

**STATE OF ARKANSAS  
ACCOUNTABILITY COURT FUNDING  
ADULT SPECIALTY COURTS PROGRAM  
FY2016-2017 COMPETITIVE GRANT SOLICITATION**

**Notice of Intent to Apply:**

Prior to submitting a completed grant application, applicants are required to submit a Notification of Intent to Apply for applicable base funding via email or letter to Arkansas Community Correction (ACC). The Notification of Intent shall specify the amount of base funding that will be requested in the grant submission pursuant to the Specialty Court Funding Formula basic funding allocation. This will allow ACC and AOC to determine how much additional funding above the base funding formula that may be awarded to applicants in addition to their base request included in the original grant applications. Refer to instructions in the Competitive Grant Solicitation for details on submitting the Notice of Intent to Apply.

**Application:**

Adult Specialty Court applying for Arkansas Accountability Court Grant Funds must include the following components in the application:

1. Summary
  - a. Adult Prison Commitment and Reduction Plan Estimates
  - b. Description of target population
  - c. Specialty Court Team
  - d. Identify the need for funding to address the current gaps in sanctions and services
  - e. Description of how proposed grant funding will be used for Evidence Based Programs
2. Specialty Court Advisory Committee Commitment
3. Timeline for Program Implementation
4. Proposed Budget

Components of the application requirements are briefly discussed below. Each section of the application submitted must include a heading that corresponds to the headings listed below.

## **1. Summary**

The summary will serve as a stand-alone document that will be shared with the Accountability Court Grant Committee that provides a brief description of the Adult Specialty Court proposed plan to divert offenders from Arkansas Community Correction (ACC)/Arkansas Department of Correction (ADC) facilities into community-based supervision and services programs. The summary should be a brief overview describing the program inclusive of the overall costs and the proposed reduction goal. At a minimum, the following should be addressed in the summary:

- a. Description of current program(s), prison commitments and reduction plan estimates. This may include other specialty court program or other existing alternatives to incarceration and a description of current utilization of and numbers of participants in the programs:
  1. Drug Court (s)
  2. Mental Health Court (s)
  3. Veteran's Court (s)
  4. Pre-Adjudication Court(s)
  5. Pilots funded through grants or special project funds
  6. Other Probation Diversion Programs
- b. Brief description of the target population that will be served by the grant.
- c. Brief description of the Adult Specialty Court Team. A list of the Specialty Court Team members shall be included in the application. An effective diversion strategy requires a commitment and involvement from numerous local stakeholders that influence the decision to commit an individual to prison. ACC requires that each Adult Specialty Court Team include the applicable ACC Probation and Parole Area Manager or designee(s).

- d. Identify the current need for funding to address the current gaps in sanctions and services. Describe any gaps in the specialty court system and health and human services capacity that will be addressed in order to increase the number of offenders sentenced to local alternatives to incarceration. These gaps may include technology, behavioral health programs, education, employment or other issues related specifically to the Specialty Court's jurisdiction.
- e. Describe what is being proposed to rehabilitate offenders in the Adult Specialty Court jurisdiction that is different from current practices. All new services and programs must be research-supported or evidence-based practices (EBP) and must adhere to standards established by the Specialty Court Program Advisory Committee. Identify the research or requirements supporting the program. This description of the program may include:
- Any additional standards or goals, objectives and performance measures that may be adopted by the Specialty Court Advisory Committee.
  - Criteria to be used to accept individuals into the program. Describe how the Adult Specialty Court Program will ensure that funding for the program serves only those individuals who would otherwise be committed to an ACC or ADC facility.
  - The intake and assessment process to be used by the Adult Specialty Court program. Services provided to each offender shall be individualized and based on an applicable risk and needs assessment.
  - The process for expanding or integrating existing services and programs already utilized to target needs of offenders. This should include the existing diversionary programs, graduated sanctions, alternatives to incarceration, etc. Information provided may also include if applicable, a discussion about the existing health and human services needs in the Adult Specialty Court jurisdiction and the extent to which providers currently serve justice-involved populations such as:

- Mental Health Treatment
- Substance Abuse Disorder Treatment
- Primary Health Care Treatment
- Housing Programs
- Employment Training
- Educational Programs
- Other services frequently required

## **2. Specialty Court Advisory Committee Commitment**

Applicant and members of the Specialty Court Team must attach a statement signed by each member stating the program will incorporate data collection, standards and evaluation criteria requirements that may be adopted by the Specialty Court Advisory Committee.

## **3. Timeline for Program Implementation**

Proposal should include an estimated timeline for implementation of the plan including tasks to be completed; individual(s) responsible and estimated time from commencing program to completion. The timeline should include major milestones of the project such as training, implementing new reporting system, beginning of services, development of MOU's, etc.

## **4. Proposed Budget**

Using template and forms provided include a detailed budget and brief narrative justification of how grant funds will be used to implement the Adult Specialty Court plan to reduce prison commitments in your judicial district. Applicant should include a statement that the Accountability Court Grant funds will not be used to supplant existing county-funded programs.

All grant funds shall be deposited with the county in the judicial district where the Adult Specialty Court is located. In judicial districts having more than one county with an approved Adult Specialty Court, the judge may designate the treasurer of one of the counties in the district to receive the grant funds. The treasurer designated by the court shall maintain a separate account of all grant funds and expenditures by program funded.

## **Application Scoring (not to be included in grant submission)**

Plans will be reviewed and applications for implementation funding will be scored according to completeness and accuracy of the application with respect to the following elements:

- a. Summary - Total of 70 Points to include:
  - Reduction Plan (20 points)
  - Description of and Justification for the Target Population (10 points)
  - Description of Adult Specialty Court Team (5 points)
  - Description of Identified Needs - Gaps in Sanctions and Services (15 points)
  - Description of the Proposed Evidenced-Based Program Model (20 points)
- b. Specialty Court Advisory Committee Commitment (10 points)
- c. Timeline (5 points)
- d. Budget (15 points)

All grant awards made will include all requirements contained in the Accountability Court Grant Funding Announcement document even though they are not specifically reiterated in the application.