PRESENTERS

- **Chia Halpern Beetso**, *Tribal Court Specialist*, Tribal Law and Policy Institute

- **Trish Thackston**, *Policy Advisor*, Bureau of Justice Assistance, Office of Justice Programs

- **Tenzing Lahdon**, *Grant Manager*, Youth Development, Prevention & Safety Division, Office of Juvenile Justice & Delinquency Prevention
OUTLINE

• Overview of Other Drug Court RFPs
  • FY 2018 BJA Adult Drug Courts RFP (Due: TBD) (reference only)
  • SAMHSA Treatment Drug Courts RFP (Due: TBD) (reference only)

• FY 2018 CTAS RFP
  • Overall application
  • Purpose Areas #3 and #8 (potentially #6)
  • Performance Measures

• General Grant Writing Tips

• Questions
POLL
To develop 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
BJA ADULT DRUG COURT: Length and Duration

• **Implementation grant** up to $350,000 for 36 months

• **Enhancement grant** up to $200,000 for 24 months – operational at least one year and are planning to:
  (1) expand the number of participants
  (2) expand the target populations,
  (3) enhance court operations,
  (4) enhance court and/or supervision services, and/or
  (5) enhance recovery support services.
BJA ADULT DRUG COURT: Tribal Awards

- FY 2012: 1 Tribe
- FY 2013: 3 Tribes
- FY 2014: 1 Tribe
- FY 2015: 6 Tribes
- FY 2016: 2 Tribes
- FY 2017: 1 Tribe
SAMHSA

- Grants to Expand Substance Abuse Treatment Capacity in Adult and Family Drug Courts (SAMHSA Treatment Drug Courts)

- Joint Adult Drug Court Solicitation to Enhance Services, Coordination, and Treatment (BJA and SAMHSA)

1. There have been approximately 10 BJA awards and 10 SAMHSA awards.
2. BJA: Up to $300,000/year for 3 years, but match required.
3. SAMHSA: Up to $325,000/year for 3 years, with no match required.
4. Treatment-focused RFP restricted to OPERATIONAL adult criminal courts or family/child dependency courts.
Coordinated Tribal Assistance Solicitation
CTAS

- Launched in FY 2010
- Federally-recognized tribes submit a single application for most of DOJ’s Tribal grant programs.
  - www.justice.gov/tribal
CTAS

INCLUDED:

• Tribal-Specific grants within the
  • Office of Community Oriented Policing Services (COPS)
  • Bureau of Justice Assistance (BJA)
  • Office on Violence Against Women (OVW)
  • Office for Victims of Crime (OVC)
  • Office of Juvenile Justice and Delinquency Prevention (OJJDP)

NOT INCLUDED:

• OVW Tribal Coalitions
• OVW Tribal Sexual Assault Services Program
• T/TA Programs
• BJA Tribal Civil and Criminal Legal Assistance
• Non-Tribal Government-specific grants
CTAS PROS

- Tribal specific RFP/funding source
- Specific references to Healing to Wellness Courts in Purpose Areas #3, and #8
- Peer reviewers will have tribal court specific knowledge
- Peer reviewers will have some drug court knowledge (Purpose Area #8)
- Potentially more flexibility to design a Healing to Wellness Court to meet the specific needs of an individual community (Purpose Area #3)
- No match requirement
- 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
CTAS CONS

• Purpose Area 3 has a large scope and a lot of competition
  • Not Healing to Wellness Court-specific

• Purpose Area 8 is narrow and limited

• Complex CTAS application process with many moving parts requiring substantial intra-tribal coordination

• Limited page and formatting requirements
ELIGIBILITY

• Federally recognized Tribe
• Tribal consortia (2 or more tribes)
  • A tribal consortia member can also submit its own independent application, so long as the activities are distinct
APPLICATION TIMELINE

- Opened January 3, 2018
- Closes March 20, 2018 (9pm Eastern)
- Recommended to register for GMS no later than February 27, 2018.
- DOJ expects to award grants no later than September 30, 2018
CTAS: WHAT IS NEW IN FY 2018?

• The question & answer templates have been further coordinated and refined across purpose areas to ensure more clarity and to reduce duplication.

• The budget worksheet was redesigned to be more user-friendly and to reflect software updates.

• Project abstracts for each purpose area are new and required for FY 2018.
CTAS: WHAT IS NEW IN FY 2018?

- **Purpose Area #8** – (OJJDP – Juvenile Tribal Healing to Wellness Courts) eligibility criteria now reflects that federally recognized tribes that have received OJJDP funding through the FY 2014 Tribal Healing to Wellness Court Responses to Underage Drinking Initiative solicitation or the FY 2015, FY 2016 or FY 2017 CTAS OJJDP purpose area #8 are not eligible to apply for funds in this purpose area.
<table>
<thead>
<tr>
<th></th>
<th>FY 2016</th>
<th>FY 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>applications</strong></td>
<td>215</td>
<td>225</td>
</tr>
<tr>
<td><strong>awards</strong></td>
<td>236</td>
<td>212</td>
</tr>
<tr>
<td><strong>$ million</strong></td>
<td>$102</td>
<td>$101</td>
</tr>
</tbody>
</table>
## FY 2018 CTAS PURPOSE AREAS

1. Public Safety and Community Policing (COPS Office Tribal Resources Grant Program—Hiring and Equipment/Technology)

2. Comprehensive Tribal Justice System Strategic Planning (BJA, COPS, OJJDP, OVW, and OVC)

3. Justice Systems, and Alcohol and Substance Abuse (BJA Tribal Courts Assistance Program and Indian Alcohol and Substance Abuse Prevention Program)

4. Corrections and Correctional Alternatives (BJA Tribal Justice Systems Infrastructure Program)

5. Violence Against Women Tribal Governments Program (OVW)

6. Children’s Justice Act Partnerships for Indian Communities (OVC)

7. Comprehensive Tribal Victim Assistance Program (OVC)

8. Juvenile Healing to Wellness Courts (OJJDP)

9. Tribal Youth Program (OJJDP)
THE APPLICATION

• Application Overview
• Tribal Community and Justice Profile (30%)
• Project Abstracts
• Purpose Area Narratives (50%)
• Project/Program Timelines (5%)
• Budget Workbook (15%)
Tribal Justice

Narrative

Purpose Area Narrative

Other Attachments

Budget Workbook

Purpose Area Narrative

Other Attachments

Purpose Area Narrative

Other Attachments
Online Guide: Preparing for the Coordinated Tribal Assistance Solicitation

This online guide was created by the Education Development Center in coordination with the Department of Justice to assist Tribes as they prepare for, write, and submit their applications for complex grants such as the Coordinated Tribal Assistant Solicitation (CTAS).

This guide contains strategies to:

- Read and comprehend a complex grant solicitation
- Coordinate a robust grant-writing team
- Identify and articulate the needs of your community through data driven processes
- Generate and capture ideas and solutions from your community
- Organize key community players to execute the proposed program

Explore the tool
APPLICATION OVERVIEW

- 1-2 pages
- Identify problems; strategy to address problems; and the Purpose Areas being requested

<table>
<thead>
<tr>
<th>Problem</th>
<th>Strategy to address the problem</th>
<th>Purpose area(s) addressing the problem</th>
</tr>
</thead>
<tbody>
<tr>
<td>EXAMPLE Need to provide better services for tribal youth returning to the reservation from a correctional setting or residential treatment.</td>
<td>EXAMPLE Provide community-based juvenile delinquency prevention services and juvenile probation services.</td>
<td>EXAMPLE PA #8—Juvenile Healing to Wellness Courts and PA #3—Tribal Justice Systems</td>
</tr>
</tbody>
</table>
TRIBAL COMMUNITY AND JUSTICE PROFILE

- 30%
- Describe the community’s
  - Strengths
  - Resources
  - Challenges
  - Needs
- 15 pages
- Readers may not be familiar with community
- Each question should be answered!
TRIBAL COMMUNITY AND JUSTICE PROFILE

1. Describe the form of Tribal Government
2. Describe the Tribal Justice System
3. Describe the significant tribal justice, community safety, juvenile delinquency, or victimization issues that your application is trying to address
4. Describe current and future plan to address these issues
5. Any other context
5%

Timeline should encompass
- *entire federal project period*
- indicates **objectives and major tasks**
- assigns responsibility for each, and
- plots completion of each task (by year and month or quarter)

Separate timelines for each Purpose Area or one comprehensive Timeline.
CTAS Sample Timeline (5% of application score)

<table>
<thead>
<tr>
<th>Tribe name:</th>
</tr>
</thead>
</table>

Applicants should submit a timeline or milestone chart encompassing the entire period of performance for the proposed project that indicates objectives and major activities and assigns responsibility for each and expected completion of each task by year and then by month or quarter for the duration of the award. Use “Year 1,” “Month 1,” “Quarter 1,” etc., not calendar dates. Applicants should submit a separate timeline for each purpose area. If awarded, it is expected that throughout the life of the award(s), applicants will update the timeline(s) as needed when changes occur.

<table>
<thead>
<tr>
<th>Estimated start of task</th>
<th>Purpose area(s)</th>
<th>Project goals</th>
<th>Related objectives</th>
<th>Activities</th>
<th>Expected completion of task</th>
<th>Person responsible for completing each task</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

FY 2018
• 15%

• The Budget Detail Workbook includes the
  • Demographic Form (only if you are applying for purpose area #1);
  • The Budget Detail Worksheet(s); and
  • The Budget Narrative(s)

• Only one workbook per completed application
• Download fillable version from GMS
## Justice Systems and Alcohol and Substance Abuse

**Program Office**: BJA 16-8208

**Note**: Non-Federal matching is required for this purpose area but can be provided if desired.

### Personnel

<table>
<thead>
<tr>
<th>Name/Position</th>
<th># of Positions</th>
<th>Total Cost</th>
<th>Non-Federal Cost</th>
<th>Federal Request</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Computation**: Show annual salary & amount of time devoted to the project for each name/position.

### Fringe Benefits

<table>
<thead>
<tr>
<th>Type of Benefit</th>
<th>Total Cost</th>
<th>Non-Federal Cost</th>
<th>Federal Request</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Computation**: Show the basis for computation.

### Narrative

Add Additional Narrative Text Area

---

**Budget Summary**
### Budget Summary

<table>
<thead>
<tr>
<th>Budget Category</th>
<th>PA(1)</th>
<th>PA(2)</th>
<th>PA(3)</th>
<th>PA(4)</th>
<th>PA(5)</th>
<th>PA(6)</th>
<th>PA(7)</th>
<th>PA(8)</th>
<th>PA(9)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>COPS</td>
<td>BJA</td>
<td>BJA</td>
<td>OVC</td>
<td>OVC</td>
<td>OVC</td>
<td>OJD</td>
<td>OJD</td>
<td>OJD</td>
<td></td>
</tr>
<tr>
<td></td>
<td>16,710</td>
<td>26,608</td>
<td>26,608</td>
<td>16,596</td>
<td>16,597</td>
<td>16,552</td>
<td>16,552</td>
<td>16,555</td>
<td>16,733</td>
<td></td>
</tr>
<tr>
<td>A. Personnel</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>B. Fringe Benefits</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>C. Travel</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>D. Equipment</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>E. Supplies</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>F. Construction</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>$0</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>$0</td>
</tr>
<tr>
<td>G. Consultants &amp; Costs</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>H. Other</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Total Direct Costs</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>I. Indirect Costs</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Total Project Costs</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Request</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Non-Federal Contribution</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Required Match Net</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>
REQUIRED ATTACHMENTS

- Tribal Authority
- Disclosure of High-Risk Status
- Disclosure of Pending Applications
- Disclosure of Lobbying Activities
- Indirect Cost Rate Agreement (if applicable)
- Financial Management and System of Internal Controls Questionnaire
OTHER POSSIBLE ATTACHMENTS

• Letters of Support
• Resumes of Key Personnel
• Job descriptions of requested positions
• MOUs with proposed partners
THE PURPOSE AREAS
PROJECT ABSTRACTS

Applicant Name:

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

In a separate document, applicants must include a high-quality project abstract that summarizes the proposed project in 400 words or less. Abstracts should be

   a. written for a general public audience;

   b. submitted as a separate attachment with “Project Abstract” as part of its file name (this will NOT count against the page limit for the program narrative);

   c. single-spaced, using a standard 12-point font (Times New Roman) with 1-inch margins.

The abstract should include a brief description of the project’s purpose, the population to be served, and the activities that the applicant will implement to achieve the project’s goals and objectives. The abstract should be specific to the project proposed for this purpose area. The abstract is required but will not be scored.
PURPOSE AREA NARRATIVES

- Applicants must submit a separate narrative for each Purpose Area.
- Template questions:
  - Problem identification and problem solving strategy
  - Project/program design and implementation
  - Capabilities and competencies
  - Impact/outcomes and evaluation/plan for collecting data for performance measures
- Each Purpose Area has a unique template
- 15 pages
PURPOSE AREA #3: JUSTICE SYSTEMS AND ALCOHOL AND SUBSTANCE ABUSE (BJA)

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

<table>
<thead>
<tr>
<th>Purpose Area</th>
<th>Estimated Amount of Funding Available</th>
<th>Estimated Number of Awards to be made; Estimated Award Amounts</th>
<th>Length of Award</th>
</tr>
</thead>
<tbody>
<tr>
<td>3) Justice Systems and Alcohol and Substance Abuse (BJA)</td>
<td>$16.8 million</td>
<td>Approximately 20-30 awards; Approximately $250,000-$750,000 per award.</td>
<td>3 years</td>
</tr>
</tbody>
</table>
PURPOSE AREA #3: JUSTICE SYSTEMS AND ALCOHOL AND SUBSTANCE ABUSE (BJA)
PURPOSE AREA #3:
JUSTICE SYSTEMS AND ALCOHOL AND SUBSTANCE ABUSE (BJA)

- 103 applications
- 31 awards
PURPOSE AREA #3:
JUSTICE SYSTEMS AND ALCOHOL AND SUBSTANCE ABUSE (BJA)

• To develop, enhance, and continue *tribal* justice

• To respond to and prevent alcohol- and substance abuse-related crime, including … *healing to wellness courts*

• Projects can focus on tribal justice systems, alcohol or substance abuse, or both
Narrative

Purpose Area #3 Narrative (15-page limit including template text; answers should be double-spaced)

1. Identify one or more of the crime and public safety problems described in the Tribal Community and Justice Profile that the tribe plans to address through the proposed grant funding and describe the problem(s) with as much additional detail, including data, as necessary to clearly describe the nature and extent of the problem(s).

2. Describe current or previous efforts, if any, to address the problem(s) identified in item #1 and state whether they were effective.

3. Describe any current gaps in services related to the problem(s) identified in items #1 and #2 that will be addressed through this grant application.

4. Explain how your tribe identified and prioritized the problem(s) described above to be addressed through this grant funding.

5. Describe how the proposed grant-funded program will address the identified problems.

6. For each identified problem in item #1, identify the specific goals and objectives of the proposal that will be accomplished in 36 months. Provide details about the specific tasks and activities necessary to accomplish each goal and objective.

7. Describe the management structure, staffing, and in-house or contracted capacity to complete each of the proposed projects, and any organizational changes that may result if funding is awarded. Include detailed information about existing resources within the tribe and the community that will help make this project a success.

8. Identify current government and community initiatives that complement or coordinate with the proposal and any partnerships that will be created or enhanced as a result of funding. Describe the roles of each identified partner. Examples may be advisory boards, Tribal Leaders, nonprofits, private organizations, and regional relationships, etc.
PURPOSE AREA #3: NARRATIVE

Applicant Name:

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

9. Describe how the applicant will know if the program works and how success will be determined and measured. 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?
   iv. How is success defined?

10. 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.
    i. Describe any challenges you anticipate in sustaining the program beyond the grant funding.

11. Address the tribe’s need for financial assistance and the inability of the agency to implement the proposed plan without federal funding. This should be linked to the needs identified in the Tribal Narrative Profile.

12. If you are requesting funding in multiple purpose areas, is the receipt of BJA Purpose Area #3 funding required for the implementation of any other purpose area being requested? If so, explain. *Examples of this may be requesting an officer from BJA Purpose Area #3 and equipment for that officer from COPS Office Purpose Area #1.*
STRUCTURING THE NARRATIVE

• Consider BJA’s Adult Drug Court RFP for guidance
  • Describe goals and objective—link to key components
  • How will the court identify, assess, and prioritize participation
  • Describe your randomized drug testing process
  • Describe the frequency of judicial hearings
  • Describe how you will ensure a perception of procedural fairness
  • Describe your evidenced-based treatment
  • Describe how the community has been engaged in the planning process
CTAS PURPOSE AREA #8:
JUVENILE HEALING TO WELLNESS COURTS (OJJDP)

<table>
<thead>
<tr>
<th>Purpose Area</th>
<th>Estimated Amount of Funding Available</th>
<th>Estimated Number of Awards to be made; Estimated Award Amounts</th>
<th>Length of Award</th>
</tr>
</thead>
<tbody>
<tr>
<td>8) Juvenile Healing to Wellness Courts</td>
<td>$2.1 million</td>
<td>Approximately 6 awards; Up to $350,000 per award.</td>
<td>4 years</td>
</tr>
</tbody>
</table>

FY 2014, 2015, 2016 or 2017 Purpose Area #8 grantees are **not** eligible for FY 2018 Purpose Area #8.

FY 2014 Tribal Healing to Wellness Court Responses to Underage Drinking Initiative solicitation are **not** eligible for FY 2018 Purpose Area #8.

4 – year project period.

No violent offenders.
CTAS PURPOSE AREA #8: JUVENILE HEALING TO WELLNESS COURTS (OJJDP)
CTAS PURPOSE AREA #8: JUVENILE HEALING TO WELLNESS COURTS (OJJDP)

• In FY 2017:
  • 13 applications
  • 8 awards
GOALS AND OBJECTIVES

JUVENILE HEALING TO WELLNESS COURTS (OJJDP)

• Support tribes seeking to develop a new Juvenile Healing to Wellness Court.

• No longer an exclusive focus on underage drinking, nor for enhancing existing Juvenile Wellness Courts.

• For youth up to age 21.

• New objectives.
GOALS AND OBJECTIVES

JUVENILE HEALING TO WELLNESS COURTS (OJJDP)

• Detailed objectives for each of the four years (pg. 47-49)

• Includes:
  • Develop a strategic plan (Stat-Pak)
  • Establish a steering committee; conduct a needs assessment
  • Develop written policies and procedures, participant handbook, etc.
  • Develop a data collection system
  • Begin screening and accepting juveniles
  • Develop written sustainability plan
Narrative

Purpose Area #8 Narrative (15-page limit including template text; answers should be double-spaced)

1. Identify alcohol or other drug abuse problems that require the services of a Healing to Wellness Court. Describe the problem(s) with as much additional detail, including data, as necessary to clearly describe the nature and extent of the problem(s).

2. Describe current or previous efforts, if any, to address problem(s) identified in item #1, and state whether they were effective. Also please describe how you measured effectiveness.

3. Describe the current gaps in services related to the problem(s) identified in items #1 and #2 that will be addressed through this grant application.

4. Explain how your tribe identified and prioritized the need for a Juvenile Healing to Wellness Court based on the problem(s) described in #1. This section must also include a description of the tribe’s current court system, such as staffing, docket frequency, and how the tribe currently handles juvenile cases involving substance abuse.

5. Describe how the proposed grant-funded program will address the identified need in item #1. Please include a long-term strategy and detailed implementation plan with specific goals and objectives that will be accomplished during the project period. Provide details about the specific tasks and activities necessary to accomplish each goal and objective.

6. Describe the management structure, staffing, and in-house or contracted capacity to complete each of the proposed projects and any organizational changes that may result if funding is awarded. Include detailed information about existing resources within the tribe and the community that will help make this project a success, including support from tribal leaders.
Applicant Name:

Purpose Area #8 Juvenile Healing to Wellness Courts (OJJDP)

7. Identify current government and community initiatives that complement or coordinate with the proposal and any partnerships that will be created or enhanced as a result of funding. Describe the roles of each identified partner. Examples may be multidisciplinary steering committees, Tribal Councils, tribal court judges, prosecutors, defense counsel, probation, law enforcement treatment providers, schools, vocational programs, tribal elders, tribal community members, other service providers, etc.

8. Describe how the applicant will know if the program works and how success will be determined and measured. 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?
   iv. How is success defined?

9. 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. Describe any challenges you anticipate in sustaining the program beyond the grant funding.

10. If you are requesting funding in multiple purpose areas, is the receipt of OJJDP Purpose Area #8 funding required for the implementation of any other purpose area being requested? If so, explain. Examples of this may be requesting an officer from BJA Purpose Area #3 and equipment for that officer from COPS Office Purpose Area #1.
• The Tribal Key Components

• Drug Court Standards
POLL
WHAT IS A DRUG COURT?
FROM BJA DRUG COURT RFP:

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.
PERFORMANCE MEASURES
### OVERARCHING OBJECTIVE

<table>
<thead>
<tr>
<th>Objective</th>
<th>Sample Performance Measure(s)</th>
<th>Sample Data Grantee Must Provide</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overarching Objective: Improve the grant planning and application process for DOJ tribal grant applicants.</td>
<td>Number of collaborative partners involved in the comprehensive planning stage.</td>
<td>Number of collaborative partners involved in the comprehensive planning stage (specify by type).</td>
</tr>
</tbody>
</table>
## PURPOSE AREA #3: JUSTICE SYSTEMS AND ALCOHOL AND SUBSTANCE ABUSE (BJA)

<table>
<thead>
<tr>
<th>Objective</th>
<th>Sample Performance Measure(s)</th>
<th>Sample Data Grantee Must Provide</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purpose Area #3: Justice systems and alcohol and substance abuse (BJA)</td>
<td>Percent increase in the number of cases handled by Tribal Courts</td>
<td>Number of judicial and other court positions created as a result of the grant during the reporting period.</td>
</tr>
<tr>
<td></td>
<td>Number of full-time equivalent (FTE) judicial and other court positions created or funded under the grant award</td>
<td>Number of arrests for crimes where alcohol or substance abuse was a factor for the period prior to grant funding.</td>
</tr>
<tr>
<td></td>
<td>Percent reduction in the number of arrests for crimes where alcohol or substance abuse was a factor</td>
<td>Number of arrests for crimes where alcohol or substance abuse was a factor for the current reporting period.</td>
</tr>
<tr>
<td></td>
<td>Percent increase in number of individuals receiving treatment services as a result of this program.</td>
<td>Number of individuals receiving treatment services as a result of this program during the current reporting period.</td>
</tr>
<tr>
<td></td>
<td>Percent increase in number of participants at tribal community prevention trainings</td>
<td>Etc.</td>
</tr>
</tbody>
</table>
## CTAS PURPOSE AREA #8: JUVENILE HEALING TO WELLNESS COURTS (OJJDP)

<table>
<thead>
<tr>
<th>Objective</th>
<th>Sample Performance Measure(s)</th>
<th>Sample Data Grantee Must Provide</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purpose Area #8: Juvenile Healing to Wellness Courts (OJJDP)</td>
<td>Percent of program youth who offend or reoffend (arrested/rearrested). Percent of program youth or families exhibiting desired change in targeted behaviors (e.g., substance use, antisocial behavior, truancy, gang involvement).</td>
<td>Number of program youth or families served. Number of program youth who offend or reoffend. Number of program youth or families exhibiting desired change in targeted behaviors.</td>
</tr>
<tr>
<td>Output Measure</td>
<td>Definition</td>
<td>Data Grantees Reports</td>
</tr>
<tr>
<td>----------------</td>
<td>------------</td>
<td>-----------------------</td>
</tr>
<tr>
<td>1</td>
<td>Were planning activities conducted for this award during the reporting period</td>
<td>This measure determines whether the grantee has conducted planning activities during the reporting period.</td>
</tr>
<tr>
<td>2</td>
<td>Identify if any CUDP-funded tribal meetings were attended during the reporting period</td>
<td>Grantees were required to attend certain training sessions in order to prepare and progress their individual programs. All grantees are required to provide records for this measure.</td>
</tr>
<tr>
<td>3</td>
<td>Number of partnerships developed during the reporting period</td>
<td>This measure is to indicate the number of partnerships that were developed during the reporting period. For purposes of this grant, partnerships are defined as those organizations with whom the grantee established a direct or indirect financial or other relationship such as consultant, organization, contract, Memorandum of Understanding (MOU), other agreements or services). As a result of this funding. Only enter if you conducted planning activities during the reporting period.</td>
</tr>
<tr>
<td>4</td>
<td>Identify the planning documents that were developed during the reporting period</td>
<td>This measure indicates the documents that you developed during the reporting period as a result of planning activities. Most of these documents are presented at the Strategic Planning meeting which occurs typically in January or February of the first week.</td>
</tr>
</tbody>
</table>
Possible Additional Drug Court Specific Performance Measures from BJA Drug Court RFP

<table>
<thead>
<tr>
<th>Objective</th>
<th>Performance Measure</th>
<th>Data Grantees Provide</th>
</tr>
</thead>
<tbody>
<tr>
<td>Improve, enhance, and/or expand drug court services to reduce substance use and recidivism of drug court participants.</td>
<td>Percentage of participants admitted to the program</td>
<td>A. Number of drug court participants that were admitted</td>
</tr>
<tr>
<td></td>
<td></td>
<td>B. Total number of eligible drug court participants</td>
</tr>
<tr>
<td></td>
<td>Percentage of participants who successfully completed the program</td>
<td>A. Number of participants enrolled in the program</td>
</tr>
<tr>
<td></td>
<td></td>
<td>B. Number of participants who successfully completed program requirements.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>C. Total number of successful and unsuccessful completions.</td>
</tr>
</tbody>
</table>
### Possible Additional Drug Court Specific Performance Measures from BJA Drug Court RFP

<table>
<thead>
<tr>
<th>Objective</th>
<th>Performance Measure</th>
<th>Data Grantees Provide</th>
</tr>
</thead>
<tbody>
<tr>
<td>Improve, enhance, and/or expand drug court services to reduce substance use and recidivism of drug court participants.</td>
<td>Percentage of participants who tested positive for illegal substance</td>
<td>A. # of participants in the program for 90 days who tested positive for an illegal substance.</td>
</tr>
<tr>
<td></td>
<td>Percentage of program participants who recidivate while enrolled in the program</td>
<td>B. # of participants in the program for 90 days who were drug tested.</td>
</tr>
<tr>
<td></td>
<td>Percentage of arrest</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Percentage of program participants who recidivate within one year after completion of the program</td>
<td>A. # of drug court participants who recidivate while enrolled in the program.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>B. # of participants who recidivate while enrolled in the program.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>C. # of participants who were arrested for drug offenses.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>D. # of participants who were arrested for non-drug offenses.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E. # of drug court participants who were arrested for non-drug and drug offense one year after program completions.</td>
</tr>
</tbody>
</table>
Additional Evidenced-Based Program Principles and Key Components Info

- SAMHSA’s National Registry of Evidence-Based Programs and Practices, an online registry of mental health and substance abuse interventions: [www.nrepp.samhsa.gov/LearnLanding.aspx](http://www.nrepp.samhsa.gov/LearnLanding.aspx)
- NIJ’s Multi-site Adult Drug Court Evaluation: [www.nij.gov/topics/courts/drug-courts/Pages/madce.aspx#results](http://www.nij.gov/topics/courts/drug-courts/Pages/madce.aspx#results)
COMMON MISTAKES

- Not responding to all of the requested information
- Failed to draw connection between problems in the “tribal community and justice profile” and programmatic activities
- 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
- Inconsistencies within proposal – different writers by section
- Did not provide specific measurable targets for performance measures
TIPS

1. Read the Solicitation and FAQs.
2. Check all of the resources available through the CTAS website.
3. Use scoring criteria as a general guide for how many pages you devote to each section.
4. Don’t wait until the deadline to apply!
5. Follow all format directions and use all of the allotted pages.
6. Go back and review the “tribal community and justice profile” after completing the purpose area narratives.
7. Go back and review the budget after completing the purpose area narratives.
8. Focus on attachments (tribal resolutions, letters of supports, etc.)
9. PDF everything!
IF UNSUCCESSFUL

- Always ask Agency to provide comments
- Keep prior proposals and comments (*although different review panel each time*)
- Ask Agency what other services can be provided such as:
  - Training and Technical Assistance (T/TA)
  - Capacity Building
  - Scholarships for Conferences/Trainings
- Ask Agency for copies of successful applications
- Serve as peer reviewer
Lauren van Schilfgaardede
Tribal Law Specialist
Tribal Law and Policy Institute
wellness@tlpi.org
(323) 650-5467
QUESTIONS

• **Trish Thackston**, *Policy Advisor*, Bureau of Justice Assistance, Office of Justice Programs

• **Tenzing Lahdon**, *Grant Manager*, Youth Development, Prevention & Safety Division, Office of Juvenile Justice & Delinquency Prevention