**ADULT REDEPLOY ILLINOIS**

**Track 3: Pilot Project**

**Program Narrative**

INSTRUCTIONS: The program narrative should be single-spaced, using a standard 12-point font (Times New Roman preferred); have 1-inch margins; and must not exceed 20 pages total inclusive of instructions and questions text. Please do not delete the questions, nor any sections in this document. Complete the narrative using the text boxes in this form. ICJIA requires the ability to copy and paste sections of the program narrative to construct the grant agreement; therefore, this document must be submitted in Word format.

Applicants are expected to use **person-centered language (PCL)**, using references to “people”, “individuals”, “clients”, and “participants” versus “offenders” or “felons”. PCL reduces stigmatization that is counter to rehabilitation and reintegration goals.

Adult Redeploy Illinois (ARI) is a program created pursuant to the Crime Reduction Act of 2009 (730 ILCS 190/1) under which counties or judicial circuits agree to reduce their commitments to the Illinois Department of Corrections (IDOC) from a defined target population by 25 percent. In return, jurisdictions will receive state funding to provide supervision and community-based treatment alternatives to those individuals diverted from incarceration. ARI is administered by the Illinois Criminal Justice Information Authority (ICJIA), the lead state agency for justice system funding and research.

Local units of government may apply for state grant funds through ARI to develop, implement, and enhance a plan creating or expanding a continuum of evidence-based sanctions and interventions that will protect public safety and reduce reliance on incarceration in state and local facilities.

Please read these instructions carefully. Each section of the program narrative must have a heading that corresponds to the headings listed below. County-level data with which to complete the application are available on the [ARI website](https://icjia.illinois.gov/adultredeploy) under the “Grants” tab. Questions regarding these data can be emailed to [CJA.AdultRedeployNOFO@Illinois.gov](mailto:CJA.AdultRedeployNOFO@Illinois.gov).

1. **Summary of the Program (*2 pages maximum*) – 10 points**

Provide a clear, concise summary of the proposal stating the need to design and pilot targeted interventions to meet underserved needs and/or serve specialized populations utilizing ARI funds to enhance local prison diversion programs. Summarize proposed pilot project activities.

1. **Statement of the Problem – 10 points**

Identify the problems associated with sending individuals to prison for probation-eligible offenses rather than being supervised and served in the community. Include resources, if any, to supervise and serve them locally, and where gaps exist particularly as they relate to the need for proposed targeted interventions and/or services for specialized populations.

1. **Program Strategy – 25 points**
   1. Describe how your jurisdiction will utilize pilot project funding to identify and address underserved needs and/or specialized populations in the local continuum of services for individuals diverted from prison. This process may include gathering and analyzing relevant criminal justice system data, researching evidence-informed practices and programs, and developing new processes and strategies for service delivery.

* 1. Describe how the pilot project(s) will be incorporated in the existing local plan for reducing the number of individuals sent to prison on probation-eligible offenses, and how the proposed activities will enhance the jurisdiction’s continuum of services. Include how the project will aid the jurisdiction’s ability to meet its 25 percent IDOC commitment reduction goal.

* 1. Detail specific resource and training investments needed in terms of agency and community capacity to successfully implement the pilot project(s) and achieve the intended objectives.

* 1. 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.

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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 Indicators – 20 points**

Complete the table below with data related to the goal of designing and piloting interventions that address underserved needs and/or populations to reduce probation-eligible IDOC commitments. As applicable, provide performance objectives in the left-hand column that will demonstrate progress toward the proposed program goal. Ensure that the objectives are specific, measurable (according to the performance measures in the right-hand column), attainable, realistic, and timely. Additional objectives and performance measures can be added.

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| **Goal:** Design and pilot interventions that address underserved needs and/or populations that will reduce the number of individuals committed to prison on probation-eligible offenses. | |
| **Process Objectives** | **Performance Measures** |
| Analyze data on use of prison for individuals with probation-eligible offenses | * Number of prison admissions by offense class * Number of prison admissions by offense type * Demographics of individuals sent to prison on probation-eligible offenses |
| Identify, assess and enroll appropriate target population assuring that at least **80%** of those enrolled are moderate to high risk | * Number of participants referred * Number of participants assessed * Number of participants enrolled in the program * Number of participants accepted into the program at each risk level: high, medium, low |
| Based on assessed risk and needs, develop individualized service plans for **100%** of participants and connect participants to appropriate services and supervision levels according to evidence-based practices | * Number of participants with completed assessments * Number of participants with written service plans * Number of participants receiving evidence-based services according to assessed need * Number of participants engaged in cognitive-behavioral therapy * Number of participants completing cognitive-behavioral therapy * Number of participants engaged in substance use disorder treatment * Number of participants completing substance use disorder treatment * Number of participants engaged in mental health treatment * Number of participants completing mental health treatment |
| **Outcome Objectives** | **Performance Measures** |
| Other statutory metrics (include if ARI funding used to provide services for these objectives):   * + - * Employment objectives:       * Education objectives: | * Number of participants employed (beginning and end of program) * Number of job referrals * Number of job placements * Number of participants achieving educational advancement |
| Other outcome metrics (include if ARI funding used to provide services for these objectives):   * + - * Housing objectives: | * Number of housing referrals * Number of housing placements * Number of participants reporting stable housing |

1. **Budget Detail & Budget Narrative – 25 Points**
   1. Include a detailed budget and budget narrative for the pilot project(s) using the fillable, Excel-based template and forms provided by ICJIA. Attach as a separate Excel document.
   2. Provide a statement that the funds from ARI will not be used to supplant existing federal, state, county, or locally funded programs. If grant funds will be used for the expansion or enhancement of an existing program, the statement must explain how proposed activities will supplement, not supplant, current program activities and staff positions.

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| Completed NOFO Application materials should be zipped in a single folder. Each individual document should be named following naming conventions listed on page 20 of the NOFO instructions and emailed to [CJA.AdultRedeployNOFO@illinois.gov](mailto:CJA.AdultRedeployNOFO@illinois.gov). Please review the submission checklist on page 1 in NOFO Instructions. All materials must be received by: 11:59 p.m., Wednesday, August 18, 2021. |

**Prepared by:**

(Name & title; no actual signature required)