

**Utah Commission on Criminal and Juvenile Justice  
Requests for Proposals  
Criminal Justice Mental Health Projects**

**Funding Available: \$500,000**



## ELIGIBILITY AND FUNDING SOURCES

### **Maximum Award \$500,000- BRYNE JUSTICE ASSISTANCE GRANT (JAG Funding):**

Qualified applicants can apply for up to \$500,000. Multiple awards *may* be granted with this funding. Funds will be awarded on a competitive award process. Qualified applicants will be required to apply for funding each fiscal year.

Criminal Justice Mental Health Projects – October 15, 2020 – September 30, 2020 (Potential second year of funding)

Applicants may be state government agencies, local government agencies (cities and/or counties), Indian tribal government agencies, and non-profit agencies.

## APPLICATION AND SUBMISSION REQUIREMENTS

A completed grant application, with original signatures and required attachments, including properly executed signatory approval, are due by **5:00 PM on Friday, August 28, 2020**. Completed applications should be delivered to the office of the Commission on Criminal and Juvenile Justice at the address below. If applications are mailed, they must be received by EOB August 28, 2020. No copies of the application are required, only the original application with original signatures and attachments.

**Commission on Criminal and Juvenile Justice**

**Attn: Krystal Hazlett**

**Utah State Capitol Complex**

**Senate Office Building, Suite 330**

**PO Box 142330**

**Salt Lake City, Utah 84114-2330**

**Application Due Date: Friday, August 28, 2020, at 5:00 PM**

The program contact for the Criminal Justice Mental Health Grant is **Krystal Hazlett, khazlett@utah.gov, 801-538-1088**

## PROJECT OVERVIEW

CCJJ supports innovative cross-system collaboration for individuals with mental illnesses or co-occurring mental health and substance abuse disorders who come into contact with the justice system. CCJJ seeks to support individuals in crisis through crisis walk-in services, mobile crisis outreach teams, or other crisis response systems that are accessible in a timely manner. Crisis response systems would have the capability of providing screening and assessments, crisis stabilization (including possible medication), brief treatment and linkage to resources appropriate to specific needs. Staffing would be consisting of psychiatrist, nurse practitioner, therapists, peer support, security, and administrative support to address all aspects of a personal crisis.

## PROJECT DESCRIPTION

CCJJ seeks to increase public safety by facilitating collaboration among the criminal justice and mental health and substance abuse treatment systems to increase access to mental health and other treatment services for individuals with mental illnesses or co-occurring mental health and substance abuse disorders. The program encourages early intervention for these multisystem-involved individuals; maximizes diversion opportunities for multisystem-involved individuals with mental illnesses or co-occurring mental and substance abuse disorders; promotes training for justice and treatment professionals; and facilitates communication, collaboration, and the delivery of support services among justice professionals, treatment and related service providers, and governmental partners.

## REPORTING REQUIREMENTS AND DATA COLLECTION

### **Performance Measurement Tool (PMT)**

Progress reporting will take place no later than 20 days after the end of each quarter through the federal PMT system located at: <http://www.bjaperformancetools.org>. If applicable, another report (also due no later than 20 days after the end of each quarter) must be submitted and will include performance on implementation, activity, goals and objectives as well as metrics specific to the program area.

Quarterly due dates are outlined below:

- January 20, 2020
- April 20, 2020
- July 20, 2020
- October 20, 2020

All Performance/Progress/PMT Reports must be completed by the 20th day after the end of each quarter. It is the grantees responsibility to familiarize themselves with the requirements of the Performance/Progress/PMT Reports, which are contained within an awarded contract.

### **Quarterly Reporting Requirements**

Applicants who are awarded grant funding will be required to submit quarterly Success Reports and Financial Status Reports to the Commission through its online financial reporting database ([www.justice.utah.gov](http://www.justice.utah.gov)). The quarterly Success Reports must provide information and data related to numerical performance measures developed by the Commission. Subgrantees will be required to develop objectives and “targets” in conjunction with the Governor’s SUCCESS (see Success Initiative form) reporting and submit quarterly data for these measures as well.

## I. Application Narrative & Letters of Support

*Please write your application narrative to respond to each of the items listed below using statistics and other data when possible (Maximum 15-page limit including Coversheet (1 page), Letters of Support (1 page per letter) and 8 U.S.C. §1373 Certification (1 page)).*

1. Using statistics and other data when possible, clearly identify the need for the criminal justice mental health project in your community.
2. Explain how the applicant will develop a collaborative infrastructure aimed at diverting individuals with behavioral health and substance use needs away from jails and emergency rooms and to appropriate community-based treatment.
3. Clearly identify how this funding will be used to address integration of the criminal justice mental health project into an effective and strategic community-based crisis response system built to serve individuals in crisis and subsequently reduce costs related to incarcerations, prosecution, and emergency department overuse.
4. Clearly identify how the applicant will facilitate connections and leverage partnerships amongst community behavioral health social service agencies to facilitate continued engagement in treatment and jail diversion post criminal justice mental health project discharge.
5. Identify the geographical area(s) that will be served by the criminal justice mental health project.
6. If your agency currently has a criminal justice mental health project, please highlight the strengths and weakness of your criminal justice mental health project. If your community does not have a criminal justice mental health project, please identify how you will create the criminal justice mental health project.
7. Provide a time-line of project milestones for the period of your grant.

### **Four (4) letters of support that may include any of the following:**

1. Local Substance Use Authority that will be involved in the criminal justice mental health project in your community.
2. Law enforcement agencies that will be involved in the criminal justice mental health project in your community.
3. City/County Councils that will be involved in the criminal justice mental health project in your community.
4. Prosecuting agencies that will be involved in the criminal justice mental health project in your community.
5. Mental health partnerships that will be involved in the criminal justice mental health project in your community.
6. Medical provider partnerships that will be involved in the criminal justice mental health project in your community.
7. Treatment providers that will be involved in the criminal justice mental health project in your community.
8. Any other criminal justice partnership that will be involved in the criminal justice mental health project in your community.

## Miscellaneous Information

### UNALLOWABLE EXPENSES AND ACTIVITIES:

- Costs in applying for this grant (e.g., consultants, grant writers, etc.).
- Any expenses incurred prior to the date of the contract.
- Any administrative costs not directly related to the administration of this grant award.
- Personnel, including law enforcement officers, not connected to the project for which you are applying.
- Lobbying or advocacy for particular legislative or administrative reform.
- Fund raising and any salaries or expenses associated with it.
- Legal fees.
- All travel including first class or out-of-state travel (except preauthorized under certain program areas).
- Promotional items (except preauthorized under certain program areas).
- One-time events, prizes, entertainment (e.g., tours, excursions, amusement parks, sporting events) (except preauthorized under certain program areas).
- Contributions and donations.
- Management or administrative training, conferences (only pre-approved project related training).
- Management studies or research and development (costs related to evaluation are permitted).
- Fines and penalties.
- Losses from uncollectible bad debts.
- Purchase of land.
- Memberships and agency dues, unless a specific requirement of the project (prior approval required).
- Compensation to federal employees for travel or consulting fees.
- Military type equipment such as armored vehicles, explosive devices, and other items typically associated with the military arsenal.
- Purchase vehicles, vessels or aircraft.
- Construction costs and/or renovation (including remodeling).
- Service contracts and training beyond the expiration of the grant award.
- Informant fees, rewards or buy money.
  - Food, refreshments, snacks. Note: No funding can be used to purchase food and/or beverages for any meeting, conference, training, or other event. Exceptions to this restriction may be made only in cases where such sustenance is not otherwise available (e.g., extremely remote areas), or where a special presentation at a conference requires a plenary address where there is no other time for sustenance to be attained. Such an exception would require prior approval from the Department and the U.S. Department of Justice. This restriction does not apply to water provided at no cost, but does apply to any and all other refreshments, regardless of the size or nature of the meeting. Additionally, this restriction does not impact direct payment of per diem amounts to individuals in a travel status under your organization's travel policy.

## 8 U.S.C. § 1373 Certification

**Information regarding Communication with the Department of Homeland Security (DHS) and/or Immigration and Customs Enforcement (ICE):** Each applicant must provide responses to the following questions. It is recommended that you consult your agency legal counsel regarding the following questions, before responding (this certification does not apply to tribal government/organization, a nonprofit organization, or a private institution of higher education).

- (1) Does your jurisdiction have any laws, policies, or practices related to whether, when, or how employees may communicate with DHS or ICE? **Y or N**
- (2) Is your jurisdiction subject to any laws from a superior political entity (e.g., a state law that binds a city) that meet the description in question 1? **Y or N**
- (3) If **yes** to either Q1 or Q2, then answer the following:
  - Please provide a copy of each law or policy.
  - Please describe each practice.
  - Please explain how the law, policy, or practice complies with 8 U.S.C. § 1373.

# APPLICATION COVER SHEET



**State of Utah**  
**Commission on Criminal and**  
**Juvenile Justice**  
 Utah State Capitol Complex  
 East Office Building, Suite E330  
 Salt Lake City, Utah 84114-2330  
 Ph: (801) 538-1031  
 Fax: (801) 538-1024



**Justice Assistance Grant (JAG) – Criminal Justice Mental Health Grant**

**CCJJ Grant #**

**1.** Your Agency Name and Address:

**2.** Agency Contact (Grant Project Director):

**3.** Phone Number:

**4.** E-mail Address:

**5.** Grant Start Date and End Date:

**10/15/2020 – 09/30/2021**

**6.** Federal Tax Identification Number (87-?????):

**7.** DUNS #

**8. INDIRECT COSTS** – New federal regulations allow you to request indirect costs. If you choose to request indirect costs it will come directly from funds you are applying for in this grant. CCJJ will not increase your grant award to cover indirect costs. If you are only requesting equipment, supplies and operating (ESO) in this application then you will need to select option 1 - Waive indirect costs. **More information on indirect costs can be found page 10 (condition # 28) of this application.**

**Please CHECK only ONE:**

- 1)  NO, We waive indirect costs
- 2)  YES, MTDC Rate (\_\_\_%)
- 3)  YES, Request 10% minimum

**9.** Application Budget Summary:

Personnel:	\$0
Fringe Benefits:	\$0
Supplies and Operating:	\$0
Travel and Training:	\$0
Equipment:	\$0
Indirect Costs	\$0
<b>Total Grant Funds:</b>	<b>\$0</b>

Signatures constitute acceptance of all grant conditions and certified assurances.

**10.** \*Print Name and Title of Official Authorized to Sign

**11.** \*Signature of Official Authorized to Sign/Date

**For CCJJ use ONLY**

<b>Kim Cordova, Executive Director of CCJJ</b>	
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\* The Project Director is the individual responsible for the day-to-day management of the grant program.

\*\*Official authorized to sign includes: City Mayor, City Manager, County Commissioner, County Mayor, State Agency CEO, Private nonprofit CEO.