

March 2, 2012 Webinar: Current Funding Opportunities for Tribal Healing to Wellness Courts

1



FY 2012 CTAS RFP (Due: April 18, 2012)
FY 2012 BJA Adult Drug Courts RFP (Due: March 8, 2012)
FY 2012 BJA/SAMHSA Joint Adult Drug Court RFP (out soon)

1

Presenters

2

- **Jerry Gardner**, Executive Director, Tribal Law and Policy Institute
- **Chia Halpern**, Tribal Court Specialist, Tribal Law & Policy Institute
- **Carrie Garrow**, Wellness Court Consultant, Tribal Law and Policy Institute
- **Joseph Flies-Away**, Wellness Court Consultant, Tribal Law and Policy Institute
- **Trish Thackston**, Policy Advisor, Bureau of Justice Assistance, Office of Justice Programs
- **Tim Jeffries**, Policy Advisor, Bureau of Justice Assistance, Office of Justice Programs
- **Patrick Dunckhorst**, Juvenile Justice Specialist, Office of Juvenile Justice & Delinquency Prevention

2

Outline of Webinar Presentation

3

1. Overview
2. FY 2012 BJA Adult Drug Courts Solicitation/RFP and Joint BJA/SAMHSA Adult Drug Courts RFP
3. Tribal Ten Key Components, and Seven BJA Evidence-Based Design Strategies for Adults Courts
4. FY 2012 CTAS (Coordinated Tribal Assistance Solicitation) RFP/Solicitation
5. General Grant Writing Tips
6. Questions

3

What this Webinar will be Covering

4

This webinar will be focusing upon current promising funding opportunities for Tribal Healing to Wellness courts:

- 1) FY 2012 CTAS (Coordinated Tribal Assistance Solicitation) RFP (Due: April 18, 2012)
- 2) FY 2012 BJA Adult Courts RFP (Due: March 8, 2012) & BJA/SAMHSA Joint Adult Courts RFP (to be released within next 45 days)

We will be providing information and resources specific to Tribal Healing to Wellness courts for both the BJA Adult Drug Courts RFP and 3 purpose areas in the CTAS (Coordinated Tribal Assistance Solicitation) RFP that could potentially be used to fund Tribal Healing to Wellness courts, that is, CTAS purpose areas #3 (BJA TCAP/IASAP); CTAS purpose area #9 (OJJDP TJADG); and CTAS purpose area #10 (OJJDP TYP).

4

What this Webinar will NOT be Covering

5

This webinar will only be providing a general overview of the various required component parts required under the FY 2012 CTAS (Coordinated Tribal Assistance Solicitation) application process. The CTAS information provided in this webinar will be largely focused on the Tribal Healing to Wellness Court specific information required for the Purpose Area Narrative sections of CTAS applications submitted under each of the three applicable CTAS Purpose Areas (#3, #9, and #10).

We will not have the time in this webinar to cover the full range of information and resources needed for a complete CTAS application. For more CTAS information and resources, please refer to the Justice Department's dedicated CTAS website www.justice.gov/tribal and more specifically www.justice.gov/tribal/grants.html. Extensive CTAS resources – including CTAS Fact Sheets and Frequently Asked Questions – are available on the website. CTAS Teleconferences and Webinars are also being scheduled.

5

Other Upcoming Funding Opportunities BJA/SAMHSA Joint Adult Drug Court RFP

6

Two current RFPs that are the focus of this webinar (BJA drug courts and CTAS RFPs) are the most promising funding opportunities for Tribal Healing to Wellness Courts. There will likely be three additional funding opportunities for Tribal Healing to Wellness Courts in the near future (expected to be released within the next 45 days) including:

BJA/SAMHSA Joint Adult Drug Court Solicitation to Enhance Services, Coordination and Treatment FY 2011 Competitive Grant

FY 2011 RFP available at: <http://www.ojp.usdoj.gov/BJA/grant/11DrugCourtSol.pdf>
Please note that this RFP – when available – is another highly competitive grant with only a few grant awards annually.

Please note that in prior years:

- (1) There have been approximately 10 BJA awards and 10 SAMHSA awards.
- (2) BJA awards have been up to \$300,000 for 3 years, but match required.
- (3) SAMHSA awards have been up to \$325,000 per year for each year of 3 year grant with no match required.

6

3/2/2012

3/2/2012

Other Upcoming Funding Opportunities

7

Two current RFPs that are the focus of this webinar (BJA drug courts and CTAS RFPs) are the most promising funding opportunities for Tribal Healing to Wellness Courts. There will likely be three additional funding opportunities for Tribal Healing to Wellness Courts in the near future (expected to be released within the next 45 days) including:

OJJDP FY 2011 Family Drug Court Programs

FY 2011 RFP available at: <http://www.ojjdp.gov/grants/solicitations/FY2011/FamilyDrug.pdf>
Please note that this OJJDP RFP is a highly competitive grant with at least 50-70 applications submitted annually, but only 6-8 awards funded annually- usually including only one tribal grant award per year.

SAMHSA Grants to Develop and Expand Behavioral Health Treatment Court Collaboratives

FY 2011 RFP available at: http://www.samhsa.gov/grants/2011/ti_11_010.aspx
Please note that this RFP – when available – is another highly competitive grant with only a few grant awards annually. It is a complex treatment-focused RFP restricted to OPERATIONAL adult criminal courts or family/child dependency courts.

7

Bureau of Justice Assistance Adult Drug Court Discretionary Grant Program FY 2012

8

BJA is accepting applications for FY 2012 grants to establish new drug courts or enhance existing drug court services, coordination, and offender management and recovery support services. The purpose of the Adult Drug Court Discretionary Grant Program (42 U.S.C. 3797u et seq.) is to provide financial and technical assistance to states, state courts, local courts, units of local government, and Indian tribal governments to develop and implement drug courts that effectively integrate evidenced-based substance abuse treatment, mandatory drug testing, sanctions and incentives, and transitional services in a judicially supervised court setting with jurisdiction over substance-abusing offenders.

<http://www.ojp.usdoj.gov/BJA/grant/drugcourts.html>

Application Deadline:

March 8, 2012 by 11:59 p.m. eastern time.

Timothy Jeffries, Timothy.Jeffries@usdoj.gov; (202) 616-7385

8

BJA Drug Courts RFP: Amount and Length of Awards

9

- **Implementation grant** maximum of **\$350,000** with **36 month** project period – available to jurisdictions with a substantial amount of planning completed, but not yet operational.
- **Enhancement grant** maximum of **\$200,000** with a project period of **24 months** – available to jurisdictions that have been operational at least one year and are planning to address one or more of the following: (1) expand the target populations, (2) enhance court operations, (3) enhance court services, and/or (4) enhance offender services.
- In recent years, BJA has funded a small number of tribes for both implementation and enhancement grants each year

BJA Drug Court RFP: Adult Drug Court Discretionary Grant Program overview

10

Drug courts are part of the larger universe of problem-solving courts, and have been demonstrated (where implemented in an evidence-based manner) to reduce recidivism and substance abuse among high-risk substance abusing offenders and increase their likelihood of successful rehabilitation through:

- early, continuous, and intense treatment,
- close judicial supervision and involvement (including judicial interaction with participants and frequent status hearings),
- mandatory and random drug testing,
- community supervision,
- appropriate incentives and sanctions, and
- recovery support aftercare services.

BJA Drug Court RFP: Selection Criteria

11

1. **Statement of the Problem (20% Implementation/ 25% Enhancement)**
2. **Project Design and Implementation (40%)**
3. **Capabilities and Competencies (20%)**
4. **Evaluation, Aftercare, Sustainment, and Plan for Collecting the Data Required for this Solicitation's Performance Measures (15% Implementation/ 10% Enhancement)**
5. **Budget (5%)**

BJA Drug Court RFP: Selection Criteria

12

Objective	Performance Measure	Data Grantees Provide
Improve, enhance, and/or expand drug court services to reduce substance use and recidivism of drug court participants.	Percentage of participants admitted to the program	During this reporting period: A. Number of drug court participants that were admitted B. Total number of eligible drug court participants
	Percentage of participants who successfully completed the program	A. Number of participants enrolled in the program B. Number of participants who successfully completed program requirements. C. Total number of successful and unsuccessful completions.

BJA Drug Court RFP: Selection Criteria

13

Objective	Performance Measure	Data Grantees Provide
Improve, enhance, and/or expand drug court services to reduce substance use and recidivism of drug court participants.	Percentage of participants who tested positive for illegal substance	A. Number of drug court participants in the program for 90 days who tested positive for the presence of an illegal substance during this reporting period. B. Number of drug court participants in the program for 90 days who were tested for the presence of illegal drugs during this reporting period.
	Percentage of program participants who recidivate while enrolled in the program Percentage of arrest Percentage of program participants who recidivate within one year after completion of the program	A. Number of drug court participants who recidivate while enrolled in the program. B. Number of drug court participants who were arrested for drug offenses. C. Number of drug court participants who were arrested for non-drug offenses. D. Number of drug court participants who were arrested for non-drug offenses. E. Number of drug court participants who were arrested for non-drug and drug offense one year after program completions.

13

BJA Drug Courts RFP: Eligibility

14

- Adult Drug Courts: Court program managed by a multidisciplinary team that responds to the offenses and treatment of offenders who have a drug addiction.
- Also, includes Driving While Intoxicated (DWI)/Driving Under the Influence (DUI) Courts; Co-Occurring Substance Abuse and Mental Health Courts; Reentry Courts; Veterans Treatment Courts; and **Tribal Healing to Wellness Courts**.
- Can only serve nonviolent offenders as defined by statute
- Refer to your tribal code to define the legal age of an “adult.”
- 25% match required (see pages 10-11 of RFP)

14

BJA Drug Courts RFP: Program Requirements / Considerations

15

- The Tribal Healing to Wellness Court program designs must function in accordance with the tribal specific key components – see [Tribal Healing to Wellness Courts: The Key Components publication](http://www.ncjrs.gov/pdffiles1/bja/188154.pdf)
www.ncjrs.gov/pdffiles1/bja/188154.pdf
- BJA will give priority consideration to applicants who propose designs and strategies consistent with evidence based program design features. These will be covered in the following slides (Seven BJA Design Features)

15

BJA Drug Courts RFP: Program Requirements / Considerations

16

- BJA is giving priority consideration to Category 1 Implementation applications who have completed the BJA Drug Court Planning Initiative – including Tribal Drug Court Planning Initiative. ***If you have participated in the Tribal Healing to Wellness Court Planning Training, make sure to highlight this in your proposal.***
- BJA is asking that you review the Adult Drug Court Program evaluation, logic model, and performance measures and describe how these goals and objectives will be met in your program. Review this material at:
www.ojp.usdoj.gov/nij/topics/courts/drug-courts/measures-evaluation.htm.

16

BJA Drug Courts RFP: Violent Offender Prohibition

17

- Programs funded through this solicitation may not, with Adult Drug Court Discretionary Grant Program funding or matched funding, serve violent offenders. As defined in 42 U.S.C. 3797u-2, a “violent offender” means a person who—
 - (1) is charged with or convicted of an offense that is punishable by a term of imprisonment exceeding one year, during the course of which offense or conduct— (A) the person carried, possessed, or used a firearm or dangerous weapon; (B) there occurred the death of or serious bodily injury to any person; or (C) there occurred the use of force against the person of another, without regard to whether any of the circumstances described in subparagraph (A) or (B) is an element of the offense or conduct of which or for which the person is charged or convicted; or
 - (2) has 1 or more prior convictions for a felony crime of violence involving the use or attempted use of force against a person with the intent to cause death or serious bodily harm.
- A BJA Adult Drug Court Discretionary Grant Program-funded drug court may, at its own discretion and after taking a valid assessment of risk into consideration, choose to provide services to an offender that is otherwise excluded from this program if the grantee is using non-federal (including match) funding to provide the services to that offender. BJA strongly encourages the use of valid risk assessment instruments and consideration of public safety needs in this local decision making process.
- For example – using Byrne formula grant funding to serve veterans with violent charges.

BJA Drug Courts RFP: Tribal Court Application of Violent Offender Prohibition

18

- **Current Charges in Tribal Court:** The violent offender prohibition only applies to a person who “is charged with or convicted of an offense that is punishable by a term of imprisonment exceeding one year”. The Indian Civil Rights Act (ICRA), 25 U.S.C. 1302(7), limited tribal courts to “in no event impose for conviction of any one offense any penalty or punishment greater than imprisonment for a term of one year and a fine of \$5,000, or both”. Consequently, the violent offender prohibition by its very definition would not apply to ANY current tribal court charges unless the tribe has enacted enhanced sentencing provisions (in excess of one year and up to three years imprisonment) as authorized under the Tribal Law and Order Act (TLOA) and specific charge/conviction meets violent offender provisions.
- **Prior Tribal Court Convictions:** The violent offender prohibition concerning prior convictions only applies to “prior convictions for a felony crime of violence involving the use or attempted use of force against a person with the intent to cause death or serious bodily harm”. This prior convictions provision only applies to “a felony crime”, but that is essentially the same as the “offense that is punishable by a term of imprisonment exceeding one year” language applicable to current charges since - as stated in Black’s Law Dictionary, “Under federal law, and many state statutes, any offense punishable by death or imprisonment for a term exceeding one year” constitutes a felony. Since the ICRA provides that tribal courts cannot sentence a defendant to more than one year in prison, then it should follow that prior tribal court convictions are also by definition not felonies. Consequently, an offender would not be ineligible for a drug court program based on prior convictions in tribal court unless the tribal code defines specific applicable offenses as “felonies” or the offender was convicted for an applicable offense with TLOA enhanced sentencing in excess of one year.
- **Prior State Court Convictions:** Tribal courts have issues concerning access to state court conviction records.

BJA Adult Drug Court RFPs (including Joint BJA/SAHMSA RFP): PROs and CONs

19

A few PROs for Tribal Healing to Wellness Court Funding under BJA Adult Drug Court RFPs:	A few CONs for Tribal Healing to Wellness Court Funding under BJA Adult Drug Court RFPs:
<ul style="list-style-type: none"> • Drug court specific RFP/funding source 	<ul style="list-style-type: none"> • Due date is very soon: <i>March 8, 2012</i> • <i>(but joint BJA/SAMHSA RFP not yet posted)</i>
<ul style="list-style-type: none"> • Specific reference to Tribal Wellness Courts 	<ul style="list-style-type: none"> • Not tribal specific RFPs
<ul style="list-style-type: none"> • Peer reviewers will have substantial drug court specific knowledge 	<ul style="list-style-type: none"> • Tribes have to compete with state drug courts under these RFPs
<ul style="list-style-type: none"> • In recent years, at least 5 tribes per year have received funding under the general BJA Adult Drug Court RFP 	<ul style="list-style-type: none"> • No guarantee that any Tribal Healing to Wellness Courts will be funded under these RFPs
<ul style="list-style-type: none"> • More grant awards under general BJA Adult Drug Court RFP than under any other drug court specific RFP (such as OJJDP and SAHMSA RFPs) 	<ul style="list-style-type: none"> • Violent Offender Prohibition
	<ul style="list-style-type: none"> • 25% match requirement

BJA Drug Court RFP: Common Problems with Tribal Applications

20

- Not providing all requested information
- Not providing the requested information in relevant section where peer reviewers could easily locate it
- Failed to draw adequate connection between problems identified in “statement of the problem” section and solutions proposed in “Program Design and Implementation” section
- Does not demonstrate adequate understanding of drug court concepts
- Inconsistencies within proposal - different writers by section
- Does not address all 10 key components
- Copied key components but did not adequately explain how they were going to implement or apply each component (who, what, why, where, when, and how)
- Did not provide specific measurable targets for performance measures
- Did not provide adequate sustainability info (only “we will apply for more funds” or “we have a good grant writer”) or address sustainability beyond \$\$\$ alone
- Failure to adequately link programmatic activities with budget items

Tribal Ten Key Components

www.ncjrs.gov/pdffiles1/bja/188154.pdf

21

- **Key Component 1**-Tribal Healing to Wellness Courts bring together community-healing resources with the tribal justice process, using a team approach to achieve the physical and spiritual healing of the participant and the well being of the community.
(see BJA design features 1, 2, and 7)
- **Key Component 2**-Participants enter the wellness court program through various referral points and legal procedures while protecting their due process rights. (see BJA design features 1-3)
- **Key Component 3**-Eligible substance abuse offenders are identified early through legal and clinical screening for eligibility and are promptly placed in the Tribal Healing to Wellness Program.
(see BJA design features 1 and 2)

21

Tribal Ten Key Components

22

- **Key Component 4**-Tribal Healing to Wellness Programs provide access to holistic, structured and phased, substance abuse treatment and rehabilitation services that incorporate culture and tradition.
(see BJA design features 1, 2, 6, and 7)
- **Key Component 5**-Participants are monitored through intensive supervision that includes frequent and random testing for alcohol and other substance use. (see BJA design features 1, 2, 3, 5, and 6)
- **Key Component 6**-Progressive consequences (or sanctions) and rewards (or incentives) are used to encourage participant compliance with program requirements. (see BJA design features 2, 3, 5, and 6)
- **Key Component 7**-Ongoing judicial interaction with each participant and judicial involvement in team staffing is essential.
(see BJA design features 3-6)

22

Tribal Ten Key Components

23

- **Key Component 8**-Monitoring and evaluation measure the achievement of program goals and gauge effectiveness to meet three purposes: providing information to improve the Healing to Wellness process; overseeing participant progress; and preparing evaluative information for interested community groups and funding sources. (see BJA design feature 5)
- **Key Component 9**-Continuing interdisciplinary education promotes effective wellness court planning, implementation, and operation.
(see BJA design feature 4)
- **Key Component 10**-The development of ongoing communication, coordination, and cooperation among team members, the community and relevant organizations are critical for program success. (see BJA design feature 7)

23

Seven BJA Evidence Based Program Design Features

for Adult Drug Courts (not Tribal specific)
(Pages 6-7 of BJA Adult Drug Court RFP) www.research2practice.org

24

- **1) Screening and Assessment**-Referral sources and other stakeholders should be clear on program eligibility criteria, which must be consistent with targeted population needs and available program resources. Applicants should demonstrate an ability to screen promptly and systematically for all offenders potentially eligible for the drug court, identify the agency which will conduct this screening, and detail the procedures that will be used for screening.
- The applicant should further demonstrate how those offenders determined to be eligible for the drug court as a result of screening will then be assessed to identify their risk for relapse and recidivism, as well as the nature of treatment and other rehabilitation needs. Assessments should be conducted using instruments that have been validated for the targeted population and updated periodically. Treatment and other service assessments should be reviewed and adjusted to gauge offender needs that may change over time.

See Key Components 1-5

24

Seven BJA Evidence Based Program Design Features for Adult Drug Courts *(not Tribal specific)*

(Pages 6-7 of BJA Adult Drug Court RFP) www.research2practice.org

25

- 2) **Target Population**—Program resources should be prioritized for offenders who demonstrate both high criminogenic risk and high substance abuse treatment need. Applicants should aim to serve offenders whose characteristics and risk factors directly relate to a high probability of offending, and who are frequent drug users diagnosed for drug dependence. Also, applicants should target offenders who are subject to (or eligible for) legal sanctions that may provide greater leverage in program compliance.

See Key Components 1- 6

- 3) **Procedural and Distributive Justice**—Applicants should establish and clearly communicate a system of graduated sanctions and incentives that is activated and delivered with certainty in response to offender behavior. Information from the drug court team and the offender should be considered in determining noncompliance and the appropriate response. Specific program responses should be meaningful to the offenders, understandable, and delivered in a manner that can be perceived as fair and equitable.

See Key Components 2,5,6 and 7

25

Seven BJA Evidence Based Program Design Features for Adult Drug Courts *(not Tribal specific)*

(Pages 6-7 of BJA Adult Drug Court RFP) www.research2practice.org

26

- 4) **Judicial Interaction**—Judges should interact directly and regularly with drug court participants during drug court hearings, which should be as frequent as the participant may require. As the program leader, the judge will maintain authority by demonstrating support for the program and knowledge of individual offenders. Communication between the participant and the judge should be based on a foundation of respect, and judges must maintain an understanding of program resources available to assess and respond to participant behavior.

See Key Components 7 and 9

- 5) **Monitoring**—The applicant should demonstrate a comprehensive plan to: monitor drug court participants using random drug testing and community supervision; disseminate results efficiently to the drug court team; and immediately respond to noncompliance according to established program requirements.

See Key Components 5,6 and 7

26

3/2/2012

3/2/2012

Seven BJA Evidence Based Program Design Features for Adult Drug Courts *(not Tribal specific)*

(Pages 6-7 of BJA Adult Drug Court RFP) www.research2practice.org

27

- 6) **Treatment and Other Services**—The applicant should maintain program resources that: address drug court participant needs identified over time; accommodate the range of treatment and other rehabilitation services required; and apply case management beyond initial referral to confirm that providers appropriately deliver ongoing assessment and services.

See Key Components 4-7

- 7) **Relapse Prevention, Aftercare and Community Integration**—From the first program phase, the applicant should demonstrate how culturally sensitive planning and other programming will be implemented to support relapse prevention, community integration, and aftercare/continuing care services.

See Key Components 1,4 and 10

27

CTAS (Coordinated Tribal Assistance Solicitation)

28

The Department of Justice launched CTAS in Fiscal Year 2010 in direct response to concerns raised by Tribal leaders about the Department's grant process that did not provide the flexibility tribes needed to address their criminal justice and public safety needs. Through CTAS, federally-recognized Tribes and Tribal consortia are able to submit a single application for most of the Justice Department's Tribal grant programs. The Department of Justice designed this comprehensive approach to save time and resources and allow tribes and the Department to gain a better understanding of the Tribes' overall public safety needs.

For more information on CTAS – see www.justice.gov/tribal and www.justice.gov/tribal/open-sol.html

Application Due Date:

April 18, 2012

28

CTAS: Introduction and Purpose

29

“We are committed to helping strengthen and sustain safe and healthy American Indian and Alaska Native communities with a funding process that is responsive and coordinated. This effort to streamline the grant application process, with multiple purpose areas, offers tribes and tribal consortia an opportunity to develop a comprehensive and community-based approach to public safety and support for victims.”

-Associate Attorney General Tom Perrelli

29

CTAS: What is New in FY 2012

30

- **A comprehensive planning grant purpose area**
(BJA Purpose Area #2, Approximately 3-5 awards of \$75,000 each, 18 month period)
- **A customizable Excel™ Budget and Demographic worksheets in GMS**
(See online CTAS Site for example, but need to download from GMS)
- **A broader scope of the permitted legal authorizing documentation, but required at time of application**
- **Additional demographic data questions to improve the understanding of the uniqueness of each tribe**
(See online CTAS Site for example, but need to download from GMS)
- **A question-and-answer purpose area template to make the solicitation more user friendly**
(See online CTAS Site for example, but need to download from GMS)

30

3/2/2012

3/2/2012

CTAS: Application Timeline

31

□ Solicitation:

- Opened January 18, 2012
- Closes 9pm Eastern Daylight Time April 18, 2012
- Hard copy applications must be postmarked by April 18, 2012
- DOJ expects to award grants no later than September 30, 2012

31

CTAS: Application Timeline FY 2012 CTAS Purpose Areas

32

FY 2012 Coordinated Tribal Assistance Solicitation Purpose Areas

1. Public safety and community policing (COPS Tribal Resources Hiring Grant Program and Tribal Resources Grant Equipment/Training)
2. Comprehensive Planning Demonstration Project
3. **Justice systems, and alcohol and substance abuse (OJP/BJA—Tribal Courts Assistance Program and Indian Alcohol and Substance Abuse Prevention Program)**
4. Corrections and correctional alternatives (OJP/BJA—Correctional Systems and Correctional Alternatives on Tribal Lands Program)
5. Violence Against Women (OVW-Tribal Sexual Assault Services Program-TSASP)
6. Violence Against Women (OVW—Tribal Governments Program – Tribal Governments Program)
7. Victims of Crime (OJP/OVC—Children’s Justice Act Partnerships for Indian Communities)
8. Victims of Crime (OJP/OVC-Comprehensive Tribal Victim Assistance Program),
9. **Juvenile Justice (OJP/OJJDP—Tribal Juvenile Accountability Discretionary Program)**
10. **Tribal Youth Program (OJP/OJJDP—Tribal Youth Program – TYP)**

32

CTAS: Peer Review Selection Process

33

- Tribal Community & Justice Profile (40%)
- Purpose Area Narrative (40%)
- Budget Detail Worksheet & Narrative, and Demographic Form (15%)
- Project/Program Timeline (5%)

33

CTAS: Peer Review Selection Process

34

- DOJ will identify a number of applications to be funded in a comprehensive manner across all of the purpose areas requested.
- An application is considered comprehensive if the Tribe or Tribal consortium is requesting funding in at least 5 purpose areas to address the overall and connected Tribal public safety, criminal, or juvenile justice or victimization issues.
- If the Tribe or Tribal consortium chooses this option, your application must explain how these multiple funding requests will work together to address tribal concerns.

34

3/2/2012

3/2/2012

CTAS: Education, Outreach Training & Technical Assistance

35

- Visit DOJ's dedicated CTAS website for up-to-date information:
www.justice.gov/tribal
- Teleconferences and Webinars are being scheduled
- Fact Sheets and Frequently Asked Questions are available on the website.

35

Possible Approach/Process

to organize purpose area specific information and ensure review of all relevant information for each purpose area

36

- **Step #1:** relevant section from "Purpose Areas – Specific Information" section of Solicitation/RFP (pages 8-28 of CTAS RFP)
- **Step #2:** relevant section from "Amount and Length of Awards" section of RFP (pages 28-29 of CTAS RFP)
- **Step #3:** relevant section from "Performance Measures" section of RFP (pages 30-33 of CTAS RFP)
- **Step #4:** relevant Purpose Area Narrative Questions section (See online CTAS Site for example, but need to download from GMS)
- **Step #5:** relevant Purpose Area specific FAQs from FAQs (See online CTAS Site for example, but need to download from GMS)

36

CTAS Purpose Area #3: Justice Systems and Alcohol and Substance Abuse (BJA)

37

Purpose Areas #3:

Justice Systems, and Alcohol and Substance Abuse

- o Tribal Courts Assistance Program (TCAP)
- o Indian Alcohol and Substance Abuse Prevention Program (IASA)

Purpose Area	Estimated Amount of Funding Available	Estimated Number of Awards to be Made; Estimated Award Amounts	Length of Award
3) Justice systems, and alcohol and substance abuse (BJA)	\$16.8 million	Approximately 25-35 awards; approximately \$250,000-750,000 per award, including 2-4 awards for developing and implementing correctional alternatives	3 years

BJA Point of Contact:

Trish Thackston: (202) 307-0581 m.patricia.thackston@usdoj.gov

CTAS Goals and Objectives Justice Systems and Alcohol and Substance Abuse (BJA)

38

- To develop, enhance, and continue Tribal justice systems including: alcohol and substance abuse prevention, law enforcement, pretrial services, risk and needs assessment development and implementation, diversion programming, tribal court services, **healing to wellness courts**, intervention and/or treatment, detention programming, community corrections, reentry planning and programming, justice system infrastructure enhancement, justice system information sharing, etc.
- To respond to and prevent alcohol- and substance abuse-related crimes.
- To implement enhanced authorities and provisions under the Tribal Law and Order Act.
- To develop, implement, and enhance substance abuse prevention and treatment programs including those that prevent and address the needs of drug-endangered children.
- To engage in comprehensive strategic planning to improve Tribal justice and community safety as it relates to Tribal courts and alcohol and substance abuse.

CTAS Purpose Area #3 Narrative Template

Applicant Name:
Purpose Area #3 Justice Systems and Alcohol and Substance Abuse Narrative

39

Purpose Area #3 Narrative (15-page limit including template text)

Primary implementing agency (if different from the applicant's legal jurisdiction name):		
Purpose Area Point of Contact:	Phone #:	E-mail:

1. Describe the focus of the project (i.e., alcohol and substance abuse prevention; law enforcement; pretrial services; risk and needs assessment development and implementation; diversion programming; tribal court services; healing to wellness courts; intervention and/or treatment; detention programming; community corrections; reentry planning and programming; justice system infrastructure enhancement; justice system information sharing; etc. Projects may focus on one or more than one area).
 - a. If the project has more than one focus, describe how the different aspects of the project are connected.
2. Describe the project goals and objective.
3. Describe the project's design and implementation strategy.
4. Describe specific tasks and activities that will help accomplish each project goal and objective.
5. Describe how the project will improve the functioning of tribal justice system and/or assist the community in addressing issues related to alcohol and substance abuse or other previous related community safety and wellness.
6. Describe how the community will be part of the project.
7. Explain how the Tribe plans to address victim safety concerns that may arise from the use of technology, such as protecting victim confidentiality, helping victims create safety plans, and seeking informed consent from victims and offenders.
8. Describe the Strategic Planning Advisory Board, including key stakeholders and decision makers in the Tribe.
9. Describe the management structure, staffing, and in-house or contracted capacity to complete each of the proposed projects.
10. Describe the project's community collaboration structure:
 - a. How it will ensure successful project planning and/or implementation.
 - b. How will communication and coordination be implemented throughout the project?

CTAS Purpose Area #3 Narrative Template

Applicant Name:
Purpose Area #3 Justice Systems and Alcohol and Substance Abuse Narrative

40

11. Identify key community partners and define their roles in the proposed project.
 12. Explain how the applicant will know if the program works.
 13. How will success be determined and measured?
 14. Describe how data will be collected and assessed to measure the impact of proposed efforts:
 - a. How will you meet timelines and deliverables?
 - b. How will you gain feedback from customers and stakeholders?
- | What will be measured? | Who is responsible for providing the measurement data? | How will the information be used? |
|------------------------|--|-----------------------------------|
| | | |
| | | |
15. How will evaluation and/or collaborative partnerships be used to leverage ongoing resources and facilitate a long-term strategy to sustain the project when the federal grant ends?
 16. Describe any challenges you anticipate in sustaining the program beyond the grant funding.
 17. For applicants who received funding from the FY 2011 CTAS Purpose Area #3 (Justice Systems and Alcohol and Substance Abuse):
 - a. Explain how the activities contained in this proposal enhance your current BJA-funded grant project(s); and
 - b. Explain how the activities contained in this proposal do not duplicate your current BJA-funded grant project(s).

CTAS Performance Measures Justice Systems and Alcohol and Substance Abuse

41

To assist in fulfilling the Department’s responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, and the GPRA Modernization Act of 2010, P.L. 111–352, applicants who receive funding under this solicitation must provide data that measure the results of their work.

This solicitation has one overarching objective that applies to all programs and separate objectives for each Purpose Area. For each applicable Purpose Area, sample performance measures and required data are listed. The listed measures and data are not exhaustive, but are intended to provide applicants with insight into the measures and data on which they will be expected to report.

CTAS Performance Measures Justice Systems and Alcohol and Substance Abuse

42

Submission of performance measures data is not required for the application. Performance measures are included as an alert that successful applicants will be required to submit specific data to DOJ as part of their reporting requirements after an award is made. Grantees will be required to provide the data requested in the “Sample Data Grantee Must Provide” column for each applicable objective so that DOJ can calculate values for the “Sample Performance 31 Measure(s)” column. Additional performance measures may be developed and required, specific and complementary to each awarded program. After awards are made, DOJ staff will provide additional information about how data should be collected and reported.

CTAS Performance Measures Justice Systems and Alcohol and Substance Abuse

43

Objective	Sample Performance Measure(s)	Sample Data Grantee Must Provide
Purpose Area #3: Justice systems and alcohol and substance abuse (BJA)	Percent increase in the number of cases handled by Tribal Courts	Number of cases filed in the court during the prior period. Number of cases filed in the court during the current reporting period.
	Number of full-time equivalent (FTE) judicial and other court positions created or funded under the grant award	Number of judicial and other court positions created as a result of the grant during the reporting period.
	Percent reduction in the number of arrests for crimes where alcohol or substance abuse was a factor	Number of arrests for crimes where alcohol or substance abuse was a factor for the period prior to grant funding. Number of arrests for crimes where alcohol or substance abuse was a factor for the current reporting period.
	Percent increase in number of individuals receiving treatment services as a result of this	Number of individuals receiving treatment services for the period prior to grant funding.

CTAS Frequently Asked Questions: Justice Systems and Alcohol and Substance Abuse

44

1. What projects can be supported under Purpose Area #3?

Allowable projects under this purpose area can develop, enhance and continue Tribal justice systems including: alcohol and substance abuse prevention, law enforcement, pretrial services, risk and needs assessment development and implementation, diversion programming, tribal court services, indigent defense services, **healing to wellness courts**, intervention and/or treatment, detention programming, community corrections, reentry planning and programming, justice system infrastructure enhancement, justice system information sharing, etc.; respond to and prevent alcohol and substance abuse related crimes; implement enhanced authorities and provisions under the Tribal Law and Order Act and/or develop, implement, and enhance substance abuse prevention and treatment programs including those that prevent and address the needs of drug-endangered children.

Examples of projects that can be supported are:

- **Strategic Planning**
- **Equipment**
- **Prevention**

CTAS Frequently Asked Questions: Justice Systems and Alcohol and Substance Abuse

45

- **Prevention**
- **Law Enforcement**
- **Tribal Courts:** Planning new or enhancing existing Tribal courts, such as peacemaking courts, healing to wellness courts, sentencing circles, and other alternative justice courts; Staffing of attorneys, advocates, probation and pretrial service officers, Tribal court judges and other court staff, clerical support staff, etc.; Provision of indigent defense/criminal legal defense services ; Activities relating to the implementation of provisions of the Tribal Law and Order Act.
- **Treatment**
- **Risk and Needs Assessment**
- **Diversion and Alternatives to Incarceration**
- **Reentry**
- **Training:** Registration fees and lodging costs associated with training events and related to Purpose Area activities; Costs associated with obtaining expert knowledge to assist with the development/enhancement of the program, such as culturally appropriate training, technical assistance, treatment, information technology, etc.
- **Travel:** Airfare, lodging, and mileage reimbursement for meeting or training costs related to Purpose Area activities, including costs associated with DOJ-required training.

45

CTAS Frequently Asked Questions: Justice Systems and Alcohol and Substance Abuse

46

2. Can I request funding for both a Tribal court program and an alcohol and substance abuse program under purpose area #3?

Yes, you may request grant funding for one or more areas of focus within this Purpose Area This can be either one comprehensive project integrating the two areas or two distinct separate projects with separate program management depending on the needs of your Tribe. If you choose to request funding for two distinct programs, your application should show how the two projects are related and how, together, they will improve public safety and the overall justice system for your tribe. Regardless, you should still submit *only one* Purpose Area narrative for purpose area 3 describing all of the programmatic activities that you are proposing under the broad area of justice systems and alcohol and substance abuse. Your narrative may encompass two different programs (eg: 1 court focused & 1 alcohol and substance abuse focused) but they must both be described within a single narrative.

46

3/2/2012

3/2/2012

CTAS Frequently Asked Questions: Justice Systems and Alcohol and Substance Abuse

47

3. Are grant deliverables subject to approval?

Yes, deliverables produced with grant funds must be reviewed and approved by BJA prior to the production and dissemination of said products. Examples of deliverables include: conferences, workshops, billboards, flyers, pamphlets, training curricula, etc.

4. Is a match required?

No, a match is not required.

5. Am I eligible to apply for Purpose Area #3 funds if I received a grant under the FY 2011 Purpose Area #3?

Yes, grant recipients of FY 2011 CTAS funding are eligible to apply for funds under Purpose Area #3 of this solicitation

6. Will DOJ offer any technical assistance to grant recipients under this program?

Yes, DOJ will partner with a technical assistance provider that will provide training and technical assistance to grant recipients via workshop(s) and ad hoc assistance.

47

CTAS Frequently Asked Questions: Justice Systems and Alcohol and Substance Abuse

48

7. Is it a requirement to have an advisory board?

No, an advisory board is not required. However, an advisory board is recommended. If the Tribe establishes an advisory board it should be sustained throughout the entire project period and should emphasize Tribal and non-Tribal partnerships. Advisory board members are encouraged to attend BJA training and technical assistance activities.

8. Who should be a part of the advisory board?

It is recommended that an advisory board consist of a minimum of seven members. The advisory board should be led by a member of the tribal council or a criminal justice partner (such as lead law enforcement official, tribal justice, lead correction official) depending on the focus of the criminal justice component of the program. The Co-Chair of the advisory board should be a lead representative from an alcohol, substance abuse agency or field. The advisory board should include representation from key stakeholders, and decision-makers within the Tribe to ensure successful strategy development and implementation. Applicants should give strong consideration to including representatives from tribal government, tribal law enforcement and tribal courts (if your Tribe has this structure), and other key partners and agencies within and outside tribal community addressing issues such as: treatment/health/mental health; adult and juvenile corrections/probation; education; economic development; social/family related services.

48

CTAS Frequently Asked Questions: Justice Systems and Alcohol and Substance Abuse

49

9. Can a Tribal government with a service population of less than 1,000 apply to plan, implement or enhance a Single Tribal Court System?

Yes, Tribes or Tribal consortia of any size can apply to plan, implement, or enhance a new tribal court system. However, Tribes with a service population of less than 1,000 are encouraged to consider applying as part of intertribal consortia.

10. Do Tribes have to allocate a specific amount over the project period to cover travel and other costs for attending BJA training/court-related meetings?

Technical assistance and training remains a critical component toward planning, implementing, enhancing, and sustaining tribal justice systems. You should budget for travel costs of up to two Department of Justice-sponsored grant meetings. You should estimate the costs of travel and accommodations for two staff to attend two meetings, with one trip to Washington D.C. and one in their region. The time period for each grant meeting will be approximately 3 days.

12. If my tribe is applying for multiple areas of focus under PA #3 can we request \$750,000 for each project?

No, regardless of the number of areas of focus the recommended range for funding is \$250,000 to \$750,000 total.

CTAS Purpose Area #9: TJADG (OJJDP/OJP)

50

Purpose Area #9: Juvenile Justice Tribal Juvenile Accountability Discretionary Program (TJADG)

Purpose Area	Estimated Amount of Funding Available	Estimated Number of Awards to be Made; Estimated Award Amounts	Length of Award
9) Juvenile justice (OJP)	Under \$1.0 million	Estimated 2-3 awards; approximately \$250,000-\$300,000	3 years

OJJDP Points of Contact:

Patrick Dunckhorst: (202) 514-4158 Patrick.Dunckhorst@usdoj.gov
Kara McDonagh: (202) 305-1456 Kara.McDonagh@usdoj.gov

*Specific budget requirements apply including 10% match- see pages 24-25 of CTAS RFP

CTAS Goals and Objectives: TJADG (OJJDP/OJP)

51

The overall goal of TJADG is to develop and implement programs that increase accountability for delinquent tribal youth and strengthen tribal juvenile justice systems. Tribes may choose one or more of the objectives provided below; however, tribes are only required to choose one.

- To develop, implement, and administer graduated sanctions for juvenile offenders..
- To build, expand, renovate, or operate temporary or permanent juvenile correction, detention, or community corrections facilities.
- To hire juvenile court judges, probation officers, and court-appointed defenders and special advocates, and funding pretrial services (including mental health screening and assessment) for juvenile offenders to promote the effective and expeditious administration of the juvenile justice system.
- **To establish drug court programs for juvenile offenders that provide continuing judicial supervision over juvenile offenders with substance abuse problems and integrate administration of other sanctions and services for such offenders.**
- Etc. (See pages 22-24 of CTAS RFP)

CTAS Purpose Area #9: Narrative Template

Applicant Name:
Purpose Area #9 Juvenile Justice (OJJDP)

52

Purpose Area #9 Narrative (15-page limit including template text)

Primary implementing agency (if different from the applicant's legal jurisdiction name):		
Purpose Area Point of Contact:	Phone #:	Email:

1. **Goals and Objectives:**
 - a. Describe the overall goal of the project and the specific objectives and how they relate to the goals and objectives outlined on page 22 for this purpose area.
 - b. Describe the target population to be served and what issues will be addressed.
 - c. Describe how the project will increase accountability for delinquent tribal youth and strengthen tribal juvenile justice systems.
2. **Project design and implementation:**
 - a. Describe specific tasks and activities that will help accomplish each project goal and objective.
 - b. **Management, staffing, and capacity:**
 - c. Describe how the community will collaborate with the project to achieve the overall goal.
 - d. Identify key community partners:
 - i. Define their roles in the proposed project.
 - e. This grant requires the ongoing involvement of a Strategic Planning Advisory Board that will work closely with the project (see "Specific Requirements" section). This advisory board can be one that already exists or one that is newly developed. Describe your proposal for including key stakeholders and decision makers in the Tribe into your Strategic Planning Advisory Board.
 - f. Describe how the staffing and partnerships will ensure successful project planning and/or implementation.
 - g. Describe how communication and coordination will be implemented throughout the project.
3. **Performance measurement:** Describe how the applicant will know if the program works and how success will be determined and measured:
 - a. Describe how data will be collected and assessed to measure the impact of proposed efforts.

CTAS Purpose Area #9: Narrative Template

Applicant Name: 53
 Purpose Area #9 Juvenile Justice (OJJDP)

- i. What will be measured?
- ii. How will data be collected?
- iii. Who is responsible for collecting the data?
- h. Describe how you will meet timelines and deliverables.
- c. Describe how you will gain feedback from tribal and community leaders, youth, families, and community members who are key stakeholders in your program.
4. Sustainability: Describe how evaluation, collaborative partnerships, or other methods will be used to leverage ongoing resources and facilitate a long-term strategy to sustain the project when the federal grant ends.
 - a. Describe any challenges you anticipate in sustaining the program beyond the grant funding.

CTAS Performance Measures TJADG (OJJDP/OJP)

54

Objective	Sample Performance Measure(s)	Sample Data Grantee Must Provide
Purpose Area #9: Juvenile Justice (OJJDP)	Number of juvenile offenders who receive graduated sanctions.	Number of juvenile offenders who receive graduated sanctions.
	Percentage of training participants who rated the training as satisfactory or better.	Number of training participants and number who rated the training as satisfactory or better.

CTAS Frequently Asked Questions TJADG (OJJDP/OJP)

55

1. What projects are supported under this Purpose Area?
 This Purpose Area focuses on juvenile justice. Specific examples of activities include the following:

Staffing: Salary and fringe benefits for positions to support implementation of the program and oversee staff who provide direct assistance to youth participants; Consultant and contract services for professional support and for evaluation.

Equipment and Supplies: Computer hardware and software for Internet access and e-mail capability, cell phones, telephones, pagers, printers, fax machines, copiers, as needed for program implementation; General office supplies, postage, and other supplies necessary to create outreach materials such as posters, flyers, etc.

Construction and Operation: Costs to build, expand, renovate, or operate temporary or permanent juvenile correction, detention, or community corrections facilities. With respect to the cost of constructing juvenile detention or correctional facilities only, the federal share of a grant received under this Purpose Area may not exceed 50 percent of approved costs.

Travel: Airfare, lodging, and mileage reimbursement for meeting or training costs related to Purpose Area activities, including costs associated with DOJ-required training.

Strategic Planning: Comprehensive planning for Tribal justice systems to serve juveniles.

CTAS Frequently Asked Questions TJADG (OJJDP/OJP)

56

2. Are matching funds required?
 Yes, matching funds are required. Purpose Area # 9 funds may not exceed 90 percent of total program costs, including any funds the recipient sets aside for program administration. The applicant must identify the source of the non-federal portion of the budget and how they will use match funds. Applicants may satisfy this match requirement with either cash or in-kind services.
 In addition, if an award recipient uses Purpose Area # 9 funds to construct a permanent juvenile correctional facility, the recipient must meet a 50-percent match of the total project. Applicants may satisfy this match requirement with either cash or in-kind services.

Please go to www.tribaljusticeandsafety.gov for additional information about how to calculate matching funds.

3. How can I find out what costs are allowable/unallowable?
 Please reference the OJP Financial Guide (www.ojp.gov/financialguide/index.htm) to determine whether program costs are allowable or unallowable.

CTAS Frequently Asked Questions TJADG (OJJDP/ OJP)

57

4. What training and technical assistance requirements are associated with this award?

OJJDP requires all newly awarded grantees to attend a mandatory orientation meeting in Washington, DC, during year 1 of the project. OJJDP also requires grantees to attend an annual Tribal Grantee Regional Cluster Meeting in years 2 and 3 of the project.

In addition, in the first year of the project, OJJDP will provide newly-funded grantees mandatory, intensive training and technical assistance to help them develop a comprehensive strategic plan and the capacity to collect and utilize performance management and program evaluation data. This training and technical assistance includes a mandatory Strategic Planning Training in year 1 of the project. Within 8 months of the first year of the grantee's project period (May 30, 2012), OJJDP will require the grantee to submit an approved comprehensive strategic plan to implement, monitor, and sustain project goals and objectives and that documents the achievement of designated milestones. Please see the solicitation for more information, including how these requirements impact the applicant's budget.

CTAS Frequently Asked Questions TJADG (OJJDP/OJP)

58

5. What is the Purpose Area # 9 "trust fund" requirement?"

A Tribe that receives a grant under Purpose Area #9 must establish an interest-bearing trust fund to deposit program funds. A trust fund is defined as an interest-bearing account specifically designated for this Purpose Area. The recipient of grant funds must use the amounts in the trust fund (including interest) during a period not to exceed 36 months from the date of the award. Grant recipients may use trust funds for purposes within the scope of the approved program and for authorized program administration purposes.

To comply with the trust fund requirement, a recipient's account must include the following features:

- The account must earn interest.
- The recipient must account for the federal award amount.
- The recipient must account for the local match amount.
- The recipient must account for the interest earned.

CTAS Frequently Asked Questions TJADG (OJJDP/OJP)

59

6. What are Purpose Area # 9 reporting requirements?

Grantees must submit a categorical assistance progress report (CAPR) through DOJ's Grants Management System (GMS) (<https://grants.ojp.usdoj.gov/>) annually on November 30 for the period October 1 through September 30 of the previous year. They must also submit their performance measure data for this same period through the Data Collection Technical Assistance Tool - DCTAT (www.ojjdp-dctat.org/) and upload a copy of this report into GMS along with their CAPR

7. Under Purpose Area # 9, may youth 18 years of age or older receive services under the award?

No. Services may only be provided to juveniles who have not yet reached their 18th birthday.

8. Under Purpose Area # 9, may a Tribe implement a program for Native girls only?

A single-sex program or activity may only be funded under this award if the recipient agrees to identify and refer any excluded individuals to, or provide them with, a comparable alternative program or service.

CTAS Project Area #10: OJJDP Tribal Youth Program (TYP)

60

Purpose Area #10:

Tribal Youth Program (TYP)

Purpose Area	Estimated Amount of Funding Available	Estimated Number of Awards to be Made; Estimated Award Amounts	Length of Award
10) Tribal Youth Program	\$8 million	Estimated 12-15 awards; Approximately \$300,000-\$500,000 per award	3 years

OJJDP Points of Contact:

Patrick Dunckhorst: (202) 514-4158 Patrick.Dunckhorst@usdoj.gov

Kara McDonagh: (202) 305-1456 Kara.McDonagh@usdoj.gov

CTAS Goals and Objectives: OJJDP Tribal Youth Program (TYP)

61

The Tribal Youth Program (TYP) supports and enhances tribal efforts to prevent and control juvenile delinquency and strengthen the juvenile justice system for American Indian/Alaska Native youth. Priority areas eligible for funding include the areas below. We recommend the selection of not more than one category for your project design.

- Prevention services to impact risk factors for delinquency
- Interventions for court-involved Tribal youth
- Alcohol and drug abuse prevention programs and prevention services
- Mental health program services
- Engaging at-risk Tribal youth
- Trauma-informed systems of care
- Tribal best practices and traditional healing methods
- Prevention and intervention services to teach native girls

CTAS Goals and Objectives: OJJDP Tribal Youth Program (TYP)

62

Tribal Courts and Juvenile Detention Centers:
Priority areas include:

- Improvements to the Tribal juvenile justice system including the development and implementation of indigenous justice strategies.
- Tribal juvenile codes.
- **Tribal youth courts, Tribal juvenile drug courts, intake assessments, advocacy programs, and gender-specific programming and enhancing juvenile probation services and/or reentry programs.**
- Services for youth residing within Tribal juvenile detention centers
- Address existing data systems, advance green technology and environmentally sustainable activities, and improve reporting capacity.
- Implement, monitor, and maintain Tribal juvenile detention standards.

Tribal Law and Order Act (TLOA): Funding is available to be used for activities outlined in TLOA such as Tribal Action Plan-type strategic planning and necessary juvenile court enhancements to take advantage of the enhanced sentencing authority or juvenile code development.

CTAS Purpose Area #10 Narrative Template

63

Applicant Name:
Purpose Area #10 Tribal Youth Program (OJJDP)

Purpose Area #10 Narrative (15 page limit including template text)

Primary implementing agency (if different from the applicant's legal jurisdiction name):

Purpose Area Point of Contact:	Phone #:	E-mail:
--------------------------------	----------	---------

1. **Goals and Objectives:** Describe the project's goals and objectives:
 - a. Describe the overall goal of the project and the specific objective or objectives and how they relate to the goals and objectives outlined on page 25 for this purpose area. (See TYP priority areas.)
 - b. Describe the target population to be served and what issues will be addressed.
 - c. Describe how the project will provide juvenile delinquency prevention services and support the ability of Tribes to respond to, and care for, juvenile offenders; to encourage the accountability of tribal governments to prevent juvenile delinquency and respond to it; to care for juvenile offenders; and/or to increase accountability for delinquent tribal youth and strengthen tribal juvenile justice systems.
2. **Project design and implementation:** Describe the project's design and implementation strategy, including the specific activities:
 - a. Describe specific tasks and activities that will help accomplish each project goal and objective.
3. **Management, staffing, and capacity:** Describe the management structure, staffing, and in-house or contracted capacity to complete each of the proposed projects:
 - a. Describe how the community will collaborate with the project to achieve the overall goal.
 - b. Identify key community partners.
 - i. Define their roles in the proposed project.
 - c. This grant requires the ongoing involvement of a Strategic Planning Advisory Board that will work closely with the project (see "Specific Requirements" section). This advisory board can be one that already exists or one that is newly developed. Describe your proposal for including key stakeholders and decision makers in the Tribe into your Strategic Planning Advisory Board.
 - d. Describe how the staffing and partnerships will ensure successful project planning and/or implementation.
 - e. Describe how communication and coordination will be implemented throughout the project.

CTAS Purpose Area #10 Narrative Template

64

Applicant Name:
Purpose Area #10 Tribal Youth Program (OJJDP)

4. **Performance measurement:** Describe how the applicant will know if the program works and how success will be determined and measured:
 - a. Describe how data will be collected and assessed to measure the impact of proposed efforts:
 - i. What will be measured?
 - ii. How will data be collected?
 - iii. Who is responsible for collecting the data?
 - b. Describe how you will meet timelines and deliverables.
 - c. Describe how you will gain feedback from customers and stakeholders.
5. **Sustainability:** Describe how evaluation, collaborative partnerships, or other methods will be used to leverage ongoing resources and facilitate a long-term strategy to sustain the project when the federal grant ends.
 - a. Describe any challenges you anticipate in sustaining the program beyond the grant funding.

CTAS Performance Measures: OJJDP Tribal Youth Program (TYP)

65

Objective	Sample Performance Measure(s)	Sample Data Grantee Must Provide
Purpose Area #10: Tribal Youth Program (OJJDP)	Number of program youth and/or families served.	Number of program youth and/or families served.
	Percent of program youth who offend or reoffend (arrested/rearrested).	Number of program youth who offend or reoffend.
	Percent of program youth and/or families exhibiting desired change in targeted behaviors (i.e., substance use, antisocial behavior, truancy, gang involvement, etc.).	Number of program youth and/or families exhibiting desired change in targeted behaviors.

65

CTAS Frequently Asked Questions OJJDP Tribal Youth Program (TYP)

66

1. What projects can be supported under this Purpose Area?

The goal of this program is to provide juvenile delinquency prevention services and support the ability of Tribes to respond to, and care for, juvenile offenders; and to encourage the accountability of Tribal governments to prevent juvenile delinquency and respond to, and care for, juvenile offenders; and to engage in comprehensive strategic planning for Tribal justice systems to serve juveniles. Examples of activities included but not limited to are:

- Staffing
- Strategic Planning
- Prevention/Intervention/Treatment
- Tribal Law and Order Act (TLOA)
- Equipment
- Training
- Travel

66

3/2/2012

3/2/2012

CTAS Frequently Asked Questions OJJDP Tribal Youth Program (TYP)

67

2. What training and technical assistance requirements are associated with this award?

OJJDP requires all newly awarded grantees to attend a mandatory orientation meeting in Washington, DC, during year 1 of the project. OJJDP also requires grantees to attend an annual Tribal Grantee Regional Cluster Meeting in years 2 and 3 of the project.

In addition, in the first year of the project, OJJDP will provide newly-funded grantees mandatory, intensive training and technical assistance to help them develop a comprehensive strategic plan and the capacity to collect and utilize performance management and program evaluation data. This training and technical assistance includes a mandatory Strategic Planning Training in year 1 of the project. Within 8 months (May 30, 2012) of the first year of the grantee's project period, OJJDP will require the grantee to submit an approved comprehensive plan to implement, monitor, and sustain project goals and objectives and that documents the achievement of designated milestones. Please see the solicitation for more information, including how these requirements impact the applicant's budget.

67

CTAS Frequently Asked Questions OJJDP Tribal Youth Program (TYP)

68

3. Are matching funds required?

Matching funds are not required under Purpose Area # 10.

4. Under Purpose Area # 10, may youth 18 years of age or older receive services under the award?

No. Services may only be provided to juveniles who have not yet reached their 18th birthday.

5. Under Purpose Area # 10, may a Tribe implement a program for Native girls only?

A single-sex program or activity may only be funded under this award if the recipient agrees to identify and refer any excluded individuals to, or provide them with, a comparable alternative program or service.

6. What are Purpose Area#10 Reporting Requirements?

Grantees must submit a categorical assistance progress report (CAPR) through DOJ's Grants Management System (GMS) (<https://grants.ojp.usdoj.gov/>) semi-annually on January 30 and July 31 for the six month period preceding the due date. They must also submit their performance measure data semi-annually for this same period through the Data Collection Technical Assistance Tool - DCTAT (www.ojjdp-dctat.org/) and upload a copy of this report into GMS along with their CAPR.

68

CTAS RFP: Pros and Cons

69

A few PROs for Tribal Healing to Wellness Court Funding under CTAS RFP:

- More time to prepare application – the due date is not until April 18, 2012
- Tribal specific RFP/funding source
- Specific references to Tribal Healing to Wellness Courts in purpose areas #3, 9, and 10
- Peer reviewers will have tribal court specific knowledge
- Under BJA purpose area #3 (TCAP/IASAP), there is substantial funding (\$16.8 million) and many grant awards annually (approximately 25-35 awards; approximately \$250,000-\$750,000 per award; 3 year project period)
- Under OJJDP purpose area #10 (Tribal Youth Program), there is substantial funding (\$8 million) and many grant awards annually (approximately 12-15 awards; approximately \$300,000-\$500,000 per award; 3 year project period)
- Potentially more flexibility to design a Tribal Healing to Wellness Court to meet the specific needs of an individual community (for example - Violent Offender Prohibition does not apply to CTAS and program design not as specifically required to adhere to the drug court key components)
- No match requirement
- Tribal Healing to Wellness Court objectives can be better incorporated into an overall tribal plan through CTAS
- Most tribes are already planning to submit CTAS proposal – so a Tribal Healing to Wellness Court proposal could simply be added to the overall Tribal CTAS proposal (that is, stand-alone Tribal Healing to Wellness Court proposal not required)

69

CTAS RFP: Pros and Cons

70

A few CONS for Tribal Healing to Wellness Court Funding under CTAS RFP:

- Not a Tribal Healing to Wellness Court specific RFP/Solicitation
- Peer reviewers may not have adequate drug court specific knowledge
- Since each CTAS purpose area incorporates a very wide range of possible projects and programs in addition to Tribal Healing to Wellness Courts, there will likely be a great deal of competition with each tribe and tribal court concerning which possible programs to include in the tribe's CTAS application
- Very complex CTAS application process with many moving parts requiring substantial intra-tribal coordination especially within larger tribes
- The page and format limitations of CTAS may not provide enough space to adequately describe a project as complex as a Tribal Wellness Courts – especially if other programs are included in a tribe's specific purpose area proposal
- No guarantee that any Tribal Wellness Courts would be funded under CTAS RFP/Solicitation

70

Common CTAS Problems: biggest reasons for unsuccessful CTAS applications overall

71

- Not responding to all of the requested information
- Failed to draw connection between pressing problems identified in the “tribal community and justice profile” and programmatic activities proposed in the “purpose area narrative.”
- Not providing the requested information in relevant section where peer reviewers could easily locate it
- Failed to draw the connection between the proposed budget and the programmatic activities requested in the “purpose area narrative.”
- Inconsistencies within proposal - different writers by section
- Did not provide specific measurable targets for performance measures

71

Tips for submitting a CTAS proposal

72

1. **Read the Solicitation.** Read entire solicitation and follow all instructions carefully. No detail is too small and no instruction should be ignored. Be sure to respond to all questions and requirements in the solicitation.
2. **Check all of the resources available through the Online CTAS website.** Many required forms – such as the vital narrative questions by purpose area – are only available through online CTAS website.
3. **Don't wait until the deadline to apply!** Avoid connection issues with the Internet or the Grants Management System (GMS) and apply early. GMS runs slowly on the deadline day because of increased website traffic. Apply at least 72 hours before the deadline!
4. **Go back and review the “tribal community and justice profile” after completing the purpose area narratives:** Make changes as needed to ensure that the connection is clearly drawn between pressing problems identified in “tribal community and justice profile” and programmatic activities requested in “purpose area narrative.”
5. **Go back and review the budget after completing the purpose area narratives:** Make changes as needed to ensure that the connection is clearly drawn between proposed budget and programmatic activities requested in the “purpose area narrative.”

72

Tips for submitting a CTAS proposal

73

1. **Contact the relevant agency/personnel** if you have any questions about the solicitation, eligibility or purpose areas.
2. **Submit a single application for each Tribe.** The Tribe's single application should request funding from all available DOJ Tribal government-specific grant programs, according to the Tribes' needs.
3. **Include all required documents** listed in the checklist by the deadline.
4. **Complete a budget** that justifies what the application is proposing for each Proposal Area requested.
5. **Include additional documents as required by each Purpose Area!**
6. **Follow Directions!** Pay close attention to formatting, file name, spacing, margins, and page length requirements.

73

General Approach to Federal Grants

74

1. **Plan Ahead – Do Not Wait until the RFP is out**
2. **Regular Annual Rhythm/Pattern for most Federal Grants**
(RFP in January-April with Grant Award not until September)
3. **Contact Agency Grant Managers**
4. **Contact Tribal Technical Assistance (TA) Providers**
5. **Review Online Resources and Prior Proposals**
6. **Serve as Peer Reviewer** (or at least Mock Peer Review Exercise)
7. **Register on Grants.gov and GMS well ahead**

74

If You Have Applied Unsuccessfully:

75

- **Always ask Agency to provide you with strengths and weaknesses comments**
- **Keep prior proposals & comments** (*although different review panel each time*)
- **Ask Agency what other services can be provided such as:**
 - Training and Technical Assistance (T/TA) without grant
 - Capacity Building
 - Scholarships for Conferences/Trainings
- **Ask Agency who was funded and for copies of successful applications**
- **Ask Agency for TA Provider contact information**

75

Request for Proposal (RFP) Questions/Issues

76

- **Contact Agency contact person listed on RFP**
- **Document any information / advice from Agency** (email confirmations)
- **Where applicable, footnote relevant information / advice from Agency in proposal itself** so that peer reviews are informed
- **Ask for TA Provider contact information and contact TA Provider**
- **Ask for samples / templates and / or successful applications**
- **Ask if Agency provides TA for potential applicants**
- **Ask about the odds of funding by program:**
 - How many usually apply
 - How many are usually funded

76

Tips for Writing Grants

77

- Focus on deadline and any necessary attachments (*tribal resolutions, support letters*)
- Focus on scoring criteria (*think of it as a checklist because it is*)
- Use scoring criteria as a general guide for how many pages you devote to each section
- Always answer every question / address every issue
- Use all available pages
- Utilize attachments if at all possible (*timeline, support letters, etc.*)
- Follow all format directions (such as labeling sections/page numbering)
- Make it easy for the reviewer to read and score
- Have staff internally review and score
- Always PDF everything
- Always label clearly
- Do something different, interesting, and replicable

77

Tips for Writing Grants

78

- Focus on deadline and any necessary attachments (*tribal resolutions, support letters*)
- Focus on scoring criteria (*think of it as a checklist because it is*)
- Use scoring criteria as a general guide for how many pages you devote to each section
- Always answer every question / address every issue
- Use all available pages
- Utilize attachments if at all possible (*timeline, support letters, etc.*)
- Follow all format directions (such as labeling sections/page numbering)
- Make it easy for the reviewer to read and score
- Have staff internally review and score
- Always PDF everything
- Always label clearly
- Do something different, interesting, and replicable

78

3/2/2012

3/2/2012

Questions

79

Questions concerning FY 2012 BJA Adult Drug Courts RFP (*Due: March 8, 2012*) and FY 2012 BJA/SAMHSA Joint Adult Drug Court RFP (*out within next 45 days*):

Timothy Jeffries, Timothy.Jeffries@usdoj.gov; (202) 616-7385

Questions concerning FY 2012 CTAS RFP (*Due April 18, 2012*)
BJA Purpose Area #3:

Trish Thackston: (202) 307-0581; m.patricia.thackston@usdoj.gov

Questions concerning FY 2012 CTAS RFP (*Due April 18, 2012*)
OJJDP Purpose Areas #9 and #10:

Patrick Dunckhorst: (202) 514-4158; Patrick.Dunckhorst@usdoj.gov

79

Follow-up

80

- CTAS Purpose Area Specific Documents for purpose areas 3, 9, and 10 will be sent via Email to all participants following today's Webinar.
- Webinar Evaluations will also be sent via Email to all participants following today's Webinar.

For follow-up questions please contact:
Chia Halpern-323-650-5467; chia@tlpi.org

80