

NOFO Supplemental
Agency-specific Content for the Notice of Funding Opportunity
Redeploy Illinois – Planning Grant / Program Site

A. Program Description

The intent of the Redeploy Illinois program is to grant funds to counties or groups of counties that will establish a continuum of local, community-based sanctions and treatment alternatives for juvenile offenders who would otherwise be incarcerated if those local services and sanctions were not available, as required by 730 ILCS 110/16.1. (See **Appendix A**)

Redeploy Eligible youth include any youth under the jurisdiction of the juvenile court, not currently in IDJJ, that is facing a possible commitment to IDJJ for a charge other than murder or a Class X forcible felony. Redeploy eligible commitments exclude minors sentenced based upon a finding of guilt of first degree murder or an offense which is a Class X forcible felony as defined in the Criminal Code of 1961. In exchange for these program funds, the provider agrees to reduce the number of Redeploy Illinois (RI) eligible commitments from that county (ies) by a minimum of 25% compared to the agreed upon baseline.

The RI sites will assist the Department in identifying effective models to reduce commitments and guide replication efforts in other parts of the state. These funds will be used to help sites fill the gaps in the existing continuum of programs and services for delinquent youth, allowing counties to cost effectively serve youth locally and reduce their reliance on IDJJ.

Prior research provides solid evidence that community-based services for delinquent youth are more effective and less expensive than a sentence to secure confinement for a certain profile of youth offenders who are deemed likely to benefit from such services, since the cost of community-based programs is lower than the cost of incarceration.

Through Redeploy Illinois, counties will link each youth to a wide array of needed services and supports within his or her home community, as indicated through an individualized needs assessment. Services will be provided in the least restrictive manner possible, and include, but are not limited to, case management, court advocacy, education assistance, individual, family and/or group counseling, and crisis intervention.

Counties or groups of counties interested in becoming a full Redeploy Illinois program site must first participate in and complete the Redeploy Illinois Planning Grant process (Phase 1). The Redeploy Illinois Planning Grant is intended to allow counties to explore the possibility of becoming a full Redeploy Illinois Program site (Phase 2). Completing this planning process will enhance the county's ability to more effectively serve juveniles. The planning grant is intended to help the counties understand the initiative, its expectations, how it could positively impact their community and youth, as well as get a feel for their ability to meet the 25% commitment reduction requirement. This is important because this reduction requirement has been the most cited reason for the counties not applying to be a Redeploy Illinois site because failure to meet this requirement carries a financial penalty that must be paid by the county for every youth in excess of the requirement. Upon completion/submission of the Planning Grant Final Report, the Redeploy Illinois Oversight Board (RIOB) will invite those interested and eligible Counties to submit a full Redeploy Program Site application for funding consideration (Phase 2).

In addition to the Redeploy Illinois Program Site and Planning Grant, the Redeploy Illinois Oversight Board also operates a Redeploy Focused Program. This program allows individual counties, not eligible for a full program site grant, to request Redeploy Illinois services for an individual youth. More information can be found about the Redeploy Focused program at:

<http://www.redeployillinois.org/redeploy-illinois-focused-program>

Participation in the Redeploy Planning Grant will include an opportunity to learn more about the Redeploy Focused Program, how it works, who is eligible, what services may be available, how to apply etc. Planning grantees may also be able to fully utilize the Redeploy Focused Program to obtain services for eligible youth even during the planning process.

This funding notice will provide the instruction necessary for Counties interested in exploring and potentially becoming a Redeploy program site.

1. Phase 1 Planning Grant Deliverables

- a) The Provider will explore the possibility of Redeploy Illinois in the identified county. This will include, among other things, an analysis of:
 - Juvenile Justice related data
 - Current services offered
 - Services needed
 - Strategies for service delivery
 - Potential eligible populations
 - Local governance of juvenile justice issues
 - Data collection and analysis capabilities
 - Estimated costs involving alternatives for delinquent youth
 - The system's readiness for such a program

- b) Planning grant recipients will:
 1. Participate in a minimum of one (1) site visits to existing Redeploy Illinois programs
 2. Participate in (3) Department arranged meetings
 3. Conduct an in depth analysis of the case files of each participant committed from the county for the past 3 calendar years (2014, 2015, 2016) or newer if available.
 4. Submit a final detailed planning grant budget in the DHS CSA system within 7 business days of the issuance of the Notice of State Grant Award (NOSA).
 5. Submit a final report in the format provided by the Department, see **Appendix F**. This report will detail the work of the county, the activities undertaken, and the compiled results of the Planning grant process. This report will be due the Illinois Department of Human Services (IDHS) upon completion – due date will vary.
 6. Provide monthly expenditure documentation reports in the format provided by the department. This report will be due to Illinois Department of Human Services (IDHS) on or before the 15th of each month for the preceding month documenting all expenditures through the end of the month.
 7. Provide monthly programmatic narrative reports in the format provided by the department. This report will be due to Illinois Department of Human Services (IDHS) on or before the 15th of each month for the preceding month documenting activities and progress of the planning grant.

NOTE: Information provided to the Department of Human Services may be shared with the Redeploy Illinois Oversight Board and may be included in the annual report to the Governor and General Assembly, or any other publication deemed appropriate by the Board.

2. Phase 2 Program Site Deliverables

- A. Counties will establish a continuum of local, community-based sanctions and treatment alternatives for juvenile offenders who would otherwise be incarcerated if those local services and sanctions were not available, as required by 730 ILCS 110/16.1. Minors determined guilty of murder or a Class X forcible felony are excluded from eligibility.
- B. Counties will commit to reducing the number of Redeploy Illinois eligible commitments from that county (ies) by a minimum of 25% compared to the agreed upon baseline. Individual Baselines for new Redeploy sites will be determined based on IDJJ data.
- C. The funds shall be used by the county for purposes of serving, in community-based settings, youth involved in the juvenile justice system through the creation of evidence based community programs that maintain public safety and promote positive outcomes for youth. The RI sites will assist the Department in identifying effective models to reduce commitments and guide replication efforts in other parts of the state.
- D. Counties will implement policies that will include: 1) treating juveniles in the least restrictive manner while maintaining safety; 2) affirming local responsibility for services in the community; and 3) defining the role of the state and local jurisdictions in the care of youth in the justice system.
- E. The County (ies) will develop and manage a continuum of services and sanctions from least restrictive to most restrictive designed to intervene with youth involved with the juvenile justice system. The services may be provided directly by the provider or subcontracted out to other community organizations. Redeploy Illinois projects will use the graduated sanctions model as described by OJJDP. The graduated sanctions model is based upon the premise that each time a youth commits a crime there should be quick consequences to their behavior. As the seriousness or frequency of the crime increases then the consequences should also be more severe.
- F. The services and programs provided shall be culturally competent and research or evidenced based (EBP) as proven or promising practices. In addition, non-EBP services can be provided to supplement EBP services.
- G. Programs and services shall be consistent with the Illinois Juvenile Court Act of 1987 and with the following purposes and policies: 1) the juvenile justice system should protect the community, 2) impose accountability to victims and communities for violations of law, and 3) equip juvenile offenders with competencies to live responsibly and productively.
- H. Counties will implement Balanced and Restorative Justice Strategies. Services will address one of the three components of Balanced and Restorative Justice: 1) accountability to the victim, 2) developing competencies in the youth, 3) community safety.
- I. The role of local government should be to oversee the provision of Redeploy services while insuring community safety. There should be local responsibility and authority for planning, organizing, and coordinating service resources in the community.
- J. Priority Populations: The Redeploy program must be designed to target those youth who would otherwise be committed to IDJJ were it not for the Redeploy Illinois program and those youth at highest-risk for commitment to IDJJ.
- K. Each county may determine the specific population of juveniles it will serve through its Redeploy Illinois project, presuming they meet the Redeploy eligibility criteria: youth under the jurisdiction of the Juvenile Court at risk of IDJJ commitment, and a score of high to medium risk on YASI. Excludes youth charged with murder or a class X forcible felony. Priority populations must be youth meeting this eligibility criterion who are facing commitment to IDJJ.

- L. Priority populations will be identified by the County (s) applicant but should be identified and targeted based on a lack of local resources and/or challenges in coordinating services within the community.
- M. Statewide data and data from existing sites indicate that there are three populations of juveniles most likely to benefit from and commonly targeted for Redeploy services. These are:
- Juveniles committed as court evaluations or bring back orders;
 - Nonviolent offenders; and
 - Juveniles dually involved with the juvenile justice system and DCFS
- N. Disproportionate Minority Contact: The Illinois Department of Human Services and Redeploy Illinois Oversight Board are committed to reducing the racial and ethnic disparities in the juvenile justice system. It is expected that Redeploy Illinois will further this goal. As counties develop and manage their programs, it will be critical to understand the impact it will have on disproportionate minority contact. This impact must be monitored. In the event that the area to be served and the target population demonstrate the presence of gender, ethnic and/or racial disparity, the Annual plan will describe the programs plan to address and reduce the disparity. This could include the addition of programming that has been informed by research that addresses the unique aspects of gender, race, and/or ethnicity as associated with delinquency behavior.
- O. Impact on Secure Detention: Redeploy Illinois services are designed to divert youth from the Illinois Department of Juvenile Justice (IDJJ) without increasing commitments to detention. Reducing reliance on the Department of Juvenile Justice should not directly increase the use of local secure detention placements. It is understood that Illinois currently has excess detention bed capacity. Simply not committing a juvenile to the Department of Juvenile Justice and instead placing him/her in local secure detention is not an acceptable response. Each year, counties will have to demonstrate that the juveniles involved with Redeploy Illinois did not experience excessive secure detention stays. For purposes of this initiative, "excessive secure detention days" will be defined as more than 50% of the average length of stay in secure detention or IDJJ. For example, if current local practices result in juveniles spending 200 days, on average, in IDJJ then secure detention stays greater than 100 days for juveniles involved with the Redeploy Illinois program is considered excessive.
- P. YASI & Case Planning: Youth referred to the Redeploy program will receive a Youth Assessment and Screening Instrument (YASI). Each enrolled youth will have an initial YASI (conducted upon referral/enrollment). A closing YASI Reassessment will also be completed for each youth upon their exit of the Redeploy Illinois program.
- Q. Each youth enrolled into the Redeploy program will have an individualized case plan developed that is based on the YASI and any additional completed assessments. The services provided to each juvenile shall be individualized and based upon assessed need.
- R. DHS funded youth service providers and juvenile probation departments currently use the YASI. Staff administering the YASI are required to participate in YASI training. These trainings will be made available by IDHS and / or the Administrative Office of the Illinois Courts (AOIC). Both are committed to providing the training within two months of notification.
- S. Logic Model: The Redeploy Illinois Logic Model (Located in **Appendix B**) represents a logical framework that will be used by the Department and the RIOB to evaluate the effectiveness of the identified program model. The Logic Model depicts the intended outcomes expected as a direct result of the Provider successfully implementing the Strategies and associated Activities. Funded, providers will be held accountable for implementing the identified program Strategies. These will be measured and verified through a combination of 1) desk audits; 2) on-site reviews; and through program performance measures.
- T. Data Collection: Each site will be required to collect data to measure the following:

- Number of juveniles committed to DJJ by age, gender, race, ethnicity, offense, and length of stay.
 - Impact on Detention – new admissions, length of stay, and average daily population of secure detention for the total juvenile population as well as the juveniles involved with Redeploy Illinois
 - Recidivism - positive outcome data of juveniles in the Redeploy Illinois program while actively involved in the program, six months after discharge from the program and twelve months after discharge. (Examples: school attendance/education level, diploma/GED, employment, and positive family relationships etc.)
 - Recidivism - negative system outcome data of juveniles in the Redeploy Illinois program while actively involved in the program, six months after discharge from the program and twelve months after discharge. (Examples: new petitions or information filings, new incidents, commitments etc.)
 - Impact on the disproportional use of secure confinement of minority youth in the system (detention, DJJ and other) and other points in the system targeted.
 - Use of community-based treatment alternatives
 - Number of Redeploy Illinois youth successfully completing probation requirements, during or after completion of Redeploy.
 - Initial and Closing YASI data on Redeploy Illinois youth to assess the change in Dynamic Risk and Dynamic Protective Factors
- U. Meeting Attendance: Providers must budget for and plan to attend a minimum of two statewide Redeploy Illinois meetings per year in the central part of the state.
- V. Use of Funds: Funds will be used to support the Annual Plan and Budget approved by DHS that is intended to meet the goals of Redeploy Illinois. Redeploy Illinois funds may not be used for capital expenditures, renovations or remodeling, or personnel costs for probation. In addition, Redeploy Illinois funds shall not be used to duplicate existing services and programs or supplant existing county funded programs.
- W. Program Participant Eligibility: Any youth under the jurisdiction of the juvenile court, not currently in IDJJ, that is facing a possible commitment to IDJJ for a charge other than murder or a Class X forcible felony. Redeploy eligible commitments exclude minors sentenced based upon a finding of guilt of first degree murder or an offense which is a Class X forcible felony as defined in the Criminal Code of 1961.
- X. Program Strategies: Each Redeploy site is responsible for implementing the following strategies within their County(s):
- Put in place a continuum of local, community-based graduated sanctions and treatment alternatives
 - Ensure appropriate risk and needs assessments are utilized.
 - Develop, implement and complete individualized case plans based on identified needs from appropriate assessments.
 - Provide community-based services to youth in the least restrictive setting possible
 - Reduce excessive secure detention stays
 - Implement programming that is research or evidence-based as proven or promising
 - Implement non-traditional services and programs that supplement EBP.
 - Promote offender accountability through restorative justice practices
 - Empower communities to take responsibility for the well-being of its members.
 - Increase youth competencies and protective factors
 - Involve the family in the provision of services
 - Implement strategies that foster commitment and involvement of local stakeholders

Y. Program Activities: The following activities are commonly utilized by providers to successfully implement the above strategies. This is not to be considered an all-inclusive list.

- Youth Assessment Screening Instrument (YASI)
- Cognitive Education and Treatment
- Community Restorative Boards
- Employment-Related Services
- Global Positioning System Monitoring
- Home Detention
- Individualized Staffing
- Mental Health Counseling and Treatment
- Multidisciplinary Case Review Meetings
- Parent/Family Support Services
- Positive Recreational Activities
- Mentoring Services
- Psychological and Psychiatric Evaluations
- Substance Abuse Counseling and Treatment
- Court Diversion Programs
- Tele-Psychiatry
- Transportation Services
- Tutoring and Educational Advocacy
- Victim-Related Services
- Aggression Replacement Training
- Washington Aggression Interruption Training
- Functional Family Therapy
- Multi-Systemic Therapy
- Parenting with Love and Limits
- Conduct regular community stakeholder meetings
- Educate the community about JJ System Practitioners and current Juvenile Research
- Advocacy

Z. Each Redeploy Illinois site, when asked, must participate in a program evaluation as prescribed by the Department. The program site may be required to meet with evaluators regularly, submit data and assist the evaluators in having access to juveniles and their families for follow-up surveys.

AA. Penalties: Redeploy Illinois programs have agreed to reduce their juvenile commitments to IDJJ by 25%. The Public Act allows for authorization of a smaller reduction if certain criteria are met. This reduction is figured over a full 12 consecutive month time period. This project period will match either the state fiscal year or a calendar year and will be agreed upon by the sites as part of their application/annual plan. The baseline is pre-determined and will be set for future years of Redeploy implementation. This baseline figure is calculated by averaging the number of Redeploy eligible commitments over a 3-year period. The data used to calculate these rates is data provided by the Illinois Department of Juvenile Justice. Project Period, Individual Baseline and any exceptions to the 25% requirement for new providers will be determined based on IDJJ data.

The Redeploy Illinois Oversight Board, in accordance with the Redeploy Illinois statute, is required to impose a penalty for each youth committed to IDJJ that exceeds the approved reduction requirement of the sites baseline number. The maximum penalty for each court evaluation/bring back order may not exceed \$2,000 for each commitment. The maximum penalty for each full commitment may not exceed \$4,000. No penalty may be imposed on any site unless

they exceed the approved reduction requirement of their baseline in any single 12 consecutive month project period. Each excess commitment will be reviewed to ascertain commitment type. This would be the basis upon which any penalty may be calculated. The data used to calculate commitments for a given project period will be provided by the Illinois Department of Juvenile Justice.

BB. eCornerstone Reporting Requirements:

- Providers must ensure all youth referred to the Redeploy program are entered into the Departments eCornerstone data system.
 - Providers must complete a Youth Assessment Screening Instrument (YASI) on every youth considered for the program in the Departments eCornerstone data system.
 - Providers must complete a YASI Closing Assessment on every youth accepted into the program in the Departments eCornerstone data system.
 - Providers must complete an individualized case plan for every youth accepted into the program and enter it in the Departments eCornerstone data system.
 - Providers must maintain agency; subcontractor; and program service delivery site information in the eCornerstone system.
 - Participant case plan and additional assessment information will be entered into eCornerstone data system.
 - Participant outcome follow-up information will be entered into the eCornerstone data system.
- Agency and program data and information provided to DHS may be shared with the Redeploy Illinois Oversight Board and may be included in the annual report to the Governor and General Assembly, or any other publication deemed appropriate by the Board. Data on individual youth will not be shared with the public.

CC. Annual Program Plan/Budget: The Provider shall submit an annual program plan and a detailed program budget and budget narrative to the Department.

DD. Hiring and Employment Policy: It is the policy of the Department to encourage cultural diversity in the work environment and to promote employment opportunities through its programs. The Department philosophy is that the program workforce should appropriately reflect the populations to be served, with special attention given to hiring individuals indigenous to those communities. Consistent with Department policy, whenever a position becomes available, funded agencies and programs are encouraged to consider SNAP and TANF clients for employment, contingent upon their qualifications in the areas of education and work experience. Accordingly, priority points will be awarded to agencies whose applications include plans to coordinate with the local DHS Family and Community Resource Center(s) to advertise job vacancies and hire TANF and SNAP clients.

3. Phase 1 – Planning Grant Performance Measures

- A. Completion and timely submission of a responsive Planning Grant Final Report
- B. Timely submission of monthly fiscal reports
- C. Timely submission of monthly programmatic reports
- D. Participation in DHS arranged meetings
- E. Participation in a site visit to an existing Redeploy program site

Phase 2 - Program Site Performance Measures

- A. % of decrease in 12 Month IDJJ commitments of Redeploy Eligible youth from the approved 3-year baseline.
- B. % of youth referred to the program that are enrolled in the eCornerstone data system.
- C. % of youth referred to the program that receive an initial full YASI.
- D. % of youth accepted into the program that have and individualized case plan.

- E. % of Case plans that involve the family in the provision of services.
- F. % of youth that receive a YASI closing re-assessment at program exit.
- G. % of youth that successfully complete case plan goals.
- H. % of youth that experience increased protective factors

4. Phase 1 – Planning Grant Performance Standards

- A. The Final Planning Grant Report will be submitted within 5 months on or before the established deadline. This report will include, at a minimum, an analysis of; Juvenile Justice related data; current services offered; services needed; Strategies for service delivery; potential eligible populations; local governance of juvenile justice issues; data collection and analysis capabilities; estimated cost involving alternatives for delinquent youth; a read on the system’s readiness for such a program. The report will also include the desire of the grantee to submit a Phase 2 – full site application and the corresponding service area.
- B. 100% of monthly fiscal reports will be submitted timely, 80% acceptable performance.
- C. 100% of monthly programmatic reports will be submitted timely, 80% acceptable performance.
- D. Grantee will participate in 100% of DHS arranged meetings, acceptable performance 100%.
- E. Grantee will participate in a minimum of one site visit to an existing Redeploy program site.

Phase 2 - Program Site Performance Standards

- A. Minimum 25% decrease in 12 Month IDJJ commitments of Redeploy Eligible youth from the applicant’s approved 3-year baseline. Redeploy eligible as defined in statute – NOT as it may be more narrowly defined by the site. Includes ALL IDJJ eligible commitments in the County(s) or (service area if County population is greater than 2 million). 12-month period will be the approved project period for each site.

The Redeploy Illinois Oversight Board, in accordance with the Redeploy Illinois statute, is required to impose a penalty for each youth committed to IDJJ that exceeds the approved reduction requirement of the sites baseline number. The maximum penalty for each court evaluation/bring back order may not exceed \$2,000 for each commitment. The maximum penalty for each full commitment may not exceed \$4,000. No penalty may be imposed on any site unless they exceed the approved reduction requirement of their baseline in any single 12 consecutive month project period. Each excess commitment will be reviewed to ascertain commitment type. This would be the basis upon which any penalty may be calculated. The data used to calculate commitments for a given project period will be provided by the Illinois Department of Juvenile Justice.

- B. 100% of youth referred to the program will be enrolled in the eCornerstone data system.
- C. 100% of Redeploy Illinois youth considered for the program will receive an initial full YASI.
- D. 100% of Redeploy Illinois youth accepted into the program will receive an individualized case plan.
- E. 70% of case plans will involve the family in the provision of services.
- F. 100% of Redeploy Illinois youth accepted into the program will receive a YASI closing re-assessment at program exit.
- G. 60% of Redeploy Illinois youth will successfully complete case plan goals.
- H. 60% of Redeploy Illinois youth will experience increased protective factors.

B. Funding Information

1. This award is funded with State General Revenue funding and does NOT have a match requirement.
2. This NOFO is considered a competitive application for funding.

3. In FY2018 the Department anticipates the availability of approximately \$1,500,000 in State General Revenue funds. The Department anticipates providing Planning Grant funding to all eligible and responsive applications. However, the Department and the RIOB will only offer the opportunity to submit an application for full site funding to those interested and eligible counties or groups of counties successfully completing the Planning Grant phase (Phase 1) of this NOFO and that also meet the minimum 3-year average eligible commitment requirement. As a result, the Department anticipates funding approximately 5 Phase 2 Redeploy Illinois Program Sites to provide full Redeploy Illinois programming as described in this NOFO.
4. Planning Grant awards will vary based on the number of counties involved in the planning grant and the number cases to be analyzed. Funds for planning may range from approximately \$5,000 to \$25,000 per eligible county. The maximum available planning grant, regardless of the number of counties, is \$40,000. Applicants will submit a proposed budget under these guidelines and based on need. Final award amounts may vary.
5. The planning grant period will begin no sooner than May 1, 2018 and will continue for a maximum of 5 months (November 1). Planning Grants may be split across state fiscal years, however separate grants and budgets will be necessary. If upon submission of the Planning Grant Final Report you are determined eligible, you will be invited to submit a full site application. The full site application must be submitted as described herein on or before November 1, 2018. If awarded full site funding, existing grants will be amended to include additional full site funding beginning January 1, 2019 and continuing through 6/30/2019. Successful site grantees in good standing may be eligible to apply for up to 2 additional 1-year non-competitive grant awards.
6. Phase 1 Planning Grant expenditures will ONLY be authorized if spent on Redeploy planning grant activities. These may be administrative and planning expenditures directly related to the grant. There is NO cap on direct administrative expenditures. Grant expenditures may NOT include probation officer staff or equipment purchases. Acceptable expenditures may include, but not be limited to: existing staff overtime (including probation officer staff), office expenses, meeting expenses, site visit expenses, contractual/consultant fees, data collection, entry & analysis, report writing, travel, and attendance at Department arranged meetings.
7. Funding allocated under Phase 2 is intended to provide direct services to youth. It is expected that administrative costs, both direct and indirect, will represent a small portion of the overall program budget.
8. By law, for Phase 1 and Phase 2, personal costs for probation are an unallowable expenditure under this grant program.
9. Proposed project budgets and narratives must be sufficiently detailed and justified to be approved by DHS.
10. Subcontractor Agreement(s) and budgets must be pre-approved by the Department and on file with the Department. Subcontractors are subject to all provisions of this Agreement. The successful Applicant Agency shall retain sole responsibility for the performance of the subcontractor.

The release of this NOFO does not obligate the Illinois Department of Human Services to make an award. Work cannot begin until a contract is fully executed by the Department.

C. Eligibility Information

1. Eligible Applicants

a) Phase One, Planning Grant

This Planning Grant funding opportunity is limited to those county units of government who:

- are in a county that does NOT currently receive a Redeploy Illinois full site grant,
- are in a county that has previously received a Redeploy Illinois full site grant
- are in a county that has previously completed a Redeploy Illinois Planning Grant, and
- are in a county that has NOT previously completed a Redeploy Illinois Planning Grant.

b) Phase Two, Redeploy Program Site

Once the Phase 1 Planning Grant is completed and the final report is submitted as directed, Interested and eligible applicants will be invited to submit a full site application for consideration.

Interested and eligible is defined as those county units of government who:

- Submitted a complete and responsive Planning Grant Final Report (PGFR)
- Indicate in the PGFR a desire to submit a full site application for consideration
- Indicate in the PGFR the specific county or counties to be targeted for a full site
 - At least one county in the proposed application must have completed a Redeploy Planning Grant to be eligible to apply.
- and, the County(ies) proposed in the PGFR meet IDJJ commitment eligibility criteria:
 - Previous 3-year average Redeploy eligible commitments (as defined below) are 10 or greater (this would be a combined number of multiple counties).

Redeploy Eligible youth include any youth under the jurisdiction of the juvenile court, not currently in IDJJ, that is facing a possible commitment to IDJJ for a charge other than murder or a Class X forcible felony. Redeploy eligible commitments exclude minors sentenced based upon a finding of guilt of first degree murder or an offense which is a Class X forcible felony as defined in the Criminal Code of 1961.

Refer to **Appendix D** for the most recent commitment data for each eligible planning grant county. This is a listing of Redeploy eligible commitments to the Illinois Department of Juvenile Justice.

All applicants are required to provide the requested information as outlined in this NOFO to be considered for Phase 1 funding beginning in FY2018 and Phase 2 funding to begin in FY2019. Successful applications under each Phase will serve as the applicant's implementation/program plan and budget.

Applicant entities will not be eligible to apply for a grant award until they have pre-qualified through the Grant Accountability and Transparency Act (GATA) Grantee Portal, www.grants.illinois.gov. Grantee Links tab. Registration and pre-qualification are required annually. During pre-qualification, verifications are performed including a check of federal Debarred and Suspended status on the Illinois Stop Payment List and good standing with the Secretary of State. An automated email notification is sent to the entity alerting them of "qualified" status or informs

how to remediate a negative verification (e.g., inactive DUNS, not in good standing with the Secretary of State). A federal Debarred and Suspended status cannot be remediated. The pre-qualification process also includes a financial and administrative risk assessment utilizing an Internal Controls Questionnaire. A programmatic Risk assessment must also be completed for each separate grant for which an applicant intends to apply. ***Applications from entities that have not completed the GATA pre-qualification process prior to the due date of this application will NOT be reviewed and will NOT be considered for funding.***

2. Match Requirements

Applicants are NOT required to provide match to this award.

3. Indirect Cost Rate Requirements:

In order to charge indirect costs to a grant, agencies must have an annually negotiated indirect cost rate agreement (NICRA) or elect to charge the De Minimis Rate.

- **Federally Negotiated Rate.** 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 federal NICRA.
- **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. If an organization **has not previously established** an indirect cost rate, an indirect cost rate proposal must be submitted to the State of Illinois through the indirect cost rate system, CARS, no later than three months after the effective date of a state award. If an organization **previously established** an indirect cost rate, the organization must annually submit a new indirect cost proposal through CARS within six months after the close of the grantee's fiscal year. **All grantees must complete an indirect cost rate negotiation or elect a De Minimis Rate election in CARS – otherwise indirect costs will be subject to disallowance.**
- **De Minimis Rate.** An organization that has never received a State or 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.

Documentation will be required to verify the approved NICRA. At no time may the approved negotiated indirect cost rate agreement (NICRA) be exceeded. If programs elect to use the De Minimis rate, is **critical** that program budgets accurately calculate the MTDC base. Please see the regulation below and note the exclusions to MTDC.

2 CFR § 200.68 Modified Total Direct Cost (MTDC).

MTDC means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and subawards and subcontracts up to the first \$25,000 of each subaward or subcontract (regardless of the period of performance of the subawards and subcontracts under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward and subcontract in excess of \$25,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect

costs.

Program budgets and narratives will detail how all proposed expenditures are directly necessary for program implementation and will distinguish between Indirect/Direct Administrative and Direct Program expenses. Any budget deemed to include inappropriate or excessive administrative costs will not be approved.

4. Other Eligibility / Application Requirements:

- a. **Service Areas:** Proposed services areas must include one or more full counties with the exception of Cook County which must include one or more distinct geographic areas as provided for in the Redeploy statute (**Refer to Appendix A**) and must meet the minimum commitment requirement.
- b. **Baselines & Project Periods:** Project periods and baselines will be determined as part of the Phase 2 full site application and grant process and will be based on official IDJJ Redeploy eligible commitment data for the previous 3-year period. (**Refer to Appendix D for the most recent available data**). Note: It is likely that more current IDJJ data will be available and utilized to determine full site eligibility. These data are anticipated in two to three months and will be shared with successful Planning Grant applicants.

D. Application and Submission Information

a) Address to Request Application Package.

Application materials are provided throughout the announcement. Appendices will be made available in user/printer friendly format and may be found on the Illinois Department of Human Services web site at: <http://www.dhs.state.il.us/page.aspx?item=101189> Please click on the corresponding link to the right. Additional copies may be obtained by contacting the contact person listed below.

Each applicant must have access to the internet. The Department's web site will contain information regarding the NOFO and materials necessary for submission. Questions and answers will also be posted on the Department's website as described later in this announcement. It is the responsibility of each applicant to monitor that web site and comply with any instructions or requirements relating to the NOFO.

Contact Person

Karrie Rueter, Assistant Director
IDHS, Division of Family & Community Services
823 East Monroe
Springfield, Illinois 62701
DHS.YouthServicesInfo@illinois.gov
Phone: 217-557-2943

2. Content and Form of Application Submission.

A. Proposal Narrative Content - Phase One, Redeploy Planning Grant

Applicants must submit a proposal that contains a narrative that includes the information outlined below. **Each section must have a heading that corresponds to the headings listed below.** If the Applicant believes that the subject has been adequately addressed in another part of the application narrative, then a cross-reference to the appropriate part of the

narrative must be provided. The narrative portion must follow the guidelines set for, and must be in the order requested. If a county receives an award through this NOFO the proposal will become the local program plan and budget. The application/plan will be the basis for monitoring compliance by DHS.

1. Service Area – please describe the County or Counties that will be targeted by the Planning Grant. If multiple counties, please explain the decision to include multiple. Indicate which county will take the lead in the planning grant process and serve as the grantee.
2. Please describe the reason your county or group of counties is interested in pursuing a Redeploy Illinois Planning Grant.
3. Discuss what you plan to gain from a Redeploy Planning Grant.
4. Please review the Planning Grant Final Report document included in this funding notice as Appendix F. This will provide additional detail as the requirements of the Planning Grant. Describe how an in depth analysis of the case files of each participant committed from the county(ies) for the past 3 calendar years (2014, 2015, 2016) or newer if available, will be conducted. Describe in detail your plan to conduct the system analysis etc. Among other things, within each county, the applicant will be required to conduct an analysis of:
 - a. Juvenile Justice related data
 - b. Current services offered
 - c. Services needed
 - d. Strategies for service delivery
 - e. Potential eligible populations
 - f. Local governance of juvenile justice issues
 - g. Data collection and analysis capabilities
 - h. Estimated costs involving alternatives for delinquent youth
 - i. The system's readiness for such a program
5. If your plan includes sub-contracting with another entity for a portion of the work, please explain how the entity(ies) was selected and why they are the best entity to do the work. If sub-contractors will be used, please complete Appendix I and provide a copy of the signed or draft sub-contract and accompanying PDF version of the Uniform Grant Budget. Link found in **Appendix J**.
6. Include a statement of commitment to participate in a minimum of one (1) site visit to an existing Juvenile Redeploy Illinois program and three (3) Department arranged meetings/trainings.

A. Proposal Narrative Content - Phase Two, Redeploy Program Site

Upon invitation from the RIOB, applicants must submit a proposal that contains the local plan mandated by the Public Act, and including the information outlined below. **Each section must have a heading that corresponds to the headings listed below.** If the Applicant believes that the subject has been adequately addressed in another part of the application narrative, then a cross-reference to the appropriate part of the narrative must be provided. The narrative portion must follow the page guidelines set for each section, and must be in the order requested. If a county receives an award through this NOFO the proposal will become the local program plan and budget. The application/plan will be the basis for monitoring compliance by DHS.

1. Executive Summary (2 pages maximum) – 5 points

The Executive Summary will serve multiple purposes. First, as a scored portion of this application and secondly, for successful applicants it will serve as a stand-alone

document that may be shared with various state-level stakeholders and others requesting a brief overview of each funded project. Therefore, applicants should be concise and direct in their description. At a minimum, each of the following should be addressed in the Executive Summary.

- ❑ Service Area
- ❑ County / Community Description/Highlights
- ❑ Identified Need
- ❑ Target Population
- ❑ Approved Baseline and Minimum Target Reduction
- ❑ Services to be Implemented/Developed/Expanded
- ❑ Goals and Objectives / Expected Outcomes
- ❑ Estimated number of youth to be served (annually)
- ❑ Total amount of funds requested through this grant

2. Need – Description of Need (3 pages maximum) 10 points

- a) Describe the area to be served. Identify the county or group of counties to be served.
- b) Provide information about the juvenile justice population in the service area. When possible, data should be sorted by appropriate age range, gender, and race/ethnicity.
- c) Describe in detail a profile of the youths committed to DJJ during the 3-year period of your planning grant. Provide a description of the youth committed during the past three fiscal years (2015, 2016 and 2017).
- d) State whether the data indicate that the area to be served and the Redeploy eligible target population demonstrate the presence of gender, ethnic and/or racial disparity. Provide data to support these findings.
- e) Provide additional information as appropriate.

3. Capacity - Agency Qualifications/Organizational Capacity (4 pages maximum) 30 points

The purpose of this section is for the applicant to present an accurate picture of the program structural capacity; program referral, intake and acceptance policies and procedures as well as demonstrate the applicant county's ability to effectively coordinate and carryout the Redeploy program throughout the service area.

a) Structure

1. Identify and describe the role of the lead agency for the Redeploy Illinois program.
2. Describe the role that juvenile probation plays in the Redeploy Illinois program.
3. Will a local consortium of stakeholders oversee the Redeploy Illinois program? If yes, describe the membership of the local consortium, how long it has been in existence if appropriate, what its role is, and how the membership is selected.
4. Identify any other agencies, public or private that will have a significant role in the delivery of services and will receive funds from the Redeploy Illinois initiative. (For sub-contractors, please complete a "Service Delivery Site" block AND submit a copy of the subcontract agreement and detailed budget).
5. Demonstrate the commitment and involvement from each of the local stakeholders that will impact the decision to commit a youth to IDJJ.
6. What role, if any, will the following play in your Redeploy efforts:
 - a) Chief Judge or Presiding Juvenile Judge;
 - b) applicant jurisdiction's Judge hearing juvenile delinquency cases;

- c) State's Attorney;
- d) Public Defender; and
- e) Chief Managing Officer of Probation and Court Services.

b) Process

1. Describe the intake and assessment process to be utilized for the Redeploy Illinois program
2. Describe the criteria to be used to identify and accept youth into the program.
3. How will your Redeploy program ensure that only those youth who would otherwise be committed to IDJJ are being served by the program?

- c) Local DHS Office Coordination** - Indicate and describe in detail if the applicant entity has a current policy and practice of coordinating with local DHS Family and Community Resource Center(s) to advertise job vacancies to TANF and SNAP clients. If this is not current policy or practice, please describe the detailed plans of the applicant to develop and implement such a policy in the future.

4. Quality of Program Services: (7 pages maximum) 45 points

a) Redeploy Service Matrix

1. Please provide a matrix of the services planned and currently available to Redeploy Illinois participants under each domain of the Youth Assessment Screening Instrument (YASI). Please distinguish between those currently available and those to be developed or expanded for the Redeploy population.

b) Services

1. Describe the service gaps identified in the planning grant and how they will be targeted with Redeploy.
2. Describe the services and programs that will be provided to meet the individual needs of targeted juvenile offenders.
3. In the event that the area to be served and the target population demonstrate the presence of gender, ethnic and/or racial disparity, discuss the program's plan and to address and reduce the disparity. Describe successes and lessons learned if applicable.
4. Describe how these services and programs are based on research or evidenced based as proven or promising practices and identify the outcome(s) to be achieved.
5. Describe how the services provided to each juvenile are individualized and based upon an individualized assessment.
6. What will be done to rehabilitate the juvenile offender in the community that is different than current/previous practices?

c) Program Capacity

1. What is the anticipated program capacity for your Redeploy initiative? (Please include an annual capacity as well as a daily capacity. (If partial grant period, include that period as well.)
2. What is the projected number of youth to be served in FY2019? (Projected # referred and projected # Accepted)

d) Program Outcomes

1. Identify measurable outcomes and objectives for your Redeploy program for FY2019. Include a detailed plan for achievement.
2. Describe how your strategy for FY2019 is based on lessons learned and available data.
3. Describe how your program design and implementation policies will ensure that the following performance measures will be met for FY2019:
 - a) 12 – Month IDJJ commitments of Redeploy Eligible youth will be decreased from the approved 3-year baseline. (*May be pro-rated for partial year.*)
 - b) Youth referred to the program will be enrolled in the eCornerstone data system.
 - c) Youth referred to the program will receive an initial full YASI.
 - d) Youth accepted into the program will receive an individualized case plan.
 - e) Case plans will involve the family in the provision of services.
 - f) Youth will receive a YASI closing re-assessment at program exit.
 - g) Youth will successfully complete case plan goals.
 - h) Youth will experience increased protective factors

e) Additional Information

1. Please complete the forms found in **Appendices K, L and M**. These forms will be included with your Phase 2 application package submission as **Attachments 2, 3 and 4** respectively.
2. If subcontractors are being utilized please complete the form found in **Appendix N** and include as **Attachment 5** in your application package. Also included in **Attachment 5** will be copies of corresponding subcontractor agreements.
Note: Subcontractor budgets and narratives will be included in **Attachment 1** with the Application Budget and Narrative.
3. This section is available for you to provide any other information that you would like the Redeploy Illinois Oversight Board to consider about your proposed program.

B. Uniform Grant Budget - Phase One, Redeploy Planning Grant

After completing **Appendix J**, complete the Uniform Grant Budget in the CSA system for FY2018 and a separate budget in the CSA system for FY2019. These two budgets should be consistent with the amounts identified in **Appendix J**.

For more information about how to access the CSA system, see <http://www.dhs.state.il.us/page.aspx?item=61069>. For instructions about how to enter a budget into the CSA system, see **Appendix J**. For EACH cost item listed in the budget worksheet, a detailed justification must be included in the narrative section. This justification should describe specifically how the budgeted amount was derived. The justification must also directly correlate the expenditure to the grant program – why/how it is necessary under the grant. Items being cost allocated must be fully detailed as to the method utilized. The Budget and Budget narratives should be prepared to reflect the appropriate budget periods. The Budgets should be electronically signed and submitted in the CSA system. The budgets must be signed by the applicant’s Chief Executive Officer and Chief Financial Officer. See <http://www.dhs.state.il.us/page.aspx?item=95350> for more

information about requesting CSA budget signoff authority. Once the budgets have been signed and submitted, you may generate a PDF copy of each of your CSA budgets and submit them as **Attachment 5**.

If indirect costs are included in the budget, a copy of the approved NICRA must be included for each fiscal year with the Application as **Attachment 5**.

Subcontractor budgets, budget narratives and actual sub-contracts must be submitted with this application as they need to be pre-approved. (Budget forms link can be found in Appendix J.)

Completed subcontractor budgets and narratives will be included as **Attachment 4** of your application.

B. Uniform Grant Budget – Phase Two, Redeploy Program Site (No page limit-include as Attachment 1) 10 points

Complete the Uniform Grant Budget in the CSA system. For more information about how to access the CSA system, see <http://www.dhs.state.il.us/page.aspx?item=61069>. For instructions about how to enter a budget into the CSA system, see **Appendix O**. For EACH cost item listed in the budget worksheet, a detailed justification must be included in the narrative section. This justification should describe specifically how the budgeted amount was derived. The justification must also directly correlate the expenditure to the grant program – why/how it is necessary under the grant. Items being cost allocated must be fully detailed as to the method utilized. The Budget and Budget narratives should be prepared to reflect a budget period from January 1, 2019 – June 30, 2019. The actual amount awarded may be pro-rated and may include start-up costs. Start-up costs may be requested but must be justified and identified as one-time expenditures. The Budget should be electronically signed and submitted in the CSA system. The budget must be signed by the applicant's Chief Executive Officer and Chief Financial Officer. See <http://www.dhs.state.il.us/page.aspx?item=95350> for more information about requesting CSA budget signoff authority. Once the budget has been signed and submitted, generate a PDF copy of your CSA budget and include it as **Attachment 1**. NOTE: Only the budget copy included with your application submission will be scored, regardless of whether or not subsequent changes are made to the budget in the CSA system.

In addition to the 6-month FY2019 CSA Budget, Please prepare a projected 12-month summary budget utilizing similar line items as the CSA budget. This 12-month budget will serve as the projected annual operating budget excluding start-up costs. Include this summary budget as **Attachment 6**.

If indirect costs are included in the budget, a copy of the approved NICRA must be included with the Application as **Attachment 7**.

Subcontractor budgets, budget narratives and actual sub-contracts must be submitted with this application plan as they need to be pre-approved. (Budget forms link can be found in Appendix O.)

Completed budget forms and detailed budget narrative along with any subcontractor budgets and narratives will be included as **Attachment 1** of your application.

C. Attachments to Your Phase One Application

Attachment 1 - Planning Grant Request Letter (Appendix E)

Attachment 2 – Planning Grant Program Contact Information (Appendix G)

Attachment 3 – Planning Grant Program Staff (Appendix H)

Attachment 4 – Planning Grant Subcontractor Information - if applicable

- Completed Appendix I – Subcontractor Information
- Planning Grant Subcontractor Agreement (Signed or Draft)
- Subcontractor Budget (PDF Form)

Attachment 5 – Planning Grant Budgets

- Completed Appendix J – Planning Grant Budget Summary
- Copy of FY18 CSA Budget – (May 1 – June 30, 2018)
- Copy of FY19 CSA Budget – (July 1 – September June 30, 2018)
- Approved NICRA – If indirect costs are included in the budget

Attachment 6 – Copy of current Federal Form W9

C. Attachments to Your Phase Two Application (Not included in page Limits)

Attachment 1 – Budget and Budget Narrative copy of submitted CSA Budget including Subcontractor Budgets and Narratives – if applicable. (PDF Form).

Attachment 2 – Full Site Program Contact Form (Appendix K)

Attachment 3 – Full Site Program Site Staff (Appendix L)

Attachment 4 – Full Site Service Provider Information Form (s) (Appendix M)

Attachment 5 – Full Site Subcontractor Information Form (s) (Appendix N) and corresponding Subcontractor Agreement(s) (Signed or Draft) – if applicable

Attachment 6 – Projected 12 month Summary Budget

Attachment 7 - Copy of Currently Approved NICRA if indirect costs are included in the budget.

3. Dun and Bradstreet Universal Numbering System (DUNS) Number and System for Award Management (SAM). (Phase 1 & Phase 2)

Unless otherwise exempt from these requirements under 2 CFR § 25.110(b), each applicant is required to:

- A. Be registered in SAM before submitting the application. The following link provides a connection for SAM registration: <https://governmentcontractregistration.com/sam-registration.asp>;
- B. provide a valid DUNS number in its application; and
- C. continue to maintain an active SAM registration with current information at all times in which the applicant has an active Federal, Federal pass-through or State award or an application or plan under consideration by a Federal or State awarding agency.

DHS 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 and, if an applicant has not fully complied with the requirements by the time DHS is ready to make the award, DHS may determine that the applicant is not qualified to receive the award and use that determination as a basis for making the award to another applicant.

4. Submission Dates and Times

Phase One, Redeploy Planning Grant

Applications **must be received at the location below no later than 12:00 p.m. on Tuesday April 17th 2018.** The application container will be electronically time-stamped upon receipt. The Department will ONLY accept applications submitted by electronic mail as described in **Section D.4 “Submission Dates & Time and Section” and D.6 “Other Submission Requirements”** below. Applications will NOT be accepted if received by fax machine, hard copy, disk or thumb drive. Applications will be opened as they are received.

Applicants will receive an email within 48 hours of receipt notifying them that their application was received and if it was received by the due date and time. This email will be sent to the 2 email addresses provided in the application. Applications received after the due date and time will not be considered for review or funding. **Applicants are required to notify the Department by Thursday, May 19th at noon, if they did NOT receive an email notifying them that their application was received. If the applicant does not receive an email and does not notify the Department by Thursday, May 19th at noon, their application will be considered a late submission and will NOT be reviewed or scored. The applicant will NOT have the right to protest the submission/receipt of their application to the Department after Thursday, May 19th at noon.**

All applicants must submit the completed grant application utilizing the CMS File Transfer Utility located at <https://filet.illinois.gov/filet/PIMupload.asp>

Submit the completed grant application to:

DHS.YouthServicesInfo@Illinois.Gov

The subject line of the email MUST state: “18-444800714-2 Karrie - Redeploy Illinois P1”

All applicants must submit the completed grant application utilizing the CMS File Transfer Utility located at <https://filet.illinois.gov/filet/PIMupload.asp> Please follow the instructions to attach your application. Don’t forget the subject line above.

To be considered, proposals must be submitted via CMS File Transfer Utility by the designated date and time listed above. For your records, please keep a copy of your submission with the date and time the application was submitted along with the email address to which it was sent. The deadline will be strictly enforced. In the event of a dispute, the applicant bears the burden of proof that the application was received on time at the email location listed above.

Phase Two, Redeploy Program Site Grant

Applications **must be received at the location below no later than 12:00 p.m. on Thursday November 1st, 2018.** The application container will be electronically time-stamped upon receipt. The Department will ONLY accept applications submitted by electronic mail as described in **Section D.4 “Submission Dates & Time and Section” and D.6 “Other Submission Requirements”** below. Applications will NOT be accepted if received by fax machine, hard copy, disk or thumb drive. Applications will be opened as they are received.

Applicants will receive an email within 48 hours of receipt notifying them that their application was received and if it was received by the due date and time. This email will be sent to the 2 email

addresses provided in the application. Applications received after the due date and time will not be considered for review or funding. **Applicants are required to notify the Department by Monday November 5th, 2018 at noon, if they did NOT receive an email notifying them that their application was received. If the applicant does not receive an email and does not notify the Department by Monday November 5th, 2018 at noon, their application will be considered a late submission and will NOT be reviewed or scored. The applicant will NOT have the right to protest the submission/receipt of their application to the Department after Monday November 5th, 2018 at noon.**

All applicants must submit the completed grant application utilizing the CMS File Transfer Utility located at <https://filet.illinois.gov/filet/PIMupload.asp>

Submit the completed grant application to:

DHS.YouthServicesInfo@illinois.gov

The subject line of the email MUST state: “18-444800714-2 Karrie - Redeploy Illinois FS”

All applicants must submit the completed grant application utilizing the CMS File Transfer Utility located at <https://filet.illinois.gov/filet/PIMupload.asp> Please follow the instructions to attach your application. Don’t forget the subject line above.

To be considered, proposals must be submitted via CMS File Transfer Utility by the designated date and time listed above. For your records, please keep a copy of your submission with the date and time the application was submitted along with the email address to which it was sent. The deadline will be strictly enforced. In the event of a dispute, the applicant bears the burden of proof that the application was received on time at the email location listed above.

5. Funding Restrictions (Phase 1 & Phase 2).

A. Funding allocated under this grant is intended to provide direct services to youth. It is expected that administrative costs, both direct and indirect, will represent a small portion of the overall program budget. Administrative means those activities performed by staff and costs which are supportive of and required for project implementation for which there is no direct client contact such as fiscal staff; audit; clerical support; office rent, utilities, insurance; general office equipment etc. Program budgets and narratives will detail how all proposed expenditures are directly necessary for program implementation and will distinguish between Indirect/Direct Administrative and Direct Program expenses. Any budget deemed to include inappropriate or excessive administrative costs will not be approved. At no time may the approved NICRA be exceeded under this agreement – even if it is below the maximum allowed under the award. Documentation will be required to verify the approved NICRA.

B. Subcontractors

1. Subcontractor Agreement(s) and budgets must be pre-approved by the Department.
2. Subcontractor Agreement(s) and budgets must be on file with the Department.
3. Any subcontractor shall be subject to all provisions of this Agreement.
4. The Provider shall retain sole responsibility for the performance of the subcontractor.

C. Allowable and Unallowable costs

Allowable Costs

Allowable costs are those that are necessary and reasonable based on the activity(ies) contained in the Scope of Work, are justified in the Budget Narrative, and are allowable under Subpart E of 2 CFR 200.

Unallowable Costs

Please refer to 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, PART 200 Subpart E – Cost Principles to determine the appropriateness of costs. In addition, and specific to this grant, un-allowed costs will also include:

- Personal costs for probation
- Bad debts
- Contingencies or provision for unforeseen events
- Contributions and donations
- Entertainment, alcoholic beverages, gratuities
- Fines and penalties
- Interest and financial costs
- Legislative and lobbying expenses
- Real property payments or purchases

6. Other Submission Requirements.

A. Proposal Container and Format Requirements (Phase One & Phase Two)

All applications must be typed on 8 ½ x 11-inch paper using 12-point type and at 100% magnification. With the exception of letterhead and stationery for letter(s) of support, the entire proposal should be typed in black ink on white paper. The program narrative must be typed **single-spaced**, on one side of the page, with 1-inch margins on all sides. The program narrative must not exceed the page totals specified in the “Content and Form of Application Submission”. Items included as Attachments are NOT included in the page limitations.

The entire application, including attachments, must be sequentially page numbered and compiled in the order specified below in **Section D 6B**. The complete application must be submitted in a single PDF document to the email address identified in **Section D 4 above, Submission Dates and Times**.

Applications will **ONLY** be accepted by email as described herein. Hard copies, faxed copies, copies on disk or thumb drive etc. will not be accepted. The Department is under no obligation to review applications that do not comply with the above requirements.

B. ALL Applications MUST include the following mandatory forms/attachments in the order identified below.

Phase One – Redeploy Planning Grant

1. Uniform State Grant Application
2. Proposal Narrative
3. Attachments to Your Application
 - Attachment 1 - Planning Grant Request Letter (Appendix E)
 - Attachment 2 – Planning Grant Program Contact Information (Appendix G)
 - Attachment 3 – Planning Grant Program Staff (Appendix H)

Attachment 4 – Planning Grant Subcontractor Information - if applicable

- Completed Appendix I – Subcontractor Information
- Planning Grant Subcontractor Agreement (Signed or Draft)
- Subcontractor Budget (PDF Form)

Attachment 5 – Planning Grant Budgets

- Completed Appendix J – Planning Grant Budget Summary
- Copy of FY18 CSA Budget – (May 1 – June 30, 2018)
- Copy of FY19 CSA Budget – (July 1 – September June 30, 2018)
- Approved NICRA – If indirect costs are included in the budget

Attachment 6 – Copy of current Federal Form W9

Phase Two – Program Site Grant

1. Uniform State Grant Application

2. Proposal Narrative

- Executive Summary
- Capacity - Agency Qualifications/Organizational Capacity
- Need - Description of Need
- Quality - Description of Program/Services
- Attachments to Your Application

Attachment 1 – Budget and Budget Narrative copy of submitted CSA Budget including Subcontractor Budgets and Narratives – if applicable. (PDF Form).

Attachment 2 – Full Site Program Contact Form (Appendix K)

Attachment 3 – Full Site Program Site Staff (Appendix L)

Attachment 4 – Full Site Service Provider Information Form (s) (Appendix M)

Attachment 5 – Full Site Subcontractor Information Form (s) (Appendix N) and corresponding Subcontractor Agreement(s) (Signed or Draft) – if applicable

Attachment 6 – Projected 12 month Summary Budget

Attachment 7 - Copy of Currently Approved NICRA if indirect costs are included in the budget.

E. Application Review Information

Phase One – Redeploy Planning Grant

1. Criteria.

Funding for the period of 5/1/2018 – 6/30/2018 is not guaranteed at requested levels. All applicants must demonstrate that they meet all requirements under this NOFO as described throughout. Applications that fail to meet the criteria described in section C “Eligibility Information” will not be scored and considered for funding.

Phase One applications/proposals are not scored. Redeploy program staff will review applications to ensure responsiveness. Applicants will be contacted by DHS staff if revisions or additions are necessary.

2. Review and Selection Process.

Once applications/plans are reviewed for responsiveness, the Redeploy Program Director and the Redeploy Board Chairperson will review the proposed budgets. This process will result in a

recommendation to the full RIOB regarding Planning Grantees and corresponding budget amounts. The Department and the Redeploy Oversight Board reserve the right to negotiate the final Planning Grant budget with responsive applicants. The RIOB will consider by vote all Planning Grant awards and allocations. Applicants to receive an adjusted award will be contacted via phone to determine willingness to accept revised amount. Final award decisions will be made by the Director of the Division of Family and Community Services at the recommendation of the Associate Director for the Office of Community and Positive Youth Development.

3. Merit-Based Evaluation Appeal Process

There is no appeal process under Phase One – Redeploy Planning Grant.

Phase Two – Program Site Grant

1. Criteria.

Funding for the period of 1/1/2019 – 6/30/2019 is not guaranteed. All applicants must demonstrate that they meet all requirements under this NOFO as described throughout.

Applications that fail to meet the criteria described in section C “Eligibility Information” will not be scored and considered for funding.

Review teams comprised of a minimum of 3 individuals employed by DHS serving in the Division of Family and Community Services will be assigned to review applications. These review teams, where possible will be comprised of current Redeploy Illinois Oversight Board Members and staff; staff within the Bureau or Youth Intervention Services and may include individuals working in the Bureau serving as Government Public Service Interns under contract from the University of Illinois at Springfield.

Applications will first be reviewed and scored individually. Then, team members will collectively review the application, their scores and comments to ensure team members have not missed items within the application that other team members identified. Application highlights and concerns will be discussed. Individual team members may choose to adjust scores to appropriately capture content that may have been missed initially. Scores will then be sent to the application Review Coordinator to be compiled and averaged to produce the final application score.

Proposal Scoring

Application Narratives will be evaluated on the following criteria:

Executive Summary	5 points
Need – Description of Need	10 points
Capacity - Agency Qualification/Organizational Capacity	30 points
Quality of Program/Services	45 points
Budget & Budget Narrative	10 points

TOTAL **100 POINTS**

The application criteria to be reviewed and scored are found under each category in this announcement in section 2. *Content and Form of Application Submission; Proposal Narrative Content.*

2. Review and Selection Process.

In addition to the application final score, consideration may then be given to past performance. Funding decisions will be made based on the quality of the application based on the 100 point scale as described above and will consider past performance if the scoring process produces a tie. Final award decisions will be made by the Director of the Division of Family and Community Services at the recommendation of the Associate Director for the Office of Community and Positive Youth Development. The Department reserves the right to negotiate with successful renewal applicants to cover unserved areas that may result from this process.

3. Merit-Based Evaluation Appeal Process

Competitive grant appeals are limited to the evaluation process. Evaluation scores may not be protested. Only the evaluation process is subject to appeal, and shall be reviewed by IDHS' Appeal Review Officer (ARO).

a. Submission of Appeal:

An appeal must be submitted in writing to Karrie Rueter, Associate Director, Office of Community and Positive Youth Development, 823 East Monroe, Springfield, Illinois 62701; Karrie.Rueter@illinois.gov who will send to the ARO for consideration.

- i. An appeal must be received within 14 calendar days after the date that the grant award notice has been published.
- ii. The written appeal shall include at a minimum the following:
 1. The name and address of the appealing party;
 2. Identification of the grant; and
 3. Statement of reasons for the appeal.

b. Response to Appeal

- i. The DHS will acknowledge receipt of an appeal within fourteen (14) calendar days from the date the appeal was received.
- ii. DHS will respond to the appeal within 60 days or supply a written explanation to the appealing party as to why additional time is required.
- iii. The appealing party must supply any additional information requested by DHS within the time period set in the request.

c. Resolution

- i. The ARO shall make a recommendation to the Agency Head or designee as expeditiously as possible after receiving all relevant, requested information.
- ii. In determining the appropriate recommendation, the ARO shall consider the integrity of the competitive grant process and the impact of the recommendation on the State Agency.
- iii. The Agency will resolve the appeal by means of written determination.
- iv. The determination shall include, but not be limited to:
 1. Review of the appeal;
 2. Appeal determination; and

F. Award Administration Information (Phase 1 & Phase 2)

1. State Award Notices

Applicants recommended for funding under this NOFO following the above review and selection process will receive a Notice of State Award (NOSA). The NOSA shall include:

- The terms and condition of the award.
- Specific conditions assigned to the grantee based on the fiscal and administrative and programmatic risk assessments.

Upon acceptance of the grant award, announcement of the grant award shall be published by the awarding agency to Grants.Illinois.gov

A written Notice of Denial shall be sent to the applicants not receiving awards.

The NOSA must be signed by the grants officer (or equivalent). This signature effectively accepts the state award and all conditions set forth within the notice. This signed NOSA is the authorizing document. The Agency signed NOSA must be remitted to the Department as instructed in the notice.

2. Administrative and National Policy Requirements

The agency awarded funds shall provide services as set forth in the DHS grant agreement and shall act in accordance with all state and federal statutes and administrative rules applicable to the provision of the services.

To review a sample of the FY2018/19 DHS Uniform Grant Agreement, please visit the DHS Website at <http://www.dhs.state.il.us/page.aspx?item=29741> .

The agency awarded funds through this NOFO must further agree to 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.), The Public Works Employment Discrimination Act (775 ILCS 10/1 et seq.), The 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), The Americans with Disabilities Act of 1990 (42 USC 12101 et seq.), and The Age Discrimination Act (42 USC 6101 et seq.). Additional terms and conditions may apply.

Indirect Cost Rate Requirements: In order to charge indirect costs to this grant, the applicant organization must have an annually negotiated indirect cost rate agreement (NICRA). It is expected that administrative costs, both direct and indirect, will represent a small portion of the overall program budget. Documentation will be required to verify the approved NICRA. Refer to Section C. 4. This document for additional information regarding indirect cost rate requirements.

3. Phase One – Planning Grant - Reporting

- A. The Applicant will submit monthly Periodic Financial Reports (formerly known as expenditure documentation forms) in the format prescribed by the Department. The

Periodic Financial Reports must be submitted no later than the 15th of each month for the preceding month by email.

- B. The Applicant will submit a final, fiscal year-end, cumulative, Periodic Financial Report in the format prescribed by the Department by no later than July 15, 2019.
- C. The Applicant will submit a monthly narrative Performance report of the activities conducted during the month. Performance Reports must be submitted no later than the 15th of each month for the preceding month by email.
- D. The Applicant will submit a final, fiscal year-end, cumulative Performance Report in a format prescribed by the Department no later than July 15, 2019.

Phase 2 – Full Program Site - Reporting

- A. The Applicant will submit monthly Periodic Financial Reports (formerly known as expenditure documentation forms) in the format prescribed by the Department. The Periodic Financial Reports must be submitted no later than the 15th of each month for the preceding month by email.
- B. The Applicant will submit a final, year-end, cumulative, Periodic Financial Report in the format prescribed by the Department by no later than July 15, 2019.
- C. The Applicant will submit Periodic Performance Reports (formerly known as “Quarterly Reports”) in the format prescribed by the Department. Periodic Performance Reports must be submitted no later than the 15th of each month following the end of each quarter (Reports due: October 15th, January 15th, April 15th and July 15th).
- D. The Applicant will submit a final, year-end, cumulative Periodic Performance Report in a format prescribed by the Department no later than July 15, 2019.
- E. Monthly and quarterly data reports will be pulled from the eCornerstone data system on or after the 15th of each month. Providers must ensure all youth referred to and served in the Redeploy program are entered into the Departments eCornerstone data system as required to ensure accurate monthly and quarterly reports.
- F. Additional annual performance data may be collected as directed by the Department and in a format prescribed by the Department.

G. State Awarding Agency Contact(s)

Questions and Answers

If you have questions relating to this NOFO, please send them via email to:

DHS.YouthServicesInfo@Illinois.gov with “**Redeploy NOFO - Karrie**” in the subject line of the email.

Questions with their respective answers will be posted on the DHS website at

<http://www.dhs.state.il.us/page.aspx?item=101194> Please click on the corresponding link to the right. These FAQs will be posted with the other Redeploy Illinois NOFO documents. The information in the FAQ section may be updated periodically, so applicants are encouraged to check it frequently. Only written answers posted on the website will be considered valid and official. Note: The final deadline to submit any written questions regarding the Redeploy Illinois NOFO will be April 13th, 2018.

FY2018 Redeploy Illinois Planning Grant/ Program Site NOFO Application

General Appendices

- Appendix A. Legislation
- Appendix B. Redeploy Logic Model
- Appendix C. Redeploy Currently Funded Counties

Phase 1: Planning Grant Appendices

- Appendix D. Phase 1: Redeploy County Eligibility
- Appendix E: Phase 1: Planning Grant Request Letter
- Appendix F: Phase 1: Planning Grant Final Report
- Appendix G: Phase 1: Planning Grant Program Contact Information
- Appendix H: Phase 1: Planning Grant Program Staff
- Appendix I: Phase 1: Planning Grant Subcontractor Information
- Appendix J: Phase 1: Planning Grant Budget Summary

Phase 2: Full Site Appendices

- Appendix K: Phase 2: Full Site Program Contact Information
- Appendix L: Phase 2: Full Site Program Site Staff
- Appendix M: Phase 2: Full Site Service Provider Information
- Appendix N: Phase 2: Subcontractor Information
- Appendix O: Phase 2: Budget Information

**FY2018 Redeploy Illinois Planning Grant/ Program Site
NOFO Application – Appendix A
Redeploy Legislation**

(730ILCS 110/16.1)

Sec. 16.1. Redeploy Illinois Program.

(a) The purpose of this Section is to encourage the deinstitutionalization of juvenile offenders by establishing projects in counties or groups of counties that reallocate State funds from juvenile correctional confinement to local jurisdictions, which will establish a continuum of local, community-based sanctions and treatment alternatives for juvenile offenders who would be incarcerated if those local services and sanctions did not exist. It is also intended to offer alternatives, when appropriate, to avoid commitment to the Department of Juvenile Justice, to direct child welfare services for minors charged with a criminal offense or adjudicated delinquent under Section 5 of the Children and Family Services Act. The allotment of funds will be based on a formula that rewards local jurisdictions for the establishment or expansion of local alternatives to incarceration, and requires them to pay for utilization of incarceration as a sanction. In addition, there shall be an allocation of resources (amount to be determined annually by the Redeploy Illinois Oversight Board) set aside at the beginning of each fiscal year to be made available for any county or groups of counties which need resources only occasionally for services to avoid commitment to the Department of Juvenile Justice for a limited number of youth. This redeployment of funds shall be made in a manner consistent with the Juvenile Court Act of 1987 and the following purposes and policies:

(1) The juvenile justice system should protect the community, impose accountability to victims and communities for violations of law, and equip juvenile offenders with competencies to live responsibly and productively.

(2) Juveniles should be treated in the least restrictive manner possible while maintaining the safety of the community.

(3) A continuum of services and sanctions from least restrictive to most restrictive should be available in every community.

(4) There should be local responsibility and authority for planning, organizing, and coordinating service resources in the community. People in the community can best choose a range of services which reflect community values and meet the needs of their own youth.

(5) Juveniles who pose a threat to the community or themselves need special care, including secure settings. Such services as detention, long-term incarceration, or residential treatment are too costly to provide in each community and should be coordinated and provided on a regional or statewide basis.

(6) The roles of State and local government in creating and maintaining services to youth in the juvenile justice system should be clearly defined. The role of the State is to fund services, set standards of care, train service providers, and monitor the integration and coordination of services. The role of local government should be to oversee the provision of services.

(b) Each county or circuit participating in the Redeploy Illinois program must create a local plan demonstrating how it will reduce the county or circuit's utilization of secure confinement of juvenile offenders in the Illinois Department of Juvenile Justice or county detention

centers by the creation or expansion of individualized services or programs that may include but are not limited to the following:

- (1) Assessment and evaluation services to provide the juvenile justice system with accurate individualized case information on each juvenile offender including mental health, substance abuse, educational, and family information;
- (2) Direct services to individual juvenile offenders including educational, vocational, mental health, substance abuse, supervision, and service coordination; and
- (3) Programs that seek to restore the offender to the community, such as victim offender panels, teen courts, competency building, enhanced accountability measures, restitution, and community service. The local plan must be directed in such a manner as to emphasize an individualized approach to providing services to juvenile offenders in an integrated community based system including probation as the broker of services. The plan must also detail the reduction in utilization of secure confinement. The local plan shall be limited to services and shall not include costs for:
 - (i) capital expenditures;
 - (ii) renovations or remodeling;
 - (iii) personnel costs for probation.

The local plan shall be submitted to the Department of Human Services.

(c) A county or group of counties may develop an agreement with the Department of Human Services to reduce their number of commitments of juvenile offenders, excluding minors sentenced based upon a finding of guilt of first degree murder or an offense which is a Class X forcible felony as defined in the Criminal Code of ~~2012~~1961, to the Department of Juvenile Justice, and then use the savings to develop local programming for youth who would otherwise have been committed to the Department of Juvenile Justice. A county or group of counties shall agree to limit their commitments to 75% of the level of commitments from the average number of juvenile commitments for the past 3 years, and will receive the savings to redeploy for local programming for juveniles who would otherwise be held in confinement. For any county or group of counties with a decrease of juvenile commitments of at least 25%, based on the average reductions of the prior 3 years, which are chosen to participate or continue as sites, the Redeploy Illinois Oversight Board has the authority to reduce the required percentage of future commitments to achieve the purpose of this Section. The agreement shall set forth the following:

- (1) a Statement of the number and type of juvenile offenders from the county who were held in secure confinement by the Illinois Department of Juvenile Justice or in county detention the previous year, and an explanation of which, and how many, of these offenders might be served through the proposed Redeploy Illinois Program for which the funds shall be used;
- (2) a Statement of the service needs of currently confined juveniles;
- (3) a Statement of the type of services and programs to provide for the individual needs of the juvenile offenders, and the research or evidence base that qualifies those services and programs as proven or promising practices;
- (4) a budget indicating the costs of each service or program to be funded under the plan;
- (5) a summary of contracts and service agreements indicating the treatment goals and number of juvenile offenders to be served by each service provider; and

(6) a Statement indicating that the Redeploy Illinois Program will not duplicate existing services and programs. Funds for this plan shall not supplant existing county funded programs.

In a county with a population exceeding 2,000,000, the Redeploy Illinois Oversight Board may authorize the Department of Human Services to enter into an agreement with that county to reduce the number of commitments by the same percentage as is required by this Section of other counties, and with all of the same requirements of this Act, including reporting and evaluation, except that the agreement may encompass a clearly identifiable geographical subdivision of that county. The geographical subdivision may include, but is not limited to, a police district or group of police districts, a geographical area making up a court calendar or group of court calendars, a municipal district or group of municipal districts, or a municipality or group of municipalities.

(d) (Blank).

(d-5) A county or group of counties that does not have an approved Redeploy Illinois program, as described in subsection (b), and that has committed fewer than 10 Redeploy eligible youth to the Department of Juvenile Justice on average over the previous 3 years, may develop an individualized agreement with the Department of Human Services through the Redeploy Illinois program to provide services to youth to avoid commitment to the Department of Juvenile Justice. The agreement shall set forth the following:

(1) a statement of the number and type of juvenile offenders from the county who were at risk under any of the categories listed above during the 3 previous years, and an explanation of which of these offenders would be served through the proposed Redeploy Illinois program for which the funds shall be used, or through individualized contracts with existing Redeploy programs in neighboring counties;

(2) a statement of the service needs;

(3) a statement of the type of services and programs to provide for the individual needs of the juvenile offenders, and the research or evidence that qualifies those services and programs as proven or promising practices;

(4) a budget indicating the costs of each service or program to be funded under the plan;

(5) a summary of contracts and service agreements indicating the treatment goals and number of juvenile offenders to be served by each service provider; and

(6) a statement indicating that the Redeploy Illinois program will not duplicate existing services and programs. Funds for this plan shall not supplant existing county funded programs.

(e) The Department of Human Services shall be responsible for the following:

(1) Reviewing each Redeploy Illinois Program plan for compliance with standards established for such plans. A plan may be approved as submitted, approved with modifications, or rejected. No plan shall be considered for approval if the circuit or county is not in full compliance with all regulations, standards and guidelines pertaining to the delivery of basic probation services as established by the Supreme Court.

(2) Monitoring on a continual basis and evaluating annually both the program and its fiscal activities in all counties receiving an allocation under the Redeploy Illinois Program. Any program or service that has not met the goals and objectives of its contract or service agreement shall be subject to denial for

funding in subsequent years. The Department of Human Services shall evaluate the effectiveness of the Redeploy Illinois Program in each circuit or county. In determining the future funding for the Redeploy Illinois Program under this Act, the evaluation shall include, as a primary indicator of success, a decreased number of confinement days for the county's juvenile offenders.

(f) Any Redeploy Illinois Program allocations not applied for and approved by the Department of Human Services shall be available for redistribution to approved plans for the remainder of that fiscal year. Any county that invests local moneys in the Redeploy Illinois Program shall be given first consideration for any redistribution of allocations. Jurisdictions participating in Redeploy Illinois that exceed their agreed upon level of commitments to the Department of Juvenile Justice shall reimburse the Department of Corrections for each commitment above the agreed upon level.

(g) Implementation of Redeploy Illinois.

(1) Oversight of Redeploy Illinois.

(i) Redeploy Illinois Oversight Board. The Department of Human Services shall convene an oversight board to oversee the Redeploy Illinois Program. The Board shall include, but not be limited to, designees from the Department of Juvenile Justice, the Administrative Office of Illinois Courts, the Illinois Juvenile Justice Commission, the Illinois Criminal Justice Information Authority, the Department of Children and Family Services, the State Board of Education, the Cook County State's Attorney, and a State's Attorney selected by the President of the Illinois State's Attorney's Association, the Cook County Public Defender, a representative of the defense bar appointed by the Chief Justice of the Illinois Supreme Court, a representative of probation appointed by the Chief Justice of the Illinois Supreme Court, and judicial representation appointed by the Chief Justice of the Illinois Supreme Court. Up to an additional 9 members may be appointed by the Secretary of Human Services from recommendations by the Oversight Board; these appointees shall possess a knowledge of juvenile justice issues and reflect the collaborative public/private relationship of Redeploy programs.

(ii) Responsibilities of the Redeploy Illinois Oversight Board.

The Oversight Board shall:

(A) Identify jurisdictions to be included in the program of Redeploy Illinois.

(B) Develop a formula for reimbursement of local jurisdictions for local and community-based services utilized in lieu of commitment to the Department of Juvenile Justice, as well as for any charges for local jurisdictions for commitments above the agreed upon limit in the approved plan.

(C) Identify resources sufficient to support the administration and evaluation of Redeploy Illinois.

(D) Develop a process and identify resources to support on-going monitoring and evaluation of Redeploy Illinois.

(E) Develop a process and identify resources to support training on Redeploy Illinois.

(E-5) Review proposed individualized agreements and approve where appropriate the distribution of resources.

(F) Report to the Governor and the General Assembly on an annual basis on the progress of Redeploy Illinois.

(iii) Length of Planning Phase. The planning phase may last up to, but may in no event last longer than, July 1, 2004.

(2) (Blank).

(3) There shall be created the Redeploy County Review Committee composed of the designees of the Secretary of Human Services and the Directors of Juvenile Justice, of Children and Family Services, and of the Governor's Office of Management and Budget who shall constitute a subcommittee of the Redeploy Illinois Oversight Board.

(h) Responsibilities of the County Review Committee. The County Review Committee shall:

(1) Review individualized agreements from counties requesting resources on an occasional basis for services for youth described in subsection (d-5).

(2) Report its decisions to the Redeploy Illinois Oversight Board at regularly scheduled meetings.

(3) Monitor the effectiveness of the resources in meeting the mandates of the Redeploy Illinois program set forth in this Section so these results might be included in the Report described in clause (g)(1)(ii)(F).

(4) During the third quarter, assess the amount of remaining funds available and necessary to complete the fiscal year so that any unused funds may be distributed as defined in subsection (f).

(5) Ensure that the number of youth from any applicant county receiving individualized resources will not exceed the previous three-year average of Redeploy eligible recipients and that counties are in conformity with all other elements of this law.

(i) Implementation of this Section is subject to appropriation.

(j) Rulemaking authority to implement this amendatory Act of the 95th General Assembly, if any, is conditioned on the rules being adopted in accordance with all provisions of and procedures and rules implementing the Illinois Administrative Procedure Act; any purported rule not so adopted, for whatever reason, is unauthorized.

(Source: P.A. 94-696, eff. 6-1-06; 94-1032, eff. 1-1-07; 95-1050, eff. 1-1-10.)

FY2018 Redeploy Illinois Planning Grant/ Program Site NOFO Application – Appendix B

Logic Model				
Redeploy Illinois				
Goal: To decrease juvenile incarceration through the creation of evidence based community programs that maintain public safety and promote positive outcomes for youth.				
Eligibility: Any youth under the jurisdiction of the juvenile court, not currently in IDJJ, that is facing a possible commitment to IDJJ for a charge other than murder or a Class X forcible felony.				
Input	Activities	Strategies	Intermediate Outcomes	Outcomes
<ul style="list-style-type: none"> • Redeploy Illinois Statute • Grant Funding • Training • Technical Assistance • Annual Report to Governor and General Assembly • Redeploy Illinois Oversight Board • ICJIA – Data Collection and Analysis Support • Monthly Data Reporting • Probation Staff • IL Dept of Juvenile Justice • Judges; States Attorneys; Public Defenders • County Boards • Local Data • Research • YASI Data Systems (AOIC/ Cornerstone) 	<ul style="list-style-type: none"> • Youth Assessment Screening Instrument (YASI) • Cognitive Education and Treatment • Community Restorative Boards • Employment-Related Services • Global Positioning System Monitoring • Home Detention • Individualized Staffings • Mental Health Counseling and Treatment • Multidisciplinary Case Review Meetings • Parent/Family Support Services • Positive Recreational Activities • Mentoring Services • Psychological and Psychiatric Evaluations • Substance Abuse Counseling and Treatment • Court Diversion Programs • Tele-Psychiatry • Transportation Services • Trauma screening / services • Tutoring and Educational Advocacy • Victim-Related Services • Aggression Replacement Training • Washington Aggression Interruption Training • Functional Family Therapy • MultiSystemic Therapy • Parenting with Love and Limits • Conduct regular community stakeholder meetings • Educate the community about JJ System Practitioners and current Juvenile Research • Advocacy 	<ul style="list-style-type: none"> • Implement programming that diverts Redeploy eligible youth from IDJJ commitments • Implement policies that ensure local responsibility and authority for planning, organizing, and coordinating service resources in the community • Establish a continuum of local, community-based sanctions and treatment alternatives • Ensure appropriate risk and needs assessments are utilized. • Develop, implement and complete individualized care plans based on identified needs from appropriate assessments • Provide community-based services to youth in the least restrictive setting possible • Implement programming that is research or evidence-based as proven or promising • Implement non-traditional services and programs that supplement EBP • Offender accountability through restorative justice practices that ensure offenders understand how their actions have affected others and take responsibility for their actions • Empower communities to take responsibility for the well-being of its members • Increase youth competencies and protective factors • Ensure youth receive necessary mental health, substance abuse and education and employment services • Involve the family in the provision of services • Implement strategies that foster commitment and involvement of local stakeholders • Data driven decision making 	<p>In Redeploy Illinois Counties:</p> <ul style="list-style-type: none"> • Increase in the number of Redeploy eligible youth diverted from IDJJ • Increased use of community-based treatment alternatives • Increase in the number of RI youth successfully completing the RI program • Increased protective factors for RI youth • Decreased risk factors for RI youth • RI Youth will receive services to address identified needs (MH, SA, Trauma, Educational or Learning Disabilities, Truancy, Life Skills etc.) • Improved education performance/outcomes for RI youth • Increased family functioning and stability for RI youth • Decrease in new adjudications for RI youth 	<p>In Redeploy Illinois Counties:</p> <ul style="list-style-type: none"> • Decreased juvenile incarceration • Reduced reliance on IDJJ • Reduced juvenile recidivism • RI Youth will be Employed • RI Youth will have a HS Diploma or GED • RI Youth will be in a stable living arrangement • RI Youth will have an increase in positive adult relationships

**FY2018 Redeploy Illinois Planning Grant/ Program Site
NOFO Application – Appendix C**
Currently Funded Redeploy Counties

- 1st Circuit Court – Jackson, Johnson, Massac, Pope, Saline, Union, and Pulaski Counties.
- 2nd Circuit Court – Crawford, Edwards, Franklin, Gallatin, Hamilton, Hardin, Jefferson, Lawrence, Richland, Wabash, Wayne, and White Counties
- 4th Circuit Court – Christian, Clay, Clinton, Effingham, Fayette, Jasper, Marion, Montgomery, and Shelby Counties.
- 13th Circuit Court – Bureau, Grundy, and La Salle Counties
- 20th Circuit Court – Monroe, Perry, St. Clair, Randolph, and Washington Counties
- Madison County
- Macon County
- Peoria County
- Winnebago County

**FY2018 Redeploy Illinois Planning Grant/ Program Site
NOFO Application– Appendix D
Phase 1: Eligible Planning Grant Counties**

All counties listed in this appendix are eligible to apply for a Phase 1 Planning Grant. Counties listed may not be eligible to submit a Phase 2 Full Site grant application. See “**Section C. Eligibility**” in this NOFO.

County	CY 14	CY 15	CY 16	Total	Average
Adams	8	4	6	18	6
Alexander	2	0	1	3	1
Bond	0	0	0	0	0
Boone	2	1	2	5	2
Brown	0	2	0	2	1
Calhoun	0	0	0	0	0
Carroll	1	6	4	11	4
Cass	1	2	1	4	2
Champaign	50	54	31	135	45
Clark	3	1	1	5	2
Coles	4	5	2	11	4
*Cook	401	349	203	953	318
Cumberland	0	0	1	1	1
DeKalb	2	0	0	2	1
De Witt	0	1	8	9	3
Douglas	0	0	0	0	0
DuPage	0	5	0	5	2
Edgar	7	4	4	15	5
Ford	0	1	0	1	1
Fulton	2	2	0	4	2
Greene	0	0	0	0	0
Grundy	1	2	5	8	3
Hancock	0	1	0	1	1
Henderson	0	0	0	0	0
Henry	2	4	0	6	2
Iroquois	0	0	1	1	1
Jersey	3	2	2	7	3
Jo Daviess	3	4	2	9	3
Kane	20	11	16	47	16
Kankakee	8	8	4	20	7
Kendall	2	2	5	9	3
Knox	5	0	1	6	2
County	CY	CY	CY	Total	Average

	14	15	16		
Lake	17	25	24	66	22
Lee	0	0	0	0	0
Livingston	2	1	0	3	1
Logan	3	2	3	8	3
McDonough	0	1	2	3	1
McHenry	2	12	0	14	5
McLean	3	6	1	10	4
Macoupin	0	1	1	2	1
Marshall	0	3	0	3	1
Mason	7	6	1	14	5
Menard	1	0	1	2	1
Mercer	3	1	1	5	2
Morgan	2	0	3	5	2
Moultrie	1	1	0	2	1
Ogle	2	1	2	5	2
Piatt	0	2	0	2	1
Pike	2	4	7	13	5
Putnam	0	0	0	0	0
Rock Island	34	34	20	88	30
St. Clair	11	4	7	22	8
Sangamon	21	27	29	77	26
Schuyler	3	0	0	3	1
Scott	0	0	0	0	0
Stark	0	1	0	1	1
Stephenson	6	12	7	25	9
Tazewell	7	6	11	24	8
Vermilion	13	6	13	32	11
Warren	5	0	0	5	2
Whiteside	6	8	5	19	7
Will	8	5	4	17	6
Williamson	2	2	1	5	2
Woodford	1	4	2	7	3

***For Cook County only** – Cook County may be subdivided. The geographical subdivision may include, but is not limited to, a police district or group of police districts, a geographical area making up a court calendar or group of court calendars, a municipal district, or group of municipal districts, or a municipality or group of municipalities.

Calculating the Baseline for New Sites:

Baseline information is calculated using the most recent (and available) Redeploy eligible commitment data provided by the IDJJ. The most recent three years of data are averaged together to establish the baseline by which the 25% reduction requirement is measured.

If multiple counties are included within the site, commitments are first added for all counties by year. Then the totals for each of the three years are averaged to get the baseline. The resulting average is always rounded up because you cannot have a partial youth.

Example: $30+26+35=91$; 91 divided by $3 = 30.333$. In this example the baseline would be 31.

**FY2018 Redeploy Illinois Planning Grant/ Program Site
NOFO Application– Appendix E
Phase 1: Planning Grant Request Letter**

- I am an eligible applicant based on the criteria found in Appendix D in the funding notice AND will be the only County participating with the planning grant process.

County Name:

- I am an eligible applicant based on the criteria found in Appendix D in the funding AND I am applying as a circuit.

Circuit Name:

Lead County:

Additional County Name(s):

- I am an eligible applicant based on the criteria found in Appendix D in the funding AND I am applying as a group of counties.

Lead County:

Additional County Name(s):

I, the undersigned, am authorized by the County(ies) to respond to this Planning Grant opportunity. I have read the Planning Grant Requirements contained in the funding notice and I am agreeing to the exploration of Redeploy Illinois my county or counties. I understand this will include among other things, an analysis of data, current services offered, services needed, strategies for service delivery, potential eligible populations, local governance of juvenile justice issues, data collection and analysis capabilities, estimated costs involving alternatives for delinquent youth, and a read on the system's readiness for such a program.

I understand that grant expenditures will ONLY be authorized if spent on Redeploy planning grant activities. That these may be administrative and planning expenditures directly related to the grant. That grant expenditures may NOT include probation officer staff or equipment purchases. Acceptable expenditures may include, but not be limited to: existing staff overtime (including probation officer staff), office expenses, meeting expenses, contractual/consultant fees, data collection, entry & analysis, report writing and travel.

I am agreeing to submit a Final Planning Grant Report in the format provided by the Department. This report will detail the work of the County, the activities undertaken, and the compiled results of the Planning Grant process. This report will be submitted to the Department no more than 5 months from the Planning Grant start date. I am also agreeing to submit the required monthly financial and narrative reports (due by the 15th of each month for the preceding month's expenditures and activities) and will further comply with any additional data/information requests as necessary. I further understand that representatives of our Planning Grant will be required to participate in the estimated 3 required planning grant meetings and participate in at least one site visit to a current Redeploy program site.

I am fully aware that all planning grant funds will be made available in two separate state fiscal years grant agreements and we have planned accordingly. I understand that the funding amount requested in each separate year will NOT be transferrable across grants, and that any unexpended grant funds from FY2018 will not be added to the FY2019 agreement and that FY2019 funds may not be expended under the FY2018 grant.

I have enclosed the completed Phase 1 Planning Grant Application per Funding Notice **18-444800714-2**.

I understand that this is not an actual DHS contract agreement and that by signing and submitting this application package, I am only committing to participation in the Planning Grant process and am NOT, at this time making any commitments to apply for the Phase Two portion of this funding notice. I understand that DHS is also NOT making any commitments or determinations at this time as to my county's potential eligibility for submitting a Phase Two application. That as a direct result of completing the Planning phase of this process, I am free to decide whether or NOT to submit an application to become a full program site.

Signature

Date

Printed Name

Title

County Applicant Name

**FY2018 Redeploy Illinois Planning Grant/ Program Site
NOFO Application - Appendix F**

Phase 1: PLANNING GRANT FINAL REPORT

Illinois Department of Human Services
Bureau of Youth Intervention Services

Phase 1: PLANNING GRANT FINAL REPORT

DUE: 6/30/2018

**Submit via email to Karrie Rueter
(DHS.YouthServicesInfo@Illinois.gov)**

Final Report - Contact Information

COUNTY/AGENCY NAME (as it is to appear in the contract):

Name:

EXECUTIVE DIRECTOR/BOARD CHAIRMAN (individual authorized to sign the contract):

Name:	Title:	
Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:		

REDEPLOY PROGRAM DIRECTOR:

Name:	Title:	
Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:		

Planning Grant Final Report

Planning Grant Overview

Please provide a detailed overview of the activities conducted as a result of the Redeploy Illinois Planning Grant.

Juvenile Justice System – Governance

Please provide a description of the existing local governance structure in the County. In addition, discuss any systems issues currently identified.

Juvenile System Data Analysis

Please detail below the results of the juvenile system data analysis along with a description of the process utilized to gather and analyze the system data. (Include as possible, DJJ commitments, detention, arrests, petitions, adjudications, transfers, etc.) If certain data sets were unavailable or not analyzed please explain.

Case File Analysis

Now that you have conducted a thorough analysis of the youth committed to the Department of Juvenile Justice for fiscal years 2011, 2012, and 2013 please provide a detailed review of the results of that analysis. This should include: analysis of the youth committed, YASI score, offense history, family history, school history, etc., identified needs of the youth, services provided, and identified services gaps for these youth.

Service System Analysis

Please provide a detailed description of the results of the service system analysis. This should include analysis of existing services available in the community for these youth and their families, service gaps based on identified needs from the Case File Analysis, and proposed new and expanded services to meet the needs of these youth.

Vision for Redeploy Illinois

Now that you have conducted the analysis of youth, needs, services, service gaps, etc., please provide responses to the following questions as you might envision Redeploy Illinois in your community.

Service Area

Provide a detailed description of the entire Redeploy service area you would target for a future Redeploy Program Grant. You may use County names.

Structure

- 1. Identify and describe the role the lead agency would play in the Redeploy Illinois program.*
- 2. Describe the role that juvenile probation would play in Redeploy Illinois.*
- 3. Would a local consortium of stakeholders oversee the Redeploy Illinois program? If yes, describe the role and purpose of the consortium, how members will be selected, and describe the anticipated membership.*
- 4. Identify any other agencies, public or private that would have a significant role in the delivery of services and those that would potentially receive funds from the Redeploy Illinois initiative.*
- 5. Describe the current level of commitment and involvement from each of the local stakeholders that impact the decision to commit a youth to DJJ.*
- 6. What role, if any, do you envision the following playing in your Redeploy efforts: Chief Judge, State's Attorney, Public Defender and Chief Managing Officer of Probation and Court Services?*

Process

- 1. Describe the intake and assessment process envisioned for the Redeploy Illinois program.*
- 2. Describe the criteria to be used to identify and accept youth into the program.*

3. *How will your Redeploy program ensure that only those youth who would otherwise be committed to DJJ are being served by the program?*
4. *Describe how the services provided to each juvenile will be individualized and based upon individualized assessment.*

Services

1. *Describe the services and programs envisioned that will be provided to meet the individual needs of targeted offenders.*
2. *Describe how these services and programs are based on research or are evidence based as proven or promising practices and identify the outcomes to be achieved.*
3. *What will be done to rehabilitate the juvenile offender in the community that will be different than previous practices?*
4. *Describe the service gaps identified and targeted with Redeploy.*
5. *Describe new and expanded services that would be available through Redeploy.*

Program Capacity

Based on the data analyzed for the previous three years, how many program referrals do you anticipate during the course of a year? What is the anticipated annual program capacity for Redeploy in the service area? (How many youth can you service in the program at any one time). Please include an annual capacity as well as a daily capacity.(What do you anticipate the average length of stay will be in the Redeploy Program?)

Commitment Reductions

Please restate the 3-year average number of Redeploy eligible commitments (FY2011-2013) 2. State the proposed minimum required reduction (25% of the 3 year average) commitment number. 3. Please indicate your site's anticipated ability to meet or exceed the required reduction and provide some thoughts about possible strategies that might be engaged to achieve the targeted reductions.

Additional Information

This section is available for you to provide any other information that you would like the Redeploy Illinois Oversight Board to know about the work you have conducted related to the Planning Grant and any future funding of the Redeploy Illinois Program.

Feedback

This section is available for you to provide feedback as it relates to the overall Planning grant process. If you provide a response here, please provide feedback that will assist the Board in determining whether or not to offer future planning grants, and if so, feedback that will help improve the process.

**FY2018 Redeploy Illinois Planning Grant/ Program Site
NOFO Application – Appendix G**

Phase 1: Planning Grant Program Contact Information

LEAD COUNTY AGENCY NAME: (this will be the Grantee)

Name:		
Address:		
City:	State:	Zip:
FEIN#:	Website Address:	

LEAD COUNTY AGENCY DIRECTOR or BOARD CHAIRMAN: (the person who signs the agreement)

Name:	Title:	
Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:		

REDEPLOY PROGRAM DIRECTOR:

Name:	Title:	
Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:		

ADDITIONAL REDEPLOY PROGRAM CONTACT:

Name:	Title:	
Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:		

JUVENILE OR CHIEF JUDGE:

Name:	Title:	
Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:		

STATE'S ATTORNEY:

Name:		Title:	
Address:			
City:		State:	Zip:
Phone:		Fax:	
Email:			

PROBATION/COURT SERVICES DIRECTOR:

Name:		Title:	
Address:			
City:		State:	Zip:
Phone:		Fax:	
Email:			

FISCAL CONTACT:

Name:		Title:	
Address:			
City:		State:	Zip:
Phone:		Fax:	
Email:			

GRANT FISCAL REQUIREMENTS:

FEIN :	DUNS #:
CCR EXPIRATION DATE :	CAGE CODE :

**** If your lead county entity does not currently have a contract with the Department of Human Services, Division of Family and Community Services, then a copy of the Federal Form W-9 must be submitted with this request.**

**FY2018 Redeploy Illinois Planning Grant/ Program Site
NOFO Application – Appendix I**
Phase 1: Planning Grant Additional Subcontractor Information

Please include this form for EACH Subcontractor.

What is the amount of the subcontract? _____

Please provide a brief description (*up to 500 words*) of the services to be provided under the subcontract.

-
- A copy of the Executed Subcontract Agreement is included in the Application Package (May include current or draft if it will be a new agreement upon award execution)
- A copy of Subcontract Budget and Narrative is included in the Application Package

(If more than one subcontract is utilized, please copy the form from above and paste HERE – as needed.)

**FY2018 Redeploy Illinois Planning Grant/ Program Site
NOFO Application – Appendix J
Phase 1: Planning Grant Budget Summary**

1. Grant expenditures will ONLY be authorized if spent on Redeploy planning grant activities. These may be administrative and planning expenditures directly related to the grant. There is NO cap on administrative expenditures. Grant expenditures may **NOT include probation officer staff or equipment purchases**. Acceptable expenditures may include, but not be limited to: existing staff overtime (including probation officer staff), office expenses, meeting expenses, site visit expenses, contractual/consultant fees, data collection, entry & analysis, report writing, travel, and attendance at Department arranged meetings.

2. The awards will vary based on the number of counties involved in the planning process and the number cases to be analyzed. Funds for planning may range from approximately \$10,000 to \$25,000 per eligible county. The maximum available planning grant regardless of the number of counties is \$40,000. Grants are expected to run through June 30, 2018.

These are based on estimations and maximum amounts. Applications should request amounts actually needed in order to provide program work. Provide a separate budget for FY18 and FY19 if your program intends to spend in both fiscal years.

REMINDER - ALL GRANT FUNDS REQUESTED UNDER FY2018 MUST BE EXPENDED BY 06/30/2018.

Estimated Planning Grant Spending Plan/Budget				
Line Item Category	Expenditure Amount	FY18 (5/1/18 – 6/30/18)	FY19 (7/1/18 - 11/1/18)	Description/Justification
Personnel				
Fringe Benefits				
Travel				
Equipment				
Supplies				
Contractual Services				
Consultant (Professional Services)				
Construction				

Estimated Planning Grant Spending Plan/Budget cont.				
Line Item Category	Expenditure Amount	FY18 (5/1/18 – 6/30/18)	FY19 (7/1/18 - 11/1/18)	Description/Justification
Occupancy (Rent & Utilities)				
Research & Development				
Telecomm.				
Training & Education				
Direct Admin. Costs				
Other/Misc. Costs				
Grant Exclusives				
Indirect Costs				
TOTALS				

Now that you have filled out the budget template above you will need to register for access in the Community Service Agreement (CSA) System. Your agency’s Chief Financial Officer and or Executive Director will need to be registered to use the CSA System. If you are a new to the CSA System please follow the steps below.

- For more information regarding CSA please see the following link:
<http://www.dhs.state.il.us/page.aspx?item=61069>

How to register for the CSA Tracking System:

1. You will need a functioning Illinois.gov ID and password.
 2. If you do not have an Illinois.gov ID, you will need obtain one at the following web link:
<https://extapps.illinois.gov/ADIM/VerifyEmail.aspx>
- **Please note:** Choose General Public (Not employed by the State of Illinois) [EXTERNAL] even if you are a State of Illinois employee. Your CSA registration will not be validated if you choose Other Employees [SPS].
 - **If you do not have a State of Illinois driver's license,** please email your request to DHS.DHSOCA@Illinois.gov with the following information: Name, Company, Address, Phone #, DUNS #, FEIN # and email address.

3. The address for the CSA Tracking System Registration Site is:
<https://csa.dhs.illinois.gov/gtrpublic/gtr>
4. You will need to input an Invitation Key Code in order to submit your request for CSA Tracking System access. If you do not have an Invitation Key Code, send an email to DHS.dhsoca@illinois.gov to receive your Invitation Key Code.

Please register only once with your Illinois.gov ID. IDHS Grantee-Providers may have more than one employee register for the CSA Tracking System access. Once your registration is processed by the Office of Contract Administration personnel you will receive instructions on how to log into the Provider Access Area. After you successfully log in to the CSA Tracking System there may be a facilities page that will appear (if you are a new IDHS Provider) where you will need to enter your facilities information into the CSA Tracking System.

Please note: In order to access your IDHS Uniform Grant Agreements/EEC Contracts you will also need to ensure your organization has registered for access to the Centralized Repository Vault (CRV). If your organization has not registered for CRV access you will not be able to view your contracts. Please use the following web link to access the CRV Registration web page: [Central Repository Access \(CRV\)](#)

Confidentiality Notice - The Grantee-Provider shall comply with applicable State and Federal statutes, Federal regulations and Department administrative rules regarding confidential records or other information obtained by the Provider concerning persons served under this Agreement. The records and information shall be protected by the Provider from unauthorized disclosure.

Now that you have registered for CSA, you must submit a budget for FY18 and FY19. Your budgets can be entered at this link <https://csa.dhs.illinois.gov/gtpsecure/gtp>; however, if it is important to enter a FY18 and FY19 budget. If you have questions regarding your budget you can email DHS.YouthServicesInfo@Illinois.gov.

After completing this appendix complete the Uniform Grant Budget in the CSA system for FY2018 and a separate budget in the CSA system for FY2019. These two budgets should be consistent with the amounts identified in this appendix.

How to create a budget in CSA

- To access the IDHS Training Manual for use of the Budget Templates in the CSA System <http://www.dhs.state.il.us/OneNetLibrary/27896/documents/Contracts/FY18-GATA-Budgets/DHSBudgetTrainingManualRevision111617.pdf>

Uniform Grant Budget

Complete the Uniform Grant Budget in the CSA system. For more information about how to access the CSA system, see <http://www.dhs.state.il.us/page.aspx?item=61069>. For instructions about how to enter a budget into the CSA system see the [Training Manual for use of the Budget Templates in the CSA System](#). For EACH cost item listed in the budget worksheet, a detailed justification must be included in the narrative section. This justification should describe specifically how the budgeted amount was derived. The justification must also directly correlate

the expenditure to the grant program – why/how it is necessary under the grant. Items being cost allocated must be fully detailed as to the method utilized. The Budget and Budget narratives should be prepared to reflect the appropriate budget periods. The Budget should be electronically signed and submitted in the CSA system. The budget must be electronically signed by the applicant's Chief Executive Officer and or Chief Financial Officer. See <http://www.dhs.state.il.us/page.aspx?item=95350> for more information about requesting CSA budget signoff authority. Once the budget has been electronically signed and submitted, generate a PDF copy of your CSA budget and include it as **Attachment 4**

Sub-Contractor PDF Uniform Grant Budget Forms

Complete the PDF version of the Uniform Grant Budget for Sub-Contractor budget ONLY!
Include completed Sub-Contractor Budgets found at this link.

<http://www.dhs.state.il.us/page.aspx?item=>

**FY2018 Redeploy Illinois Planning Grant/ Program Site
NOFO Application – Appendix K
Phase 2: Full Site Program Contact Information**

COUNTY/AGENCY NAME:

Name:		
Address:		
City:	State:	Zip:
FEIN#:	Website Address:	

EXECUTIVE DIRECTOR/BOARD CHAIR:

Name:	Title:	
Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:		

REDEPLOY PROGRAM DIRECTOR:

Name:	Title:	
Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:		

ADDITIONAL PROGRAM CONTACT:

Name:	Title:	
Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:		

JUVENILE OR CHIEF JUDGE:

Name:		Title:	
Address:			
City:		State:	Zip:
Phone:		Fax:	
Email:			

STATE'S ATTORNEY:

Name:		Title:	
Address:			
City:		State:	Zip:
Phone:		Fax:	
Email:			

PROBATION/COURT SERVICES DIRECTOR:

Name:		Title:	
Address:			
City:		State:	Zip:
Phone:		Fax:	
Email:			

FISCAL CONTACT:

Name:		Title:	
Address:			
City:		State:	Zip:
Phone:		Fax:	
Email:			

DATA CONTACT:

Name:		Title:	
Address:			
City:		State:	Zip:
Phone:		Fax:	
Email:			

FY2018 Redeploy Illinois Planning Grant/ Program Site NOFO Application – Appendix M

Phase 2: Full Site Service Provider Information

List all site locations where services will be rendered to Redeploy Youth in FY2017. If services are delivered at home, or some other off site location, please identify the Agency/work site location for those providing the services. Include a complete listing of available services offered at each location for Redeploy youth.

REDEPLOY SERVICE DELIVERY - SITE:

Agency/Site Name:					
Site Address:					
City:	State:	Zip:	County:		
Site Supervisor/Contact Name:		Title:			
Phone:		Fax:			
Email:					
<p>Please mark all Redeploy Services Provided at/through this Site</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Individual counseling therapy <input type="checkbox"/> Inpatient drug/alcohol treatment <input type="checkbox"/> Outpatient drug/alcohol treatment <input type="checkbox"/> Psychological treatment (includes medication monitoring) <input type="checkbox"/> Outpatient mental health treatment <input type="checkbox"/> Inpatient mental health treatment (hospitalization) <input type="checkbox"/> Psychiatric evaluation <input type="checkbox"/> Anger management services <input type="checkbox"/> Cognitive behavioral therapy <input type="checkbox"/> Cognitive education (development disabilities treatment) <input type="checkbox"/> WAIT/ART <input type="checkbox"/> Youth court/peer jury <input type="checkbox"/> Victim mediation panel <input type="checkbox"/> Restitution <input type="checkbox"/> Community service <input type="checkbox"/> Family advocacy <input type="checkbox"/> Domestic violence services as victim <input type="checkbox"/> Domestic violence services as offender <input type="checkbox"/> Functional family therapy <input type="checkbox"/> Recreation <input type="checkbox"/> Nutritional education <input type="checkbox"/> Multi-systemic therapy </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Services through DCFS <input type="checkbox"/> Family counseling <input type="checkbox"/> Group counseling <input type="checkbox"/> Participating classes <input type="checkbox"/> Service learning <input type="checkbox"/> Alternative education (non-GED) <input type="checkbox"/> GED classes <input type="checkbox"/> Educational advocacy <input type="checkbox"/> Tutoring/homework assistance <input type="checkbox"/> Life skills education <input type="checkbox"/> Mentoring services <input type="checkbox"/> Job training <input type="checkbox"/> Employment coaching <input type="checkbox"/> College readiness <input type="checkbox"/> Services to treat a victim in a sex offense <input type="checkbox"/> Services to treat a sex offender <input type="checkbox"/> Gender specific services – male <input type="checkbox"/> Gender specific services – female <input type="checkbox"/> Peace circles <input type="checkbox"/> SPARCS groups <input type="checkbox"/> Other (specify below) </td> </tr> </table>				<input type="checkbox"/> Individual counseling therapy <input type="checkbox"/> Inpatient drug/alcohol treatment <input type="checkbox"/> Outpatient drug/alcohol treatment <input type="checkbox"/> Psychological treatment (includes medication monitoring) <input type="checkbox"/> Outpatient mental health treatment <input type="checkbox"/> Inpatient mental health treatment (hospitalization) <input type="checkbox"/> Psychiatric evaluation <input type="checkbox"/> Anger management services <input type="checkbox"/> Cognitive behavioral therapy <input type="checkbox"/> Cognitive education (development disabilities treatment) <input type="checkbox"/> WAIT/ART <input type="checkbox"/> Youth court/peer jury <input type="checkbox"/> Victim mediation panel <input type="checkbox"/> Restitution <input type="checkbox"/> Community service <input type="checkbox"/> Family advocacy <input type="checkbox"/> Domestic violence services as victim <input type="checkbox"/> Domestic violence services as offender <input type="checkbox"/> Functional family therapy <input type="checkbox"/> Recreation <input type="checkbox"/> Nutritional education <input type="checkbox"/> Multi-systemic therapy	<input type="checkbox"/> Services through DCFS <input type="checkbox"/> Family counseling <input type="checkbox"/> Group counseling <input type="checkbox"/> Participating classes <input type="checkbox"/> Service learning <input type="checkbox"/> Alternative education (non-GED) <input type="checkbox"/> GED classes <input type="checkbox"/> Educational advocacy <input type="checkbox"/> Tutoring/homework assistance <input type="checkbox"/> Life skills education <input type="checkbox"/> Mentoring services <input type="checkbox"/> Job training <input type="checkbox"/> Employment coaching <input type="checkbox"/> College readiness <input type="checkbox"/> Services to treat a victim in a sex offense <input type="checkbox"/> Services to treat a sex offender <input type="checkbox"/> Gender specific services – male <input type="checkbox"/> Gender specific services – female <input type="checkbox"/> Peace circles <input type="checkbox"/> SPARCS groups <input type="checkbox"/> Other (specify below)
<input type="checkbox"/> Individual counseling therapy <input type="checkbox"/> Inpatient drug/alcohol treatment <input type="checkbox"/> Outpatient drug/alcohol treatment <input type="checkbox"/> Psychological treatment (includes medication monitoring) <input type="checkbox"/> Outpatient mental health treatment <input type="checkbox"/> Inpatient mental health treatment (hospitalization) <input type="checkbox"/> Psychiatric evaluation <input type="checkbox"/> Anger management services <input type="checkbox"/> Cognitive behavioral therapy <input type="checkbox"/> Cognitive education (development disabilities treatment) <input type="checkbox"/> WAIT/ART <input type="checkbox"/> Youth court/peer jury <input type="checkbox"/> Victim mediation panel <input type="checkbox"/> Restitution <input type="checkbox"/> Community service <input type="checkbox"/> Family advocacy <input type="checkbox"/> Domestic violence services as victim <input type="checkbox"/> Domestic violence services as offender <input type="checkbox"/> Functional family therapy <input type="checkbox"/> Recreation <input type="checkbox"/> Nutritional education <input type="checkbox"/> Multi-systemic therapy	<input type="checkbox"/> Services through DCFS <input type="checkbox"/> Family counseling <input type="checkbox"/> Group counseling <input type="checkbox"/> Participating classes <input type="checkbox"/> Service learning <input type="checkbox"/> Alternative education (non-GED) <input type="checkbox"/> GED classes <input type="checkbox"/> Educational advocacy <input type="checkbox"/> Tutoring/homework assistance <input type="checkbox"/> Life skills education <input type="checkbox"/> Mentoring services <input type="checkbox"/> Job training <input type="checkbox"/> Employment coaching <input type="checkbox"/> College readiness <input type="checkbox"/> Services to treat a victim in a sex offense <input type="checkbox"/> Services to treat a sex offender <input type="checkbox"/> Gender specific services – male <input type="checkbox"/> Gender specific services – female <input type="checkbox"/> Peace circles <input type="checkbox"/> SPARCS groups <input type="checkbox"/> Other (specify below)				
If Other is indicated above, please provide specifics here:					
Site Service Area:					

If additional blocks are needed, please copy a block from above and paste HERE – as needed.)

**FY2018 Redeploy Illinois Planning Grant/ Program Site
NOFO Application – Appendix N**
Phase 2: Full Site Additional Subcontractor Information

Please include this form for EACH Subcontractor.

What is the amount of the subcontract? _____

Please provide a brief description (*up to 500 words*) of the services to be provided under the subcontract.

-
- A copy of the Executed Subcontract Agreement is included in the Application Package (May include current or draft if it will be a new agreement upon award execution)
 - A copy of Subcontract Budget and Narrative is included in the Application Package

(If more than one subcontract is utilized, please copy the form from above and paste HERE – as needed.)

FY2018 Redeploy Illinois Planning Grant/ Program Site NOFO Application – Appendix O

Phase 2: CSA Budget Information

- For information regarding CSA. <http://www.dhs.state.il.us/page.aspx?item=61069>

How to register for the CSA Tracking System

1. You will need a functioning Illinois.gov ID and password
2. If you do not have an Illinois.gov ID you will need obtain one at the following web link: <https://extapps.illinois.gov/ADIM/VerifyEmail.aspx>
 - **Please note:** Choose General Public (Not employed by the State of Illinois) [EXTERNAL] even if you are a State of Illinois employee. Your CSA registration will not be validated if you choose Other Employees [SPS].
 - **If you do not have a State of Illinois driver's license,** please email your request to DHS.DHSOCA@Illinois.gov with the following information: Name, Company, Address, Phone #, DUNS #, FEIN # and email address.
3. The address for the CSA Tracking System Registration Site is: <https://csa.dhs.illinois.gov/gtrpublic/gtr>
4. You will need to input an Invitation Key Code in order to submit your request for CSA Tracking System access. If you do not have an Invitation Key Code, send an email to DHS.dhsoca@illinois.gov to receive your Invitation Key Code.

Please register only once with your Illinois.gov ID. IDHS Grantee-Providers may have more than one employee register for the CSA Tracking System access. Once your registration is processed by the Office of Contract Administration personnel you will receive instructions on how to log into the Provider Access Area. After you successfully log in to the CSA Tracking System there may be a facilities page that will appear (if you are a new IDHS Provider) where you will need to enter your facilities information into the CSA Tracking System.

Please note: In order to access your IDHS Uniform Grant Agreements/EEC Contracts you will also need to ensure your organization has registered for access to the Centralized Repository Vault (CRV). If your organization has not registered for CRV access you will not be able to view your contracts. Please use the following web link to access the CRV Registration web page: [Central Repository Access \(CRV\)](#)

Confidentiality Notice - The Grantee-Provider shall comply with applicable State and Federal statutes, Federal regulations and Department administrative rules regarding confidential records or other information obtained by the Provider concerning persons served under this Agreement. The records and information shall be protected by the Provider from unauthorized disclosure.

After registering for CSA, you must submit a budget for January 1, 2019 – June 30, 2019. Your budgets can be entered at this link <https://csa.dhs.illinois.gov/gtpsecure/gtp>. If you have any questions about your budget you can email DHS.YouthServicesInfo@illinois.gov so someone can help you after the applications have been submitted. DHS will not review a budget before the application deadline. .

How to create a budget in CSA

- To access the IDHS Training Manual for use of the Budget Templates in the CSA System <http://www.dhs.state.il.us/OneNetLibrary/27896/documents/Contracts/FY18-GATA-Budgets/DHSBudgetTrainingManualRevision111617.pdf>

Uniform Grant Budget

Complete the Uniform Grant Budget in the CSA system. For more information about how to access the CSA system, see <http://www.dhs.state.il.us/page.aspx?item=61069>. For instructions about how to enter a budget into the CSA system see the [Training Manual for use of the Budget Templates in the CSA System](#). For EACH cost item listed in the budget worksheet, a detailed justification must be included in the narrative section. This justification should describe specifically how the budgeted amount was derived. The justification must also directly correlate the expenditure to the grant program – why/how it is necessary under the grant. Items being cost allocated must be fully detailed as to the method utilized. The Budget and Budget narratives should be prepared to reflect a budget period from January 1, 2019 – June 30, 2019. The Budget should be electronically signed and submitted in the CSA system. The budget must be electronically signed by the applicant’s Chief Executive Officer and or Chief Financial Officer. See <http://www.dhs.state.il.us/page.aspx?item=95350> for more information about requesting CSA budget signoff authority. Once the budget has been electronically signed and submitted, generate a PDF copy of your CSA budget and include it as **Attachment 1**

Sub-Contractor PDF Uniform Grant Budget Forms

Complete the PDF version of the Uniform Grant Budget for Sub-Contractor budget ONLY!
Include completed Sub-Contractor Budgets found at this link.
<http://www.dhs.state.il.us/page.aspx?item=>