**Pre-Application Form -- 2025 TAD Grant Awards**

**Instructions:**Complete and return this Pre-Application Form to the Wisconsin Department of Justice **no later than Monday, July 15, 2024.** All counties and tribes interested in applying for a 2025 TAD

grant award must complete and return this Form.

* Email the completed Form and your CORE *Admission Summary* to both TAD Program Specialists: Michael Derr at [derrmg@doj.state.wi.us](mailto:derrmg@doj.state.wi.us); and Marsha Schiszik at [schiszikmj@doj.state.wi.us](mailto:schiszikmj@doj.state.wi.us).
* Once we have received your agency’s Pre-Application Form, you will receive a brief email acknowledging that DOJ has received the Form.

**Reminders:** Agencies applying under Priority #1 have the option to also apply under one other Priority Categories 2-5, up to a maximum of one additional category. All agencies seeking a 2025 TAD grant under Priority Category #2, #4 OR #5 MUST ALSO APPLY UNDER PRIORITY #1.

Agencies that do not have a current 2024 TAD grant award must apply under Priority #3 only; they may not apply under Priority #1 or any additional priority categories. Conversely, agencies with a current 2024 TAD grant award that wish to also fund a new treatment court or diversion program must apply under both Priority #1 and #3.

**PRE-APPLICATION FORM**

**Enter the name of your county or tribe and the name of the agency that will administer the TAD grant project.**

Click or tap here to enter text.

Please describe any changes made to your project design during 2024.

Click or tap here to enter text.

Please describe any changes you plan to implement in your program for 2025.

Click or tap here to enter text.

1. **List each treatment court and diversion program that was funded under TAD in 2024 and list the programs that will be TAD funded in 2025. Use the drop-down menus below when entering this information. Note: If you are proposing a change in program type, you will be asked to provide more detailed information when submitting the final application later this fall.**

|  |  |
| --- | --- |
| **2024 TAD Grant Funded Programs** | **2025 TAD Grant Funded Programs** |
| Choose an item. | Choose an item. |
| Choose an item. | Choose an item. |
| Choose an item. | Choose an item. |
| Choose an item. | Choose an item. |
| Choose an item. | Choose an item. |

1. **Enter the name, title, phone number, and email address for each of the requested persons in the spaces below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Name | Title | Phone Number | Email Address |
| **Project Director** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Financial Officer** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Oversight Body Chairperson** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

* How often does your oversight body meet? Choose an item.
* When did your oversight body last meet? Click or tap to enter a date.
* Have you consulted with your oversight body about the 2025 TAD Grant Funds listed above? Yes  No    
  Consultation/Approval Date: Click or tap to enter a date.

NOTE: With the 2025 TAD Grant final application, agencies will be required to obtain signatures from all members of the oversight body on the letter of support or include a copy of meeting minutes verifying the oversight committee’s approval of the application for 2025 TAD Grant funding. This requested documentation will be required at the time of final application

submission on October 21, 2024.

1. **Provide the requested information in the spaces below for each Category your agency intends to apply under to receive a 2025 TAD grant award:**

***Priority Category #1*: Baseline Funding for 2024 TAD Grantees**

Amount of **State** Funds Requested: $ Click or tap here to enter text.

NOTE: Existing 2024 TAD funded programs seeking a 2025 award must apply under Priority #1. Please provide the TAD grant amount you are requesting for 2025, in the space above. Generally, that amount is the same as the amount of your 2024 grant award. If your program is requesting less than the allowable amount, please provide the amount. If you feel you need to request more than $150,000 for treatment court or $125,000 for a diversion program, please reach out to Mike Derr or Marsha Schiszik regarding the allowable amount you are able to request under Priority #1.

***Priority Category #2* - Staff Training**

All programs can apply for additional grant funds under this category to provide program staff with unique staff training opportunities that fall within one or more of the following topics and training content areas: *Risk Assessment or Needs Assessment tools; Team Role Specific Training offered by All Rise or other similar organizations; NAPSA annual conference; Treatment Court or Diversion Program best practices (i.e., motivational interviewing; incentives and sanctions; MRT or other treatment modes; risk, needs and responsivity).* These funds will be competitively awarded and constitute one-time awards.

***Priority Category #3* - New Treatment Court & Diversion Programs**

Several counties and tribes have expressed interest in implementing a new treatment court or diversion programs. For some, this would be their first TAD-funded program. Given this level of interest, Priority Category #3 is created to support the planning and initial operation of new diversion and treatment court programs.

Agencies that are ready to immediately implement and operate their program as of January 2025 will be eligible to receive up to $125,000 for a new diversion program and up to $150,000 for a new treatment court program. Award amounts will be lower for agencies seeking funds to initially complete program planning before commencing program operation later during 2025. DOJ staff will contact leaders of agencies applying under Priority #3 to consult and discuss the nature of their new programs (i.e., whether the agency should consider including planning activities during 2025) and help determine a feasible amount that the agency should apply for.

Note: Counties and tribes with existing TAD grant awards interested in applying under Priority #3 must also apply under Priority #1.

***Priority Category #4* - Enhancement and Expansion of Existing Programs**

Throughout the history of the TAD program, one of the primary objectives has been to support the enhancement and expansion of current treatment court and diversion programs in order to provide additional types of services or increase program capacities that highlights the latest in evidence-based practice research. DOJ has sought to promote specific best practices and services that are shown to increase program effectiveness and improve participant outcomes including increasing sobriety rates and lowering criminal recidivism rates. Despite this primary objective, DOJ was unable to support the enhancement and expansion of existing programs for 2024 due to lack of TAD grant funds. Fortunately, additional grant funds are available for 2025. Consequently, DOJ has created Priority Category #4 to support the enhancement and expansion of existing programs. Examples of research-based enhancements and expansions include the use medical or behavioral health staff to provide gap services, provision of recovery capital tools and services, sober living or transitional housing, and the use of staff to provide or connect participants to complementary services.

**Priority Category #5 – Evaluation of Program**

Funds will support projects to evaluate the operation, implementation, and/or outcomes generated from current treatment court or diversion programs. Funds will be competitively awarded and constitute one-time awards. Only agencies with diversion or treatment court programs that have been in operation for a minimum of three years or more can apply for funds to conduct program evaluations. Furthermore, the program evaluation must result in a completed report or work product by no later than the end of the CY 2025 grant period. Note: Agencies that received 2023 and 2024 TAD funding under this priority are not eligible to apply. In issuing awards under this Priority, DOJ will require recipient counties or tribes to utilize one common methodology so that the separate evaluations are all analyzing similar program features and outcomes.

Fill in the spaces provided in the table below. Note: Applicants can only request additional funding under one additional category. Please review the following bullets for more information and guidance before completing the table:

* *Brief Description*: Enter a short description of how you are planning to use the requested amount, including the type of program (treatment court or diversion), and primary services and activities. Depending on which Priority Category you are applying under, this response should address the nature and type of staff training you are requesting funding for, the planning/implementation of your new treatment court or diversion program, the type of expansion or enhancement of your current program, or program evaluation project that you are seeking.
* *Justification for Request*: Enter an explanation and/or reason for the justification for the special training activity or event, reasons for establishing a new program, reasons for seeking to expand or enhance your current program, or your proposed plan for program evaluation. This response should be no more than 2-3 paragraphs.

|  |  |  |  |
| --- | --- | --- | --- |
| Priority Type | Amount Requested | Brief Description | Justification for Request |
| **Choose an item.** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

1. **(a) Complete the table below detailing past TAD Grant amounts (awarded and spent) and the number of persons served in each year, for the years 2021-2024.**   
   NOTE: We are also requesting programs/sites to send a *CORE Admission Summary Report* in addition to the information you provide below. If you need assistance with running this report, please contact Kaley Horvath with the CORE program ([horvathkm@doj.state.wi.us](mailto:horvathkm@doj.state.wi.us)).

|  |  |  |  |
| --- | --- | --- | --- |
| Grant Year | Amount Awarded | Amount Spent | # Of Participants Served |
| Choose an item. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
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**(b) If your agency has had previous years of underspending, please describe your primary strategy for avoiding underspending of grant funds during 2025.**

Click or tap here to enter text.

**(c) If your program has fully spent all funds over the last several years, please describe program expenditures that could have been applied to TAD state funds?**

Click or tap here to enter text.

**(d) Please complete the table below with budget details from your 2024 budget and your projected budget for 2025:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 2024 Budget (Approved) | 2024 Expenditures  (Spent through 6/30/24) | 2025 Budget (Projected) | Brief Description of expenses |
| Personnel | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. | Click or tap here to enter text. |
| Benefits | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. | Click or tap here to enter text. |
| Travel/Training | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. | Click or tap here to enter text. |
| Operating/Supplies | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. | Click or tap here to enter text. |
| Contractual | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. | Click or tap here to enter text. |

Please click here to review the separate [Budget Policy Memo](https://cjcc.doj.wi.gov/sites/default/files/files/2025%20TAD%20Budget%20Policies_FINAL.pdf) which describes and highlights expenses and items which are allowable TAD costs and items that allowable as match.

1. **(a) Complete the table below briefly explaining what other sources of local, state, or federal grant funding, county levy, opioid settlement funds, insurance, or other contributions you anticipate using to help support the costs of the treatment court and/or diversion programs.**

|  |  |
| --- | --- |
| Source | Estimated Amount |
| Click or tap here to enter text. | Click or tap here to enter text. |
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| Click or tap here to enter text. | Click or tap here to enter text. |

**(b) Do you require providers to bill Medicaid or other insurance for services when possible?**

Yes  No

**(c) Briefly describe the steps your agencies has or will take to build community partnership and financial support of your programs.**

Click or tap here to enter text.

**(d) Do you want technical support from DOJ to learn how to build community support?**   
Yes  No

**Reminder:** The Department of Justice will conduct its TAD Pre-Application Webinar on Tuesday, June 18, 2024, starting at 1:00pm. The webinar will highlight the program and financial requirements under the pre-application, including changes and updates from last year.

**Register in advance for this webinar:**<https://widoj.zoomgov.com/webinar/register/WN_rhbHpVWyQmu0NwDAe4sjbA>