



Pre-Prosecution Diversion Grant July 2022

Welcome to the Idaho Department of Correction (IDOC) Pre-Prosecution Diversion (PPD) Grant program. The program's goal is to help keep individuals with mental health and/or substance use disorders out of the criminal justice system by focusing on treatment, rehabilitation, and victim restoration instead of prosecution.

PPD programs are designed to allow a state or local government entity to provide opportunities to assist individuals whose substance use or mental health issues have contributed to their involvement in the criminal justice system. The programs help to provide needed interventions and services while saving money that would have been spent on prosecution, incarceration, and probation. Notably, the programs allow a person who has committed a nonviolent crime to avoid having a formal criminal record if they complete a PPD program.

IDOC's PPD Grant program was made possible through an appropriation by the Idaho Legislature during the 2022 legislative session.

1. Who can qualify for a PPD grant?

Eligible applicants are state and local entities in partnership with providers of substance use disorder treatment or mental health treatment. Applicants must submit letters of support from the partners with whom they intend to operate the program. Partners you may want to include are law enforcement agencies, prosecutors and treatment providers, and others.

2. Who is eligible for PPD services?

Applicants will propose eligibility criteria in the Grant Application. Consideration may be given to factors such as an individual's age, criminal history, nature of the current offense, and/or willingness to participate. Usually, a prosecutor must approve participant entry into a PPD program, but if your organization permits automatic enrollment for certain ages or crimes, you may propose that option.

3. What qualifies as an eligible project?

Applicants should be able to articulate the elements of a program that will work best in their community. IDOC is looking for proposals that will work locally and for applicants willing to have individuals enter into Pre-Prosecution Agreements that include substance use disorder treatment and/or mental health treatment. Some of the services applicants may request funding for include, but are not limited to:

- Psychiatric/psychosocial rehabilitation
- Behavior therapy
- Strengths-based case management for substance misuse
- Integrated dual disorder treatment
- Assertive community treatment
- Case management
- Full psychiatric services, including psychotherapy and supportive counseling
- Substance use and detoxification treatment
- Benefits enrollment
- Housing and employment support, including skills training
- Mobile emergency response
- Expanded family wellness treatment
- Access to recovery housing
- Addressing community gaps in services
- Addressing trends and/or expansion of opioid-focused treatment
- Training for personnel

The following program components are not mandatory but are provided as examples of components applicants may wish to consider when drafting a proposal:

- Will participants be required to secure or be appointed defense counsel before applying for the program?
- How will alleged crimes be assessed for entry into the program?
- How many hours of programming will participants be required to complete?
- Will a participant's entry into the program require a victim's approval?
- What process will be utilized to select program participants?
- Will restitution payment be required? If so, when will restitution be paid, and will payment plans be available?
- Will participants need to perform community service? If so, how much service?
- Will participants be required to tour an IDOC correctional facility?
- How often will participants be required to check in? Who will the participants be checking in with?
- How will participants be assessed for the stages of drug or alcohol use disorder?
- How will individuals who are considered a danger to themselves or others be assessed for program participation?
- How will the program address individuals who are experiencing early psychosis?
- Will participants be assessed for trauma? If so, how will trauma severity be determined and addressed?

4. What is the project period?

The project period starts July 1, 2022, and ends June 30, 2023. Renewals and extensions may be granted subject to funding and legislative approval during the 2023 legislative session. Applicants should not assume

a renewal or extension will be offered and should view the grant award as program start-up assistance. Other criteria such as program success may also impact renewals or extensions.

5. How much funding is available?

The Idaho Legislature approved up to \$2,500,000.00 in grant funding. The IDOC anticipates awarding ten grants for approximately \$250,000.00 each. Distributions may be larger, depending on the project proposal and demonstrated need. Grants will be awarded year-round or until no funding remains available.

6. How will funds be provided?

Grant awards are cost reimbursable. Funds must be expended and reimbursed when receipts and proof of payment are submitted to the IDOC. Eighty percent (80%) of the awarded funds must go toward client services. Applicants may request a maximum of twenty percent (20%) of the award to be used for administrative costs, including the setup and operation of the program. Some funds may be granted in advance upon request.

7. What costs are allowable?

A detailed Budget Worksheet is required with the Grant Application. The IDOC will consider awarding all costs proposed and outlined in the documents if the applicant deems the costs are required to complete the program. The IDOC reserves the right to reject any budget line item at its discretion. The following costs are **NOT** allowable (this is not an exhaustive list):

- Land acquisition
- Bonuses or commissions
- Lobbying costs
- Membership fees
- Entertainment costs
- Costs outside of the project period
- Fundraising costs
- Food and beverages
- Home office workspace
- Travel, transportation, and lodging
- Honoraria, fines, or penalties
- Conferences, seminars, workshops
- Gifts, trinkets, memorabilia

8. Is reporting required?

Reports will be required on the following schedule:

- *Monthly*

- Fiscal reports, including an invoice and backup for a drawdown of allowable costs
- *Quarterly*
 - A progress report narrative that details the program status, challenges, and successes
 - Research data

All reports are due on the 10th day of the month after the reporting period ends. Quarters are based on State fiscal year:

- July 1st to September 30th
- October 1st to December 31st
- January 1st to March 31st
- April 1st to June 30th

9. How will the project be evaluated?

IDOC will evaluate the proposal based on the applicant's project narrative. Please note that the IDOC is particularly interested in how the applicant will evaluate the success of the project and how data will be collected and analyzed during the project period to determine success. Applicants will be required to report on the achievements and challenges of the program. At a minimum, applicants must include the following data points:

- Each participant's age, sex, race, income, residence, crime(s), and IDOC number, if applicable
- Number of program participants and their disposition
- Risk to reoffend, measured by a validated criminogenic risk tool
- History of behavioral health problems, including diagnosis codes for substance use disorders and mental health disorders
- History of trauma and/or neglect
- Type of services and total number of hours of each instance of service
- Total number of service hours provided
- Total duration in PPD
- Number of different treatment services accessed (i.e., mental health counseling from provider A and recovery housing from provider B= 2)
- Number of no-show instances

10. Who will determine grant awards?

The IDOC will pre-screen applications for completion and budgetary allowability and then pass the applications to the [Idaho Behavioral Health Council](#) (IBHC) for further review. The IBHC's Early Engagement Committee will make final award decisions. The IBHC consists of thirteen council members and includes stakeholders from State law enforcement, Health and Welfare, the judiciary, and the Idaho Legislature. IBHC [implementation plans](#) should be reviewed to ensure the proposed project aligns with the IBHC goals.



PRE-PROSECUTION DIVERSION GRANT

APPLICATION FOR AWARD

Email applications or questions to:

grants@idoc.idaho.gov

**The award application is open year-round,
subject to the availability of funds.**

Awards will be considered on a first come first served basis.

IDOC Pre-Prosecution Diversion Grant Application July 2022

Applicant Information & Background

Applicant Legal Entity Name: Click or tap here to enter text.

Mailing Address: Click or tap here to enter text.

Applicant Point of Contact (POC) Name: Click or tap here to enter text.

POC Email: Click or tap here to enter text.

POC Phone Number: Click or tap here to enter text.

Applicant Fiscal Point of Contact (FPOC) Name: Click or tap here to enter text.

FPOC Email: Click or tap here to enter text.

FPOC Phone Number: Click or tap here to enter text.

Judicial District #: Click or tap here to enter text.

Project Location(s): Click or tap here to enter text.

Proposal Details

Proposal Name: Click or tap here to enter text.

Total Grant Request: \$Click or tap here to enter text.

Proposal Summary: Click here and write a brief synopsis of the proposal and the project's goal.

Detailed Proposal Description: Click here to provide a detailed project description. Include proposal partners and the services to be provided. Include sustainability beyond the project period, if any.

Details Regarding Sustainability: Click here to describe how the project will be sustained after the one year grant period.

Research Benefits: Click here and describe your plans to evaluate your program and the potential benefits from the proposed project.

Reporting: Type “Yes” if you understand and agree to the reporting as outlined in this guide for the monitoring and verification of the project: [Click or tap here to enter text.](#)

Program Support: List the organization(s) that will participate in the execution of the project and summarize the organization’s roles and responsibilities. Attach Letters of Support from each organization to the Grant Application.

Project Timeline: Type yes to indicate you understand and accept the outlined terms.

Budget Detail and Narrative: Using your own form, attach a detailed Budget Worksheet to the Grant Application.

I **ENTER NAME** hereby certify that **ENTER ORGANIZATION NAME** understands and will comply with the terms and conditions of the IDOC PPD Grant Program and with all required State laws and regulations for grant program participation.

Signature

Authorized Agent Name: [Click or tap here to enter text.](#)

Date: [Click or tap here to enter text.](#)