Response:* This response is initiated by an individual contacting a peace officer or law enforcement agency or other first responder in acknowledgement of their substance use or disorder. Examples: Safe Passage, A Way Out.

For more information on the Self-Referral Response, go to:

- Reichert, J. (2017). [\*Combating the opioid crisis with treatment not arrest: An examination of an emerging police model\*](#). *Translational Criminology*, 13, 13-15.
- TASC, Center for Health and Justice. (2017). [\*Pre-arrest diversion/deflection frameworks: A decision making tool for police leaders\*](#). Chicago, IL: Author.
- [\*The Police Assisted Addiction and Recovery Initiative\*](#)
- Reichert, J., Gleicher, L., Mock, L., Adams, S., & Lopez, K. (2017). [\*Police led referrals to treatment for substance use disorders in rural Illinois: An examination of the Safe Passage Initiative\*](#). Illinois Criminal Justice Information Authority.
- [\*A Way Out\*](#)
- [\*Law Enforcement Assisted Diversion \(LEAD\)\*](#) - LEAD can be used in an outreach, self-referral, or officer intervention framework.

## ***Model 3***

*Active Outreach Response:* This response is initiated by a peace officer or law enforcement agency or other first responder as a result of proactive identification of persons thought likely to have a substance use disorder.

For more information on the Active Outreach Response, go to:

[\*Law Enforcement Assisted Diversion \(LEAD\)\*](#) - LEAD can be used in an outreach, self-referral, or officer intervention framework.

#### ***Model 4***

*Community Engagement Response:* This response is initiated by a officer or other first responder prevention deflection response initiated by a peace officer of law enforcement agency in response to a community call when no criminal charges are present

For more information on Community Engagement Response, go to:

Reichert, J., & Gleicher, L. (2017). [\*Rethinking law enforcement's role on drugs: Community drug intervention and diversion efforts\*](#). Illinois Criminal Justice Information Authority.

#### ***Model 5***

*Officer Intervention Response:* These are commonly referred to as pre-arrest diversion programs. The response occurs when criminal charges are present but held in abeyance pending engagement with treatment.

For more information on Officer Intervention Response, go to:

- [Civil Citation Network](#)
- [Law Enforcement Assisted Diversion \(LEAD\)](#) - LEAD can be used in an outreach self-referral, or officer intervention framework.
- [Stop, Triage, Engage, Educate and Rehabilitate \(STEER\)](#)

#### ***Allowable Activities***

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 funding opportunity:

- Planning Activities as outlines in Appendix I
- Activities related to program administration, coordination, or management, including, but not limited to, the development of collaborative partnerships with licensed treatment providers and community members or organizations.
- Case management including case management provided prior to assessment, diagnosis, and engagement in treatment, as well as assistance navigating and gaining access to various treatment modalities and support services.
- Peer recovery or recovery support services that include the perspectives of persons with the experience of recovering from a substance use disorder, either personally or as family members. Specific linkage agreements with recovery support services or self-help entities may be a requirement of program services protocols; however, the individual should have a choice of preferred recovery support services or self-help entities. All deflection

programs shall encourage the involvement of key family members and significant others as a part of a family-based approach to treatment.

- Transportation to a licensed treatment provider or other program partner location.
- Program evaluation activities.
- Naloxone and related supplies necessary for carrying out overdose reversal for purposes of distribution to program participants or for use by law enforcement or other first responders.
- Treatment necessary to prevent gaps in service delivery between linkage and coverage by other funding sources when otherwise non-reimbursable
- Costs that are necessary to operate programs under conditions of social distancing necessitated by the COVID-19 pandemic may be allowable. Such costs may include, but are not limited to, tablets and laptops to support remote work, accounts for teleconferencing software, additional cleaning supplies, etc. These costs will be considered allowable if they are in support of an approved program.

**Goals, Objectives and Performance Metrics**

Funded programs will be required to report performance measures developed by ICJIA and to submit quarterly data reports to ICJIA that will minimally include the following information based on the objectives applicant agencies will propose in their responses to this solicitation:

<b>Goals for ALL Community-Law Enforcement Partnership Models: Increase public safety and reduce the large social and economic cost of drugs use through treatment and service referrals.</b>	
<b>Process Objectives</b>	<b>Performance Measures</b>
Hire Program Coordinator by the first month of the program.	➤ Program Coordinator hired
Develop and adopt XX protocols for deflection program by second month of the program. List protocols:	➤ Number of protocols adopted by second month of the program.
Develop and execute XX referral and treatment placement MOUs with substance use disorder treatment providers by second month of the program. List providers:	➤ Number of MOUs with substance use disorder treatment providers executed by second month of the program.
Train XX total first responders on the deflection program, Neuroscience of addiction for Law Enforcement; Medication assisted Treatment; Criminogenic Risk Need for Health & Safety; Why Drug Treatments Works; Eliminating Stigma for People with Substance -Use Disorders and Mental Health; Avoiding Racial Bias in Deflection Program; Promotion Racial and Gender Equity in Deflection; Working with Community Partnerships; and Deflection in Rural Communities.	<ul style="list-style-type: none"> <li>➤ Number of total first responders trained</li> <li>➤ List type of first responder(s) trained</li> <li>➤ List type of training provided</li> </ul>

Train XX dispatch/911 staff on deflection program and substance use disorders by third month of the program.	➤ Number of dispatch/911 staff on deflection program by third month of the program.
Implement public information initiative(s) by the third month of the program.	➤ Types of public awareness initiatives by the third month of the program.

<b>Additional Goals for Model 1: Post-Overdose:</b> Reduce opioid overdoses and overdose deaths.	
<b>Outcome Objectives</b>	<b>Performance Measures</b>
XX individuals administered naloxone at response to an opioid overdose.	➤ Number of individuals who were administered naloxone as a response to overdose.
Disperse XX naloxone kits to the individual, friends, and family of those at risk of overdose, if law enforcement agency is a DOPP or OEND.	➤ Number of naloxone kits distributed to individuals, friends, and family of individuals who have previously overdosed or who are at risk to overdose.
Offer assistance and treatment information to XX individuals <i>immediately</i> following an overdose, for those who are at risk for an overdose, or for that individual's family and/or friends (i.e. immediate contact post-overdose).	<ul style="list-style-type: none"> <li>➤ Number of handouts on treatment options provided to individual who had a recent overdose or who is at risk to overdose</li> <li>➤ Number of handouts on treatment options provided to individual's (who had recent overdose or who is at risk to overdose) family and/or friends</li> </ul>
Conduct follow-up outreach to XX individuals after overdose (i.e. rapid engagement).	➤ Number of individuals contacted/visited following an overdose
Assist XX individuals with substance use disorders to enroll in available insurance coverage for which they are eligible, if applicable.	➤ Number enrolled in available insurance coverage for which they are eligible.
Refer XX individuals to substance use disorder treatment and/or services.	<ul style="list-style-type: none"> <li>➤ Number of individuals referred to inpatient facility.</li> <li>➤ Number of individuals referred to outpatient facility.</li> <li>➤ Number of individuals referred to a community-based provider.</li> </ul>

	➤ Number of individuals referred to medical provider or Opiate Treatment Program (OTP).
XX individuals will successfully engage in substance use disorder treatment and/or services.	➤ Number of individuals engaged in treatment and/or services for a minimum of 30 days.
XX individuals referred to supportive services and/or additional treatment services (for issues other substance use).	➤ Number of individuals referred to supportive services and/or additional treatment services.

<b>Additional Goals for Model 2: Self-Referral:</b> Increasing individuals' access to treatment and services, helping to reduce drug overdose and death.	
<b>Outcome Objectives</b>	<b>Performance Measures</b>
Assist XX individuals in need of help with entry into substance use disorder treatment and/or services.	➤ Number of individuals referred to treatment and/or services.
Assist XX individuals with substance use disorders to enroll in available insurance coverage for which they are eligible, if applicable.	➤ Number enrolled in available insurance coverage for which they are eligible.
Refer XX individuals to substance use disorder treatment and/or services.	<ul style="list-style-type: none"> <li>➤ Number of individuals referred to inpatient facility.</li> <li>➤ Number of individuals referred to outpatient facility.</li> <li>➤ Number of individuals referred to a community-based provider.</li> <li>➤ Number of individuals referred to medical provider or Opiate Treatment Program (OTP).</li> </ul>
XX program participants will successfully engage in substance use disorder treatment and/or services.	➤ Number of individuals engaged in treatment and/or services for a minimum of 30 days.
XX program participants referred to supportive services and/or additional treatment services (for issues other substance use).	➤ Number of program participants referred to supportive services and/or additional treatment services.

<b>Additional Goals for Model 3: Active Outreach.</b> Engage citizens in need by conducting active outreach and referring to treatment.	
<b>Outcome Objectives</b>	<b>Performance Measures</b>
Refer XX individuals to treatment and/or services by race and ethnicity that is representative of the service area.	➤ Number of referrals by race and ethnicity

If applicable, XX multiple districts/agencies will make referrals.	➤ Number of districts/agencies making referrals
XX first responders will conduct outreach to make multiple referrals.	<ul style="list-style-type: none"> <li>➤ Number of first responders making referrals</li> <li>➤ Number of referrals per first responder</li> </ul>
XX amount of days will be spent on conducting outreach.	➤ Number of days each month spent on conducting outreach.
Assist XX individuals in need of help with entry into substance use disorder treatment and/or services.	➤ Number of individuals referred to treatment and/or services.
Assist XX individuals with substance use disorders to enroll in available insurance coverage for which they are eligible, if applicable.	➤ Number enrolled in available insurance coverage for which they are eligible.
Refer XX individuals to substance use disorder treatment and/or services.	<ul style="list-style-type: none"> <li>➤ Number of individuals referred to inpatient facility.</li> <li>➤ Number of individuals referred to outpatient facility.</li> <li>➤ Number of individuals referred to a community-based provider.</li> <li>➤ Number of individuals referred to medical provider or Opiate Treatment Program (OTP).</li> </ul>
XX individuals will successfully engage in substance use disorder treatment and/or services.	➤ Number of individuals engaged in treatment and/or services for a minimum of 30 days.
XX individuals referred to supportive services and/or additional treatment services (for issues other substance use).	➤ Number of individuals referred to supportive services and/or additional treatment services.

<b>Additional Goals for Model 4: Community Engagement:</b> Engage citizens in need, based on community calls for assistance (when criminal charges are not present).	
<b>Outcome Objectives</b>	<b>Performance Measures</b>
Refer XX individuals to treatment and/or services based on community call/contact.	<ul style="list-style-type: none"> <li>➤ Number of community calls related to substance use</li> <li>➤ Number of referrals made</li> </ul>
If applicable, XX multiple districts/agencies will make referrals.	➤ Number of districts/agencies making referrals
XX first responders will take community calls and make multiple referrals.	<ul style="list-style-type: none"> <li>➤ Number of first responders taking community calls</li> <li>➤ Number of first responders making referrals</li> <li>➤ Number of referrals per first responder</li> </ul>

Assist XX individuals in need of help with entry into substance use disorder treatment and/or services.	➤ Number of individuals referred to treatment and/or services.
Assist XX individuals with substance use disorders to enroll in available insurance coverage for which they are eligible, if applicable.	➤ Number enrolled in available insurance coverage for which they are eligible.
Refer XX individuals to substance use disorder treatment and/or services.	<ul style="list-style-type: none"> <li>➤ Number of individuals referred to inpatient facility.</li> <li>➤ Number of individuals referred to outpatient facility.</li> <li>➤ Number of individuals referred to a community-based provider.</li> <li>➤ Number of individuals referred to medical provider or Opiate Treatment Program (OTP).</li> </ul>
XX individuals will successfully engage in substance use disorder treatment and/or services.	➤ Number of individuals engaged in treatment and/or services for a minimum of 30 days.
XX individuals referred to supportive services and/or additional treatment services (for issues other substance use).	➤ Number of deflection clients referred to supportive services and/or additional treatment services.

<b>Additional Goals for Model 5: Officer Intervention Response.</b> Engage citizens in need by offering treatment in lieu of arrest, also known as pre-arrest diversion.	
<b>Outcome Objectives</b>	<b>Performance Measures</b>
XX individuals offered pre-arrest diversion program in lieu of arrest.	<ul style="list-style-type: none"> <li>➤ Number of individuals encountered who are eligible for pre-arrest diversion</li> <li>➤ Number of individuals offered pre-arrest diversion program</li> <li>➤ Number of individuals who accept pre-arrest diversion program offer</li> </ul>
Offer case management to XX individuals prior to treatment referral	➤ Number of individuals receiving case management
XX individuals offered pre-arrest diversion program by race and ethnicity that is representative of the service area	➤ Number of referrals by race and ethnicity
If applicable, XX multiple districts/agencies will offer program in lieu of arrest	➤ Number of districts/agencies making referrals
XX first responders will offer pre-arrest diversion program.	➤ Number of first responders making offering pre-arrest diversion program

Assist XX individuals in pre-arrest diversion program, who are in need of help, with entry into substance use disorder treatment and/or services through program.	<ul style="list-style-type: none"> <li>➤ Number of individuals offered pre-arrest diversion program per first responder</li> <li>➤ Number of individuals referred to treatment and/or services.</li> </ul>
Assist XX program participants to enroll in available insurance coverage for which they are eligible.	<ul style="list-style-type: none"> <li>➤ Number of pre-arrest diversion program participants enrolled in available insurance coverage for which they are eligible.</li> </ul>
XX substance use disorder treatment and/or services provided to those in the pre-arrest diversion program.	<ul style="list-style-type: none"> <li>➤ Number of pre-arrest diversion program participants referred to inpatient facility.</li> <li>➤ Number of pre-arrest diversion program participants referred to outpatient facility.</li> <li>➤ Number of pre-arrest diversion program participants referred to a community-based provider.</li> <li>➤ Number of pre-arrest diversion program participants referred to medical provider or Opiate Treatment Program (OTP).</li> </ul>
XX pre-arrest diversion program participants will successfully engage in substance use disorder treatment and/or services.	<ul style="list-style-type: none"> <li>➤ Number of pre-arrest diversion program participants engaged in treatment and/or services for a minimum of 30 days.</li> </ul>
XX pre-arrest diversion program participants offered supportive services and/or additional treatment services (for issues other substance use).	<ul style="list-style-type: none"> <li>➤ Number of pre-arrest diversion program participants offered supportive services and/or additional treatment services.</li> </ul>

## B. Funding Information

Grant awards resulting from this opportunity will have a target period of performance of November 1, 2021 through June 30, 2022. With satisfactory performance, ICJIA may recommend to its Board a maximum of 24 additional months of funding for each project.

A total of \$900,000 in state funding is available through this solicitation.

Agreements that result from this funding opportunity are contingent upon and subject to the availability of funds. The Authority, at its sole discretion, may terminate or suspend this agreement, in whole or in part, without penalty or further payment being required, if (1) the Illinois General Assembly or the federal funding source fails to make an appropriation sufficient

to pay such obligation, or if funds needed are insufficient for any reason (30 ILCS 500/20-60), (2) the Governor decreases the Authority's funding by reserving some or all of the Authority appropriation(s) pursuant to power delegated to the Governor by the Illinois General Assembly; or (3) the Authority determines, in its sole discretion or as directed by the Office of the Governor, that a reduction is necessary or advisable based upon actual or projected budgetary considerations. The Implementing Entity will be notified in writing of the failure of appropriation or of a reduction or decrease.

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

### **C. Eligibility Information**

An Implementing Agency must apply for funds on behalf of a law enforcement agency, first responders or other entity as described below. To be eligible for funding, deflection programs must be run by a municipal law enforcement agency, county sheriff's office of this State, the Department of State Police, first responder, or other law enforcement agency whose officers, by statute, are granted and authorized by Public Act 101- 0652 to exercise powers like those conferred upon any peace officer employed by a law enforcement agency of this State. Private and not-for profit entities are not eligible to apply.

- An Implementing Agency in this context is a law enforcement agency or other first responder entity which will apply for the grant, enter into the inter-governmental grant agreement with the Authority, accept and account for grant funds, and meet all Authority reporting and compliance requirements. Other first responder includes emergency medical services providers that are public units of government, fire departments and districts, and officials and responders representing and employed by these entities.

The law enforcement agency, first responders, licensed treatment providers, and community members or organizations or other first responder entity, shall:

- Establish a local deflection program plan to make potential clients and referral sources aware of the services available.
- Have a plan to coordinate program activities with community agencies in the service area, including substance abuse treatment, medical care and supportive service providers, behavioral health providers, as well as relevant government agencies.
- Be trained in: (a)Neuroscience of Addiction for Law Enforcement; (b)Medication-Assisted Treatment; (c)Criminogenic Risk-Need for Health and Safety; (d)Why Drug Treatment Works; (e)Eliminating Stigma for People with Substance-Use Disorders and Mental Health; (f)Avoiding Racial Bias in Deflection Program; (g)Promotion Racial and Gender Equity in Deflection; (h)Working With Community Partnerships; and (i)Deflection in Rural Communities.

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

This solicitation is open to Illinois municipality, county, and state law enforcement agencies and other first responders that are public units of government. Private and non-profit entities are not eligible to apply.

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

There is no matching or cost-sharing requirement.

### ***3. Indirect Cost Rate.***

In order to charge indirect costs to a grant, the applicant organization must have an annually negotiated indirect cost rate agreement (NICRA). There are three types of NICRAs:

- a) Federally Negotiated Rate: Applicant 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. The organization must provide a copy of the federally NICRA.
- b) State Negotiated Rate: The organization must negotiate an indirect cost rate with the State of Illinois if they do not have Federally Negotiated Rate or elect to use the De Minimis Rate. The indirect cost rate proposal must be submitted to the State of Illinois within 90 days of the notice of award.
- c) De Minimis Rate: An organization that has never received a Federally Negotiated Rate may 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. Applicants must submit documentation of the MTDC calculation to the Authority within 90 days of the execution of a grant agreement under this solicitation.

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

### ***1. Address to Obtain Application Materials***

Applications must be obtained at <http://www.icjia.state.il.us/> by clicking on the link titled “Community Law Enforcement Partnership for Deflection & Substance Use Disorder Notice of Funding Opportunity”. All required application materials must be emailed to [CJA.CLEDPNOFO@Illinois.gov](mailto:CJA.CLEDPNOFO@Illinois.gov) by **11:59 p.m., ~~July 22, 2021~~, August 5, 2021** to be considered for funding. Proposals will not be accepted by mail, fax or in-person. Incomplete applications will not be reviewed. Late submissions will not be reviewed.

Paper copies of the application materials may be requested by emailing Lajuana Murphy at [Lajuana.Murphy@Illinois.gov](mailto:Lajuana.Murphy@Illinois.gov). Applications may only be submitted via email.

In order to avoid unforeseen technical difficulties, agencies are encouraged to plan to submit their applications 72 hours in advance of the deadline. Technical difficulties experienced at any point during the process should be reported immediately to the Authority by calling Lajuana Murphy at (312) 793-8550.

## **2. Content and Form of Application Submission**

For application review and consideration, the following documents must be emailed to [CJA.CLEDPNOFO@Illinois.gov](mailto:CJA.CLEDPNOFO@Illinois.gov) by the **11:59 p.m., ~~July 22, 2021~~, August 5, 2021** deadline:

- Completed and signed Uniform State Grant Application in PDF format, including:
  - Federal Employer Identification Number (FEIN).
  - DUNS number for each agency requesting funding.
    - To obtain a DUNS number, visit from Dun and Bradstreet, Inc., online at [www.dunandbradstreet.com](http://www.dunandbradstreet.com) or call 1-866-705-5711.
  - Expiration date for System for Award Management (SAM) database registration and CAGE Code for all funded entities.
    - For information about SAM registration procedures, go to [www.sam.gov](http://www.sam.gov).
- Completed Program Narrative in Word. The program narrative document must be single spaced with 12-point Times New Roman font, and no more than 20 pages with one-inch margins.
- Completed Budget using the Uniform Budget Template.
- Budget Narrative

## **3. Dun and Bradstreet Universal Numbering System (DUNS) Number and System for Award Management (SAM).** Each applicant is required to:

(i) Be registered in SAM before submitting its application. If you are not registered in SAM, this link provides a connection for SAM registration: <https://governmentcontractregistration.com/sam-registration.asp>.

(ii) Provide a valid DUNS number in its application. To obtain a DUNS number, visit from Dun and Bradstreet, Inc., online at [www.dunandbradstreet.com](http://www.dunandbradstreet.com) or call 1-866-705- 5711.

(iii) Maintain an active SAM registration throughout the application and grant period. The Authority 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. If an applicant has not fully complied with the requirements by the time the Authority is ready to make a federal pass-through or state award, the Authority may determine that the applicant is not qualified to receive an award and may use that determination as a basis for making a federal pass-through or state award to another applicant.

#### 4. *Submission Dates and Times*

##### Technical Assistance Webinar

Applicants must view the following mandatory technical assistance recordings prior to application submission. All recordings are located on the ICJIA website at <https://gata.icjia.cloud/>:

- CLEPD SFY22 Important Information

The recordings will be available for viewing beginning at **5:00 p.m., Tuesday, June 29, 2021.**

##### Letters of Intent to Apply

N/A

##### Application Submission Deadline

All applications are due by **11:59 p.m., ~~July 22, 2021~~ August 5, 2021.**

#### 5. *Intergovernmental Review*

Not applicable.

(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.

##### *Prohibited Uses*

Prohibited Uses: The following is a non-exhaustive list of services, activities, goods, and other costs that cannot be supported through this funding opportunity:

- 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
- Lobbying

##### *Pre-award costs*

No costs incurred before the start date of the interagency agreement may be charged to a grant award received as part of this funding opportunity.

*State Travel Guidelines*

All travel costs charged to the Authority per contractual agreement must conform to State Travel Guidelines, which may be found here:

<https://www2.illinois.gov/cms/Employees/travel/Pages/TravelReimbursement.aspx>

Applicant agencies with lower cost travel guidelines must use those lower rates.

*Pre-approvals*

In compliance with federal guidance, the Authority:

- Requires prior written approval of:
  - Requests for Proposals.
  - All subcontracts.
  - Out-of-state travel.
- Requires prior written approval and additional justification of conference, meeting, and training costs for grant recipients. In addition, the Authority:
  - Encourages minimization of conference, meeting, and training costs.
  - Sets cost limits, including a general prohibition of all food and beverage costs.

ICJIA review of these materials should be incorporated into application Implementation Schedules.

*Food and Beverage Costs*

Food and beverages may not be budgeted to state dollars under this funding opportunity.

**6. Other Submission Requirements.**

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

**E. Application Review Information**

**1. Criteria.**

Application materials must address all components of the NOFO and demonstrate both a need for the program and an ability to successfully implement the program.

Application selection will be made using the following criteria, which provides the point breakdown for each major section of the proposal narrative and budget documents.

<b>Scoring Criteria</b>	<b>Possible Points</b>	
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<b>PART I: PROGRAM NARRATIVE/BUDGET</b>		<b>100</b>
<b>Summary of the Program:</b>		<b>35</b>
<p>Program planning. Research indicates that completing planning activities before implementation can improve program success. Planning activities required under this grant include: modifying or developing program policies and protocols; executing memorandums of understanding with service providers; training police officers and other relevant entities; and engaging in public awareness activities. Additional planning activities may also be needed specific to the model(s) selected (see Appendix II for a list of potential planning activities). Describe the planning activities that will be completed during the grant period for the model(s) selected, who will complete those activities, and the expected timeline of completion. If your agency has already completed all or some of the planning activities noted, describe what has been completed and what work is still needed (if any).</p>	5	
<p>Funding. Identify which components of the program that will be supported through CLEPD funding and how other program components (if any are funded through other monies) will be supported</p>	5	
<p>Program eligibility. <b>List each model chosen.</b> For <b>each model</b> chosen, please describe participant eligibility for your agency's program and any reasons for program exclusion. List Models.</p>	5	
<p>Anticipated number of participants. How many participants do you intend to serve in each model? If expanding a current program, please state how many individuals you currently serve and how many additional participants you plan to serve with these new funds).</p>	5	
<p>Process, performance, and evaluation measures. Please identify who will be responsible for collecting and submitting data for process and performance measures related to the program for which you are seeking funding (per CLEPD Act requirements, see <i>Appendix IV</i> of Notice of Funding Opportunity). If also applying for funding for program evaluation, please indicate the person or persons who will be responsible, his/her qualifications, and what they will be asked to evaluate</p>	5	
<p>Program staff. Please list those staff who will be involved in the program. Specify which staff will be paid with ICJIA funds and which staff will be paid with other funds. Also include qualifications of individuals involved in the program (e.g. license), job responsibilities as it relates to this program, and who each staff reports to. Please do not include information about the person responsible for collecting and submitting data in your response.</p>	5	
<p>Public information/awareness. Please describe the public information/awareness initiatives the agency (and other agencies,</p>	5	

if applicable) intends to use to increase program visibility and communicate program information to the public		
<b>Treatment Providers and Services</b>		<b>10</b>
Provide a description for what those organizations can offer to program participants	5	
Who will assess individuals for appropriate level of care and how	5	
<b>Implementation Schedule</b>		<b>15</b>
Fully completes the implementation schedule with realistic anticipated outcomes and activities/outputs.	15	
<b>Program Management:</b>		<b>10</b>
Measuring success. Please describe how project success will be measured, detailing how and when data will be collected and reported	2	
Coordination and supervision. Please describe how you intend to collaborate and coordinate with treatment and services providers, community-based organizations, the community at large, prosecutor's office's (Model 5), and other participating law enforcement agencies as part of the program you are looking to fund. (8 points) Note: If you are proposing to implement Model #5, your response must include how you will collaborate with the prosecutor's office.	2	
Please describe any potential barriers that you foresee in implementing (or expanding) your program and how they will be addressed	2	
What other funding or resources have you/your program acquired to help operate and/or sustain the deflection program?	2	
How will the program sustain when CLEPD funds end, if awarded?	2	
<b>Goals, Objectives, and Performance Indicators:</b>		<b>20</b>
Sets reasonable benchmarks for both process objectives and performance objectives measures.	20	
<b>Budget Detail:</b>		<b>5</b>
Budget is complete, costs are allowable and budgeted items are cost-effective in relation to the proposed activities.	5	
<b>Budget Narrative:</b>		<b>5</b>
Narrative is complete for all line items, clearly detailing how the applicant arrived at and calculated the budget amounts. Narrative must also describe why each line item is necessary for program implementation.	5	
<b>Total Possible Points</b>		<b>100</b>
<b>PART II: ASSESSMENT OF FUNDING PRIORITIES</b>		<b>100</b>
Please describe the geographic area(s) to be served by the program. A geographic area may be an administrative area with distinct boundaries (e.g, a city, community with distinct boundaries), a neighborhood with a commonly used name, or a set of north/south/east/west street boundaries. Where applicable and feasible, please be		<b>25</b>

specific about service boundaries.  Describe the demographic characteristics of your service area. Report statistics including, but not limited to, total population, racial makeup, education, health, and median household income. Use demographic data to establish resource needs in the service area. To achieve this, it may be necessary to compare the service area to other geographic areas.	
Report data demonstrating that the war on drugs has impacted your service area. Potential data sources include arrest records from local law enforcement agencies (e.g., drug-related arrests) and prison/jail admission records from state or county facilities. These data can be used to comment on drug enforcement practices in the targeted geographic area(s).	<b>25</b>
Describe any police/community relations issues in your targeted geographic area(s), and any current or future efforts intended to address these issues. Provide narrative backed by data and/or anecdotal evidence that describes community relations with police. Describe any efforts your department is taking or planning to address these police-community relations issues.	<b>25</b>
Using a combination of narrative and statistical evidence, describe treatment access. Report the number of licensed clinics providing mental health and/or substance use disorder treatment, as well as medication-assisted treatment. Additionally, supplement this information by drawing on any experiences your organization may have regarding treatment accessibility in your targeted geographic area(s).	<b>25</b>
<b>Total Possible Points</b>	<b>100</b>

## 2. Review and Selection Process.

All applications will be screened for completeness. Incomplete applications will not be reviewed.

Proposals that pass the screening process will be reviewed by a panel of ICJIA grant, research, and program staff.

The proposal narrative is composed of two sections: Program Narrative/Budget and Assessment of Funding Priorities. Each section will be worth up to 100 points and weighted to determine the final score. The Program Narrative/Budget section will be weighted toward 75% of the final score, and the Assessment of Funding Priorities section will be weighted toward 25% of the final score. *For example: An applicant achieves a score of 80 points for the Program Narrative/Budget section, and 100 points for the Funding Priorities section. The final score will be calculated as  $(80 \times 75\%) + (100 \times 25\%) = 60 + 25 = \text{Final Score of } 85$ .* The final score will be used to determine the order in which applicants are offered funding.

**Note that the Program Narrative/Budget score must receive a minimum of at least 70 points (before the weighting) to be considered for funding. Applicants that do not receive a minimum score of at least 70 points on the Program Narrative/Budget section will not be considered for funding.**

ICJIA reserves the right to reject any or all proposals it determines to be incomplete, that include unallowable activities, that fail to meet program requirements, or are otherwise deemed to be unsatisfactory. ICJIA also reserves the right to invite one or more applicants to submit amended proposals and to modify budgets which include unallowable or unreasonable costs.

Review team recommendations will be forwarded to ICJIA's Budget Committee for approval. Applicants will be notified of the Budget Committee's decision.

### ***1. Debriefings***

Unsuccessful applicants may request a debriefing. A debriefing is written feedback that can assist applicants in developing improved applications for future funding. A debriefing may include strengths and weaknesses of an application in terms of the evaluation and review criteria. Debriefings are not a part of the Appeals Process.

Requests for debriefings must be made in writing and submitted within seven calendar days after receipt of a Funding Opportunity Declination Letter from ICJIA. Debriefing requests will not be granted if there is an active appeal, administrative action, or court proceeding. The written debriefing request shall include at a minimum the following:

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

Please send requests to:

Lajuana Murphy, Criminal Justice Specialist II  
Illinois Criminal Justice Information Authority  
300 W. Adams Street, Suite 200  
Chicago, Illinois 60606

### ***3. Appeal Process***

Unsuccessful applicants may request a formal appeal. Only the evaluation process is subject to appeal. Evaluation scores and funding determinations may not be contested and will not be considered by the ICJIA's Appeals Review Officer. The appeal must be in writing and submitted within fourteen (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:

- 2) The name and address of the appealing party.
- 3) Identification of grant program.
- 4) 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 within 60 days or supply a written explanation as to why additional time is required. The appealing party must supply any additional information requested by ICJIA within the time period set in the request. ICJIA will resolve the appeal by means of written determination. The determination will include:

- Review of the appeal
- Appeal determination
- Rationale for the determination

A person or organization aggrieved by the agency determination may seek judicial review only through the Circuit Courts of the State of Illinois within 35 days from the date that the agency determination was issued.

#### **4. *Minimum Scores***

A total minimum score is not required. However, the Program Narrative/Budget section must receive a minimum of at least 70 points to be considered for funding.

#### **5. *Anticipated Announcement and State Award dates.***

<b>Task</b>	<b>Date</b>
NOFO posted	June 22, 2021
Letters of Intent due	N/A
NOFO question submission deadline	<del>July 15, 2021</del> July 29, 2021
<b>Applications due</b>	<del>July 22, 2021</del> August 5, 2021

Budget Committee review/approval of recommended designations	October 21, 2021
Program start date	November 1, 2021

## F. Award Administration

### 1. State Award Notices

ICJIA will send a Notice of State Award to grantees along with the grant agreement once the ICJIA Budget Committee reviews and approves designations on or about **August 19, 2021**. No costs incurred before the effective date of the agreement may be charged to the grant.

ICJIA will transmit a Notice of State Award (NOSA) and the grant agreement to successful applicants. The NOSA will detail specific conditions that will be included in the grant agreement. Applicant agencies must return the signed NOSA before the agreement is executed.

ICJIA also requires additional documents to be submitted prior to the execution of an agreement:

- Fiscal Information Sheet
- Audit Information Sheet
- Programmatic Risk Assessment
- Subrecipient/Subcontract documentation

### 3. Administrative and National Policy Requirements

In addition to implementing the funded project consistent with the agency-approved project proposal and budget, agencies selected for funding must comply with grant terms and conditions and other legal requirements, including, but not limited to, the ICJIA Financial Guide and policy and Procedure Manual, the Office of Management and Budget Grants Accountability and Transparency Act, and U.S. Department of Justice regulations which will be included in the award documents, incorporated into the award by reference, or are otherwise applicable to the award.

Successful applicants will be required to enter into intergovernmental agreements for each funded component of the program. Additional programmatic and administrative special conditions may be required.

#### ***4. Reporting***

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

To receive funding per Public Act 100-1025, Section 15(d)(2) the grantee is required to submit program data established by the Illinois Criminal Justice Information Authority. The data collection will be web-based, with grantees receiving a data form link to submit program data on a quarterly basis.

#### **G. State awarding agency contact(s):**

For questions and technical assistance regarding application submission, contact:

Lajuana Murphy  
Criminal Justice Specialist II  
Illinois Criminal Justice Information Authority  
300 W. Adams, Suite 200  
Chicago, Illinois 60606  
[Lajuana.Murphy@illinois.gov](mailto:Lajuana.Murphy@illinois.gov)

#### **H. Other Information**

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