

**ADULT REDEPLOY ILLINOIS  
TRAINING, TECHNICAL ASSISTANCE, AND DEVELOPMENT  
INSTRUCTIONS  
NOFO # 2115-1023**

<b>Task</b>	<b>Date</b>
NOFO Posted	November 15, 2023
Technical Assistance Recording Available	November 16, 2023
NOFO Question Submission Deadline	December 7, 2023
<b>Applications Due</b>	<b>5:00 p.m. (CST), December 15, 2023</b>
Adult Redeploy Illinois Oversight Board Review/Approval of Awards	February 2024
Performance Period	March 1, 2024, to June 30, 2024

**CHECKLIST**

Prior to applying:

- <https://www.dnb.com/duns-number/get-a-duns.html> Register with the System for Award Management (SAM), Obtain a Unique Entity ID #
- [Apply for, update or verify the Employer Identification Number \(EIN\)](#)
- [Complete registration in the Grantee GATA Portal](#)
- [Obtain Single Sign-On for application submission in AmpliFund](#)
- Maintain in “Good” standing with all GATA pre-qualification requirements

AmpliFund Upload Checklist:

- Performance Metrics/Performance Plan
- Implementation Schedule

**Application Submission via AmpliFund**

The following process is required:

**Step 1:** Applying Organization must register in the Illinois Grant Accountability and Transparency Act (GATA) Grantee Portal: <https://grants.illinois.gov/portal/>.

**Step 2:** Applying Organizations must identify an individual(s) who will submit the application via AmpliFund, this person will serve as the Primary Contact for this application. However, more than one individual can have access to and complete components of the application via AmpliFund. The Primary Contact must submit the applications, including attachments, via Amplifund. To submit an application, go to :

<https://il.amplifund.com/Public/Opportunities/Details/233cf163-745a-4c7d-bcca-3984cf9a7d37>.

To be considered for funding, completed applications must be submitted via the above AmpliFund link by the application deadline of **5:00 p.m. (CST), December 15, 2023**. ICJIA encourages applicants to review this Technical Assistance Recording for more information on how to apply.

**Uniform Notice for Funding Opportunity (NOFO)**  
**ADULT REDEPLOY ILLINOIS**  
**TRAINING, TECHNICAL ASSISTANCE, AND DEVELOPMENT & NOFO # 2115-1023**

	<b>Data Field</b>	
1.	Awarding Agency Name:	Illinois Criminal Justice Information Authority (ICJIA)
2.	Agency Contact:	Mary Ann Dyar Adult Redeploy Illinois (ARI) Program Director Illinois Criminal Justice Information Authority 60 E. Van Buren Street, Suite 650 Chicago, IL 60605 <a href="mailto:CJA.AdultRedeployNOFO@illinois.gov">CJA.AdultRedeployNOFO@illinois.gov</a> 312-793-8949
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:	2115-1023
6.	Funding Opportunity Title:	Adult Redeploy Illinois (ARI) – Training, Technical Assistance, and Development (TTAD)
7.	CSFA Number:	546-00-2115
8.	CSFA Popular Name:	Adult Redeploy Illinois (ARI)
9.	CFDA Number(s):	N/A
10.	Anticipated Number of Awards:	1-3
11.	Estimated Total Program Funding:	\$500,000
12.	Award Range	\$100,000 to \$500,000
13.	Source of Funding:	<input type="checkbox"/> Federal or Federal pass-through <input checked="" type="checkbox"/> State <input type="checkbox"/> Private / other funding
14.	Cost Sharing or Matching Requirement:	<input type="checkbox"/> Yes <input checked="" 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:	
17.	Application Range:	November 15, 2023, to December 15, 2023
18.	Technical Assistance Session:	Session Offered: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Session Mandatory: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No It is recommended that applicants view the recorded technical assistance.
19.	AmpliFund Application Submission Link:	<a href="https://il.amplifund.com/Public/Opportunities/Details/233cf163-745a-4c7d-bcca-3984cf9a7d37">https://il.amplifund.com/Public/Opportunities/Details/233cf163-745a-4c7d-bcca-3984cf9a7d37</a>

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## Notice of Funding Opportunity

Adult Redeploy Illinois (ARI) – Training, Technical Assistance, and Development (TTAD)

### A. Program Description

The [Adult Redeploy Illinois Program \(ARI\)](#) program is seeking proposals from one or more entities to provide training, technical assistance, and development (TTAD) services to ARI grantee sites operating local alternatives to incarceration across the state of Illinois. A total of \$500,000 will be awarded to support this funding opportunity.

The ARI program administered by the [Illinois Criminal Justice Information Authority \(ICJIA\)](#), a state agency dedicated to improving the administration of criminal justice. ICJIA brings together key leaders from the justice system and the public to identify critical issues facing the criminal justice system in Illinois, and to propose and evaluate policies, programs, and legislation that address those issues. ICJIA's statutory responsibilities include grants administration; research and analysis; policy and planning; and information systems and technology.

ARI was created by the [Illinois Crime Reduction Act of 2009 \(Public Act 96-0761\)](#) (CRA) to “increase public safety and encourage the successful local supervision of eligible offenders and their reintegration into the locality.” (730 ILCS 190/20 (a)).<sup>1</sup> Under the CRA, ARI provides financial incentives (grants) to counties, groups of counties, and judicial circuits to increase effective community-based programming for individuals with probation-eligible offenses who are at moderate to high risk of reoffending and are facing prison. In exchange for the funding, jurisdictions agree to reduce the number of individuals they send to the Illinois Department of Corrections (IDOC), with potential penalties if they do not meet the reduction goal. Research has shown that community-based alternatives to incarceration can reduce recidivism, increase public safety, and decrease costs to taxpayers.

The benefits of ARI-funded programs are clear. They provide justice-involved individuals with community supervision, rehabilitative services aligned with their needs, and other supports, and the chance to avoid incarceration. Led by the Oversight Board, which adopted a racial equity lens in August 2021, ARI works with grantees to ensure equitable access to programs and identify and address obstacles that hinder this goal.

The commitment to equity is centered in ARI's mission, vision, and values.

### Mission

The mission of ARI is to safely reduce prison use by building local systems that divert individuals from a prison sentence into more cost-effective programs that promote their reintegration into the community.

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<sup>1</sup> ARI uses person-centered language in carrying out its statutory duties. All uses of “individual” in this NOFO are interchangeable with the term “offender” in the CRA. ARI encourages all grantees to use person-centered language in carrying out their local plans.

ARI provides funding and technical assistance to Illinois communities to establish a continuum of sanctions and treatment alternatives that effectively address social determinants of crime and incarceration, and that promote equity within the justice system.

## **Vision**

An equitable justice system that protects public safety and increases access to interventions, allowing people to avoid prison and lead productive lives in their community.

## **Values**

- Equity
- Inclusion
- Access
- Involvement
- Effectiveness
- Innovation

## **ARI goals for strengthening communities and supporting individuals**

- ❖ Invest in results-oriented local programs that rehabilitate individuals in their community as an alternative to incarceration and prevent relapse and future criminal behavior.
- ❖ Foster a strong, equitable community corrections system through access to interventions that target individual needs and leverage their assets.
- ❖ Support community-led justice efforts that are consistent with ARI values and cost less than incarceration.
- ❖ Generate and collect evidence in support of decarceration efforts.

Section 7 of the Illinois Criminal Justice Information Act grants ICJIA authority “to receive, expend, and account for such funds of the State of Illinois as may be made available to further the purposes of this Act.” (20 ILCS 3930/7(k), (l)). Through state budget appropriations, ICJIA administers the ARI program, providing grants to local jurisdictions to implement evidence-informed prison diversion programs and to organizations to provide training, technical assistance, and development, on behalf of the Oversight Board. The ARI Oversight Board will designate funding to eligible entities through this solicitation.

### **1. Purpose**

The purpose of this funding opportunity is to identify and support an entity or entities that will provide grantees in the statewide ARI network with training, technical assistance, and development opportunities. These services will expand site capacity and effectiveness in delivering evidence-informed local supervision and services to their justice-involved clients in lieu of incarceration and implement the mission, vision, and values of ARI.

This Notice of Funding Opportunity (NOFO) will support ARI's strategic direction by establishing a Training, Technical Assistance, and Development (TTAD) program. The TTAD program will be a collaborative effort of the ARI Oversight Board, sites, staff, clients (as applicable), and other stakeholders. Specifically, the TTAD program addresses ARI's strategic goals to:

- Build capacity for sustainability, innovation, and effective expansion by “conduct[ing] outreach to engage local communities in planning, and support this work through grants, technical assistance and training to stimulate innovation and facilitate development of strategic connections.”
- Identify and replicate evidence-informed policies and practices by “creat[ing] opportunity for program staff, local sites and stakeholders to reflect on practice innovation and evaluation results to strengthen future programming.”

The [ARI 2020-2022 Strategic Plan](#) is available on the ARI website.

## **2. Program Design**

This ARI TTAD NOFO is open to an entity or entities to plan, implement, and evaluate a comprehensive, responsive and effective training, technical assistance, and development program for currently 27 ARI grantee sites. These sites operate more than 50 diversion programs in 45 Illinois counties (*Appendix A*).

ARI TTAD services will be provided to grantee sites (local units of government and stakeholders) to build upon site capacity and capabilities in offering community-based supervision and client services in lieu of incarceration. TTAD programming will be delivered via the annual All-Sites Summit, regional trainings and workshops, and one-on-one technical assistance and coaching. Additional TTAD functions include networking/peer sharing activities, a training advisory group, and avenues to gather client input related to program development and improvement activities.

NOFO applicants must describe how they will design and implement a TTAD program plan incorporating the following elements:

### **Assess and Collaborate**

- Assess the TTAD landscape and identify gaps in need, substance, and accessibility by contacting other providers and consumers of training and technical assistance in the field.,
- Collaborate with sites, clients (as applicable), and other providers in TTAD program design including through surveys and by regularly convening a training advisory group.

### **Implement and Evaluate**

- Offer TTAD at different levels to fully serve and meet the needs of all ARI sites over the course of the grant period, including:
  - Network/statewide – annual All-Sites Summit.
  - Regional – quarterly trainings and workshops customized for sites.



- Site – one-on-one technical assistance or coaching, on demand as able.
- Provide at least one training or technical assistance deliverable each quarter. This deliverable may be provided by the funded agency or subcontracted with external subject matter experts. Topics may include, but are not limited to:
  - Cognitive behavioral therapy.
  - Fidelity to evidence-informed practices.
  - Performance measurement and data analysis.
  - Program planning, development, and implementation.
  - Racial equity and justice.
  - Restorative justice.
  - Strengths-based coaching.
  - Trauma-informed practices.
- Employ a variety of training methods for adult learners, including experiential (e.g., social simulation exercises) and different platforms (in-person, virtual, and/or hybrid) based on site preferences and to provide coverage statewide.
- Design TTAD plan to advance ARI’s mission, vision, and values.
- Establish a continuous feedback loop to gather information and input from site stakeholders, community members, and clients (as appropriate).
- Evaluate changes in knowledge, behavior, and attitudes.

#### **Measure and Report**

- Fulfill ICJIA grant requirements related to performance measurement, reporting, and fiscal management.
- Report on progress and challenges, including with presentations to the ARI Oversight Board.

### **3. Program Requirements**

To apply for funds, entities must complete the Program Narrative detailing a TTAD program plan with the following components, at a minimum:

#### **Assess and Collaborate**

- TTAD needs assessment and gap analysis for ARI site network.
- Process to gather input from sites and clients (if applicable) on TTAD program design.
- Collaboration with training advisory group and other providers.

#### **Implement and Evaluate**

- Implementation schedule with at least one TTAD deliverable each month.
- Tools to assess and evaluate TTAD effectiveness with changes in knowledge, behavior, and attitudes, and site satisfaction.

#### **Measure and Report**

- Performance measurement around goals and objectives.
- Progress reports to ARI Oversight Board and other interested stakeholders.
- Sufficient organizational capacity to meet grant reporting mandates.

Additional requirements related to ARI's mission, vision, and values include:

- a) Racial Equity. All program planning, implementation, evaluation, and other activities must be viewed through a racial equity lens to ensure that when decisions are made, disparities in access to program benefits are identified and more inclusive and equitable solutions are implemented.

Racial equity must be considered when reviewing disaggregated data; participating in stakeholder conversations; examining the impact of policies and procedures; centering the voices of those most impacted; engaging in solution-oriented dialogue with the ARI Oversight Board; and implementing local action plans that promote diversity, equity, inclusion, and accessibility.

ARI grantees must commit to participating in racial equity and/or implicit bias training. Training and technical assistance will be made available to grantees to further education and understanding of racial and ethnic disparities.

- b) Evidence-Informed Practices. ARI funds must be used to invest in and support effective implementation of local programs, services, and protocols that have been demonstrated by research or show promise to reduce recidivism and that prioritize cultural relevance and responsiveness to the communities they serve.
- c) Performance Measurement. ARI grantees must collect and report performance measurement data quarterly as a condition of funding. When ARI data are submitted, ARI staff analyze and present the results to the ARI Oversight Board and use the information for program administration and reporting to policymakers. All data are required by the deadlines set forth. Incomplete and inaccurate data hinder analyses. ARI staff closely track data submissions for timeliness, completeness, and accuracy in performance measures.
- d) Evaluation. Funded programs must agree to participate in any required external evaluation(s) being conducted to determine the effectiveness of program operations. Funded programs will be required to adhere to data collection policies and procedures that allow ICJIA and the ARI Oversight Board to assess outcome objectives based on program design.

Applicants will be expected to demonstrate how they will design and implement a comprehensive, responsive, and effective TTAD program that serves the entire statewide network of ARI sites (currently 27 sites operating more than 50 diversion programs across 45 counties). Applicants can include subawards and subcontracts to facilitate needed subject matter expertise and geographic coverage.

Applicants will be expected to comply with the rigorous financial and programmatic reporting requirements established by ICJIA, as well as provide ongoing feedback and evaluation information to the ARI Oversight Board, sites, and staff. Applicants should demonstrate adequate organizational capacity, including staff and technology, to meet the goals and objectives set forth in this solicitation.

Applicants must submit a detailed budget and budget narrative with anticipated costs to implement the TTAD program over the grant period. Expenses in the budget will be assessed for reasonableness and necessity in meeting the goals of the TTAD program. Budget categories include Personnel, Fringe Benefits, Travel, Equipment, Supplies, Subcontracts and Subawards, and Indirect Costs. Information on allowable expenses and prohibited uses is included in Section D. 6.

These requirements are included in the scoring criteria.

#### ***4. Performance Plan***

Funded programs will be required to submit quarterly performance progress reports to ARI/ICJIA that will minimally include the following information based on the objectives that applicant agencies propose in their responses to this solicitation.

The tables below must be completed and submitted as part of the application. In AmpliFund, applicants will download the Performance Metrics Chart as shown below and complete and upload it as part of the application packet.

With the overall goal to support the delivery of quality services that benefit ARI clients and improve public safety and public health, applicants should include performance objectives in the left-hand column that demonstrate progress toward the proposed program and administrative goals. Performance objectives should be specific, measurable (according to the performance measures in the right-hand column), attainable, realistic, and timely. Additional objectives and performance measures can be added.

<b>Goal 1: Provide a comprehensive, responsive, and effective TTAD program for and with ARI sites.</b>	
<b>Process Objectives</b>	<b>Performance Measures</b>
Conduct a training, technical assistance, and development (TTAD) needs assessment by collaborating with other providers and sites. <ul style="list-style-type: none"> <li>- ____ meetings with providers (list those contacted: ____)</li> <li>- ____ surveys</li> <li>- ____ types of TTAD services needed (list gaps in services: ____)</li> </ul>	<ul style="list-style-type: none"> <li>➤ Number of meetings held.</li> <li>➤ Number of surveys conducted.</li> <li>➤ Types of TTAD services reviewed and gaps identified.</li> </ul>
Plan and provide ____ TTAD deliverables (required: 1 per quarter), to fill gaps identified in needs assessment and in response to site requests. <ul style="list-style-type: none"> <li>- ____ all-sites summit</li> <li>- ____ regional trainings</li> <li>- ____ technical assistance sessions</li> <li>- ____ other (describe: ____)</li> <li>- ____ % of site requests addressed</li> <li>- ____ types of TTAD services provided (list how fill gaps: ____)</li> </ul>	<ul style="list-style-type: none"> <li>➤ Number of TTAD events and learning opportunities conducted during grant period (required: 1 per quarter).</li> <li>➤ Types of TTAD deliverables provided.</li> <li>➤ Percentage of sites requesting and receiving TTAD.</li> <li>➤ Types of TTAD deliverables that fill gaps identified in needs assessment.</li> </ul>
Convene site training advisory group (TAG) comprised of site representatives and other stakeholders (required: 1 per quarter). <ul style="list-style-type: none"> <li>- ____ TAG meetings conducted</li> <li>- ____ sites represented</li> <li>- ____ others represented (describe: ____)</li> </ul>	<ul style="list-style-type: none"> <li>➤ Number of TAG meetings conducted during grant period (required: 1 per quarter)</li> <li>➤ Number of site representatives engaged.</li> <li>➤ Number of other stakeholders engaged.</li> <li>➤ Types of other stakeholders engaged (including clients, as appropriate)</li> </ul>
Create and post TTAD calendar online.	<ul style="list-style-type: none"> <li>➤ Date and place TTAD calendar posted.</li> </ul>
Assess and demonstrate effectiveness by conducting surveys and evaluations following TTAD events. <ul style="list-style-type: none"> <li>- ____ participants</li> <li>- ____ assessments completed</li> <li>- ____ positive assessments received</li> </ul>	<ul style="list-style-type: none"> <li>➤ Percentage of training and technical assistance participants responding to surveys and evaluations measuring changes in knowledge, behavior, and attitudes.</li> <li>➤ Percentage of participants reporting satisfaction.</li> </ul>
Share assessment and evaluation results to ARI/ICJIA and as part of site feedback loop. <ul style="list-style-type: none"> <li>- ____ presentations/reports to ARI/ICJIA including ARIOB (describe: ____)</li> <li>- ____ presentations/reports to sites (describe: ____)</li> </ul>	<ul style="list-style-type: none"> <li>➤ Number of presentations/reports conducted during grant period.</li> <li>➤ Types of presentations/reports.</li> </ul>
<b>Goal 2: Meet grant fiscal and reporting requirements.</b>	
Submit required performance measurement data on <b>quarterly</b> basis in timely and accurate fashion.	<ul style="list-style-type: none"> <li>➤ Percentage of timely and accurate performance measurement data submitted as directed by ICJIA in a format prescribed by ICJIA.</li> </ul>
Submit required fiscal and other reports in timely and accurate fashion.	<ul style="list-style-type: none"> <li>➤ Percentage of reports as required by ICJIA submitted on time with accurate information.</li> </ul>

Funded programs will be required to submit quarterly progress reports that will minimally include information based on the applicant's proposed objectives. For more information on how to create a performance plan in AmpliFund, please see "Performance Metrics Sample and Instructions" in AmpliFund for additional information.

## **B. Funding Information**

This funding opportunity is supported by state fiscal year 2024 Adult Redeploy Illinois program funds.

### ***1. Award period***

Grant awards resulting from this opportunity will have a target performance period of March 1, 2024, to June 30, 2024. Additional funding support for up to 24 months of programming may be awarded after the initial funding period, contingent upon satisfactory performance and availability of funds. Funding support through this solicitation will not exceed 28 months of programming.

### ***2. Available Funds***

A total of up to \$500,000 in funding is available through this solicitation. Up to three applicants will be selected to work with ARI grantees (approximately 30) statewide. A minimum of \$100,000 and a maximum of \$500,000 is available through this funding opportunity.

Agreements that result from this funding opportunity are contingent upon and subject to the availability of funds.

## **C. Eligibility Information**

Before applying for any grant, all entities must be registered through the Grant Accountability and Transparency Act (GATA) Grantee Portal at [www.grants.illinois.gov/portal](http://www.grants.illinois.gov/portal) and in Good Standing for all pre-qualification requirements. During the open application period, a pre-qualification verification is performed in the GATA Implementation Website, this includes checking SAM.gov registration, Illinois Secretary of State standing, and status on Illinois Stop Payment List. The GATA Portal will indicate a "Good Standing" status or state the issue and steps on how to achieve "Good Standing".

Applicants are also required to submit and obtain approval of a financial and administrative risk assessment utilizing an Internal Controls Questionnaire (ICQ) before execution of the grant agreement. Delay in obtaining ICQ approval will result in a delay in grant execution.

### ***1. Eligible Applicants***

This funding opportunity is open to entities with expertise in providing training and technical assistance in topics at the intersection of public safety and public health in the adult criminal legal system. Up to three applicants will be selected to work with ARI grantees statewide. There are currently 27 sites in the ARI network.

This funding opportunity is open to a broad pool of applicants and not restricted by business type. This includes highly qualified applicants from public, private, nonprofit community-based organizations subject to 26 U.S.C. 501(c)(3) or 501(c)(4) of the tax code (26 U.S.C. 501(c)(3) or 26 U.S.C. 501(c)(4)). In addition to the above non-profit community-based organizations, eligible applicants include government organizations and educational organizations.

Applicants can include subawards and subcontracts. See Section D. 6. h. for an explanation of the difference. If proposing a subaward with a known entity, include the entity's name in the application and budget. If the entity is not known, a competitive process is required.

ICJIA will not review any application that fails to meet the eligibility criteria by application deadline. In addition, state awards will not be granted to applicants that do not meet eligibility requirements.

Applicants must be pre-qualified to do business with the State of Illinois.

## **2. Cost Sharing or Matching**

There are no cost sharing or matching requirements connected to this funding opportunity.

## **3. Indirect Cost Rate**

In order to charge indirect costs to a grant, the applicant organization must either have an annually negotiated indirect cost rate agreement (NICRA) or elect to use a standard *de minimis* rate. There are three types of allowable indirect cost rates:

- a) 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.
- b) State Negotiated Rate. The organization may negotiate an indirect cost rate with the State of Illinois if they do not have a Federally Negotiated Rate. If an organization has not previously established an indirect cost rate, an indirect cost rate proposal must be submitted through the State of Illinois' centralized indirect cost rate system in the GATA Grantee Portal. With a previously established indirect cost rate, the organization must annually submit a new indirect cost proposal through the GATA Grantee Portal system within the earliest of six months upon the close of the grantee's fiscal year or three months of the notice of award.
- c) De Minimis Rate. An organization that has never negotiated an indirect cost rate with the Federal Government or the State of Illinois is eligible to 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.

Grant fund recipients are required to complete the indirect cost rate proposal process every fiscal year. If you plan to include indirect costs in the budget, please select your indirect cost rate through the GATA Grantee portal prior to submitting grant documents to ICJIA.

Grantees have discretion and can elect to waive payment for indirect costs. Grantees that elect to waive payments for indirect costs cannot be reimbursed for indirect costs. The organization must record an election to “Waive Indirect Costs” into the GATA Grantee Portal. Indirect Cost election must be completed annually, for every entity’s fiscal year. More information regarding the indirect cost election process can be found [here](#).

## **D. Application and Submission Information**

### ***1. Accessing Application Package***

Paper copies of the application materials may be requested from Mary Ann Dyar, ARI Program Director by calling (312) 793-8949; writing Mary Ann Dyar at 60 E. Van Buren, Suite 650, Chicago, Illinois 60605; via Telephone Device for the Deaf (TDD) (312)793-4170 or by email at [CJA.AdultRedeployNOFO@Illinois.gov](mailto:CJA.AdultRedeployNOFO@Illinois.gov). Application materials, however, must be submitted via the [AmpliFund](#) grant management system.

### ***2. Content and Form of Application Submission***

**Applications must be submitted in AmpliFund.**

To be considered for funding, applications must be completed and submitted via AmpliFund by the application deadline of **5:00 p.m. (CST), December 15, 2023**. ICJIA encourages applicants to review the videos listed on Section D7: *Requirements Prior to Submitting the Application* for more information on how to apply.

AmpliFund Upload Checklist:

- Performance Metrics/Performance Plan
- Implementation Schedule

### ***3. Unique Entity Identification Number (UEI) and System for Award Management (SAM)***

Applicants are required to:<sup>2</sup>

- a) Be registered in SAM before submitting its application. To establish a SAM registration, go to <http://www.SAM.gov/SAM>.

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<sup>2</sup> Exempt from these requirements are individuals or agencies under 2 CFR § 25.110(b) or (c) and those with an exception approved by the federal or state awarding agency under 2 CFR § 25.110(d).

- b) Provide a valid Unique Entity Identification Number. Unique Entity Identifier (UEI) is now the primary means of identifying entities registered for federal awards government-wide in the [System for Award Management \(SAM\)](#).

If your entity is already registered in SAM, it has been assigned a UEI. Instructions regarding the migration from DUNS to UEI have been posted in the [GATA website](#).

- c) Continue to maintain an active SAM registration with current information while it has an active award or application under consideration. ICJIA may not make a federal pass-through or state award to an applicant until the applicant has complied with all applicable SAM requirements. If an applicant has not fully complied with the requirements by the time ICJIA is ready to make an award, ICJIA may determine that the applicant is not qualified to receive the award and use that determination as a basis for making a state award to another applicant.

#### ***4. Submission Dates, Times, and Method***

Completed application materials must be received by and in possession of the AmpliFund grant management system by **5:00 p.m. (CST), December 15, 2023**, to be considered for funding. Applications must be submitted via [AmpliFund](#). Upon receipt, an automated confirmation will be emailed. Proposals will not be accepted by email, mail, fax, or in person. AmpliFund will not permit late submissions. Agencies are encouraged to submit their applications 24-72 hours in advance of the deadline to avoid unforeseen technical difficulties. Technical difficulties with the grant management system should be reported immediately to ICJIA at [CJA.AdultRedeployNOFO@Illinois.gov](mailto:CJA.AdultRedeployNOFO@Illinois.gov).

#### ***5. Application Questions***

Questions may be submitted via email at [CJA.AdultRedeployNOFO@Illinois.gov](mailto:CJA.AdultRedeployNOFO@Illinois.gov). The deadline for submitted questions is 5:00 p.m. (CST) on December 7, 2023. All substantive questions and responses will be posted on the ICJIA website at <https://icjia.illinois.gov/gata> and on the [AmpliFund](#) <https://grants.icjia.cloud/>. <https://gata.icjia.cloud/> Due to the competitive nature of this solicitation, applicants may not discuss the opportunity directly with any ICJIA employee other than via this email address [CJA.AdultRedeployNOFO@Illinois.gov](mailto:CJA.AdultRedeployNOFO@Illinois.gov).

#### ***6. Funding Restrictions***

- a) Federal Financial Guide. Applicants must follow the current edition of the Department of Justice Grants Financial Guide which details allowable and unallowable costs is available at: [https://ojp.gov/financialguide/doj/pdfs/DOJ\\_FinancialGuide.pdf](https://ojp.gov/financialguide/doj/pdfs/DOJ_FinancialGuide.pdf). Costs may be determined to be unallowable even if not expressly prohibited in the Federal Financial Guide.
- b) Prohibited Uses. The following is a non-exhaustive list of services, activities, goods, and other costs that cannot be supported through this NOFO:



- Land acquisition
  - New construction
  - Renovation, lease, or any other proposed use of a building or facility that will either result in a change in its basic prior use or significantly change its size
  - Minor renovation or remodeling of a property either listed or eligible for listing on the National Register of Historic Places or located within a 100-year flood plain
  - Implementation of a new program involving the use of chemicals
  - Capital expenditures
  - Fundraising activities
  - Most food and beverage costs
  - Lobbying
- c) Allowable expenses. All expenses must reasonable, necessary, and allocable to the program. The following is a non-exhaustive list of services, activities, goods, and other costs that can be supported through this NOFO:
- Personnel
  - Training subcontracts/subawards
  - Travel
  - Program supplies
  - Data collection and analysis
  - Program evaluation
- d) Pre-Award Costs. **No costs incurred before the start date of the grant agreement may be charged to awards resulting from this funding opportunity.**
- e) Pre-approvals. Prior approvals may affect project timelines. Submission of materials for ICJIA approval should be incorporated into the application Implementation Schedules. ICJIA may require prior approval of the following:
- Out-of-state travel
  - Certain Requests for Proposals, procurements, and sub-contracts
  - Conference, meeting, and training costs
- f) State Travel Guidelines. travel costs charged to ICJIA must conform to State Travel Guidelines, found here: <https://www2.illinois.gov/cms/Employees/travel/Pages/TravelReimbursement.aspx>. Out-of-state hotel rates are based on the General Service Administration (GSA) guidelines found here: <https://www.gsa.gov/travel/plan-book/per-diem-rates>. Applicant agencies with lower cost travel guidelines than the State of Illinois must use those lower rates.
- g) Supplanting. Grant 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. If grant funds will be used for the expansion of an existing program,

applicants must explain how proposed activities will supplement, not supplant, current program activities and staff positions. Agencies may not deliberately reduce local, federal, state funds, or other funds because of the existence of these grant funds. A written certification may be requested by ICJIA stating that these funds will not be used to supplant other state, local, federal, or other funds.

Supplanting will 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 local, not state or federal, resources occurred for reasons other than the receipt or expected receipt of the state funds.

- h) Proposed Subawards and Subcontracts. Applicants may propose to provide subawards or enter subcontracts under this award, each involving different rules and responsibilities. A subaward carries out a portion of the grant agreement, while a subcontract is often used for obtaining goods and services for the grantee's own use. (44 Ill. Admin Code 7000.240). If a third party will provide some of the essential services or develop or modify a product that the applicant has committed to provide or produce, ICJIA may consider the agreement with the third party a subaward for purposes of grant administration.

Applicants must classify each expense in the contractual budget as a subaward or subcontract. The substance of the agreement, not the title or structure of the agreement, will determine whether it is a subaward or a subcontract. Applicants are advised to use the “Checklist for Contractor/Subrecipient Determinations” available at the GATA Resource Library for guidance:

<https://www.illinois.gov/sites/gata/pages/resourcelibrary.aspx>.

Applicants are required to justify their use of subawards and explain their capacity to serve as “pass-through” entities in the program narrative. Applicants will monitor subaward compliance with grant terms, applicable federal and state law including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Award, 2 C.F.R. Part 200, GATA, and ICJIA policies. Proposed subawards must be identified, if possible, and their roles described in both the program and budget narratives.

For procurement contracts, applicants are encouraged to promote free and open competition in awarding contracts. All subcontracts must comply with federal and state requirements.

## ***7. Requirement Prior to Submitting the Application***

1. All Applicants must register their organization at the Illinois Grant Accountability and Transparency Act (GATA) Grantee Portal: <https://grants.illinois.gov/portal/>.
2. To apply, approved individuals for an organization must be a registered via the GATA Grantee GATA Portal and identified as an AmpliFund user.

Applicant Technical Assistance Recording. Applicants are advised to view the following technical assistance recordings prior to application submission.

All recordings are located on the [ICJIA YouTube channel](#).

- [Register in the GATA Grantee Portal](#)
- [Creating a GATA Grantee User Account](#)
- [Register in AmpliFund](#)
- [Complete the application in AmpliFund](#)
- [Getting to know GATA and the GATA Grantee Portal](#)
- Learn about the: Online Self-paced Grant Course: [YOUR RECIPE FOR GRANT SUCCESS](#)

## **E. Application Review Information**

### **1. Criteria**

Application materials must address all components of this NOFO and demonstrate both a need for the program and an ability to successfully implement the program. Evaluation criteria must include at a minimum the following criteria categories:

- Need: Identification of community partners, facts and evidence that demonstrate the proposal supports the grant program purpose.
- Capacity: The ability of an entity to execute the grant project according to project requirements.
- Quality: The totality of features and characteristics of a service, project or product that indicated its ability to satisfy the requirements of the grant program.
- Other: Societal impact, economic impact, cost effectiveness, sustainability, and grant specific criteria.

Reviewers will score applications based on completeness, clear and detailed responses to program narrative questions, and inclusion of all mandatory program elements as well as past performance history and/or financial standing with ICJIA. The applicant must demonstrate that costs are reasonable, necessary, and allowable.

The total number of points available is 100. Minimum score for funding is 70.

Scoring Criteria		Possible Points
<b>Summary of the Program:</b>		<b>10</b>
<ul style="list-style-type: none"> <li>Provides brief, stand-alone description (5,000 characters maximum) of proposed TTAD plan (including applicant name and experience, proposed training topics and methods, process to gather site input, process to evaluate TTAD, proposed cost).</li> </ul>		10
<b>Statement of the Problem:</b>		<b>10</b>
<ul style="list-style-type: none"> <li>Includes plan to assess current TTAD landscape and identify gaps in substance, accessibility, etc.</li> </ul>		5
<ul style="list-style-type: none"> <li>Discusses efforts to collaborate with other TTAD providers to fill gaps and prevent duplication.</li> </ul>		5
<b>Project Implementation:</b>		<b>40</b>
<ul style="list-style-type: none"> <li>Includes detailed outline of proposed TTAD plan, including potential topics covered and methods used. Implementation schedule includes annual all-sites summit, quarterly regional trainings, and site one-on-one technical assistance/coaching.</li> </ul>		20
<ul style="list-style-type: none"> <li>Describes authentic, robust, and ongoing process to gather input and engage stakeholders and clients.</li> </ul>		10
<ul style="list-style-type: none"> <li>Demonstrates how proposed activities align with and advance ARI mission, vision, and values including racial equity.</li> </ul>		5
<ul style="list-style-type: none"> <li>Describes assessment or evaluation tool(s) to gauge training effectiveness and participant satisfaction, and how information will be used and reported.</li> </ul>		5
<b>Project Management:</b>		<b>20</b>
<ul style="list-style-type: none"> <li>Details subject matter expertise and previous experience in conducting training and technical assistance including conferences.</li> </ul>		10
<ul style="list-style-type: none"> <li>Describes subcontractor partnerships to support subject matter expertise, and responsibilities (if applicable).</li> </ul>		5
<ul style="list-style-type: none"> <li>Describes organizational capacity and staff responsible for all aspects of implementation and required grant management and reporting.</li> </ul>		5
<b>Goals and Performance Metrics:</b>		<b>10</b>
<ul style="list-style-type: none"> <li>Indicates how objectives will be accomplished and measured.</li> </ul>		5
<ul style="list-style-type: none"> <li>Demonstrates capacity and commitment to measure and report on performance.</li> </ul>		5
<b>Budget Detail:</b>		<b>10</b>
<ul style="list-style-type: none"> <li>Demonstrates cost-effectiveness in relation to the proposed activities.</li> </ul>		5
<ul style="list-style-type: none"> <li>Includes complete narratives for all line items, clearly detailing how the applicant arrived at and calculated the budget amounts.</li> </ul>		5
<b>Total Possible Points</b>		<b>100</b>

## ***2. Review and Selection Process***

All applications will be screened for completeness including GATA pre-qualification. Applications that are not complete will not be reviewed.

Proposals that pass the screening and eligibility process will be reviewed by a scoring panel which may consist of ICJIA staff, including ARI staff, members of the ARI Oversight Board's working committees, and external reviewers. All reviewers will review and submit any conflicts of interest.

ICJIA reserves the right to reject incomplete proposals, proposals that include unallowable activities, proposals that do not meet eligibility or program requirements, and proposals that are otherwise unsatisfactory. ICJIA may invite applicants to answer clarifying questions and modify budgets that include unallowable or unreasonable costs. NOFO application budgets will be reviewed for allowability, completeness, and cost-effectiveness. ICJIA will perform an in-depth budget review of all grants awarded and may require budget modifications that do not materially change the nature of the program.

Review team scores will be forwarded to the Outreach, Technical Assistance & Communication Committee for review and the development of funding recommendations to the ARI Oversight Board for final approval. Funding recommendations will be based on an evaluation of compiled scores from the scoring panel, including consideration of experience; overall cost; alignment with ARI mission, vision and values; past performance history and financial standing with ICJIA (if applicable).

Funding recommendations from the Outreach, Technical Assistance & Communication Committee will form the basis of grant decisions with the approval and authorization of the ARI Oversight Board. Applicants will be notified of the ARI Oversight Board's decision.

Successful applicants whose applications contained unallowable or unreasonable costs may have their awards reduced by the total amount of those costs. Upon applicant acceptance of the grant award, announcement of the grant award shall be published by ICJIA to the GATA portal.

## ***3. Anticipated Announcement and State Award Dates***

<b>Task</b>	<b>Date</b>
NOFO Posted	November 15, 2023
Technical Assistance Recording Available	November 16, 2023
NOFO Question Submission Deadline	December 7, 2023
<b>Applications Due</b>	<b>5:00 p.m. (CST), December 15, 2023</b>

Adult Redeploy Illinois Oversight Board Review/Approval of Awards	February 2024
Performance Period	March 1, 2024, to June 30, 2024

#### ***4. Appeal Process***

Unsuccessful applicants may request a formal appeal of the evaluation process. Evaluation scores and funding determinations may not be contested and will not be considered by ICJIA's Appeals Review Officer. The appeal must be via AmpliFund and submitted within 14 calendar days after receipt of a Funding Opportunity Declination Letter from ICJIA. The appeal must include, at a minimum, the following:

- Statement indicating a request for a formal appeal
- A statement of reason for the appeal

The appeal will be sent to:

Appeals Review Officer  
Illinois Criminal Justice Information Authority  
[CJA.ARO@Illinois.gov](mailto:CJA.ARO@Illinois.gov)

Once an appeal is received, ICJIA will acknowledge receipt of an appeal. ICJIA will respond to the appeal, in writing, within 60 days or explain why more time is required. ICJIA will resolve the appeal by a written determination, which will include:

- Review of the appeal.
- Appeal determination.
- Rationale for the determination.
- Standard description of the appeal review process and criteria.

#### ***5. Debriefing Process***

Unsuccessful applicants may request a debriefing for feedback to improve future applications. Debriefings include written advice on the strengths and weaknesses of applications using the evaluation and review criteria.

Requests for debriefings must be made via email and submitted within seven 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 requests shall include:

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

Please send requests to:

Mary Ann Dyar  
ARI Program Director  
Illinois Criminal Justice Information Authority  
[CJA.AdultRedeployNOFO@Illinois.gov](mailto:CJA.AdultRedeployNOFO@Illinois.gov)

## **F. Award Administration Information**

### ***1. State Award Notices***

The ARI Oversight Board is scheduled to review and approve designations in February 2024.

### ***2. Administrative and National Policy Requirements***

In addition to implementing the funded project consistent with the approved project proposal and budget, agencies selected for funding must comply with applicable grant terms and conditions and other legal requirements, including the [Illinois Crime Reduction Act \(Public Act 96-0761\)](#), GATA, and the U.S. Department of Justice Grants Financial Guide.

Additional programmatic and administrative special conditions may be required.

### ***3. Reporting***

Recipients must submit periodic financial reports, periodic performance reports, final financial and performance reports, and, if applicable, an annual audit report in accordance with the 2 CFR Part 200 Uniform Requirements. Future awards and fund drawdowns may be withheld if reports are delinquent.

## **G. State Awarding Agency Contact(s)**

For questions and technical assistance regarding application submission, contact:

Mary Ann Dyar  
ARI Program Director  
Illinois Criminal Justice Information Authority  
[CJA.AdultRedeployNOFO@Illinois.gov](mailto:CJA.AdultRedeployNOFO@Illinois.gov)

## **H. Other Information**

The Illinois Criminal Justice Information Authority (ICJIA) is a state agency dedicated to improving the administration of criminal justice. ICJIA brings together key leaders from the justice system and the public to identify critical issues facing the criminal justice system in Illinois, and to propose and evaluate policies, programs, and legislation that address those issues.

The statutory responsibilities of ICJIA fit into four areas: grants administration; research and analysis; policy and planning; and information systems and technology.

Section 7 of the Illinois Criminal Justice Information Act grants ICJIA authority “to apply for, receive, establish priorities for, allocate, disburse, and spend grants of funds that are made available by and received on or after January 1, 1983 from private sources or 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” and “to receive, expend, and account for such funds of the State of Illinois as may be made available to further the purposes of this Act.” (20 ILCS 3930/7(k), (l))

Neither the State of Illinois nor ICJIA are obligated to make any award as a result of this announcement. The ICJIA Executive Director or designee has sole authority to bind ICJIA to the expenditure of funds through the execution of grant agreements.

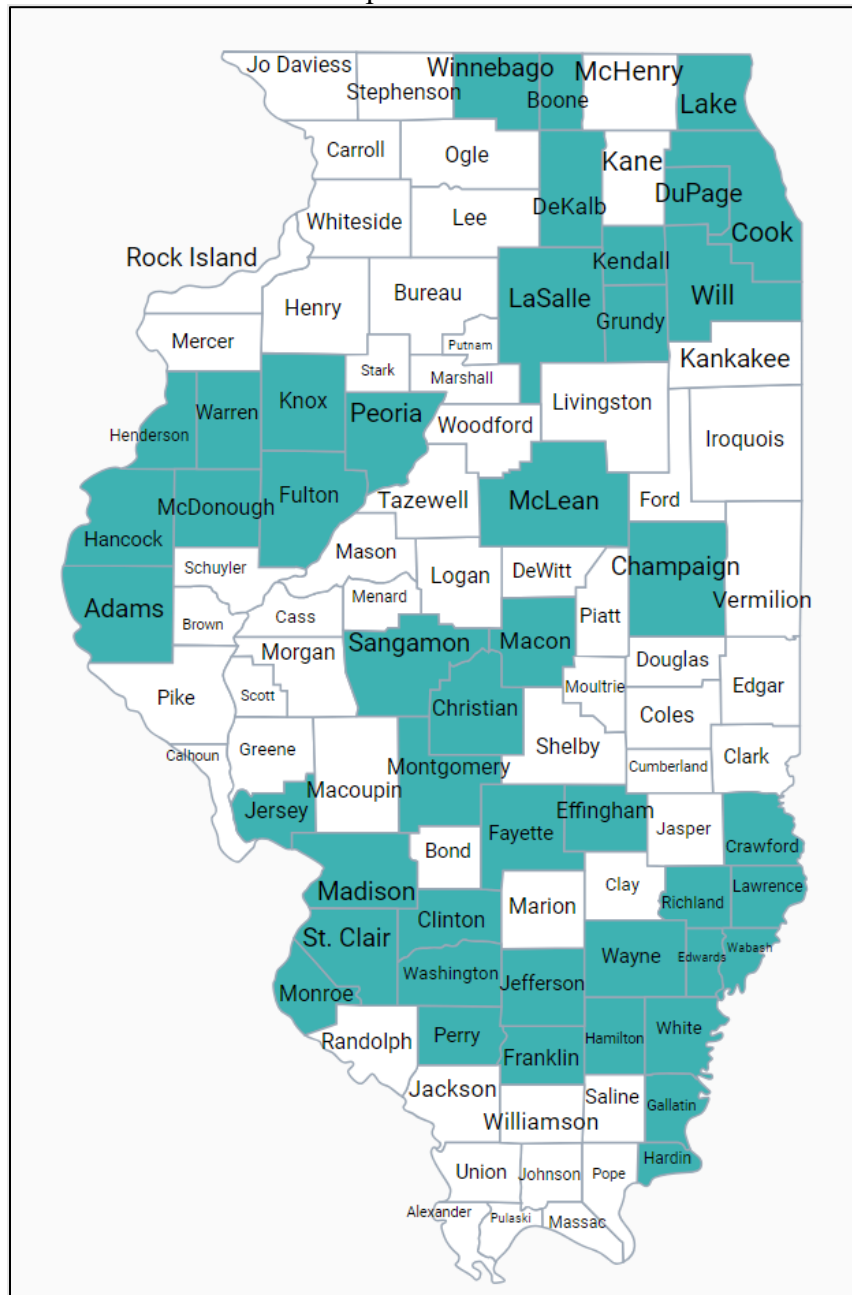
This application is subject to the Illinois Freedom of Information Act (FOIA). Any information that the applicant believes should be exempt under FOIA should clearly highlight the information that is exempt, and the basis of the exemption.

Visit the [ARI website](#) for more information about the program.



## APPENDIX A

### Map of ARI Sites



2<sup>nd</sup> Judicial Circuit – 12 counties; 4<sup>th</sup> Judicial Circuit – Christian, Clinton, Effingham, and Fayette Counties; 9<sup>th</sup> Judicial Circuit – 6 counties; 20<sup>th</sup> Judicial Circuit – St. Clair County; 24<sup>th</sup> Judicial Circuit – Washington, Monroe, and Perry Counties; Adams County; Boone County; Champaign County; Cook County (3 grants); DeKalb County; DuPage County; Grundy County; Jersey County; Kendall County; Lake County; LaSalle County (3 grants); Macon County; Madison County; McLean County; Montgomery County; Peoria County; Sangamon County; Will County; Winnebago County

For reference only. Responses must be submitted via AmpliFund. Emailed, mailed, and hand-delivered applications will not be accepted.

**ADULT REDEPLOY ILLINOIS (ARI)  
TRAINING, TECHNICAL ASSISTANCE, AND DEVELOPMENT (TTAD)  
PROGRAM NARRATIVE  
NOFO # 2115-1023**

The Adult Redeploy Illinois (ARI) Training, Technical Assistance, and Development (TTAD) program is a unique training and development initiative featuring partnership among ICJIA, ARI, funded TTAD provider(s), and local ARI sites. The ARI TTAD program will provide professional development and capacity-building support to the statewide network of grantee sites implementing evidence-informed prison diversion programs. The ARI TTAD program involves assessment of the TTAD landscape across Illinois; collaboration with partners and participants in program design; implementation of a multi-tier TTAD plan, including an annual all-sites summit, regional trainings, and one-on-one technical assistance and coaching; and establishment of an evaluation process and feedback loop.

The ARI TTAD program will serve the statewide network of 27 sites operating more than 50 diversion programs (problem-solving courts such as drug courts, mental health courts, and veterans' courts and intensive supervision/specialized probation caseloads) across 45 counties.

ARI is seeking to partner with public or private entities to develop a comprehensive, responsive, and effective training, technical assistance, and development program for the statewide site network. Thank you for your interest in this funding opportunity; please complete all parts of the application carefully via the AmpliFund grant management system.

Program narrative must be submitted via AmpliFund. This document is for reference only. Applicants are highly encouraged to review the questions and complete a response on a separate document, then log into AmpliFund to copy and paste responses.

The AmpliFund system times out after 20 minutes of inactivity. Regularly clicking "Save and continue" is encouraged as you complete your application in the system.

**Summary of the Program (10 points)**

1. Provide a brief description (5,000 characters maximum) of the proposed training, technical assistance, and development (TTAD) plan you would develop for the statewide network of ARI grantee sites. The summary should describe the proposal to internal/external stakeholders. (10 points)

In the summary, include:

- Applicant name and expertise in delivering training and technical assistance.
- A description of past successful projects and information on the scope and scale of these initiatives, audience and outcomes achieved.
- Proposed training curriculum and methodologies demonstrating a clear alignment with ARI's mission, vision, and values.
- Strategy for actively obtaining continuous feedback/input from ARI sites and

**For reference only. Responses must be submitted via AmpliFund. Emailed, mailed, and hand-delivered applications will not be accepted.**

clients related to the TTAD design.

- Methodology for assessing the efficacy and overall satisfaction.
- Proposed cost for the initial four months of TTAD program (March 1-June 30, 2024).

### **Statement of the Problem (10 points)**

1. Describe the process you will undertake to assess the current TTAD landscape and identify gaps in substance, accessibility, and other necessary components. (5 points)
2. Describe efforts you will undertake to collaborate with other TTAD providers to fill gaps, complement existing offerings, and prevent duplication of efforts. (5 points)

### **Project Implementation (40 points)**

1. Provide a detailed outline of the TTAD program plan that will be developed with funding through this opportunity (20 points). In your proposal, be sure to include how the following programmatic requirements will be incorporated in program design and implementation:

#### **Assess and Collaborate**

- TTAD needs assessment and gap analysis for ARI site network.
- Process to gather input from sites and clients (if applicable) on TTAD program design.
- Collaboration with training advisory group and other providers.

#### **Implement and Evaluate**

- Implementation schedule with at least one TTAD deliverable each quarter.
- Tools to assess and evaluate TTAD effectiveness with changes in knowledge, behavior, and attitudes, and site satisfaction.

#### **Measure and Report**

- Performance measurement around goals and objectives.
- Progress reports to ARI Oversight Board and other interested stakeholders.
- Sufficient organizational capacity to meet grant reporting mandates.

Applicants should propose a TTAD program that includes deliverables at the network, region, and individual site levels, and covers topics of interest to sites and which are reflective of emerging best practices in the field of community corrections such as:

- Cognitive behavioral therapy
- Fidelity to evidence-informed practices
- Performance measurement and data analysis
- Program planning, development, and implementation
- Racial equity and justice
- Restorative justice

**For reference only. Responses must be submitted via AmpliFund. Emailed, mailed, and hand-delivered applications will not be accepted.**

- Strengths-based coaching
- Trauma-informed practices

Applicants will be expected to attach a detailed Implementation Schedule covering the entire grant period and using the format provided in AmpliFund. At a minimum, the Implementation Schedule should include conducting a TTAD needs assessment, forming a training advisory group, providing at least one TTAD deliverable per quarter, and submitting required performance measurement and fiscal information.

2. Detail the ways in which sites will be consulted (e.g., surveys) to ensure the TTAD plan reflects their needs and emerging best practices in court-led diversion programs and community corrections. Successful applicants will be required to convene on a regular basis a training advisory group comprised of site representatives and other stakeholders, including program clients (as appropriate), to inform program design. (10 points)
3. Include how the proposed TTAD program will align with and advance ARI's mission to divert individuals from prison to cost-effective, community-based supervision and services; vision for an equitable justice system; and values including equity, inclusion, access, involvement, effectiveness, and innovation. (5 points)
4. List the types of assessment or evaluation tool(s) that will be employed to gauge training effectiveness in terms of changing knowledge, behavior, and attitudes (e.g., pre-/post-tests) and participant satisfaction (e.g., surveys). Describe how this assessment and evaluation information will be used for continuous quality improvement in the program and how it will be reported to ICJIA and to the ARI Oversight Board. (5 points)

### **Project Management (20 points)**

1. Provide a detailed account of the applicant's ability to develop and manage the TTAD program envisioned in this funding opportunity (10 points). Include references to your subject matter expertise and experience in conducting trainings, including conferences, and technical assistance around such topics as:
  - Cognitive behavioral therapy
  - Fidelity to evidence-informed practices
  - Performance measurement and data analysis
  - Program planning, development, and implementation
  - Racial equity and justice
  - Restorative justice
  - Strengths-based coaching
  - Trauma-informed practices
2. Describe any proposed subcontractor partnerships you anticipate to ensure a comprehensive, responsive, and effective TTAD program. Detail the process for identifying, onboarding, defining responsibilities, and evaluating partners. (5 points)

For reference only. Responses must be submitted via AmpliFund. Emailed, mailed, and hand-delivered applications will not be accepted.

3. Describe your organizational capacity to implement the TTAD program. It is critical to demonstrate adequate staff capacity to manage the ARI/ICJIA grant agreement and meet all fiscal and programmatic reporting requirements. (5 points)

### Goals and Performance Metrics (10 points)

Please provide the Performance Metrics Chart for your proposed program by downloading, completing, and uploading the chart in the AmpliFund grant management system. The metrics should detail four months of programming (March 1-June 30, 2024). The metrics should measure meaningful, tangible changes resulting from program implementation or expansion for the designated period of performance and:

1. Indicate how objectives will be achieved and measured. (5 points)
2. Demonstrate capacity and commitment to measure and report on performance. (5 points)

<b>Goal 1: Provide a comprehensive, responsive, and effective TTAD program for and with ARI sites.</b>	
<b>Process Objectives</b>	<b>Performance Measures</b>
Conduct a training, technical assistance, and development (TTAD) needs assessment by collaborating with other providers and sites. <ul style="list-style-type: none"> <li>- ____ meetings with providers (list those contacted: ____)</li> <li>- ____ surveys</li> <li>- ____ types of TTAD services needed (list gaps in services: ____)</li> </ul>	<ul style="list-style-type: none"> <li>➤ Number of meetings held.</li> <li>➤ Number of surveys conducted.</li> <li>➤ Types of TTAD services reviewed and gaps identified.</li> </ul>
Plan and provide ____ TTAD deliverables (required: 1 per quarter), to fill gaps identified in needs assessment and in response to site requests. <ul style="list-style-type: none"> <li>- ____ all-sites summit</li> <li>- ____ regional trainings</li> <li>- ____ technical assistance sessions</li> <li>- ____ other (describe: ____)</li> <li>- ____ % of site requests addressed</li> <li>- ____ types of TTAD services provided (list how fill gaps: ____)</li> </ul>	<ul style="list-style-type: none"> <li>➤ Number of TTAD events and learning opportunities conducted during grant period (required: 1 per quarter).</li> <li>➤ Types of TTAD deliverables provided.</li> <li>➤ Percentage of sites requesting TTAD that receive it.</li> <li>➤ Types of TTAD deliverables that fill gaps identified in needs assessment.</li> </ul>
Convene site training advisory group (TAG) comprised of site representatives and other stakeholders (required: 1 per quarter). <ul style="list-style-type: none"> <li>- ____ TAG meetings conducted</li> <li>- ____ sites represented</li> <li>- ____ others represented (describe: ____)</li> </ul>	<ul style="list-style-type: none"> <li>➤ Number of TAG meetings conducted during grant period (required: 1 per quarter)</li> <li>➤ Number of site representatives engaged.</li> <li>➤ Number of other stakeholders engaged.</li> <li>➤ Types of other stakeholders engaged (including clients, as appropriate)</li> </ul>
Create and post TTAD calendar online.	<ul style="list-style-type: none"> <li>➤ Date and place TTAD calendar posted.</li> </ul>

For reference only. Responses must be submitted via AmpliFund. Emailed, mailed, and hand-delivered applications will not be accepted.

<p>Assess and demonstrate effectiveness by conducting surveys and evaluations following TTAD events.</p> <ul style="list-style-type: none"> <li>- _____ participants</li> <li>- _____ assessments completed</li> <li>- _____ positive assessments received</li> </ul>	<ul style="list-style-type: none"> <li>➤ Percentage of training and technical assistance participants responding to surveys and evaluations measuring changes in knowledge, behavior, and attitudes.</li> <li>➤ Percentage of participants reporting satisfaction.</li> </ul>
<p>Share assessment and evaluation results to ARI/ICJIA and as part of site feedback loop.</p> <ul style="list-style-type: none"> <li>- _____ presentations/reports to ARI/ICJIA including ARIOB (describe: _____)</li> <li>- _____ presentations/reports to sites (describe: _____)</li> </ul>	<ul style="list-style-type: none"> <li>➤ Number of presentations/reports conducted during grant period.</li> <li>➤ Types of presentations/reports.</li> </ul>
<b>Goal 2: Meet grant fiscal and reporting requirements.</b>	
<b>Process Objectives</b>	<b>Performance Measures</b>
<p>Submit required performance measurement data on <b>quarterly</b> basis in timely and accurate fashion.</p>	<ul style="list-style-type: none"> <li>➤ Percentage of timely and accurate performance measurement data submitted as directed by ICJIA in a format prescribed by ICJIA.</li> </ul>
<p>Submit required fiscal and other reports in timely and accurate fashion.</p>	<ul style="list-style-type: none"> <li>➤ Percentage of reports as required by ICJIA submitted on time with accurate information.</li> </ul>

### Budget Detail (10 points) **Completed in AmpliFund**

Please complete the budget and the budget narrative for your proposed program in the AmpliFund grant management system. This funding opportunity is for 4 (four) months (March 1- June 30, 2024). Both the budget and budget narrative should reflect 4 months of programming and are expected to:

1. Demonstrate cost-effectiveness in relation to the proposed activities. (5 points)
2. Include complete narratives for all line items, clearly detailing how the applicant arrived at and calculated the budget amounts. (5 points)

### **Application Submission via AmpliFund**

The following process is required:

**Step 1:** Applicants must register at the Illinois Grant Accountability and Transparency Act (GATA) Grantee Portal: <https://grants.illinois.gov/portal/>.

**Step 2:** Applying organizations must identify an individual(s) who will submit the application via AmpliFund, this person will serve as the Primary Contact for this application. However, more than one individual can have access to and complete components of the application via AmpliFund. The Primary Contact must submit the applications, including attachments, via AmpliFund. To apply, go to: <https://il.amplifund.com/Public/Opportunities/Details/233cf163-745a-4c7d-bcca-3984cf9a7d37>. To be considered for funding, completed applications must be

For reference only. Responses must be submitted via AmpliFund. Emailed, mailed, and hand-delivered applications will not be accepted.

submitted via the above AmpliFund link by the application deadline of **5:00 p.m. (CST), December 15, 2023**. ICJIA encourages applicants to review the Technical Assistance Recording for more information on how to apply.