



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

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MEMORANDUM

To: Authority Members

From: John Chojnacki, Associate Director – Federal and State Grants Unit

Date: March 31, 2009

Subject: Summary of Budget Committee Actions Taken on March 24, 2009

On March 24, 2009, the Budget Committee met to discuss planning of expenditure of American Recovery and Reinvestment Act of 2009 (ARRA) funds that the Authority will receive via the Justice Assistance Grants (JAG) program, the Violence Against Women Act (VAWA) program, and the Victims of Crime Act (VOCA) program.

Authority members and designees present were Bridget Healy Ryan for State's Attorney Anita Alvarez, Waisu Fashina for Clerk Dorothy Brown, Elaine Romas for Sheriff Tom Dart, Director Pat Delfino (via teleconference), Barbara Engel, Clerk Becky Jansen, State's Attorney Bill Mudge (via teleconference), Budget Committee Chairman Eugene E. Murphy, Jr., Dan Coughlin for President Todd Stroger, Colonel Michael Snyders for Director Jonathan E. Monken, Tony Small for Director Roger Walker (via teleconference), and Ted O'Keefe for Superintendent Jody Weis. Also in attendance were Corey Anne Gulkewicz of the Illinois Attorney General's Office, Cheryl Jackson of the Chicago Urban League, Lieutenant Arthur Clark of the Oak Lawn Police Department, Authority Executive Director Lori G. Levin, Authority Associate Director John Chojnacki, Authority General Counsel Jack Cutrone, and other Authority staff members. Budget Committee members present constituted a quorum. Only members and designees physically present at the meeting were permitted to vote.

SUMMARY OF ACTIONS TAKEN

The Budget Committee unanimously **approved** the adoption of the minutes of the March 5, 2009 Budget Committee / Justice Assistance Grants Planning Meeting.

ARRA Grant Funding Process

The Budget Committee unanimously **approved** the adoption of the ARRA funding process as described in the memo regarding the ARRA Funding Process, dated March 18, 2009, and found at Tab 2 of the meeting materials.

The ARRA funding process will adhere to the following points:

1. Funding will be awarded on a competitive basis. The Office of Justice Programs has promised further guidance on procurement procedures under the JAG and VOCA programs. The VAWA Solicitation from the Department of Justice indicates also promotes competitive awards, but states however, that continuation or renewal applications may be considered for funding.
2. Funds should be distributed based upon JAG Purpose Areas and Priorities or VAWA or VOCA Priorities.
3. Programs considered for funding must support one or more of the priorities adopted by the Budget Committee, as appropriate per federal program.
4. Preference for funding should be given to proposed programs that demonstrate a projected viability beyond the expected life of the ARRA funds.
5. Program outcomes and program abilities to create or maintain jobs must be quantifiable.
6. Further clarification has been received regarding the time periods for the grants. Programs derived from ARRA JAG funds would be eligible for up to 48 months of funding. ARRA funding under the VOCA is available for the Federal Fiscal year of the award plus the following three fiscal years, with no possibility for extension. ARRA VAWA funding is available for a period of 24 months.
7. Programs must be able to provide required quarterly fiscal and programmatic reports so as to allow the Authority to provide its required reports, including reports on subawards, within ten calendar days after the close of each quarter.
8. Under current guidelines, recipients must obtain a DUNS number and register with the federal Central Contractor Database to be eligible for funding.
9. General federal guidelines against supplanting apply to ARRA funding. Federal rules stipulate that, "federal funds must be used to supplement existing funds for program activities and must not replace those funds that have been appropriated for the same purpose." They further stipulate that, "If there is a potential presence of supplanting, the applicant or grantee will be required to supply documentation demonstrating that the reduction in non-Federal resources occurred for reasons other than the receipt or expected receipt of Federal funds." DOJ has promised further clarification in light of the ARRA purpose of maintaining jobs.
10. Authority staff is in the process of developing the forms for application and Requests for Proposals to be used for ARRA funding.
11. Authority staff is developing additional pages for the Authority website devoted to ARRA funding.

Victim Services Ad Hoc Committee (VSAHC) Recommendations

The Budget Committee unanimously **approved** the adoption of the funding recommendations made by the VSAHC for the use of ARRA VAWA and VOCA funds as described in the memo regarding the ARRA Victim Services Funding Recommendations, dated March 18, 2009, and found at Tab 3 of the meeting materials.

The VSAHC recommendations are as follows:

VOCA

- A. Use ARRA funds for program restoration. Proportionately restore current grantees to make up for the last funding cut.
- B. Restore funding proportionally across VOCA grantees per funding history. Offer restoration on basis that applicant would be able to effectively use the funds.
- C. Require applicants to indicate retention of job, creation of job, or other stimulation of economy.
- D. Emphasize return on investment to potential grantees. Not just giving money away. Use (perhaps fund) cost / benefit analysis.
- E. Require applicants to demonstrate program impact that funding would generate.

VAWA

1. The Authority may restrict requests for proposals (RFPs) to qualified applicants. Applications should be structured to ensure that applicants have the ability to fill RFP-funded positions.
2. Applicants must adhere to proven standards and best practices. – make RFPs definitive; it will limit applications.
3. Applicants must have a proven track record of providing competent services.
4. In the interests of a statewide commitment, applicants must show an ability and/or willingness to collaborate with the statewide service delivery systems as well as professional peers and allies.
5. ARRA funds should not be used for duplicative services.
6. To the extent allowed by federal program guidelines, ARRA funds should equitably target all age groups.
7. To the extent possible, ARRA funds must be used to maintain existing jobs or reinstate recently laid-off personnel.
8. Consideration should be given to expanding existing and proven programs, including the expansion and addition of Multi-Disciplinary teams to address domestic violence and sexual assault.
9. For grants to law enforcement agencies: Consider utilizing law enforcement as the programmatic focal point of some grants, but, if possible, channel the funding through another entity in an attempt to maximize administrative effectiveness and efficiency.
10. Training is an ideal program area in which to expedite fund expenditure. Training is an effective job-stimulator.

11. New programs should be considered for funding as ARRA provides an opportunity to try new programmatic ideas and it is possible that a chance taken on a new program with ARRA funds might translate into a sustainable new program in an improved economic environment.
12. Require internal procedures, timeline, and means of expending money.
13. Use existing structures to disseminate training funding whenever possible.
14. Consideration should be given to geographic fund distribution.
15. Applicants must be able to submit required reports to the Authority in a timely manner.

ARRA JAG Priorities and Purpose Areas, Suggested Priorities, and Recommendations

The Budget Committee **approved** (via four separate votes, as described below) the adoption of the suggested Purpose Area Priorities (as amended) and the funding Recommendations (as amended) made by staff pursuant to the March 5, 2009 Budget Committee / JAG Planning Meeting. These Priorities and Recommendations for the use of ARRA funds were detailed in the memo regarding the ARRA JAG Priorities and Purpose Areas, Suggested Priorities, and Recommendations, dated March 18, 2009, and found at Tab 4 of the meeting materials

The four votes were:

- 1) In favor of amending the Priorities under Purpose Area 2 to include victim services.
- 2) In favor of approval of all of the Priorities, as amended.
- 3) In favor of amending the Recommendations to:
 - A) Law Enforcement - raise the recommended amount available for vehicle and / or equipment purchases from \$25,000 to \$40,000;
 - B) Law Enforcement - remove the recommendation that \$1 million should be reserved for Law Enforcement Equipment funding; and
 - C) Local-Use Funds - deny a staff request that the board assign funding percentages to the JAG Priorities so that staff would be able to determine appropriate dollar amounts for funding per Priority.
- 4) In favor of approval of all of the Recommendations, as amended.

Vote Detail:

The Budget Committee unanimously **approved (1)** an amendment to the Priorities for Purpose Area 2 detailed in the memo as shown below (amendment *italicized*). The Budget Committee then unanimously **approved (2)** the Priorities, as amended, as follows:

1. Law Enforcement Programs Priorities:

Support programs which pursue violent and predatory criminals.

Support efforts with law enforcement, prosecution, and probation to combat and disrupt illegal drug use, violent crime, illegal gun and gang activity and test drug users.

Support programs which provide law enforcement agencies throughout the state with necessary means to prevent, deter, or investigate crime through staffing, training, special projects or equipment in order to improve public safety and quality of life.

2. Prosecution and Court Programs Priorities:

Support prosecution efforts which focus on prosecuting violent and predatory criminals and drug offenders.

Support programs which contribute to the effectiveness and efficiency of the criminal justice court system at state and county levels in all facets: the judiciary, clerks, prosecution, defense, probation, *and victim services.*

3. Prevention and Education Programs Priorities:

Support proven or innovative prevention or intervention programs for juveniles identified as at risk for involvement or already involved with the criminal justice system to provide services aimed to mitigate risk factors that are recognized as contributing factors of violent crime, drugs, gangs, guns or other criminal behavior.

4. Corrections and Community Corrections Programs Priorities:

Support juvenile and adult re-entry programs and programs that enhance jail or correctional facility security and safety.

Support proven or innovative programs for those already involved in the criminal justice system, those incarcerated, or those on probation which are targeted to address recognized risk factors for recidivism by mitigating risk factors that contribute to criminal behavior.

5. Planning, Evaluation and Technology Improvement Programs Priorities:

Support efforts to implement integrated justice information systems throughout the state to ensure that each component of the criminal justice system has access to timely, complete and accurate information necessary to informed decision-making at each state of the criminal justice process.

6. Drug Treatment and Enforcement Programs Priorities:

Support programs which combat and disrupt criminal drug networks and programs which provide substance abuse treatment.

The Budget Committee **approved (3)** three amendments to the Recommendations as follows (amendments *italicized in text*): A) Law Enforcement - raise the recommended amount available for vehicle and / or equipment purchases from \$25,000 to \$40,000; B) Law Enforcement - remove the recommendation that \$1 million should be reserved for Law Enforcement Equipment funding; and C) Local-Use Funds - deny a staff request that the board assign funding percentages to the JAG Priorities so that staff would be able to determine appropriate dollar amounts for funding per Priority.

The Budget Committee then **approved (4)** the Recommendations, as amended, as follows:

Multi-Jurisdictional Task Forces / Drug Prosecution

Metropolitan Enforcement Groups, Task Forces, and Drug Prosecution programs should continue to be funded at their current levels (approximately \$4.4 million). Applications and funding should be allowable for an additional year of funding for these Authority core programs.

Multi-Component Applications for State-use Funds

Per Department of Justice formula guidelines, there is approximately \$15.8 million available for statewide programs. In order to establish broad, statewide transformational job programs, collaboration should be

encouraged. Joint multi-faceted applications allowing different component participants to receive separate grants in order to provide a broad range of cohesive programs serving in concert with one another should be allowed up to \$5 million in funding each. Each component should submit its own separate funding application as part of the total joint package. Such applications and programs should include at least one state agency. All programs should be based on evidence-based practices or best practices and should include an evaluation component.

Local-Use Funds

With respect to the JAG local-use dollars, the board *denied a staff request that the board assign funding percentages to the JAG priorities* so that staff would be able to determine appropriate dollar amounts for funding per priority.

Applications from throughout the state will be encouraged and they will be scored within their respective priorities.

Grants for programs, rather than for equipment, should be applied for in the following increments:

- \$100,000 and under.
- \$100,001 to \$250,000.
- \$250,001 to \$500,000.

Law Enforcement Equipment

Law enforcement grants for equipment and / or vehicles should be available in amounts of \$40,000 for individual law enforcement agencies not directly receiving Byrne JAG funding. (Deleted: *A total of \$1 million should be reserved for that funding.*) All applicants would be required to demonstrate how such equipment is maintaining, preserving, or creating jobs or otherwise stimulating the economy.

Match

In order to allow maximum use of the ARRA dollars during a time of economic recession, staff recommends that for ARRA JAG grant monies only, match not be required.

Since this memorandum is the official notification of Budget Committee action taken on March 24, 2009, the following is a reminder to the members of the Authority's organizational rules regarding committee oversight. Section 1750.340(I) of the Authority's Organizational Rules states:

- i) Oversight of Committees—In order to provide for oversight by the Authority of actions taken by any committee, whether ad hoc or standing, Authority members shall be notified—by phone, mail or equivalent—of all motions passed by a particular committee, within five (5) business days of any committee meeting, or prior to the next meeting of that committee, or before the next meeting of the Authority, whichever is sooner. Within ten (10) business days of receipt of such information, a special meeting of the Authority may be convened upon the request of five (5) Authority members, for the purpose of fully discussing any action taken by a committee and to supersede the authorization granted to the committee to act on the Authority's behalf in any particular matter.

Subject to the oversight process described above, the Budget Committee action becomes the action of the Authority.

Please contact me if you have any questions.