

BUREAU OF JUSTICE ASSISTANCE

Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement

March 7, 2019

2:00 – 3:30 PM Eastern



BJA
Bureau of Justice Assistance
U.S. Department of Justice

Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement



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Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Overview

- FY 2019 Bureau of Justice Assistance (BJA) Drug Court Funding
- Goals and the Administrations Priorities
- Eligibility Requirements
- Funding Categories (Implementation, Enhancement, and Statewide)
- Review Application Sections
- Top 12 application tips to prevent issues that may delay access to funds post award
- Grant Solicitation Resources



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Annual Drug Court Funding History

FY	DOJ Drug Court Appropriation
2016	\$ 48 MILLION
2017	\$ 50 MILLION
2018	\$ 95 MILLION
2019	\$ 99 MILLION



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Appropriation Amount for FY19

- \$77M** for Adult Drug Courts (ADC) and **\$22M** for Veterans, totaling **\$99M**
- Funding will support the following:
 - Drug Court Planning Initiative (DCPI) - training for drug court teams seeking to implement drug courts
 - Drug Court Discretionary Grant Program - amount of grant awards based on appropriation amount (Projection FY 19: 96 awards)
 - Drug Court Training and Technical Assistance
 - National Drug Court Resource Center (NDCRC)



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement

Goals

The overall purpose of the Adult Drug Court Discretionary Grant Program (ADCDDGP) is to equip courts and community supervision systems with the necessary tools and resources, utilizing the most current evidence-based practices and principles, to intervene with participants who abuse substances while preparing them for success in the community.



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Administrations Priorities

- **Administer** comprehensive strategies that address the opioid crisis and prevents overdose.
- **Support** law enforcement and other criminal justice partners efforts to prevent future crime by drug addicted offenders.
- **Promote** the use of evidence-based strategies that reduce recidivism and substance abuse among drug offenders.
- **Ensure** veterans have access to the care they need, including those experiencing post-traumatic stress disorder.
- **Prioritize** funding in rural and high-poverty communities with a specific focus on communities with high crime rates.
- **Establish** a sustainability plan that moves past initial implementation into long-term viability



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**Drug Court Solicitation was released on
February 14, 2019
Close Date: April 16, 2019**

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Who May Apply

- Adult Drug Courts
- DWI/DUI Courts
- Co-Occurring Courts
- Tribal Healing to Wellness Courts
- Veteran's Treatment Courts Servicing Violent (Type A) and Non-Violent Offenders (Type B)
- Hybrid Courts (combination of any of the five courts indicated above)
 - Please provide the percentage of funding designated for each court, if the combination includes a VTC (e.g., ADC 50 percent and VTC 50 percent)



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Categories

- **Category 1:** Implementation
- **Category 2:** Enhancement
- **Category 3:** Statewide

An applicant is eligible for the BJA Adult Drug Court Discretionary Grant Program (ADC Discretionary Grant Program) if it is currently receiving federal funding for a part of its drug court program; however, the applicant will be disqualified if it requests federal funds for the same focus area and/or court type as its active BJA adult drug court grant.



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Eligibility

For **Category 1: Implementation** and **Category 2: Enhancement**, eligible applicants are states, state and local courts, counties, units of local government, and federally recognized Indian tribal governments (as determined by the Secretary of the Interior) on behalf of a single jurisdiction drug court.

For **Category 3: Statewide, eligible** applicants are limited to state agencies such as the State Administering Agency (SAA), the Administrative Office of the Courts, and the State Alcohol and Substance Abuse Agency. State agencies also include state criminal justice agencies and other state agencies involved with the provision of substance abuse and/or mental illness services, or related services, to criminal substance abusers.



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Category 1: Implementation

- Applicants may request up to **\$500,000**
- Period of performance: **48 months**
- Grant start date: ***Between October 1, 2019 and January 1, 2020***
- For jurisdictions that have completed planning process (does not have to be federal)
- Operational pilot programs may apply



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement

Category 1: Implementation

Allowable uses of funds include:

- Court operations and services
- Participant supervision, management, and services
- Provision and coordination of recovery support services (e.g., housing placement assistance, job training etc.)

Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Category 2: Enhancement

- Applicants may request up to **\$500,000**
- Period of performance: **36 months**
- Grant start date: ***Between October 1, 2019 and January 1, 2020***
- For jurisdictions that have a fully operational adult drug court (operating for at least 1 year)
- Must demonstrate a compelling need for additional Federal funding

Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Category 2: Enhancement

Allow use of funds include:

- Scale up program capacity
- Enhance court operations
- Improve quality and intensity of services
- Expand and/or enhance court services
- Conduct process and/or outcome evaluations
- Develop and/or implement a management information system (MIS)

Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Category 3: Statewide

- Grant maximum per applicant for **Subcategories A and B: \$2 million** for state-based coordination of services. Of the \$2 million, a maximum of **\$500,000** is available per applicant under **subcategory A**, and a maximum of **\$1.5 million** is available per applicant under **subcategory B**
- Period of performance
 - Subcategory A: **36 months**
 - Subcategory B: **48 months**
- Grant start date: **Between October 1, 2019 and January 1, 2020**
- Applicants can apply for Subcategory A or Subcategory B separately; however, it is suggested that applicants apply for each and maximize funds available from both categories to assist with state-based coordination, services, evaluation, and training.
- Limited to state agencies
- Must demonstrate a compelling need for additional Federal funding



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Category 3: Statewide

Allowable use of funds include:

Subcategory A:

Improve, enhance, or expand drug court services statewide by encouraging adherence to the evidence-based program principles (NADCP Adult Drug Court Best Practice Standards) and through activities that include:

- Statewide training and technical assistance, improve drug court function statewide, and/or establish a statewide automated drug court data collection or performance management system



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement

Category 3: Statewide

Allowable use of funds include:

Subcategory A (cont.):

Funds may also be used to develop or expand a state-based TTA program that support the TTA needs of drug courts statewide. Allowable use of funds may include scaling up the state's capacity to support the personnel required to coordinate a state-based TTA program (e.g., statewide and/or regional drug court TTA coordinator). Funds are intended for a one-time project to enhance capacity that can be sustained.

Subcategory B:

Support drug courts in local or regional jurisdictions that do not currently operate with BJA Drug Court funding.

Note: All federal funds under Subcategory B must be passed through to drug courts within the state; no funds may be retained for direct costs for administrative purposes.



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Note: Activities funded should have a clear connection to and include activities related to criminal justice and enhancing program capacity. Requests for funds with a primary focus only on treatment resources, post release service, or support medical services are not the subject of this solicitation.

Note: Funding under this solicitation should primarily be used to support the overall goal and objectives of the drug court program as well as support efforts to adhere to the evidence-based program principles included in the NADCP Adult Drug Court Best Practice Standards and the 10 key components.

Note: An entity applying to either Category 1: Implementation or Category 2: Enhancement on behalf of a drug court must attach a Fiscal Agent - Memorandum of Understanding (MOU) that describes the applicant's effort to coordinate directly with the drug court for which funding is being sought. The MOU must address the overall goal and objectives of the drug court program as well as support efforts to adhere to the evidence-based program principles included in the NADCP Adult Drug Court Best Practice Standards and the 10 key components.



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement

Cost Associated with Recovery Support Services *(if applicable)*

Applicants are encouraged to provide recovery support services to clients in their drug court programs. No more than 25 percent of the budget should be used for one particular recovery support service over the life of the grant. Grantees requesting to increase the limit beyond the 25 percent must request prior approval and provide justification.



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Priority Considerations

Category 1: BJA will give priority consideration to all Category 1 Implementation applicants that have completed the BJA Drug Court Planning Initiative (DCPI) training or the National Highway Traffic Safety Administration (NHTSA) DWI Court Foundational Training. For more information or to register for the DCPI training, visit <https://www.ndci.org/resources/training/treatment-court-design/adult-drug-court-planning-initiative/>. To register for the NHTSA Foundational Training, visit <https://www.dwicourts.org/resources/training/foundational-training/>.

Categories 1–3: BJA will give priority consideration to applicants that, in the Project Design section of the application, propose designs and strategies that are in adherence with the 10 key components **and** identify which state-specific NADCP Best Practice Standards (see pages 7–9) they are seeking to implement and how this implementation will occur.



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Required

The applicant ***must demonstrate*** that the drug court understands and agrees that, to the extent that substance abuse treatment and related services are funded by this award, they will include treatment and services to address opioid abuse reduction. BJA has clarified with the Office of the General Counsel that funding is not limited to opioid abuse reduction, and applicants may focus on serving offenders with addiction to other drugs and alcohol in addition to addressing opioid abuse reduction.

The applicant ***must demonstrate*** that the drug court for which funds are being sought will not deny any eligible client access to the program because of their use of the Food and Drug Administration (FDA)-approved medications for the treatment of substance use disorders. Please see page 10 for additional information.

Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement

Application Sections

1. Application for Federal Assistance (SF-424)
2. Program Abstract (including affirmation of evidence-based program features and total budget amount) (required)
3. Program Narrative (required)
4. Budget Detail Worksheet and Budget Narrative (required)
5. Indirect Cost Rate Agreement (if applicable)
6. Tribal Authorizing Resolution (if applicable)
7. Financial Management and System of Internal Controls Questionnaire
8. Disclosure of Lobbying Activities (SF-LLL)
9. Additional Attachments (listed on next slide)



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement

Application Sections – con't

Additional Attachments

- Time Task Plan (required)
- MOU signed by all team members or a designated agency representative (recommended)
- Fiscal Agent – MOU signed by applicant and drug court administrator (required, if applicable)
- State Substance Abuse Agency Director, or Designee, Letter (recommended)
- Chief Justice, State Court Administrator, or Designee, Letter (recommended)
- Policies and Procedures Manual (if applicable)
- Applicant Disclosure of Pending Applications
- Research and Evaluation Independence and Integrity
- Request and Justification for Employee Compensation Waiver (if applicable)



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement

Abstract

- Funding category
- Urban, suburban or rural
- Pre or post adjudication
- Type of drug court
- Name and location of jurisdiction, include point of contact and their contact information
- Amount of funding requested (requested amount should not exceed grant amount for the category applying)
- Current capacity and increased capacity, if funded
- Participants proposed to receive services
- Target population
- Affirm 10 Key Components are/will be met; indicate page numbers where discussed in the application
- Data collection mechanisms

Note: BJA recommends that applicants use the provided abstract template. If an applicant needs to include more words beyond the 400 limit, the applicant may submit an attachment labeled abstract with the application.



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Program Narrative

Double-spaced, using standard 12-point font with 1-inch margins, and should not exceed 20 pages. Number pages “1 of 20,” etc.

Section	Category 1	Category 2	Category 3
Statement of the Problem	20%	20%	20%
Project Design and Implementation	40%	40%	40%
Capabilities and Competencies	20%	20%	20%
Plan for Collecting the Data Required for this Solicitation’s Performance Measures	15%	15%	15%

Note: Budget and Budget worksheet are remaining 5%



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Program Narrative – cont'd.

Note: Any quantitative and statistical data provided in the program narrative must be verifiable and recorded in official record (i.e., crime, arrest, and recidivism rates). BJA will utilize data reported in the program narrative to determine the applicant's level of need, program capacity, and capability to manage the grant.



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Budget and Budget Narrative

- Itemized budget for each year of the grant.
- Twenty-five percent match is required; match can be a combination of cash and in-kind.
- There is no minimum required amount for cash match.
- Do not report any “over-match” in the budget; however you may discuss the “over-match” in the narrative.
- Applicants should budget to have up to three team members attend up to two BJA approved conferences or trainings per year to support ongoing capacity and success in implementation. BJA approved trainings can be found at: <https://ndcrc.org/collaborative-partners/>
- Prior approval, planning, and reporting of conference/meeting/ training costs



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Time Task Plan (required)

- Outline goals and objectives
- Summarize major activities, expected date of completion, and responsible agencies
- Indicate number of program participants to be served quarterly



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Memorandum of Understanding & Letters of Support

- Key Drug Court Members MOU: include general responsibilities and expectation of coordination agreed upon by each member
- Fiscal Agent MOU: describe effort to coordinate directly with the drug court for which funding is being sought and reflects the agreement that the applicant will serve as the fiscal agent. The MOU must address the overall goal and objectives of the drug court program.
- State Substance Abuse Agency Director (SSA) letter: include confirmation that the proposal conforms to the framework of the State Strategy of Substance Abuse Treatment.
- Chief Justice or State Court Administrator letter: describe how the proposed application would enhance statewide efforts related to problem-solving courts and/or is part of the state's problem-solving court strategy.



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Application

Top 12 application tips to prevent issues that may delay access to funds post award

(1) SF-424, Legal Name/Address/Tax EIN:	(2) SF-424/SAM registration:	(3) SF-424/Authorized Representative:
<p>The legal name/Tax EIN/Address entered in the SF-424 should be for the legal entity that will be receiving and managing the funds. Please carefully review and follow the guidance in the solicitation in “Information to Complete the Application for Federal Assistance (SF-424)” on page 15.</p>	<p>When processing awards, OJP/BJA uses SAM.gov to confirm active registration and verify the legal name/address entered in the SF-424. If the SAM registration is not active at the time we conduct the search or if the legal name/address does not match the application, a hold may be placed on funds and the issue will need to be resolved post-award.</p>	<p>The authorized representative listed in the SF-424 should be the official with authority to sign and accept grant agreements for the legal entity applying for the award. In general, this will be the highest elected official (e.g., Mayor, Board Supervisor, Tribal Head) or an appointed chief administrative official (e.g., City Manager, County Administrator). OJP uses the internet to confirm prior to award. If someone else in your agency has been delegated authority to sign award documents, you should attach to your application a letter of delegation on agency letterhead, signed by the highest elected official/governing body, which explicitly gives this person authority to sign the award document.</p>



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Application

Top 12 application tips to prevent issues that may delay access to funds post award

(4) SF-424/Funding:	(5) Budget/Proper Format:	(6) Budget/Unallowable Costs:
<p>The total federal request entered in the SF-424 should match the total federal request in your application budget for the entire 36 to 48-month project period.</p>	<p>For FY19, it is required that you use the Budget Detail Worksheet template that is linked in the solicitation for your application. If you use a different format, it is possible to receive an award but you will not be able to access funds until a budget in the proper format is submitted and approved post-award.</p>	<p>Please do not include any of the costs listed in the “Unallowable Uses for Award Funds” section, page 14. If such costs are identified in your application budget and you receive an award, you will need to revise your budget before receiving funds.</p>



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Application

Top 12 application tips to prevent issues that may delay access to funds post award (cont.)

(7) Budget/Subgrants:	(8) Budget/Match:	(9) Application Attachments/General:
<p>The FY19 budget template has been revised to distinguish between subgrants versus procurement contracts. You should pay careful attention to the guidance on page 19 to properly categorize your costs in these sections.</p>	<p>Refer to the “Cost Sharing or Match Requirement (cash or in-kind)” section on page 12. Two notes: 1) all match cost items must meet the same allowability guidelines as federal cost items; 2) if you exceed the required minimum match amount, any amount over will be required and subject to audit once your budget is approved.</p>	<p>Follow <u>exactly</u> the “What an Application Should Include” section beginning on page 14. It is very helpful for reviewers if each attachment is a separate file named/numbered as it is in the solicitation. If you combine attachments (not recommended), please include a table of contents with page numbers.</p>



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement Application

Top 12 application tips to prevent issues that may delay access to funds post award

(10) Application Attachments/Disclosure of Pending Applications:	(11) Application Attachments/Research and Evaluation Independence and Integrity:	(12) Program Narrative/Opioid Abuse Reduction:
<p>Note this is required for all applications, whether you have duplications to declare or not. See page 25 in the solicitation. Please use the legal name listed in the SF-424 (not the drug court or dept. name) in the disclosure language.</p>	<p>If you are proposing to use grant funds to pay an outside evaluator, this attachment is required. See page 26-27. The attachment must address both i. and ii.</p>	<p>All projects funded under the FY19 BJA Adult Drug Court program must be able to address opioid abuse reduction. This should be reflected in the program narrative, per the language in the solicitation under each category.</p>



Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement BJA Grant Resources

The National Drug Court Resource Center

www.NDCRC.org

GRANT SOLICITATION RESOURCES

NADCP Adult Drug Court Best Practice Standards (Volume I & II)

Drug Court 10 Key Components

Veteran Treatment Court 10 Key Components

Tribal Healing to Wellness Court – Key Components

Examples of Successful FY 2018 Project Narratives

Adult Drug Court Discretionary Grant Program FY 2019 Competitive Grant Announcement

For technical assistance with submitting an application, contact the Grants.gov Customer Support Hotline at 800–518–4726, 606–545–5035, at <https://www.grants.gov/web/grants/support.html>, or at support@grants.gov. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.



Questions?