**Category 1: Planning Grant**

**Program Narrative Instructions**

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 (IDOC) 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.

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

Provide a clear, concise summary of the proposal stating the need to plan a local ARI program. Summarize proposed planning grant activities.

1. **Statement of the Problem**

Identify the problems associated with sending non-violent offenders to prison. Include resources, if any, to supervise and serve them locally, and where gaps exist.

1. **Key Partners**

In order to determine whether establishing a local ARI program is feasible, identify how your jurisdiction will engage in a deliberate and inclusive planning process with key stakeholders and examine relevant criminal justice data on the characteristics of the offender population. The planning process will require securing the buy-in of key stakeholders in the criminal justice system, such as judges, prosecutors, public defenders, probation representatives, service providers, and community members.

Describe the lead entity and the other partners involved in the planning of the ARI program. Include the qualifications, responsibilities, and expected contribution of each partner. List partner titles only; no proper names.

|  |
| --- |
| **Roles and Responsibilities of Key Partners for the program** |
| Title | Description  |
|       |       |
|       |       |
|       |       |
|       |       |
|       |       |
|       |       |
|       |       |
|       |       |

1. **Program Strategy**
2. Describe how your jurisdiction will utilize planning grant funds to convene a planning group comprised of key stakeholders in the criminal justice system, such as judges, prosecutors, public defenders, probation representatives, and service providers. In addition, as part of the ARI planning grant process, the planning group may engage consultants and/or staff to gather and analyze relevant criminal justice system data to determine how a diversion effort would operate, including, but not limited to:
3. Potential eligible populations.
4. Gaps between current services offered and evidence-based services needed.
5. Strategies for service delivery.
6. Estimated costs involving alternatives to incarceration.

The group also will look at data collection and analysis capabilities. Using this analysis, the planning group will prepare a local plan to implement ARI for a target offender population, with the goal of reducing ARI-eligible commitments to IDOC by 25%. Reports will be provided as required by ICJIA and the ARIOB. The local plan will be submitted at the end of the planning process to the ARIOB for review.

1. Describe how project membership of the multi-disciplinary team (MDT) overseeing the planning of the ARI program will convene and how the planning process will be staffed.
2. Complete the implementation schedule below, defining each step in the planning 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.

|  |  |  |
| --- | --- | --- |
| **Task** | **Staff Responsible** | **Date Task will be Completed** |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
| 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 Indicators**

The following table depicts objectives linked to performance indicators that show progress toward the planning program goal.

|  |
| --- |
| **Goal:** Develop a strategy (local plan) to increase local capacity to provide supervision and services to a target population of non-violent offenders who would otherwise be incarcerated.  |
| **Process Objectives** | **Performance Measures** |
| Form multi-disciplinary team (MDT) in charge of planning) | * Diverse planning committee membership representing criminal justice, treatment, social services, business, community leadership
* \_\_\_% of meetings in which greater than 75% of MDT members are in attendance
 |
| Analyze data on use of prison for non-violent offenders | * Submission of report on prison use for non-violent offenders
 |
| Assess current community capacity and identify gaps in services | * Submission of community capacity and gap analysis report
 |
| Perform site visits to learn about other jurisdictions’ use of alternatives to incarceration | * Number of visits conducted
* Number of contacts made with other programs
 |
| Submit for ARIOB approval by January 5, 2018 a plan that describes program models, goals and objectives, and describes evidence-based practices to be implemented | * Date of submission of plan that meets all ARIOB requirements
* Number of letters of support
 |
| **Outcome Objectives** | **Performance Measures** |
| Determine whether or not an ARI program will be created, and if so, how. | * Submission of detailed local implementation plan, OR
* Submission of letter indicating that the grantee will not be implementing an ARI program including what led to this decision
 |

1. **Budget Detail and Budget Narrative**

Include a detailed budget and budget narrative for implementation of the local plan using the Excel template 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 expansion or enhancements to existing models.** For more information on supplanting, see: <http://www.ojp.usdoj.gov/financialguide/PreawardRequirements/chapter5page6.htm>.