**Category 2: Implementation Grant**

**Program Narrative**

Adult Redeploy Illinois (ARI) is a program created by the Crime Reduction Act of 2009 (Public Act 96-0761) under which counties, groups of counties, or judicial circuits agree to reduce their commitments of a target population to the Illinois Department of Corrections by 25%. In return, those counties will receive state and federal funding to provide supervision and community-based treatment alternatives to those individuals diverted from incarceration.

Jurisdictions, with limited resources to supervise and provide services to the offender population, are currently incentivized to send even low-level, non-violent offenders to the prison system where they become the financial burden of the state. There are numerous benefits of community involvement in the justice system, such as collaborative prevention strategies, increased trust in government, and decreased pressure on public budgets. However, with recidivism rates remaining at over 50% and state governments looking for ways to reduce corrections budgets, policy makers have developed programs such as ARI that reserve expensive incarceration for dangerous offenders and manage non-violent offenders more cost-effectively at the community level.

County applicants may request a planning grant to convene stakeholders, analyze data, and conduct other activities in the design of a local ARI program to divert non-violent offenders from prison to community-based supervision and services.

Please read these instructions carefully. Each section of your program narrative must have a heading that corresponds to the headings listed below. The ARI website ([www.icjia.org/redeploy](http://www.icjia.org/redeploy)) contains county demographic and criminal justice data, developed by ICJIA. These data are accessible under the “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 Adriana Perez, ARI Program Manager, at [Adriana.Perez@Illinois.gov](mailto:Adriana.Perez@Illinois.gov).

1. **Summary of the Program (2 pages maximum)**

The Program Summary should be able to serve as a stand-alone document providing a brief overview of the jurisdiction’s plan to implement Adult Redeploy Illinois (ARI) locally. Therefore, program summaries should be clear and concise, and include a description of how the jurisdiction will employ evidence-based and promising practices to divert non-violent offenders from prison and achieve more cost-effective outcomes. At a minimum, each of the following should be included in the summary:

* Description of the target population, including the proposed number of diversions towards the 25% reduction goal.
* Description of the key partners and stakeholders.
* Description of the existing capacity in the local justice system and local treatment/ community services.
* Description of gaps in sanctions and services.
* Description of the proposed ARI program model and how it proposes to address the gaps.
* Proposed total budget for program implementation.

1. **Statement of the Problem – Description of Service Area**

Identify the county or judicial circuit comprising the applicant jurisdiction. If the application is for a partial or complete judicial circuit, then identify each county involved and the rationale for selecting this geographic target area. Include demographic (age, race, ethnicity), economic (unemployment), criminal justice (arrest, conviction, jail), and other information that describes the area to be served.

1. **Statement of the Problem – Current Situation**

Describe the general profile of individuals who were committed instead to the Illinois Department of Corrections (IDOC) during the last three calendar 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.

1. Complete the data table with the average number of commitments the IDOC over the three most recent calendar years **minus** those who are ineligible for ARI due to their offense. Visit the ARI website ([www.icjia.org/redeploy](http://www.icjia.org/redeploy)) at the “Tools” tab and click “County-Level Data” to access data for 2014 and 2015 for the table below. Data for 2016 is available in a separate spreadsheet included with application materials.

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| --- | --- | --- | --- | --- | --- |
| **Average Number of IDOC Commitment Data – ARI-Eligible** | | | | | |
| 2014 | Class 1 | Class 2 | Class 3 | Class 4 | Total |
| DUI |  |  |  |  |  |
| Property |  |  |  |  |  |
| Controlled Substance |  |  |  |  |  |
| Cannabis |  |  |  |  |  |
| Non-violent Sex Offense |  |  |  |  |  |
| Other Offense |  |  |  |  |  |
| Total |  |  |  |  |  |
| 2015 | Class 1 | Class 2 | Class 3 | Class 4 | Total |
| DUI |  |  |  |  |  |
| Property |  |  |  |  |  |
| Controlled Substance |  |  |  |  |  |
| Cannabis |  |  |  |  |  |
| Non-violent Sex Offense |  |  |  |  |  |
| Other Offense |  |  |  |  |  |
| Total |  |  |  |  |  |
| 2016 | Class 1 | Class 2 | Class 3 | Class 4 | Total |
| DUI |  |  |  |  |  |
| Property |  |  |  |  |  |
| Controlled Substance |  |  |  |  |  |
| Cannabis |  |  |  |  |  |
| Non-violent Sex Offense |  |  |  |  |  |
| Other Offense |  |  |  |  |  |
| Total |  |  |  |  |  |

1. Describe your existing array of diversionary programs, graduated sanctions, and alternatives to incarceration, and the current capacity of each one. See the list of existing alternatives located on the ARI website (<http://www.icjia.state.il.us/redeploy/ICJIA_EBP.cfm>) for a more detailed list of justice programs mandated by Illinois law. At minimum, describe the current utilization of the following programs:
2. Specialty probation units (e.g., mental health probation or drug probation).
3. TASC probation.
4. Mental health courts.
5. Drug courts.
6. Any other court program or pilots funding through grants or special project funds.
7. 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 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.
7. **Statement of the Problem – Unmet Needs**

Describe unmet programmatic needs in sanctions and services. Describe any gaps in the jurisdiction’s current justice system and health and human services capacity that would need to be addressed prior to sentencing offenders to a local alternative to incarceration. Gaps may include personnel, technology, human services programs or partners, or other issues related specifically to the jurisdiction.

1. **Key Partners**
   1. Describe the membership of the steering committee overseeing planning and implementation of the Adult Redeploy Illinois program. Will 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. List member titles only; no proper names. If no, explain how the local consortium will be convened.

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| --- | --- |
| **Roles and Responsibilities of Key Partners for the program** | |
| Title | Description |
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An effective diversion strategy requires a commitment and involvement from every local stakeholder who influences the decision to commit a person to IDOC. Adult Redeploy Illinois program administrators understand, however, that in rare instances, some stakeholders may not initially be involved in Adult Redeploy Illinois program development.

* 1. 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(s) 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.

1. **Description of the Proposed Adult Redeploy Illinois Program Model**
2. Describe the target population and define the criteria that will be used to accept individuals into the program. Clearly describe how the applicant will ensure that the program serves only individuals who would otherwise be committed to IDOC. For a list of offenses that would make an individual ineligible for ARI, visit the Adult Redeploy Illinois website ([www.icjia.org/redeploy](http://www.icjia.org/redeploy)) at the “Tools” tab and click “County-Level Data.” Consult with your local state’s attorney and legal counsel to ensure the population you select is eligible for alternatives to incarceration.

The ARI target population must exclude individuals with current convictions for violent or non-probationable offenses. Local stakeholders 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 program models.
* The selected target population should result in the greatest possible number of individuals diverted from state prisons, while preserving public safety.

1. Describe the intake and assessment process to be used for the ARI program. Services provided should be based on individualized assessment. Each ARI program should complete an assessment of offenders’ risks, assets, and needs using validated tools.

Describe how you will integrate and leverage existing services and programs designed to meet the individual needs of targeted individuals.

1. Describe what will be done to rehabilitate the individual 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 implement a new program or services alongside existing programs or services?

***All new services and programs shall be based on research-supported or evidence-based 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.crimesolutions.gov/>

<http://www.samhsa.gov/ebp-web-guide>

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

1. 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.
2. Describe a plan to incorporate community involvement in the ARI program. For maximum program impact, community awareness and support is important. There are numerous benefits of community involvement in the justice system including collaborative prevention strategies, increased trust in government, and decreased pressure on public budgets. Examples of community involvement in ARI programs include restorative justice practices, such as community restorative boards; community service projects with local civic and business organizations; mentoring programs; and faith-based involvement. For an overview of community involvement strategies, see “[Bridges to Justice: A Community Engagement Toolkit for Adult Diversion Programs.](https://ariallsites2017.icjia.cloud/static/summit_documents/Community_toolkit_bridges_to_justice_FINAL.pdf)”

#### Describe a plan of how the program utilizes or will utilize the Affordable Care Act (ACA) to increase access to a broad range of treatment in the most cost-effective way. Provide brief details on any current or anticipated barriers to utilizing the ACA for eligible individuals if applicable. For resources and guidance, refer to online presentation, [“*The Affordable Care Act and Criminal Justice: Opportunities for Treatment = Benefits to Public Safety.*”](http://www.icjia.org/allsites2015/)

1. Complete the implementation schedule below, defining each step in the implementation and operation of the proposed program and detailing the staff position responsible for each task and a target date for completion. Please add additional lines as necessary.

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| --- | --- | --- |
| **Task** | **Staff Responsible** | **Date Task will be Completed** |
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| Submit quarterly data report to ICJIA/ARI |  | 15th of the month following the end of the quarter |
| Submit monthly fiscal reports to ICJIA/ARI |  | 5th of the following month |

1. **Goals, Objectives and Performance Metrics**

The following tables depict objectives linked to performance indicators that show progress toward the proposed program goal. Enter ambitious yet realistic numbers for each objective. Additional objectives and performance indicators for the selected evidence informed model must be added into the table where noted.

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| --- | --- |
| **Goal:** Reduce the number of non-violent offenders committed to prison from the identified target population by 25% based on the average number of commitments in the prior three years. | |
| **Process Objectives** | **Performance Measures** |
| Form multi-disciplinary team (MDT) to guide program implementation | * Formation of a diverse steering committee including members representing criminal justice, treatment, social services, business, community leadership * \_\_\_% of meetings in which all MDT members are in attendance. |
| Complete staff training for EBPs, reporting and data submission | * \_\_\_% of staff who are EBP trained. * \_\_\_% of staff who completed ARI quarterly reporting training * \_\_\_% of staff who completed ARI client-level data submission training |
| Identify, assess and enroll appropriate target population | * Number of clients referred * \_\_\_% of clients assessed * Number enrolled in the program * Number of clients accepted into the program at each risk level: high, medium, low * \_\_\_% of program capacity |
| Based on assessed risk, develop participant supervision plan | * Number of clients meeting all supervision program requirements * Number with substance abuse disorder (if applicable) * Number with mental health diagnosis (if applicable) |
| Based on assessed needs, develop participant service plan | * \_\_\_% of participants with assessments * \_\_\_% of participants with service plan |
| Monitor compliance and progress | * Number of face-to-face meetings with probation officer * Number of clients at each program/treatment level or phase * Average monthly caseload for program staff |
| Collect and submit performance measurement data as required | * Report ALL mandatory data elements at the individual level |
| **Outcome Objectives** | **Performance Measures** |
| Meet diversion goal set with ARI administrators for SFY18 | * Number diverted for SFY18 * Number of prison commitments for SFY18 |
| \_\_\_% of program participants will successfully complete program requirements. | * Treatment completion rate * \_\_\_% successfully completing all program requirements * \_\_\_% unsuccessfully completing all program requirements |
| \_\_\_% of program participants who make restitution for crimes committed and harm done to victims and their communities | * Number ordered to complete a restorative justice process * Number completing a restorative justice process * Number ordered to pay restitution; amount ordered * Number who paid restitution; amount paid |

Selected programs will be required to adhere to data collection policies and procedures that allow ICJIA and the ARIOB to assess outcome objectives as deemed appropriate based on program design. Programs selected for funding will be required to submit quarterly data reports reflecting progress toward each objective.

1. **Project Management**

Describe the coordination and supervision infrastructure that will ensure the proposed ARI program will be able to meet the stringent requirements around implementation of evidence-based practices with fidelity, data collection and reporting. **Note: All applicants are required to include a dedicated ARI Program Coordinator at .25 full-time equivalent (FTE) or greater, and explain how that coordinator will be involved in the program.**

1. **Budget Detail & Budget Narrative**

Include a detailed budget and budget narrative for implementation of the local plan using the template and forms provided by ICJIA.

Provide a statement that the funds from ARI will not be used to supplant existing federal, state, county or locally funded programs. **This** **does not include program expansions or enhancements to existing models.** For more information on supplanting, see: <http://www.ojp.usdoj.gov/financialguide/PreawardRequirements/chapter5page6.htm>.

**ARI Performance Measurement Matrix**

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

|  |  |
| --- | --- |
| **Contractual Performance Measure** | **Technical Assistance and/or**  **Initiator for Corrective Action** |
| Reduction goal:   * 25% reduction of ARI-eligible IDOC commitments from the identified target population for the grant period. | * Failure to meet or risk of failure to meet the contractual 25% reduction goal for the grant period. |
| Assessment tools:   * Risk and needs assessment information utilized for enrollment determinations. | * No assessment tool in use. * Assessment tool not used consistently. * Assessment tool failing to guide enrollment or programming determinations. |
| Evidence-based practices (EBP):   * Fidelity of EBP is documented. * 100% of enrolled are receiving EBP. * % high-risk/need engaged in appropriate programming (e.g. substance abuse treatment, mental health treatment, cognitive-behavioral therapy). | * Failure to use EBP (e.g., failure to assess and use information for enrollment and programming, failure to utilize risk-need-responsivity model, failure to use evidence-based programs or curricula). * Failure to address technical assistance recommendations in a timely manner. |
| Appropriate ARI target/service population:   * Participants are:   + Non-violent   + Prison-bound   + Moderate to high risk * Local programs enroll appropriate target population as planned to match intervention (e.g., high-risk/low-need or high-risk/high-need). | * Analysis of program’s unsuccessful exits shows a lower than pre-determined threshold of program revocations committed to IDOC. * Analysis of LSI-R scores shows program is not serving moderate to high-risk individuals according to pre-determined threshold. * Analysis shows program is excessively overriding LSI-R scores. |
| Provision of program data as required in contracts:   * Demographics * Case information * ARI information   + Probation/ARI conditions   + Drug testing results   + Diagnosis information   + Treatment providers   + Status/termination of conditions   + Changes in employment/education levels   + Technical violations, arrests, convictions   + LSI-R/other assessment information   + Client contacts | * Failure to provide requested data in the form/detail requested or in a timely manner. |

**Correction action plan (CAP) remedies:**

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