

Treatment Alternatives and Diversion (TAD) Grant Writing Training- Part II

2017 TAD Competitive Funding Cycle
April 2016



Data Collection, Evaluation, and Performance Measurement

Data Collection and Evaluation

Why Data?

Anecdotes are great
(but are not enough)

Measure Performance

Demonstrate Results

Evaluate what works
(and what does not)

Data Collection and Evaluation

Evaluation can help address important questions:

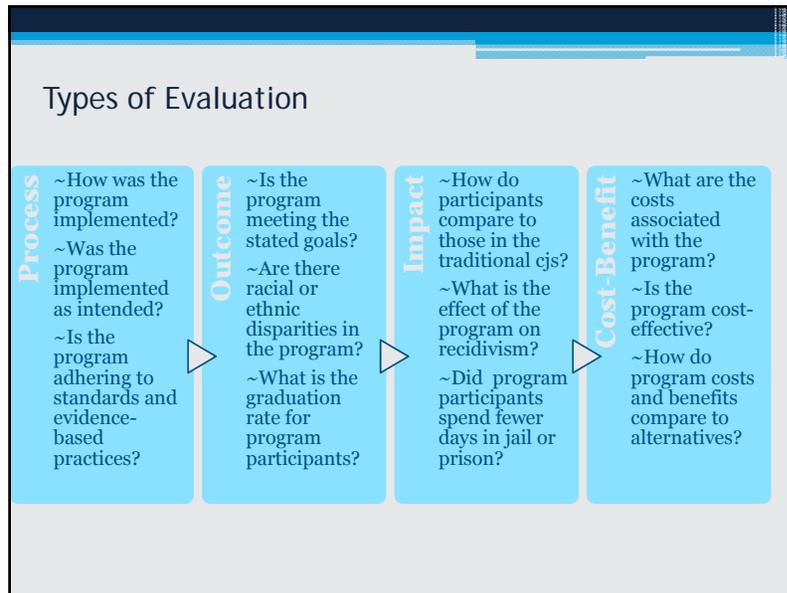
How was the program implemented?

Is the program meeting the stated goals?

What are the program outcomes?

How can we improve the program?

What are the program goals?



Data Collection and Evaluation

Why Evaluation?

- To document the process
- To check program progress
- To look at program outputs, outcomes, and impact
 - Completion rate
 - Changes in employment or education
 - Incarceration days averted
 - Recidivism
 - Comparison to traditional cj outcomes (impact)
 - Cost/benefit analysis

To inform decisions

Data Collection and Performance Measures

Performance measures also address important questions:

How do the program measures compare to goals or “benchmarks?”

How are participants doing in the program?

Where can the program be improved?

What is happening with the program now or how is it changing?

What treatment doses are being given to participants?

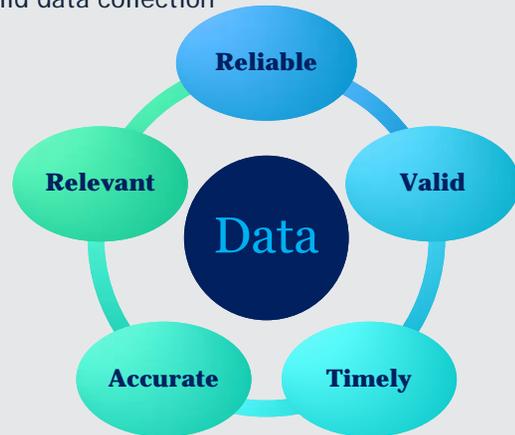
Data Collection and Performance Measurement

- On-going view of program status
 - “Dashboard” (Cheesman, NCSC)
- To *check* program performance
 - What is program intended to achieve and how is that working?
- To “measure” the program
 - Percent of participants who are high risk, high need
 - Average time from admission to first treatment
 - Average number of treatment sessions per participant
 - Average length of stay in drug court
 - Percent of positive drug tests
 - Percent of participants completing the program
 - How are these measures changing?

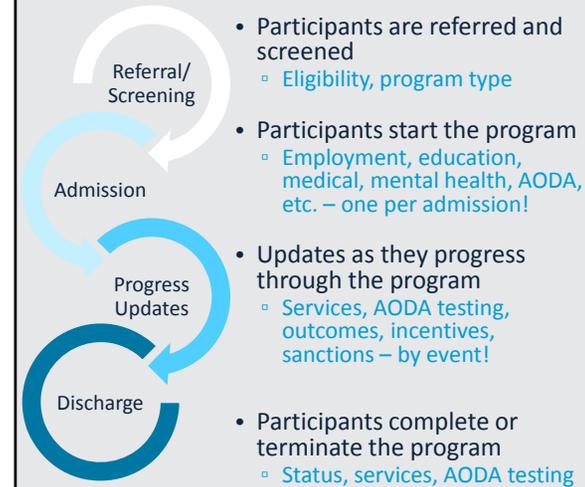
To inform and improve the program

Data Collection

Keys to solid data collection



Data Collection



Data Collection



- Ability to track:
 - Program type
 - Funding source
 - Specifics by type of program
- Connection to other systems
- Ability to submit data electronically
- Some existing data will be maintained
- Sites can only view their own data

Data Collection



- Not specifically a case management system
- Tracking data for evaluation **and** performance measures
 - Particularly for drug and hybrid courts
 - Expanding to other types of treatment courts
- Program outputs and outcomes
- Current information on program performance
 - More event-level data collection
 - Valuable for sites on-going

Data Collection



- No cost to sites to participate
- MOU and data sharing agreement
 - Sensitive data....
- On-going collaboration between DOJ and sites
 - For data and technical assistance needs
- Planning for spring 2016 release
 - **Additional training will be provided!**
 - Goals: Useful for sites
 - Meet evaluation & related needs

Data Collection, Performance Measurement and Evaluation

- Data collection and evaluation are a required aspect of the TAD program
- Also emphasized in WI Treatment Standards and National Standards
- Performance measures are also being incorporated into CORE
- Connected to EBP....

Demonstrating Adherence to Evidence-Based Practices

Evidence-Based Practice (EBP)

- In the criminal justice system, EBP is the partnership between research and practice.
- Research is used to determine how effective a practice is at achieving measurable outcomes, including reduction in recidivism, and increasing public safety.

Evidence-Based Practice Pyramid

GOLD

Experimental/control research design with controls for attrition
Significant sustained reductions in recidivism obtained
Multiple site replication
Preponderance of all evidence supports effectiveness

SILVER

Quasi-experimental control research with appropriate statistical controls for comparison group
Significant sustained reductions in recidivism obtained
Multiple site replications
Preponderance of all evidence supports effectiveness

BRONZE

Matched comparison group without complete statistical controls
Significant sustained reductions in recidivism obtained
Multiple site replications
Preponderance of all evidence supports effectiveness

IRON

Conflicting findings and/or inadequate research designs

DIRT

Silver and Gold research showing negative outcomes



Source: Implementing Evidence-Based Practice in Community Corrections:
The Principles of Effective Intervention, Crime and Justice Institute

Evidence-Based Practice (EBP) 8 Principles

1. Assessing actuarial risks/needs
2. Enhancing intrinsic motivation
3. Targeting interventions appropriately (RNR)
4. Using cognitive behavioral treatment methods
5. Increasing the use of positive reinforcement
6. Engaging ongoing support in natural communities
7. Measuring relevant processes/practices
8. Providing measurement feedback

Source: Crime and Justice Institute, 2010

RNR

The **risk-need-responsivity** model states that the risk and needs of an offender should determine the strategies appropriate for addressing the individual's criminogenic factors.

Risk Principle

- Match level of service to the defendant's risk of re-offending.
- Based on **static** and **dynamic** risk factors
- **High risk** defendants should receive more intensive intervention
- **Low risk** offenders should receive no/minimal intervention
- Give low risk offenders stabilization services

Need Principle

- Assess **criminogenic needs** and target them in treatment.
- Criminogenic needs are **dynamic** (changeable) risk factors that are proven through research to affect recidivism

The Big Four Criminogenic Needs

1. Anti-social cognition (thinking)
2. Anti-social companions
3. Anti-social personality/temperament
4. Family and/or marital

<https://s3.amazonaws.com/static.nicic.gov/Library/026917.pdf>

The Lesser Four

1. Substance abuse
2. Employment
3. School
4. Leisure and/or recreation

<https://s3.amazonaws.com/static.nicic.gov/Library/026917.pdf>

Responsivity

Tailoring interventions to individual learning styles, motivations and abilities can maximize the offender's ability to learn from the intervention.

Demonstrating Adherence to EBP

- Application should reflect EBP
 - Actuarial risk-needs assessment
 - EB Treatment services
 - Principles of RNR
 - Standards
 - WI Tx Court Standards
 - National Tx Court Standards
 - 10 Key Components
 - Performance Standards for Pretrial Release & Diversion

Fundamentals of a Solid Grant Application

2017 Competitive Process Overview

- Eligibility
 - One application per county or group of counties
 - If more than one track in the same application, need to show the connection to a broader system plan
- 3 tracks
 - Planning and implementation
 - Implementation
 - Enhancement
- Application requirements and scoring criteria will differ by track and program type (treatment court and pretrial diversion program)

Fundamentals of a Solid Grant Application

A grant application is a formal, written request for funds to support a specific program or project.

It will include information that explains:

- Why the funds are needed
- Explanation of program
- What the funds will be used for
- How the funds will be managed

Fundamentals of a solid grant application

The TAD applications will be highly competitive:

- Planning is an important part of the application process
 - Ensure partners are on board
 - Make sure the issue and goals are clear
 - Develop a logic model and system map
- Give yourself time – plan ahead
- Use a checklist (one will be provided)

Fundamentals of a solid grant application

The TAD applications will be highly competitive:

- Follow the solicitation directions closely
 - When instructed, use the forms supplied in the solicitation
 - Note page limits
- Answer *all* of the questions, completely and concisely
- Answer the questions within each specific section
 - Don't just copy and paste between sections

Fundamentals of a solid grant application

The TAD applications will be highly competitive:

- Include details
 - Do not assume evaluator knows what you are talking about
 - Be specific within each question
- Review, make sure all requirements are met
- Have someone else review the application for both structure and content

Grant application structure and submission process

Problem Description

A well written problem description will clearly describe the need or problem the treatment court or diversion program will attempt to “fix” with the grant funding.

- Nature and scope of problem
 - Be specific about the problem you are trying to address
- Provide evidence the problem exists
 - Use data
- If existing program, is there evidence of change over time?

Project Design

An effective project description will highlight enhancements to a current program or will explain specific plans for the design of a new treatment court or diversion program in your jurisdiction.

- Demonstrate how program adheres to requirements
Wisc. Stats. 165.95
- For existing programs, provide an overall description of the operation of the program and what is being enhanced.
- For new implementations, describe the proposed type, organizational structure, goals, and specific problems to be addressed.

Project Design

How do you intend to address the identified problem and how will your proposed solution impact the problem?

Provide specific components of the project design

- Eligibility: referral process
- Assessment: validated risk assessment tools
- Resources: substance and mental health services
- Monitoring: case management
- Program Phases: length of phases, graduation criteria
- Partners: stakeholder engagement

Implementation Strategy

- If a new program, what is the plan and timeline for program implementation?
- If an existing program, what are the plans for program enhancement and how the program will be implemented?
- The overall intent of this section is to provide specifics on how you plan to carry out the project as designed and how the implementation supports program goals.

Goals and Objectives

- Use the Goals and Objectives document in Egrants
- Should be connected to planning process
- Should bring clarity to what project is trying to achieve and how
- Include primary goals established in statute:
 - Reduce recidivism rates for non-violent offenders in the program and increase public safety
 - Reduce prison and jail populations by diverting nonviolent offenders to community-based interventions
 - Reduce crime and improve the operation of the CJ system (diversion programs)

Goals and Objectives

- **S**pecific
 - **M**easurable
 - **A**ttainable
 - **R**ealistic
 - **T**ime-bound
- This is where the logic model can be useful!

Budget Detail

The Budget Detail will justify all expenses and should be consistent with the project design.

- The budget should be as specific as possible in its estimates.
- Calculations for each category should clearly show how the costs are derived.
- The expenses in the budget should build upon the justifications given in the project design of the application.
- Budget categories along with allowable costs will be listed in the funding announcement.

Budget Detail Example

PERSONNEL	
Justification: There are two certified law enforcement officers providing TAD services. The grant dollars will be used to pay a portion of the salaries of the officers. Both officers monitor bail bond cases, Deferred entry of Judgments agreements, Alternatives to Revocations cases, and assist with drug and treatment court cases.	
COST	
Position	2.0 FTE Law enforcement officers
Name	continued employment
Description of your computation: 2.0 x FTE law enforcement officers at \$24.03 per hour x 2080 hours x 2 positions = \$99,964.80	
	Source: State 99,964.80
	Source: Cash Match (New Approp.) 25,771.00
	Personnel Year 1 Total: 125,735.80

Budget Detail Example

TRAVEL (INCLUDING TRAINING)

Justification: Travel and Training costs for continuing education for the team; admission and travel costs to attend the National Association of Drug Court Professionals annual conference in Anaheim, CA in 2016 and other state and training opportunities that could present. **COST**

Purpose of Travel	Continuing Interdisciplinary Education for the team	
Location	Anaheim, CA	
Item	Travel and Training	
Description of your computation: (((\$700 2015 rates for admission + \$300 airfare) + (\$150/night hotel*5 nights) + (\$40/day for meals*5 days) + (\$100 transportation))*5 attendees		
	Source: State	10,250.00
	Source: Cash Match (New Approp.)	0.00
Travel (Including Training) Year 1 Total:		10,250.00

Budget Detail Example

SUPPLIES & OPERATING EXPENSES

Justification: Funds will be used for ongoing drug and alcohol testing supplies and client transportation assistance. **COST**

Supply Item	Alcohol and Drug Testing	
Description of your computation: Phase 1- 120 days (\$10,273); Phase 2- 90 days (\$7,280); Phase 3- 90 days (\$4,854); Phase 4- 60 days (\$3,236) plus 4 boxes of 10-panel cups (\$975)		
	Source: State	26,618.00
	Source: Cash Match (New Approp.)	0.00
Supply Item	Client Assistance (bus tickets)	
Description of your computation: 25 Clients x 12 Months = 300 x \$27.08		
	Source: State	8,123.00
	Source: Cash Match (New Approp.)	0.00
Supplies & Operating Expenses Year 1 Total:		34,741.00

Budget Detail

Match Requirement

A 25% cash match is required for all projects funded under the 2017 Treatment Alternatives and Diversion Program.

Question: County A is applying for a TAD grant to support its 2017 Drug Court. County A's grant award will be \$1000 and a 25% match is required. What is the correct match amount required from County A?

- A. \$25
- B. \$125
- C. \$333
- D. \$250

Budget Detail

Match Calculation

- Award Amount ÷ 0.75 State Share = Total Project Budget
- Adjusted Project Costs x 0.25 Recipient's Share = Required Match

Example: For a grant award of \$1,000 the calculation would be:

- Total Budget: $\$1,000 \div 0.75 = \$1,333.33$
- Required Match: $\$1,333.33 \times 0.25 = \underline{\underline{\$333.33}}$

Budget Narrative

Describe in detail how your budget relates to the overall program strategy or implementation plan.

A detailed narrative explains what will be paid for in each category.

- Personnel: Name, position, duties and activities of employee
- Benefits: FICA, health, unemployment, etc.
- Travel/Training: applicable state rates, names of training events, # of staff attending
- Supplies/Operating Expenses: give specific details of costs
- Consultants/Contractual: attach contracts, show basis of costs
- Limits on specific categories will be provided with the solicitation

Evaluation Criteria

DOJ is committed to ensuring a fair and open process for awarding grants. DOJ, along with its partner agencies, reviews the applications to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with the funding announcement.

Sections will be weighted

Tracks will be evaluated on different criteria

Selection criteria discussion

Things to watch for

- Do not copy and paste substantial content into multiple sections
- Don't assume evaluator knows what you are talking about
- Only content provided in grant application will be reviewed/evaluated

Things to watch for

- Make sure your budget adds up
 - and rounding is okay!
- Make sure the budget details connect to the project design and goals/objectives
- Have someone else review and proofread your application

Grant Application Requirements

- Complete application with all required sections
 - Including attachments
- Submitted by deadline in EGrants
- Letters of support
- Other funding for programs will need to be identified

Reporting Requirements

- Participant-level data collection through the CORE Reporting System
- Quarterly reports
- Participation in both process and outcome/impact evaluations
- Other data requested by DOJ

Submitting the Application

- Important dates listed on grant announcement
- Egrants will be method to apply
 - Timeout based on inactivity
 - Best to copy and paste text from Word
 - Don't use back button
 - See handout "Guide to Grants"

Important Dates

- Solicitation to be released early May
- Applications due June 30th
- Awards to be made by September 1st
- Initial project period Jan 1st – Dec 31st, 2017

Potential for annual renewal if meeting program requirements and progressing on goals and objectives

Closing

- Technical assistance from partner agencies
 - Grant related
 - Program related
 - Data related
 - Treatment services
 - Risk/needs assessments
- See contact handout
- Upcoming webinars as part of the EBDM initiative

Questions?

*Bureau of Justice Information and Analysis (BJIA)
Training and Standards Bureau-Justice Programs
Wisconsin Department of Justice*

