



**ILLINOIS  
CRIMINAL JUSTICE  
INFORMATION AUTHORITY**

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60 E. Van Buren Street • Suite 650 • Chicago, Illinois 60605 • (312) 793-8550

**ADULT REDEPLOY  
ILLINOIS**

Implementation NOFO # 2115-0323

RESPONSE TO APPLICANT QUESTIONS

**Live Technical Assistance Session/Bidder's Conference**

A LIVE technical assistance session will provide information regarding this funding opportunity. All sections will be reviewed, and questions will be addressed.

Click here on [Monday, April, 10, 2023 at 11 a.m.](#) to log into the WebEx Live Session.

**Day posted: March 31, 2023**

There were no questions for the week of: **March 28, 2023**, through **March 31, 2023**.

**Day posted: April 7, 2023**

**Question**

Is the implementation grant the one for those who already have a program and have had the grant? Or is this for those who want to create a program or obtain funding for their program?

**Response**

Both. The purpose of this funding opportunity is to provide funds to local jurisdictions to implement or continue implementing programs with the overall goal of reducing the number of people committed to prison on probation-eligible charges. Current Adult Redeploy Illinois sites **must** re-apply in response to this Notice of Funding Opportunity (NOFO) to be considered for SFY24 funding. Potential new sites are also encouraged to apply with the goal to expand the ARI network statewide.

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**Question**

I see on the instructions that we can email you for a word version of the application. I know it has to be submitted through Amplifund, but would you send the application to me so I can get it started?

### Response

Thank you for the e-mail. We can provide paper versions of the application materials upon request; however, you may want to access them directly in the NOFO packet posted on ICJIA website here: [ICJIA | Adult Redeploy Illinois \(ARI\) Notice of Funding Opportunity: ARI Implementation \(NOFO # 2115-0323\)](#).

OR you can click this link: [https://agency.icjia-api.cloud/uploads/ARI\\_Implementation\\_NOFO\\_Instructions\\_2a013d8b8e.pdf](https://agency.icjia-api.cloud/uploads/ARI_Implementation_NOFO_Instructions_2a013d8b8e.pdf)

The documents are available in PDF format.

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### Question

Is this grant available for a juvenile detention center?

### Response

No. Adult Redeploy Illinois funds are intended to support county or judicial circuit efforts to provide community-based supervision and individualized services and programs to reduce utilization of incarceration in State facilities or local county jails (see [Illinois Crime Reduction Act](#), Section 20, (c)).

ARI funds are utilized by county units of government for the purpose of expanding alternatives to incarceration in the adult criminal legal system.

ARI is modeled after the successful juvenile Redeploy Illinois program, which is administered by the Illinois Department of Human Services, Division of Family and Community Services. For more information, visit the [Redeploy Illinois website](#).

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### Question

I created the account to be able to access amplifund, but when I try to access it, it tells me that the account doesn't exist or is disabled and to contact my administrator, but I don't know who that would be. Who would I need to contact to correct this?

**AND**

### Question

I am not able to get on the AmpliFund website. It tells me: "An error occurred when attempting to log in. The user provided may not exist, or the user may be disabled. Please contact your administrator". I checked with our IT person and it definitely is not on our end. Can you help me?

### Response

Registration and access to Amplifund starts at the [Illinois Grant Accountability and Transparency Act \(GATA\) Grantee Portal](#). The person(s) completing the application will

need to be given permission to access AmpliFund through the GATA Grantee Portal (see screen shot from GATA portal below).

**Illinois Grant Accountability and Transparency Act  
Grantee Portal - User Access**

[Return to User List](#) [Delete User](#) [Cancel Edit](#) [Save Changes](#)

First Name [REDACTED]  
Last Name [REDACTED]  
Email [REDACTED]  
User Name [REDACTED]  
Last Access 3/10/2022 8:19:24 AM

The above information is pulled from the Illinois.gov Public account system.  
Administration of your account is available at <https://www.illinois.gov/sites/accounts>  
Changes to your public account information may take up to a day to sync with this page.

**Application Access**

**The following items require action**

To give access, check the appropriate checkboxes and click the "Save Changes" button above.

- Has access to this Grantee Portal
- Has access to the Amplifund Grant Management System

**Alerts and Notifications**

- Receive pre-qualification alerts and notifications
- Receive ICQ alerts and notifications
- Receive indirect cost rate alerts and notifications
- Receive a notification when a Notice of State Awards (NOSA) is posted
- Receive audit review alerts and notifications
- Receive a notification when a new user requests access

*Alerts and notifications are sent nightly.*

If this has been done and you are still getting error messages, you need to contact the person or people listed in the GATA Grantee Portal Access section from your organization. It is important to note that ARI/ICJIA is not the administrator; it is whoever is your organization's administrator within the GATA Grantee Portal – they must be contacted about administrator errors because it is they who can fix them and provide application access.

For technical assistance with Amplifund, be sure to register for the “[Amplifund Zen Desk](#)” website where they can receive Illinois grant management support. There is a section for Grantees, which includes instructions about the Applicant Portal and much more, and a way to Submit a Request to operators who will respond in a timely way.

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#### Question

I was wondering if the ARI Implementation (NOFO # 2115-0323) opportunity was open to addiction recovery centers?

#### Response

Thank you for your email. As noted in the NOFO instructions, under Section C. 1., Eligible Applicants (in particular, see highlighted text):

This solicitation is open to county units of government or judicial circuits. A county may submit on behalf of a group of counties or a judicial circuit. Other units of local government, private agencies or not-for-profit organizations are not eligible to apply; however, the applicant jurisdiction may include subawards or subcontracts for services with these entities as part of the program design and budget.

Visit the [ARI website at the Programs tab](#) to see if the county in which you operate receives ARI funding, learn about the local program design to see if your services would fit, and find contact information.

**Day Posted: April 14, 2023**

Question

The UEI is a 12 digit number. Amplifund will not allow more than 10 characters in the blank. How should we enter the number?

Response

Amplifund stated that the UEI number will be confirmed with the GATA system. If the form will not allow ALL the numbers, the applicant should enter the numbers the system will allow, and the GATA Portal will confirm the numbers.

\*\*\*

Question

Can I use my existing UEI number or do I have to apply for new one? The reason I ask is that our UEI number 12 characters and the data field in Amplifund only accepts 10 characters.

Response

You will use your existing UEI number. Amplifund stated that the UEI number will be confirmed with the GATA system. If the form will not allow ALL the numbers, the applicant should enter the numbers the system will allow, and the GATA Portal will confirm the numbers.

Question

So should I take off the first two characters or the last two characters?

Response

You should use the 1<sup>st</sup> 10. Amplifund will update the number value to accommodate either the DUNS or UEI in that place.

\*\*\*

Question

Where do you find the chart of eligible offenders that went to prison by county again?

Response

As noted in the Technical Assistance session, the eligibility tables are available on the [Adult Redeploy Illinois website](#), at the Grants tab. The tables are downloadable as Excel files. These data will be used to complete the IDOC commitment table under the “Statement of Need: Current Situation” section in the application in Amplifund.



## Eligibility Tables

- County-level data for completing the Program Narrative/local plan are on the [ARI website](#) under the Grants tab.
- Eligibility tables include numbers of IDOC commitments on probation-eligible offenses in the prior three years (2020-2022).
- Data are available by county, offense class, and offense type.

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### Question

We are working on getting the EUI number and we were told that since it is under the county EIN, that we would be able to use the Probation and Court Services. Will that suffice and if so, do we have to use them as the pass through or do we need to apply for our own?

### Response

It is suggested that you continue to use the county information for this application. Most grantees have the county as the Implementing Agency for the grant and the Probation and Court Services Department as the Program Agency.

### **Day Posted: April 21, 2023**

### Question

Section 8 of the application “Cost-Effectiveness and Certification, portion a: ‘Calculate the cost per person served and cost per person diverted’. Our understanding of this is that we are calculating the cost per person incarcerated and indicating the amount that is saved by diverting to a community based sentence. Is this accurate?

### Response

ARI interventions are expected to be more cost-effective than incarceration; therefore, applicants should calculate the estimated cost per person served by their proposed program, to demonstrate a substantial cost savings to the state by avoiding prison. In the spaces provided in Amplifund (below), applicants should divide the total proposed budget by the total estimated to served, e.g., \$300,000 budget / 100 people in service goal = \$3,000 per person served. Applicants are also asked to divide the total proposed budget by the 25% reduction/diversion goal for a cost per person diverted, e.g., \$300,000 budget / 25 people in diversion goal = \$15,000 per person diverted. In the application review process, these numbers are compared to the average cost per person in prison of \$45,700.

The screenshot shows the Amplifund application interface. At the top left is the ICJA logo, and at the top right is the name 'MaryAnn Dyar' and 'Criminal Justice Information Authority'. The main content area contains two input fields for cost calculations, both currently showing '0.00'. Below these are two certification sections: '2115 - Cost Effectiveness Certification' and '2115 - Non-Supplanting Certification'. A green message box states: 'When you're finished answering the questions on this page, click Mark as Complete. An application cannot be submitted until all pages are marked as complete. Not finished with this page yet? Click Save or Save & Continue to fill out the missing information at a later time.' At the bottom are three buttons: 'Save', '✓ Mark as Complete', and 'Save & Continue'.

\*\*\*

### Question

In what budget category would you include licenses to software and/or subscriptions [i.e. Cary Guide tools on device subscription; adobe software/subscription]?

### Response

These items will be listed in the Supplies category and will not require a contract.

\*\*\*

Thank you for your question. Please see the response below which we hope addresses your concerns; if not, reply to this email. Your question and the response(s) will be posted so everyone can benefit from the information.

### Question

I created a public account in Amplifund and verified the account, but now I am getting this error message. Would you kindly let me know if you are the administrator that I should be contacting?

### Response

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For technical assistance with Amplifund, be sure to register for the “[Amplifund Zen Desk](#)” website where they can receive Illinois grant management support. There is a section for Grantees, which includes instructions about the Applicant Portal and much more, and a way to Submit a Request to operators who will respond in a timely way.

\*\*\*

### Question

When you download the IDOC eligibility table, there is a worksheet which breaks down the total number of commitments per year by probation eligible, may be eligible and ineligible. The worksheets by year which reflect the offense type and classification of individuals committed displays the combined total of probation eligible AND may be eligible commitments. Those worksheets are not broken down or sortable to identify how many probation eligible individuals were committed per offense and classification and

how many may be eligible, yet the heading within the grant application for the commitment data is titled “Number of IDOC Commitments- Probation Eligible”. How do we get the probation eligible number only per offense and classification to complete the form?

#### Response

For the purposes of this part of the application, “probation-eligible” includes eligible **and** may be eligible. The overall probation-eligible numbers (including eligible and may be eligible) will be used to complete the IDOC Commitment tables on the forms. This part of the application is intended to demonstrate to applicant jurisdictions the size and breadth of individuals for a defined target population for an ARI-funded intervention. As noted in the [NOFO instructions](#) for the Program Narrative, under 6. Project Implementation, a. (**highlighting added**):

“Local stakeholders may choose to **target all individuals with probation-eligible offenses or a subset of the eligible population that will be matched to the target intervention(s)**. Such a subset must be clearly defined and should support the following principles: • Jurisdictions best understand their own local needs and are best situated to identify their target populations and design their local program models. • The selected target population should result in the greatest possible number of individuals diverted from state prisons, while preserving public safety.”

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#### Question

Could you please direct me to where I can find the chart of IDOC eligible offenders? I have been looking on the ICJIA website for them and cannot find them. It says they can be found under the grants tab but the only thing I can find is a list of the funding allocations for each year.

#### Response

As noted in the Technical Assistance session, the eligibility tables are available on the [Adult Redeploy Illinois website](#), at the Grants tab. The tables are downloadable as Excel files. These data will be used to complete the IDOC commitment table under the “Statement of Need: Current Situation” section in the application in Amplifund.

## Eligibility Tables

- County-level data for completing the Program Narrative/local plan are on the [ARI website](#) under the Grants tab.
- Eligibility tables include numbers of IDOC commitments on probation-eligible offenses in the prior three years (2020-2022).
- Data are available by county, offense class, and offense type.

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### Question

How can we get offense and class data for probation eligible only commitments?

### Response

The data that ICJIA receives from the Illinois Department of Corrections include individuals' admitting offenses by class and type. It is not possible to separate the probation eligible from the probation **may be** eligible in these data because the distinction often depends on criminal history, which would require a case-by-case review to determine.

### Question

If this is not possible, are we permitted to change the supplied heading from Probation Eligible to Probation Eligible and May Be Eligible to more accurately reflect the data? We don't want to be penalized for making a change to the heading.

### Response

You will not be penalized for making that change to the heading if you feel it is necessary.

\*\*\*

### Question

Please send me the link to where questions about the ARI Grant in Amplifund are being answered.

### Response

Links to the questions and responses are available in the [ARI Notice of Funding Opportunity](#) on the [Illinois Criminal Justice Information Authority website at the "Funding Opportunities" tab](#).

\*\*\*

### Question

Hey I am a student in criminal justice looking for grants . Do you have any applications available?

### Response

Adult Redeploy Illinois currently has an open Notice of Funding Opportunity for implementation grants. The solicitation is open to county units of government. For more information, please review the ARI Notice of Funding Opportunity (<https://icjia.illinois.gov/grants/funding/ari-implementation-nofo-2115-0323/>) on the Illinois Criminal Justice Information Authority ([www.icjia.illinois.gov](http://www.icjia.illinois.gov)) website at the "Funding Opportunities" tab.

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### Question

I am applying for my 10<sup>th</sup> ARI Drug Court Grant. In amplifund, in the Application Forms, #6 of 13, Q3a, the IDOC commitments table: taking the data from your data set and combining all that data for my six counties is going to be very problematic. I do not have the time or manpower to manipulate all the data and put it into your one-page spreadsheet.

To help clarify, I'll need to open the IDOC Commitment Data Table, which I've used for years to create my eligibility goals, 25% reduction goal, etc. I will need to use your IDOC commitment data table and manipulate and combine the numbers into your new IDOC commitment table.

One year of data for one county is 40 data entries. For 6 counties covering one year, this is 240 data entries. For 3 years of data, this is 720 data entries, using more than 10 spreadsheets that I will need to create, and that does not combine all the data you are wanting. Surely, this is not what you are wanting me to do? This is surely something your data people at ICJIA can complete.

### Response

The data to complete the IDOC Commitment table are available on the [Adult Redeploy Illinois website at the "Grants" tab](#) in downloadable Excel spreadsheets: ARI Eligibility Tables for 2020-2022. The data for each year are sortable by county or judicial circuit, to facilitate your completion of the table for your jurisdiction. Once sorted for your circuit, you will have the numbers to add up (by column) to fill in the 84 cells (28 for each year) of the IDOC Commitment chart for the circuit.

	A	B	Class 4							Class 3							Class 2							Class 1										
Judicial Circuit	Illinois Count	P	D	P	C	C	S	O	T	P	D	P	C	C	S	O	T	P	D	P	C	C	S	O	T	P	D	P	C	C	S	O	T	
31	9	Fulton	2	0	0	4	0	4	4	22	2	0	5	8	0	0	0	15	5	0	5	7	0	0	2	19	0	0	0	6	0	1	1	8
36	9	Hancock	3	0	2	2	0	0	0	7	2	0	2	95	0	0	0	99	0	0	1	1	0	1	0	3	0	0	0	2	0	1	0	3
38	9	Henderson	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	1	0	1	0	0	0	0	2	0	0	0	4	0	0	0	4
50	9	Knox	6	0	2	7	0	1	0	16	5	0	10	21	1	0	1	38	22	0	9	8	0	8	0	47	9	0	0	7	0	0	2	18
57	9	McDonough	6	0	3	0	0	0	0	9	2	0	2	4	0	0	0	8	2	0	2	1	0	4	0	9	0	0	0	3	0	0	0	3
36	9	Warren	0	1	0	0	0	0	2	3	3	0	2	1	0	0	0	6	4	0	3	3	0	0	0	10	0	0	0	0	0	0	0	0

For additional instructions on accessing and using the Eligibility Tables, please see the slides below from the technical assistance session (recording available [here](#)).



## Eligibility Tables

- County-level data for completing the Program Narrative/local plan are on the [ARI website](#) under the Grants tab.
- Eligibility tables include numbers of IDOC commitments on probation-eligible offenses in the prior three years (2020-2022).
- Data are available by county, offense class, and offense type.

Judicial Circuit	Illinois County	Class 4 Person	DUI	Property	Controlled Substance	Cannabis	Non-violent Sex offense	Other	Class 3 Person	DUI	Property	Controlled Substance	Cannabis	Non-violent Sex offense	Other	
8	Adams	20	1	8	0	0	0	0	15	0	8	11	0	1	0	
1	Alexander	0	0	1	0	0	0	0	0	0	1	0	0	0	0	
1	Bond	3	0	7	1	1	1	0	0	0	4	1	0	0	1	
17	Boone	10	3	54	20	2	0	0	2	0	7	0	2	2	0	
8	Brown	0	0	0	0	0	0	0	0	0	0	2	0	0	0	
13	Bureau	2	0	2	0	0	0	0	2	0	0	3	0	1	0	
8	Calhoun	1	2	1	1	0	0	0	0	0	1	0	0	0	0	
15	Carroll	1	0	3	1	0	0	1	0	0	4	1	0	1	0	
8	Cass	1	0	3	0	0	0	0	0	0	1	1	0	0	0	
6	Champaign	35	13	19	13	1	4	2	19	0	6	2	1	2	1	
4	Christian	9	0	12	8	0	0	0	2	0	3	10	0	3	0	
5	Clark	0	0	0	3	0	1	0	1	0	0	6	0	0	0	
4	Clay	1	0	8	7	0	0	0	1	0	3	13	0	0	0	
4	Cleaton	4	1	10	9	0	1	0	1	0	8	11	0	1	0	
5	Coles	10	0	10	0	1	1	1	4	0	3	12	0	2	0	
17	Cook	298	168	548	798	28	37	33	254	0	291	24	16	151	115	
2	Crane	0	1	2	4	0	0	0	2	1	0	1	20	0	1	1
5	Cumberland	0	0	1	0	0	0	0	3	0	0	3	0	0	0	
23	DeKalb	4	2	2	1	0	0	1	6	0	2	0	0	0	0	
6	DeWitt	3	2	4	3	1	0	0	1	0	1	3	1	0	0	
6	Douglas	5	4	8	1	0	0	0	3	0	0	7	0	1	1	
18	Effingham	15	10	43	19	0	0	2	12	0	43	5	0	1	1	
5	Edgar	0	0	3	1	0	1	0	0	0	0	6	0	1	2	

### 6. Statement of Problem: Current Situation

Download, complete and upload IDOC Commitment table; fill out narrative section; and Mark as Complete

MaryAnn Dyar - Criminal Justice Information Authority

Equipment Details  
 Assessor & Scoring  
 Project Information  
 Forms/TD  
 Budget  
 Performance Plan  
 Status

Statement of the Problem: Current Situation - 10 Points

6 of 13

NOFO# 2115-0323

Please SAVE often. Progresses are NOT saved automatically.

Q3a - 5 Points

2015 - IDOC Commitments

Provide the numbers of individuals with probation-eligible offenses who had available for 2020, 2021, and 2022 on the AR website under the "Arrested" tab

Upload IDOC commitment data table  
 AR NOFO - IDOC commitment table - 5 Points.docx  
 Upload the completed IDOC commitment table \*\*



	Class 1	Class 2	Class 3	Class 4	Total
2020					
Person (probation eligible)					0
DUI					0
Property					0
Controlled Substance					0
Cannabis					0
Non-violent Sex Offense					0
Other Offense					0
Total	0	0	0	0	0
2021					
Person (probation eligible)					0
DUI					0
Property					0
Controlled Substance					0
Cannabis					0
Non-violent Sex Offense					0
Other Offense					0
Total	0	0	0	0	0
2022					
Person (probation eligible)					0
DUI					0
Property					0
Controlled Substance					0
Cannabis					0
Non-violent Sex Offense					0
Other Offense					0
Total	0	0	0	0	0

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Question

Questions, I entered our UEI number in the application and an error message is saying we can only enter 10 digits for the UEI number but we have 12 digits. Do we have to enter our Organization DUNS number instead? The portal is not allowing me to use our assigned approved 12 digit UEI number [REDACTED] How do I rectify this issue?

Response

Amplifund stated that the UEI number will be confirmed with the GATA system. If the form will not allow ALL the numbers, the applicant should enter the first 10 characters of the UEI number, and the GATA Portal will confirm the numbers.

\*\*\*

Thank you for your question. Please see the response below which we hope addresses you concerns; if not, reply to this email. Your question and the response(s) will be posted so everyone can benefit from the information.

Question

We have 4 FTE in our grant budget and 1 FTE will be going on FMLA, can we have someone else work in a part-time capacity until the 1 FTE return back full-time? We will reflect & report the part-time payroll & benefits only for the period the 1 FTE is out on leave. The remaining work of the 1 FTE will be split among the other 3 FTE. We don't want to lose the 1 FTE position while the individual is out on FMLA.

Response

In this case, you should list two separate personnel line items, one for the part-time employee for the number of months filling in on the program and one for the full-time employee with the remaining number of months on the program.

\*\*\*

#### Question

Verifying for the budget section for personnel, are there any positions that the grant cannot pay for such as probation officers or nursing staff?

#### Response

There are no categorical restrictions on Personnel positions that can be supported with ARI funds as long as the position is within the scope of the program activities.

\*\*\*

#### Question

I recall during one of the TA webinars it was suggested that people save often or copy/paste from Word when entering information into Amplifund as it times out after 20 minutes. Is there a special trick to copy/paste beyond the traditional way of doing it?

#### Response

When you paste it into Amplifund, you will right click on the mouse and click: PASTE PLAIN TEXT, or Ctrl+Shift+V



There are character limits for Amplifund responses which may be complicating your process. If the simple “copy and paste” is not working, consider shortening your response and/or copy and paste in smaller sections, i.e., a paragraph at a time.

As a reminder, the Amplifund system **will time out after 20 minutes of INACTIVITY**. As long as you are working in the document, the system will keep going and will not time out. Please note, too, that the system will warn the user of inactivity with a pop-up box stating that the system will time out in ... (then clock – countdown). You can click in the pop-up box to indicate you are still working to stop the clock.

\*\*\*

#### Question

The County is applying for the ARI Grant. The proposed budget includes contractual services. One of our contractor budgets is over \$150,000. This is for continuation of existing services we have utilized since 2013, so there was not an open request for bids.

I see that “a separate justification must be provided for sole contracts in excess of \$150,000.” Do I need to provide this with the application, or wait until after my application submission is reviewed?

#### Response

The justification is not required at the time of application submission. In the budget narrative section, you can reference that additional documentation will be provided upon request. We do not expect applicants to have active contracts since the award/budget has not been approved.

\*\*\*

#### Question

I will preface this question by briefly explaining the unique structure of our program. Our program is a joint venture between the Judicial Circuit Court and State’s Attorney’s Office. As such, individuals in our problem-solving court programs are not sentenced to a term of probation but plead guilty to the offense with which they are charged, sign a consent to participate and contract, and are considered on bond, pending sentencing, until they either successfully graduate and their charges are dismissed or they are unsuccessfully discharged and sentenced to any of the range of options available.

Our judge recently came up with a creative solution to bring individuals into the program who are not probation eligible, and the prosecutor is not willing to reduce or amend the charges to make them probation eligible, but the judge believes would be a good fit for the program and can be better served in the community instead of being incarcerated in IDOC. These individuals meet all other target population criteria aside from being probation eligible. My question is, are these individuals able to be counted as enrollments and in the number of individuals served and utilize ARI funds?

#### Response

Adult Redeploy Illinois staff discussed the question and determined that the answer is no. The [statute](#) states that the Adult Redeploy Illinois program is only for people with probation eligible charges.

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Will ICJIA offer more assistance in how to submit an application via AmpliFund?

Yes. ICJIA will offer a technical assistance training on applying for a grant via the AmpliFund Grants Management system on Tuesday, April 25, 2023, from 10:00 AM-11:00 AM.

**Join from the meeting link**

<https://illinois.webex.com/illinois/j.php?MTID=mc84bfa61cc7e6d1eb17292303fd87a9d>

**Last day for question submission is April 20, 2023**