

Uniform Notice of Funding Opportunity

Community Law Enforcement partnership for Deflection (CLEPD) & Substance Use Disorder
Treatment

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Uniform Notice for Funding Opportunity
Community-Law Enforcement Partnership for Deflection &
Substance Use Disorder Treatment Act
Date: September 4, 2018

	Data Field	
1.	Awarding Agency Name:	Illinois Criminal Justice Information Authority
2.	Agency Contact:	Lajuana Murphy Lajuana.Murphy@Illinois.gov 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:	1705-572
6.	Funding Opportunity Title:	Community-Law Enforcement Partnership for Deflection & Substance Use Disorder Treatment Act
7.	CSFA Number:	546-00-1705
8.	CSFA Popular Name:	Community -Law Enforcement Partnership (CLEP)
9.	CFDA Number(s):	N/A
10.	Anticipated Number of Awards:	Unknown
11.	Estimated Total Program Funding:	\$500,000
12.	Award Range	\$20,000-\$80,000
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:	September 12, 2018
17.	Closing Date for Applications:	October 25, 2018, 2018 11:59 pm
18.	Technical Assistance Session:	Recording Offered: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Recording Mandatory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 3:00 p.m., Friday, September 14, 2018 Register for the webinar at: http://www.icjia.state.il.us/

A. Program Description

Background

Law enforcement agencies 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 have crafted new 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 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 Partnership for Deflection and Substance Use Disorder Treatment Act Program in Illinois, hereafter referred to as “CLEP.” CLEP provides law enforcement officers 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 Partnership for Deflection and Addiction Treatment Act (Public Act 100-1025). 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 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 Partnership for Deflection and Addiction Treatment Act.

Public Act 100-0586 (Article 117, Section 80) 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 January 1, 2019, through June 30, 2019. 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 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.

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 law enforcement officer after emergency administration of medication to reverse 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*. Chicago, IL: Illinois Criminal Justice Information Authority. Retrieved from <http://www.icjia.state.il.us/articles/exploring-effective-post-opioid-overdose-reversal-responses-for-law-enforcement-and-other-first-responders>

Model 2

Self-Referral Response: This response is initiated by an individual by going to a police station or otherwise contacting a police officer or law enforcement agency and acknowledging their own substance misuse and need for treatment. The response offers individuals assistance in obtaining substance use disorder treatment. Examples: Safe Passage, A Way Out.

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

Reichert, J. (2017). Combatting the opioid crisis with treatment not arrest: An examination of an emerging police model. *Translational Criminology*, 13, 13-15. Retrieved from <http://www.icjia.state.il.us/articles/fighting-the-opioid-crisis-through-substance-use-disorder-treatment-a-study-of-a-police-program-model-in-illinois>

TASC, Center for Health and Justice. (2017). *Pre-arrest diversion/deflection frameworks: A decision making tool for police leaders*. Chicago, IL: Author. Retrieved from http://www2.centerforhealthandjustice.org/sites/www2.centerforhealthandjustice.org/files/publications/DeflectionFramework-excerpt_Final.pdf

The Police Assisted Addiction and Recovery Initiative <http://paarius.org/>

Safe Passage: <http://www.icjia.state.il.us/articles/police-led-referrals-to-treatment-for-substance-use-disorders-in-rural-illinois-an-examination-of-the-safe-passage-initiative>

A Way Out: <http://awayoutlc.org/>

Law Enforcement Assisted Diversion (LEAD) <http://leadkingcounty.org/>
LEAD can be used in an outreach or self-referral framework.

Model 3

Active Outreach Response: This response is initiated by a police officer through proactive identification of persons likely to misuse substances or have a substance use disorder. Law enforcement intentionally seeks out and identifies individuals who may need help, and a warm handoff is made to a service provider who engages them in treatment.

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

Law Enforcement Assisted Diversion (LEAD) <http://leadkingcounty.org/>

Model 4

Community Engagement Response: This response is initiated by a police officer or law enforcement agency in response to a notification from a community member 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*. Chicago, IL: Illinois Criminal Justice Information Authority. Retrieved from <http://www.icjia.state.il.us/articles/rethinking-law-enforcement-s-role-on-drugs-community-drug-intervention-and-diversion-efforts>

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 or citations issued with requirement of treatment.

For more information on Officer Intervention Response, go to:

Civil Citation Network <https://civilcitationnetwork.com/>
Law Enforcement Assisted Diversion (LEAD) <http://leadkingcounty.org/>
Stop, Triage, Engage, Educate and Rehabilitate (STEER)
<http://www2.centerforhealthandjustice.org/content/project/steer-deflection-model-pre-booking-diversion-option-law-enforcement>

Allowable Activities

Allowable activities under this Notice of Funding Opportunity also may include, but are not limited to, the following:

- Planning activities as outlined in Appendix II.
- 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.
- Training of police officers and 911 dispatch staff on substance abuse disorders and program model.
- 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 data collection (programs must enter data through an ICJIA web-based platform on all clients entering programs).
- Medications for opioid use disorder, treatment on a limited basis (all clients eligible for insurance should be enrolled), and naloxone. (Note: Using these funds for Naloxone should only occur if there is no other source of funding. If the deflection program includes use of Naloxone, applicant must enroll as a Drug Overdose Prevention Program,

or obtain training and Naloxone through the Enrolled Program in their county, if applicable. *See*

<http://www.dhs.state.il.us/OneNetLibrary/27896/documents/9.7.17.Final.DOPPPProgramSummary.pdf>

- Program evaluation activities.
- Treatment and/or services for individuals without insurance or in emergency situations where insurance cannot be obtained.

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:

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.	
Process Objectives	Performance Measures
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 officers on the deflection program and substance use disorders by third month of the program.	➤ Number of officers trained. ➤ Number of officers on the police force
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.

Additional Goals for Model 1: Post-Overdose: Reduce opioid overdoses and overdose deaths.	
Outcome Objectives	Performance Measures
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.	<ul style="list-style-type: none"> ➤ 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"> ➤ Number of handouts on treatment options provided to individual who had a recent overdose or who is at risk to overdose ➤ 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
Conduct follow-up outreach to XX individuals after overdose (i.e. rapid engagement).	<ul style="list-style-type: none"> ➤ 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.	<ul style="list-style-type: none"> ➤ 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"> ➤ Number of individuals referred to inpatient facility. ➤ Number of individuals referred to outpatient facility. ➤ Number of individuals referred to a community-based provider. ➤ 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.	<ul style="list-style-type: none"> ➤ 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).	<ul style="list-style-type: none"> ➤ Number of individuals referred to supportive services and/or additional treatment services.

Additional Goals for Model 2: Self-Referral: Increasing individuals' access to treatment and services, helping to reduce drug overdose and death.	
Outcome Objectives	Performance Measures
Assist XX individuals in need of help with entry into substance use disorder treatment and/or services.	<ul style="list-style-type: none"> ➤ Number of individuals referred to treatment and/or services.
Assist XX individuals with substance use disorders to enroll in available insurance	<ul style="list-style-type: none"> ➤ Number enrolled in available insurance coverage for which they are eligible.

coverage for which they are eligible, if applicable.	
Refer XX individuals to substance use disorder treatment and/or services.	<ul style="list-style-type: none"> ➤ Number of individuals referred to inpatient facility. ➤ Number of individuals referred to outpatient facility. ➤ Number of individuals referred to a community-based provider. ➤ Number of individuals referred to medical provider or Opiate Treatment Program (OTP).
XX program participants will successfully engage in substance use disorder treatment and/or services.	<ul style="list-style-type: none"> ➤ 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).	<ul style="list-style-type: none"> ➤ Number of program participants referred to supportive services and/or additional treatment services.

Additional Goals for Model 3: Active Outreach. Engage citizens in need by conducting active outreach and referring to treatment.	
Outcome Objectives	Performance Measures
Refer XX individuals to treatment and/or services by race and ethnicity that is representative of the service area.	<ul style="list-style-type: none"> ➤ Number of referrals by race and ethnicity
If applicable, XX multiple districts/agencies will make referrals.	<ul style="list-style-type: none"> ➤ Number of districts/agencies making referrals
XX officers will conduct outreach to make multiple referrals.	<ul style="list-style-type: none"> ➤ Number of officers making referrals ➤ Number of referrals per officer
XX amount of days will be spent on conducting outreach.	<ul style="list-style-type: none"> ➤ 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.	<ul style="list-style-type: none"> ➤ 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.	<ul style="list-style-type: none"> ➤ 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"> ➤ Number of individuals referred to inpatient facility. ➤ Number of individuals referred to outpatient facility. ➤ Number of individuals referred to a community-based provider.

	➤ 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.

Additional Goals for Model 4: Community Engagement: Engage citizens in need, based on community calls for assistance (when criminal charges are not present).

Outcome Objectives	Performance Measures
Refer XX individuals to treatment and/or services based on community call/contact.	<ul style="list-style-type: none"> ➤ Number of community calls related to substance use ➤ Number of referrals made
If applicable, XX multiple districts/agencies will make referrals.	<ul style="list-style-type: none"> ➤ Number of districts/agencies making referrals
XX officers will take community calls and make multiple referrals.	<ul style="list-style-type: none"> ➤ Number of officers taking community calls ➤ Number of officers making referrals ➤ Number of referrals per officer
Assist XX individuals in need of help with entry into substance use disorder treatment and/or services.	<ul style="list-style-type: none"> ➤ 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.	<ul style="list-style-type: none"> ➤ 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"> ➤ Number of individuals referred to inpatient facility. ➤ Number of individuals referred to outpatient facility. ➤ Number of individuals referred to a community-based provider. ➤ 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.	<ul style="list-style-type: none"> ➤ 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).	<ul style="list-style-type: none"> ➤ Number of deflection clients referred to supportive services and/or additional treatment services.

Additional Goals for Model 5: Officer Intervention Response. Engage citizens in need by offering treatment in lieu of arrest, also known as pre-arrest diversion.	
Outcome Objectives	Performance Measures
XX individuals offered pre-arrest diversion program in lieu of arrest.	<ul style="list-style-type: none"> ➤ Number of individuals encountered who are eligible for pre-arrest diversion ➤ Number of individuals offered pre-arrest diversion program ➤ Number of individuals who accept pre-arrest diversion program offer
Offer case management to XX individuals prior to treatment referral	<ul style="list-style-type: none"> ➤ Number of individuals receiving case management
XX individuals offered pre-arrest diversion program by race and ethnicity that is representative of the service area	<ul style="list-style-type: none"> ➤ Number of referrals by race and ethnicity
If applicable, XX multiple districts/agencies will offer program in lieu of arrest	<ul style="list-style-type: none"> ➤ Number of districts/agencies making referrals
XX officers will offer pre-arrest diversion program.	<ul style="list-style-type: none"> ➤ Number of officers 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"> ➤ Number of individuals offered pre-arrest diversion program per officer ➤ Number of individuals referred to treatment and/or services.
Assist XX program participants to enroll in available insurance coverage for which they are eligible.	<ul style="list-style-type: none"> ➤ Number of pre-arrest diversion program participants enrolled in available insurance coverage for which they are eligible.
XX of substance use disorder treatment and/or services provided to those in the pre-arrest diversion program.	<ul style="list-style-type: none"> ➤ Number of pre-arrest diversion program participants referred to inpatient facility. ➤ Number of pre-arrest diversion program participants referred to outpatient facility. ➤ Number of pre-arrest diversion program participants referred to a community-based provider. ➤ Number of pre-arrest diversion program participants referred to medical provider or Opiate Treatment Program (OTP).

XX pre-arrest diversion program participants will successfully engage in substance use disorder treatment and/or services.	➤ Number of pre-arrest diversion program participants engaged in treatment and/or services for a minimum of 30 days.
XX pre-arrest diversion program participants offered supportive services and/or additional treatment services (for issues other substance use).	➤ Number of pre-arrest diversion program participants offered supportive services and/or additional treatment services.

B. Funding Information

Grant awards resulting from this opportunity will have a target period of performance of January 1, 2019, through June 30, 2019. With satisfactory performance, ICJIA may recommend to its Board a maximum of 12 additional months of funding for each project.

A total of \$500,000 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 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, or other law enforcement agency whose officers, by statute, are granted and authorized by Public Act 100-1025 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 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.

The law enforcement agency, licensed treatment providers, and community members or organizations 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.

Agencies must be pre-qualified through the Grant Accountability and Transparency Act (GATA) Grantee Portal, www.grants.illinois.gov, to become eligible to apply for an award. During pre-qualification, Dun and Bradstreet verifications are performed, including a check of Debarred and Suspended status and good standing with the Secretary of State. Applicants must have completed the GATA pre-qualification process by the date of application.

Applicants will also be required to submit a financial and administrative risk assessment utilizing an Internal Controls Questionnaire (ICQ) for SFY19 and obtain approval from their cognizant agencies before execution of the grant agreement. Delay in obtaining SFY19 ICQ approval will result in a delay in grant execution.

1. Eligible Applicants.

This solicitation is open to Illinois municipality, county, and state law enforcement agencies. 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.

4. Thresholds

Multi-jurisdictional applications may be assigned to geographic areas where their program activity is anticipated to be greatest. For instance, if an applicant proposes to serve three counties, two of which are in geographic area 1, and the bulk of their activity is proposed to take place in geographic area 2, the application may be assigned to area 2.

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 by **11:59 p.m., October 25, 2018**, 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 calling Lajuana Murphy at 312-793-8550, but 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 by the **11:59 p.m., October 25, 2018**, 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 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.
- 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 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.

5. ***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/>:

- NOFO programmatic requirements.
- GATA compliance.
- Budget Requirements
- Allowable expenses.
- Indirect costs.
- Required documents.

The recordings will be available for viewing beginning at **3:00 p.m., Friday, September 14, 2018.**

Letters of Intent to Apply

Applicant agencies are asked to submit a Letter of Intent to Apply by 5:00 p.m. on **Friday, September 28, 2018**. Failure to submit a Letter of Intent will not disqualify an applicant.

Letters of Intent are submitted by completing the online template at:
https://icjia.az1.qualtrics.com/jfe/form/SV_3DvYtX9YdscwB2B

Application Submission Deadline

All applications are due by **11:59 p.m., October 25, 2018**.

6. ***Intergovernmental Review***

Not applicable.

7. ***Funding Restrictions***

To support applicants in requesting all necessary and allowable program costs, a non-exhaustive list of suggested costs is provided below:

- a. Staffing costs, staff supervision and coordination of approved program activities, administration, coordination of management, including, but not limited to, the development of collaborative partnership with licensed treatment providers and community members of organizations; collection of program data; or monitoring of compliance with local deflection plan.
- b. One-time supplies, such as computers, desk, file cabinets, etc. specifically for new staff that are hired. These costs must be prorated for staff less than 100% on the program.
- c. Case management including case management provided prior to assessment, diagnosis, and engagement in treatment, as well as assistance in navigating and gaining access to various treatment modalities and support services.
- d. Peer recovery of recovery support services that include the perspectives of persons with the experience of recovering from a substance use disorder, either themselves or as family members
- d. Local transportation costs for service providers and for clients to receive services.
- e. Program evaluation activities.

Prohibited Uses

Land acquisition and construction are prohibited uses of these funds.

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.

8. *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.

The total number of points available is 100.

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.

Scoring Criteria	Possible Points	
Description of the Problem:		12
Describes the applicants' geographic area, including urban/rural/suburban characteristics and any other relevant descriptive information.	1	
Provides a clear, concise, and precise description of the current problem in applicant's geographic area, using data (including trends) to support this description.	8	
Provides a clear description of strategies the agency has already implemented to address the concern of substance use disorders in the area, and discuss successes and barriers encountered in implementing those strategies.	3	
Summary of the Program:		32
Must include identification of the model(s) the applicant is looking to use, in addition to a clear; concise description of the steps necessary to build and operate the program; identification of the program components to be supported for CLEPDP funding; and how other program components (if funded through other monies) will be supported.	8	
Describes 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 planning activity was begun prior to the application, the application describes what has been completed and what work is still needed (if any).	5	
Clearly describes how the program for which applicant is seeking funding aligns with the appropriate deflection model(s) outlined in the NOFO and maintains fidelity to the models selected.	5	
Clearly describes participant eligibility for deflection model program(s) and any reasons for program exclusion.	4	
Application identifies the anticipated number of program participants per model. If expanding a current program, the application identifies how many individuals the applicant currently serves and how many additional participants the applicant seeks to serve with new funding).	2	
Identifies and describes the position for the individual responsible for collecting and reporting process and performance measures for program seeking funding.	4	
Provides list of staff involved in the program and specifies which staff are paid with ICJIA funds are which staff are not. Includes qualifications (e.g. credentials), responsibilities, and who staff report to. Applicants must also provide CVs or resumes of those staff.	2	
Describe the public information/awareness initiatives the agency	2	

(and other agencies, if applicable) intends to use to increase program visibility and communicate program information to the public.		
Treatment Providers and Services		10
Identifies the treatment providers and other treatment and support services the program intends to use for referrals and a description of what those programs can offer program participants.	5	
Identifies who and how an individual will be assessed for appropriate level of care.	5	
Implementation Schedule		5
Fully completes the implementation schedule with realistic anticipated outcomes and activities/outputs.	5	
Program Management:		12
Describes how project success will be measured, detailing how and when data will be collected and reported.	4	
Describes how applicant intends to collaborate and coordinate with treatment and service providers, the community at large, other community-based organizations and participant law enforcement agencies, as well as individuals responsible for overseeing this coordination.	8	
Potential Barriers:		5
Clearly describes potential barriers in implementing (or expanding) program and how they will be addressed.	5	
Sustainability		5
Clearly identifies other funding or resources to help operate and/or sustain the deflection program, describing how the program will sustain when CLEPDP funds end (if awarded).	5	
Goals, Objectives, and Performance Indicators:		5
Sets reasonable benchmarks for both process objectives and performance objectives measures.	5	
Budget Detail:		9
Budget is complete.	2	
Costs are allowable.	2	
Budgeted items are cost-effective in relation to the proposed activities.	5	
Budget Narrative:		5
Narrative is complete for all line items, clearly detailing how the applicant arrived at and calculated the budget amounts.	3	
Narrative describes why each line item is necessary for program implementation.	2	
Total Possible Points		100

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. Proposals will be reviewed by focus area within assigned geographic regions. These geographic regions include:

- Northern region.
- Cook County region
- Collar Counties region: DuPage, Kane, Lake, Will
- Central region.
- Southern region.
- Multi-region: Proposed service area includes more than one of the regions listed above.

See the state map in Appendix I.

Proposal selection will be made using the previously described scoring criteria. If possible, ICJIA will fund the highest scoring applicant in each geographic region before funding successive applicants.

After applicants are selected from each region, additional applicants will be selected based on overall score, with secondary consideration given to geographic diversity and proposed program design. Applicants with equivalent scores will be selected based on scores in the Program Summary category.

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

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

Applications must receive an average score of at least 75 points to be recommended for funding.

5. Anticipated Announcement and State Award dates.

Task	Date
NOFO posted	September 12, 2018
Letters of Intent due	September 28, 2018
NOFO question submission deadline	October 18, 2018
Applications due	October 25, 2018
Budget Committee review/approval of recommended designations	December 13, 2018
Program start date	January 1, 2019

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 **December 13, 2018**. 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:

- o Fiscal Information Sheet
- o Audit Information Sheet
- o Programmatic Risk Assessment
- o Civil Rights Compliance Questionnaire

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
(312) 793-8550
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.