

Uniform Notice for Funding Opportunity (NOFO)
Residential Substance Abuse Treatment

	Data Field	
1.	Awarding Agency Name:	Illinois Criminal Justice Information Authority (ICJIA)
2.	Agency Contact:	Greg Stevens Gregory.Stevens@illinois.gov 312-793-0890
3.	Announcement Type:	<input checked="" type="checkbox"/> Initial announcement <input type="checkbox"/> Modification of a previous announcement
4.	Type of Assistance Instrument:	Grant
5.	Funding Opportunity Number:	1471-282
6.	Funding Opportunity Title:	Residential Substance Abuse Treatment
7.	CSFA Number:	546-00-1414, 5546-00-1415, 546-00-1471
8.	CSFA Popular Name:	RSAT
9.	CFDA Number(s):	16.593
10.	Anticipated Number of Awards:	Unknown
11.	Estimated Total Program Funding:	Approximately \$315,000 Approximately \$65,000 of which must be reserved for local government agencies
12.	Award Range	Not applicable
13.	Source of Funding:	<input checked="" type="checkbox"/> Federal or Federal pass-through <input type="checkbox"/> State <input type="checkbox"/> Private / other funding
14.	Cost Sharing or Matching Requirement:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
15.	Indirect Costs Allowed Restrictions on Indirect Costs	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
16.	Posted Date:	Friday, April 14, 2017
17.	Closing Date for Applications:	11:59 p.m., Tuesday, June 13, 2017
18.	Technical Assistance Session:	Session Offered: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Session Mandatory: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Applicants must view and certify that they have watched the recorded webinar which will be available beginning at 1:30 p.m., Monday, May 1, 2017. Register for the webinar at: http://www.icjia.state.il.us/

Agency-specific content for the Notice of Funding Opportunity

A. Program Description

The Illinois Criminal Justice Information Authority administers the federal Residential Substance Abuse Treatment for State Prisoners Program (RSAT) in Illinois. RSAT assists state and local governments in the development and implementation of substance abuse treatment programs in state and local correctional and detention facilities. Funds also are available to create and maintain community-based aftercare services for individuals after release from incarceration.

Program Information

Grant awards resulting from this opportunity are projected to have a performance period of October 1, 2017, through September 30, 2018. Contingent on satisfactory performance, ICJIA staff may recommend to its Board a maximum of 24 additional months of funding for each project.

Background

The goal of this funding is to break the cycle of drugs and violence by reducing the demand for and use of illegal drugs. RSAT enhances the capabilities of states and units of local government to provide residential substance abuse treatment for incarcerated inmates; prepares individuals for their reintegration into the communities from which they came by incorporating reentry planning activities into treatment programs; and assists individuals and their communities through the reentry process through the delivery of community-based treatment and other broad-based aftercare services.

Program Requirements

RSAT funds may be used to implement three types of programs: corrections-based, jail-based, and aftercare. Applications involving partnerships with community-based substance abuse treatment programs are encouraged.

Program Categories
Corrections-based substance abuse treatment
Jail-based substance abuse treatment
Aftercare

All funding categories

Individuals who participate in a substance abuse treatment program established or implemented with funding from this program must be provided aftercare services. Aftercare services must involve coordination between the correctional treatment program and other social service and

rehabilitation programs, such as education and job training, parole supervision, halfway houses, self-help, and peer group programs.

To qualify as an aftercare program, a substance abuse treatment program must work in conjunction with state and local authorities and organizations involved in substance abuse treatment to assist in the placement of program participants into community substance abuse treatment facilities on release.

Corrections-based substance abuse treatment

Programs must:

- Engage participants for a period between six and 12 months.
- Provide residential treatment facilities set apart—in a completely separate facility or dedicated housing unit in a facility exclusively for use by RSAT participants—from the general correctional population.
- Focus on the inmate’s substance use diagnosis and addiction-related needs.
- Develop the inmate’s cognitive, behavioral, social, vocational, and other skills to solve the substance use and related problems.
- Require urinalysis and/or other proven reliable forms of drug and alcohol testing for program participants, including both periodic and random testing, and for former participants while they remain in the custody of the state or local government.
- Prepare participants for successful community reintegration, including post-release referral to appropriate evidence-based aftercare treatment and service providers that support the use of medication-assisted treatment.

If possible, RSAT participation should be limited to inmates with six to 12 months remaining in their confinement so they can be released from prison instead of returning to the general prison population after completing the program.

If possible, program design should be based on effective, scientific practices.

Jail-based substance abuse treatment

Programs must:

- Engage participants for at least three months.
- Focus on the inmate’s substance use diagnosis and addiction-related needs.
- Develop the inmate’s cognitive, behavioral, social, vocational, and other skills to solve the substance use and related problems with emphasis on the provision of Cognitive Behavioral Treatment (CBT).
- Require urinalysis and/or other proven reliable forms of drug and alcohol testing for program participants, including both periodic and random testing, and for former participants while they remain in the custody of the state or local government.

- Prepare participants for successful community reintegration, including post-release referral to appropriate evidence-based aftercare treatment and service providers that support the use of medication assisted treatment.
- If possible, jail-based programs should separate the treatment population from the general correctional population and program design should be based on effective, scientific practices.

Aftercare

Programs must:

- Involve coordination between the correctional treatment program and other social service and rehabilitation programs, such as education and job training, parole supervision, halfway houses, self-help, and peer group programs.
- Work in conjunction with state and local authorities and organizations involved in substance abuse treatment to assist in the placement of program participants into community substance abuse treatment facilities on release.

In addition:

- If federal or matching funds are used for purpose of providing treatment to offenders after release, the time period of treatment may not exceed one year after release.
- To qualify as an aftercare program, the head of the substance abuse treatment program must work in conjunction with state and local authorities and organizations involved in substance abuse treatment to assist in the placement of program participants into community substance abuse treatment facilities on release.

Allocation to local government agencies:

A minimum of approximately \$65,000 from Federal Fiscal Year 2014-2017 funds shall be made available to local government agencies for jail-based substance abuse treatment or aftercare programs that meet the criteria detailed above.

Evidence-Based Programs or Practices

Applicants are strongly urged to incorporate research-based best practices into their program design. Applicants should identify the best practice being proposed for implementation, identify and discuss evidence that shows the practice is effective, discuss the population(s) for which this practice has been shown to be effective, and show that it is appropriate for the proposed target population.

Additional Resources

For additional resources, including the RSAT Promising Practices Guidelines, program manuals and studies, please see the RSAT Training and See Technical Assistance site at <http://www.rsat-ta.com/Home>.

Authorizing Statutes

Section 7(k) of the Illinois Criminal Justice Information Act (20 ILCS 3930/7(k)) establishes the Authority as the agency "to apply for, receive, establish priorities for, allocate, disburse and spend grants of funds that are made available...from the United States pursuant to the federal Crime Control Act of 1973, as amended, and similar federal legislation, and to enter into agreements with the United States government to further the purposes of this Act, or as may be required as a condition of obtaining federal funds."

In addition, pursuant to the Authority's rules entitled "Operating Procedures for the Administration of Federal Funds," (20 Illinois Administrative Code 1520 et seq.) the Authority awards federal funds received by the State of Illinois pursuant to the Residential Substance Abuse Treatment for State Prisoners (RSAT) Program from the Bureau of Justice Assistance, Office of Justice Programs, Department of Justice, and enters into interagency agreements with state agencies and units of local government for the use of these federal funds.

Goals, objectives and performance metrics

The goals of the RSAT Program are to:

- Enhance the capabilities of state and units of local governments to provide residential substance abuse treatment for incarcerated inmates.
- Prepare individuals for their reintegration into the communities from which they came by incorporating reentry planning activities into treatment programs.
- Assist individuals and their communities through the reentry process through the delivery of community-based treatment and other broad-based aftercare services.

Funded programs will be required to report performance measures through the U.S. Department of Justice Bureau of Justice Assistance portal at <https://bjapmt.ojp.gov>, and to submit quarterly data report to the Authority that will minimally include the following information based on the objectives applicant agencies will propose in their responses to this solicitation:

Corrections-based substance abuse treatment

Goal: To reduce recidivism and post-release substance use relapse for former offenders	
Process Objective	Performance Measure
Hire/subcontract for substance abuse treatment staff by the XX month of the program.	➤ Month treatment staff join the program.
Provide XX training and cross training to treatment and custody staff.	➤ Number of treatment staff trained.

	<ul style="list-style-type: none"> ➤ Number of hours of treatment staff training. ➤ Number of custody staff trained. ➤ Number of hours of custody staff training.
Provide evidence-based residential substance abuse treatment services to XX offenders.	<ul style="list-style-type: none"> ➤ Number of program participants. ➤ Number of program participants receiving services by type of treatment service. ➤ Number of hours of treatment services by type of service.
Develop individual treatment plans to develop aftercare plans and provide referrals for XX% of program participants.	<ul style="list-style-type: none"> ➤ Number of treatment plans developed. ➤ Number of program participants linked to aftercare. ➤ Number of program participants linked to post-release services by type of service.
Conduct substance use testing for XX% of program participants.	<ul style="list-style-type: none"> ➤ Number of program participants tested for substance use while in the program.
Outcome Objective	Performance Measure
XX% of program participants will test negative for substance use while in the program.	<ul style="list-style-type: none"> ➤ Number of program participants tested for substance use while in the program. ➤ Number of participants testing negative for substance use.
XX % of participants exiting the program will have successfully completed treatment.	<ul style="list-style-type: none"> ➤ Number of program exits. ➤ Number of successful completions. ➤ Number of successful completions released to community. ➤ Length of treatment for successful completers. ➤ Number of incompletes. ➤ Length of staff in program for incompletes.
XX% of program participants under control of the agency will test negative for substance use post-release.	<ul style="list-style-type: none"> ➤ Number of program participants under the control of the agency post-release. ➤ Number of program participants tested for substance use post-release. ➤ Number of post-release program participants testing negative for substance use.
XX% of program participants will commit new offenses or violate parole post-release.	<ul style="list-style-type: none"> ➤ Number of post-release program participants committing new offenses. ➤ Number of post-release program participants violating parole.

Jail-based substance abuse treatment

Goal: To reduce recidivism and post-release substance use relapse for former offenders	
Process Objective	Performance Measure
Hire/subcontract for substance abuse treatment staff by the XX month of the program	<ul style="list-style-type: none"> ➤ Month treatment staff join the program.
Provide XX training and cross training to treatment and custody staff.	<ul style="list-style-type: none"> ➤ Number of treatment staff trained.

	<ul style="list-style-type: none"> ➤ Number of hours of treatment staff training. ➤ Number of custody staff trained. ➤ Number of hours of custody staff training.
Provide evidence-based residential substance abuse treatment services to XX offenders.	<ul style="list-style-type: none"> ➤ Number of program participants. ➤ Number of program participants receiving services by type of treatment service. ➤ Number of hours of treatment services by type of service.
Develop individual treatment plans to develop aftercare plans and provide referrals for XX% of program participants.	<ul style="list-style-type: none"> ➤ Number of treatment plans developed. ➤ Number of program participants linked to aftercare. ➤ Number of program participants linked to post-release services by type of service.
Conduct substance use testing for XX% of program participants.	<ul style="list-style-type: none"> ➤ Number of program participants tested for substance use while in the program.
Outcome Objective	Performance Measure
XX% of program participants will test negative for substance use while in the program.	<ul style="list-style-type: none"> ➤ Number of program participants tested for substance use while in the program. ➤ Number of participants testing negative for substance use.
XX % of participants exiting the program will have successfully completed treatment.	<ul style="list-style-type: none"> ➤ Number of program exits. ➤ Number of successful completions. ➤ Number of successful completions released to community. ➤ Length of treatment for successful completers. ➤ Number of incompletes. ➤ Length of staff in program for incompletes.
XX% of program participants under control of the agency will test negative for substance use post-release.	<ul style="list-style-type: none"> ➤ Number of program participants under the control of the agency post-release. ➤ Number of program participants tested for substance use post-release. ➤ Number of post-release program participants testing negative for substance use.
XX% of program participants will commit new offenses or violate probation post-release.	<ul style="list-style-type: none"> ➤ Number of post-release program participants committing new offenses. ➤ Number of post-release program participants violating probation.

Aftercare

Goal: To reduce recidivism and post-release substance use relapse by former offenders	
Process Objective	Performance Measure
Hire/subcontract for substance abuse treatment staff by the XX month of the program.	<ul style="list-style-type: none"> ➤ Month treatment staff join the program.
Provide XX training to treatment and supportive services staff.	<ul style="list-style-type: none"> ➤ Number of treatment staff trained.

	<ul style="list-style-type: none"> ➤ Number of hours of treatment staff training. ➤ Number of supportive services staff trained. ➤ Number of hours of supportive services staff training.
Develop individual treatment plans to for XX% of program participants.	<ul style="list-style-type: none"> ➤ Number of offenders referred to the program. ➤ Number of offenders accepted to the program. ➤ Number of offenders wait listed. ➤ Number of treatment plans developed. ➤ Number of program participants linked to post-release services by type of service.
Provide XXX program participants with substance abuse aftercare services.	<ul style="list-style-type: none"> ➤ Number of program participants receiving substance abuse aftercare services.
Provide XXX program participants with supportive services.	<ul style="list-style-type: none"> ➤ Number of program participants receiving supportive services, by type of service.
Provide XXX program participants with linkage to supportive services.	<ul style="list-style-type: none"> ➤ Number of program participants receiving linkage to supportive services, by type of service.
Secure residential placement for XX% of program participants assessed as needing placement.	<ul style="list-style-type: none"> ➤ Number of program participants assessed as needing residential placement. ➤ Number of program participants for whom residential placement is secured.
Conduct substance use testing for XX% of program participants.	<ul style="list-style-type: none"> ➤ Number of program participants tested for substance use while in the program.
Outcome Objective	Performance Measure
XX% of program participants will successfully complete treatment plans within one year of program entry.	<ul style="list-style-type: none"> ➤ Number of program participants successfully completing treatment plans. ➤ Length of program participation for successful program completers. ➤ Length of program participation for those exiting the program unsuccessfully.
XX% of program participants will test negative for substance use while in aftercare.	<ul style="list-style-type: none"> ➤ Number of program participants tested for substance use while in aftercare. ➤ Number of post-release program participants testing negative for substance use while in aftercare.
XX% of program participants will commit new offenses or violate probation while in aftercare.	<ul style="list-style-type: none"> ➤ Number of program participants committing new offenses while in aftercare. ➤ Number of program participants violating probation while in aftercare.

B. Funding Information

Awards resulting from this opportunity will have a projected period of performance of October 1, 2017, through September 30, 2018. With satisfactory performance, Authority staff may recommend to the ICJIA Board a maximum of 24 additional months of funding for each project.

Approximately \$315,000 is available through this solicitation with the following restrictions:

- A minimum of approximately \$65,000 of these funds must be used for grants to local units of government.
- A maximum of \$250,000 of the available funds may be used for grants to state agencies.

Allowable funding request ranges

Type of agency	Allowable funding request range
Unit of local government	\$25,000 - \$65,000
State agency	\$25,000 - \$250,000

Agreements that result from this funding opportunity are contingent upon and subject to the availability of funds. The Authority, at its sole option, may terminate or suspend this agreement, in whole or in part, without penalty or further payment being required, if (1) the Illinois General Assembly or the federal funding source fails to make an appropriation sufficient to pay such obligation, or if funds needed are insufficient for any reason (30 ILCS 500/20-60), (2) the Governor decreases the Authority’s funding by reserving some or all of the Authority appropriation(s) pursuant to power delegated to the Governor by the Illinois General Assembly; or (3) the Authority determines, in its sole discretion or as directed by the Office of the Governor, that a reduction is necessary or advisable based upon actual or projected budgetary considerations. The Implementing Entity will be notified in writing of the failure of appropriation or of a reduction or decrease.

Applications must include an Implementation Schedule that describes how the program activities will be carried out. The Implementation Schedule must include information that will allow the Authority to assess grant activity relative to planned project performance.

C. Eligibility Information

Agencies must be pre-qualified through the Grant Accountability and Transparency Act (GATA) Grantee Portal, www.grants.illinois.gov, to become eligible to apply for an award. During pre-qualification, Dun and Bradstreet verifications are performed, including a check of Debarred and Suspended status and good standing with the Secretary of State. The pre-qualification process also includes a financial and administrative risk assessment utilizing an Internal Controls Questionnaire (ICQ).

Applicants must have completed the GATA pre-qualification process and received approval of their ICQ by the date of application. Applications from agencies that have not received ICQ approval will not be reviewed.

1. *Eligible Applicants.*

This solicitation is open to Illinois counties and state agencies. Private and non-profit entities are not eligible.

2. *Cost Sharing or Matching*

Each project selected for an award also must be supported with non-federal funding. Federal RSAT funds may be used to pay up to 75 percent of total program costs described in the application's budget. Applicants must provide non-federal funding for at least 25 percent of program costs described in the budget.

3. *Indirect Cost Rate.*

In order to charge indirect costs to a grant, the applicant organization must have an annually negotiated indirect cost rate agreement (NICRA). There are three types of NICRAs:

a) Federally Negotiated Rate: Applicant organizations that receive direct federal funding may have an indirect cost rate that was negotiated with the Federal Cognizant Agency. Illinois will accept the federally negotiated rate. The organization must provide a copy of the federally NICRA.

b) State Negotiated Rate: The organization must negotiate an indirect cost rate with the State of Illinois if they do not have Federally Negotiated Rate or elect to use the De Minimis Rate. The indirect cost rate proposal must be submitted to the State of Illinois within 90 days of the notice of award.

c) De Minimis Rate: An organization that has never received a Federally Negotiated Rate may elect a de minimis rate of 10% of modified total direct cost (MTDC). Once established, the de minimis rate may be used indefinitely. The State of Illinois must verify the calculation of the MTDC annually in order to accept the de minimis rate. Applicants must submit documentation of the MTDC calculation to the Authority within 90 days of the execution of a grant agreement under this solicitation.

4. Thresholds

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

Agencies may submit applications for more than one category of funding.

D. Application and Submission Information

1. Address to Obtain Application Materials

Applications must be obtained at <http://www.icjia.state.il.us/>. All required application materials must be emailed to CJA.2017rsatNOFO@Illinois.gov by **11:59 p.m., Tuesday, June 13, 2017**, to be considered for funding. Proposals will not be accepted by mail, fax or in-person. Incomplete applications will not be reviewed. Late submissions will not be reviewed.

Paper copies of the application materials may be requested by calling Gregory Stevens at 312-793-0890, but applications may only be submitted via email.

In order to avoid unforeseen technical difficulties, agencies are encouraged to plan to submit their applications 72 hours in advance of the deadline. Technical difficulties experienced at any point during the process should be reported immediately to Gregory Stevens at (312) 793-0890.

2. Content and Form of Application Submission

For application review and consideration, the following documents must be emailed to CJA.2017rsatNOFO@Illinois.gov by the **11:59 p.m., June 13, 2017**, deadline:

- Completed and signed Uniform State Grant Application in Word, including:
 - Federal Employer Identification Number (FEIN).
 - DUNS number.
 - To obtain a DUNS number, visit from Dun and Bradstreet, Inc., online at www.dunandbradstreet.com or call 1-866-705-5711.
 - Expiration date for System for Award Management (SAM) database registration and CAGE Code for all funded entities.
 - For information about SAM registration procedures, go to www.sam.gov.
- Completed Program Narrative in Word.

- Completed Budget/Budget Narrative in Excel.

3. *Dun and Bradstreet Universal Numbering System (DUNS) Number and System for Award Management (SAM).*

Each applicant is required to:

(i) Be registered in SAM before submitting its application. If you are not registered in SAM, this link provides a connection for SAM registration: <https://governmentcontractregistration.com/sam-registration.asp>.

(ii) Provide a valid DUNS number in its application. To obtain a DUNS number, visit from Dun and Bradstreet, Inc., online at www.dunandbradstreet.com or call 1-866-705- 5711.

(iii) Maintain an active SAM registration throughout the application and grant period. The Authority may not make a federal pass-through or state award to an applicant until the applicant has complied with all applicable DUNS and SAM requirements. If an applicant has not fully complied with the requirements by the time the Authority is ready to make a federal pass-through or state award, the Authority may determine that the applicant is not qualified to receive an award and may use that determination as a basis for making a federal pass-through or state award to another applicant.

5. *Submission Dates and Times.*

Technical Assistance Webinar

Applicants must view a mandatory NOFO webinar on the Authority website at www.icjia.state.il.us. The webinar will be available for viewing beginning at **1:30 p.m. on Monday, May 1, 2017.**

Letters of Intent

Applicant agencies are requested to submit a Letter of Intent to Apply by 5:00 p.m. on **Friday, May 12, 2017.** Failure to submit a Letter of Intent will not disqualify an applicant.

Send letter to:

Gregory Stevens
Program Administrator
Illinois Criminal Justice Information Authority

300 W. Adams, Suite 200
Chicago, Illinois 60606
Gregory.Stevens@illinois.gov

Application Deadline

All applications are due by **11:59 p.m. June 13, 2017**.

6. *Intergovernmental Review.*

Not applicable.

7. *Funding Restrictions.*

Federal guidelines will determine grant allowability. The Federal Financial Guide which details allowable and unallowable costs is available at:

<http://ojp.gov/financialguide/index.htm>.

In addition, costs may be determined to be unallowable even if they are not expressly prohibited in the Federal Financial Guide.

Supplanting

Awarded funds must be used to supplement existing funds for grant activities and must not replace those funds that have been appropriated for the same purpose. Supplanting shall be the subject of application review, as well as pre-award review, post-award monitoring, and audit. If there is a potential presence of supplanting, the applicant or grantee will be required to supply documentation demonstrating that the reduction in non-Authority funds occurred for reasons other than the receipt or expected receipt of Authority funds.

Prohibited Uses

Land acquisition and construction

Grant funds shall not be used for land acquisition or construction projects.

Pre-award Costs

No costs incurred before the start date of the intergovernmental agreement may be charged to awards resulting from this funding opportunity.

State Travel Guidelines

All travel costs charged to the Authority per contractual agreement must conform to State Travel Guidelines, which may be found here:

https://www.illinois.gov/cms/Employees/travel/Documents/travelguide_FY2016.pdf

Applicant agencies with lower cost travel guidelines must use those lower rates.

Pre-approvals

In compliance with federal guidance, the Authority:

- Requires prior written approval of:
 - Requests for Proposals (RFPs).
 - All subcontracts.
 - Out-of-state travel.
- Requires prior written approval and additional justification of conference, meeting, and training costs for grant recipients. In addition, the Authority:
 - Encourages minimization of conference, meeting, and training costs.
 - Sets cost limits, including a general prohibition of all food and beverage costs.

Authority review of these materials should be incorporated into application Implementation Schedules.

Food and Beverage Costs

Food and beverages may not be purchased with federal or matching dollars under this funding opportunity.

8. *Other Submission Requirements.*

Proposals may only be submitted via email. Proposals will not be accepted by mail, fax or in-person. Incomplete applications will not be reviewed. Late submissions will not be reviewed.

E. Application Review Information

1. Criteria.

Matching Funds Requirement

Each project selected for an award also must be supported with non-federal funding. Federal RSAT funds may be used to pay up to 75 percent of total program costs described in the application’s budget. Applicants must provide non-federal funding for at least 25 percent of program costs described in the budget. This is a cash or hard match requirements.

Merit-based Review

Application materials must address all components of the NOFO and demonstrate both a need for and ability to successfully implement the program.

The total number of possible points is 100.

Scoring Criteria	Possible Points	
Summary of the Program:		5
<ul style="list-style-type: none"> Provides a clear, concise summary of the proposal stating the problems or needs to be addressed and states outcomes to be gained. 	5	
Statement of the Problem – Description of Service Area:		10
<ul style="list-style-type: none"> Details the population to be served. 	5	
<ul style="list-style-type: none"> Provides characteristics of this population to be served, as well as any other descriptive information relevant to the statement of need. 	5	
Statement of the Problem -- Current Situation:		10
<ul style="list-style-type: none"> Provides complete data table that demonstrates need for the program and indicates what the data demonstrate. 	5	
<ul style="list-style-type: none"> Clearly explains current strategies being implemented to address the stated need. 	5	
Statement of the Problem – Unmet Needs:		10
<ul style="list-style-type: none"> Identifies unmet programmatic needs. 	5	
<ul style="list-style-type: none"> Describes the local resources available to meet the identified programmatic needs, and identifies why the jurisdiction may lack adequate resources to implement the program without RSAT funding. 	5	
Project Implementation:		20
<ul style="list-style-type: none"> Provides a completed Implementation Schedule that sets reasonable steps for project development and operation and clearly describes responsible parties. 	5	

• Describes a reasonable, achievable plan to implement the project that addresses the documented need.	5	
• Clearly details program components to be funded.	5	
• Demonstrates a clear understanding of the project requirements detailed in the NOFO.	5	
Goals, Objectives and Performance Indicators:		10
• Sets reasonable benchmarks for the performance of both process and outcome objectives.	5	
• Describes how each objective will be accomplished.	5	
Project Management:		19
• Describes how project success will be measured and details how and when data will be collected and reported by each funded entity.	5	
• Describes plan for coordination and supervision of the project activities.	5	
• Addresses potential barriers and how they will be addressed.	5	
• Lays out a plan to sustain the program after the end of federal funding.	4	
Budget Detail:		10
• Budget meets matching funds requirements	2	
• Budget detail is complete	2	
• Costs do not appear to be supplanting	2	
• Costs are allowable and reasonable	2	
• Budgeted items are cost-effective in relation to the proposed activities	2	
Budget Narrative: Clearly details how the applicant arrived at and calculated the budget amounts.		6
• Narrative is complete for all line items	2	
• Narrative describe why each line item is necessary for program implementation.	2	
• Narrative does not appear to describe any supplanting	2	
Total Possible Points		100

2. Review and Selection Process.

All applications will be screened for completeness and for current and approved GATA ICQ. Applications that do not include an approved ICQ will not be reviewed.

Proposals that pass the screening process will be reviewed by a panel of Authority grant, research, and program staff. Following RSAT guidelines, applicant agencies will be

categorized as State or Local. Proposal selection will be made using the following criteria hierarchy:

Highest scoring application
Second highest scoring application
Next highest scores
Available funding
Highest score: Statement of the Problem – Unmet Needs
Highest score: Statement of the Problem – Current Situation
Highest score: Statement of the Problem – Description of Service Area
Highest score: Project Implementation

The Authority reserves the right to reject any or all incomplete proposals, proposals including unallowable activities, and proposals that fail to meet program requirements or are otherwise deemed to be unsatisfactory. The Authority also reserves the right to invite applicants to submit amended proposals and modify budgets that include unallowable or unreasonable costs.

Review team recommendations will be forwarded to the Authority’s Budget Committee for approval. Applicants will be notified of the Budget Committee’s decision.

3. *Appeal Process*

Unsuccessful applicants may request an appeal. Appeals are limited to the evaluation process. Evaluation scores may not be protested. The appeal must be in writing and submitted within 14 calendar days after the date the grant award notice is published. The written appeal must include, at minimum, the following:

- 1) The name and address of the appealing party.
- 2) Identification of grant program.
- 3) A statement of reason for the appeal.

Please send your appeal to:

Gregory Stevens
Illinois Criminal Justice Information Authority
300 W. Adams Street, Suite 200
Chicago, IL 60606

ICJIA will acknowledge receipt of an appeal within 14 calendar days from the date the appeal was received. ICJIA will respond to the appeal within 60 days or supply a written explanation as to why additional time is needed. The appealing party must supply any additional information requested by ICJIA within the time period set in the request. ICJIA will resolve the appeal by means of written determination. The determination will include:

- Review of the appeal.
- Appeal determination.
- Rationale for the determination.

A person or organization aggrieved by the agency determination may seek judicial review only through the Circuit Courts of the State of Illinois within 35 days from the date the agency determination was issued.

4. *Programmatic Risk.*

All applicant agencies recommended for funding will be required to submit a completed Authority Programmatic Risk Assessment (PRA). This assessment will identify elements of fiscal and administrative risk at the program level and will be used to determine required specific conditions to the interagency agreement.

The PRA must be completed for the program agency.

Implementing agency vs. program agency

- An implementing agency is the legal entity that receives federal funds.
- A program agency:
 - Is a subdivision of the implementing agency.
 - Carries out program operations.
 - Is responsible for data and fiscal reporting.

PRAs completed for other state agencies will not be accepted by the Authority.

5. *Minimum Scores*

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

6. Anticipated Announcement and State Award dates.

Task	Date
NOFO posted	Friday, April 14, 2017
Applicant webinar registration deadline	Thursday, April 27, 2017
Applicant webinar	Monday, May 1, 2017
Letters of Intent deadline	Friday, May 12, 2017
NOFO question submission deadline	Wednesday, June 7, 2017
Applications due	11:59 p.m., Tuesday, June 13, 2017
Notices of State Award released	Monday, August 1, 2017
Budget Committee review/approval of recommended designations	September 2017
Projected program start date	October 1, 2017

F. Award Administration

1. State Award Notices.

The Authority Budget Committee is scheduled to review and approve designations in September 2017.

The Authority will email a Notice of State Award (NOSA) to successful applicants in August 2017 for agreements projected to begin October 1, 2017. The NOSA will detail specific conditions that will be included in the grant agreement. Applicant agencies must return the signed NOSA before the start of the agreement.

The NOSA will also detail any documents that must be received before an award may be issued, including the following required

- Fiscal Information Sheet in Word completed by the Implementing Agency.
- Audit Information Sheet in PDF format completed and signed by the Implementing Agency.

- Federal Debarment certification completed and signed by the Program Agency.
- EEOC certifications completed and signed by the Implementing Agency
- EEOC certifications completed and signed by the Program Agency
- Completed and signed Civil Rights certifications by the Implementing Agency
- Completed and signed Civil Rights certifications by the Program Agency.
- Completed Authority Programmatic Risk Assessment completed for the Program Agency in Excel.

Costs Incurred.

No costs incurred before the effective date of the agreement may be charged to the grant.

2. *Debriefings*

Unsuccessful applicants may also request a debriefing, which will provide feedback that can assist applicants in developing improved applications for future funding. Debriefings will take the form of advice to applicants on the strengths and weaknesses of their applications in terms of the evaluation and review criteria. Debriefings are not a part of the Appeal Process.

Requests for debriefings must be made in writing and submitted within seven (7) calendar days after receipt of notice. Debriefing requests will not be granted, if there is an active appeal, administrative action, or court proceeding. The written debriefing request shall include at a minimum the following:

- The name and address of the requesting party,
- Identification of grant program, and
- Reasons for the debrief request.

Please send requests to:

Greg Stevens, Program Administrator
 Illinois Criminal Justice Information Authority
 300 W. Adams Street, Suite 200
 Chicago, Illinois 60606

3. *Administrative and National Policy Requirements.*

If selected for funding, in addition to implementing the funded project consistent with the agency-approved project proposal and budget, the grantee must comply with grant terms and conditions and other legal requirements, including, but not limited to, the Office of Management and Budget Grants Accountability and Transparency Act and federal

regulations which will be included in the award documents, incorporated into the award by reference, or are otherwise applicable to the award.

Successful applicants will be required to enter into interagency agreements for each funded component of the program.

4. Reporting.

Recipients must submit quarterly financial reports, quarterly progress reports, final financial and progress reports, and, if applicable, an annual audit report in accordance with the CFR Part 200 Uniform Requirements. Future awards and fund drawdowns may be withheld if reports are delinquent. In addition, funded programs will be required to report performance measures through the U.S. Department of Justice Bureau of Justice Assistance portal at <https://bjapmt.ojp.gov>.

G. State awarding agency contact(s)

For questions and technical assistance regarding application submission, contact:

Gregory Stevens
Program Administrator
Illinois Criminal Justice Information Authority
300 W. Adams, Suite 200
Chicago, Illinois 60606
(312) 793-0890
Gregory.Stevens@illinois.gov

H. Other Information

1. Neither the State of Illinois nor the Authority are obligated to make any state award as a result of this announcement. The Authority Executive Director has sole authority to bind the state government to the expenditure of funds through the execution of interagency grant agreements.