



TILLAMOOK COUNTY BOARD OF COMMISSIONERS NOTICE OF MEETING AGENDAS

BOARD OF COMMISSIONERS:

Mary Faith Bell, Chair mfbell@co.tillamook.or.us
David Yamamoto, Vice-Chair dyamamoto@co.tillamook.or.us
Erin D. Skaar, Commissioner eskaar@co.tillamook.or.us

CONTACT:

201 Laurel Avenue
Tillamook, Oregon 97141
503.842.3403
www.co.tillamook.or.us

COMMUNITY UPDATE MEETING
Tuesday, May 11, 2021 at 8:00 a.m.
Teleconference

WORKSHOP
Wednesday, May 12, 2021 at 8:30 a.m.
Commissioners' Meeting Rooms A & B
County Courthouse, 201 Laurel Avenue, Tillamook, Oregon

BOARD MEETING
Wednesday, May 12, 2021 at 10:00 a.m.
Commissioners' Meeting Rooms A & B
County Courthouse, 201 Laurel Avenue, Tillamook, Oregon

PUBLIC COMMENT

The board will allow public comment at workshop and board meetings during a public comment period. Those intending to provide public comment for the workshop or board meeting shall email submissions to publiccomments@co.tillamook.or.us. Public comments received by 5:00 p.m. on Tuesday will be distributed to the board and become part of the public record.

Public comments submitted via email after the deadline or during the workshop or board meeting will be presented by staff to the board during the public comment period. Unless otherwise specified, these submissions will be presented during the board meeting. Public comments can also be mailed to the Board of Commissioners' Office, 201 Laurel Avenue, Tillamook, Oregon, 97141.

Two minutes is allowed per comment. The chair may, at his/her sole discretion, further limit or expand the amount of time for individuals to speak.

AGENDAS

COMMUNITY UPDATE – AUDIO-05-11-2021A.MP3 **(Commissioner Bell Absent)**

CALL TO ORDER: Tuesday, May 11, 2021 8:00 a.m.

1. 00:53 Welcome and Board of Commissioners' Roll Call
 2. 01:09 Adventist Health Tillamook
 3. 02:42 Coastal Caucus
 4. 18:44 Tillamook County Community Health Center
 5. 24:21 Rinehart Clinic
 6. 30:47 Tillamook Family Counseling Center
 7. 32:40 Sheriff's Office/Emergency Management
 8. 34:24 Governor's Office
 9. 36:54 Board of Commissioners
 10. 47:48 Election Update/Clerk's Office
- Cities
- 50:07 Nehalem
- 50:34 Bay City
- 51:13 South County
- 52:01 North County

ADJOURN – 8:53 a.m.

WORKSHOP – AUDIO05-12-2021A.MP3

CALL TO ORDER: Wednesday, May 12, 2021 8:32 a.m.

1. 01:33 Welcome & Request to Sign Guest List
2. 01:34 Public Comment: There were none.
3. Non-Agenda Items
- 01:39 Agenda Changes/Commissioner Mary Faith Bell

4. 06:24 COVID-19 Vaccine Update/Marlene Putman, Administrator; Ed Colson, Health and Human Services
5. 29:18 Discussion and Consideration of a Personnel Requisition for a Replacement Regular Full-Time Public Health Registered Nurse 3 in the Health and Human Services Department/Marlene Putman, Administrator, Health and Human Services

A motion was made by Commissioner Skaar and seconded by Vice-Chair Yamamoto. The motion passed with three aye votes. The Chair signed the requisition.

6. 01:52 Discussion Concerning a 2021-2023 Justice Reinvestment Grant Program Application with the State of Oregon Criminal Justice Commission/Ahnie Seaholm, Lieutenant, Sheriff's Office

AGENDA ITEM TAKEN OUT OF ORDER

7. 06:24 Discussion Concerning a 2021-2023 Specialty Court Grant Program Application with the State of Oregon Criminal Justice Commission/Ahnie Seaholm, Lieutenant, Sheriff's Office

AGENDA ITEM TAKEN OUT OF ORDER

8. 30:55 Discussion Concerning a Letter of Support to the Port of Garibaldi Commissioners Regarding Purchase of the Old Mill Marina Property Located in Garibaldi, Oregon/Michael Saindon, General Manager, Port of Garibaldi
9. 33:32 Discussion Concerning Amendment #1 to Contract for Services #6087 with Clair Company Inc. for Inspection Services/Sarah Absher, Director, Department of Community Development
10. 34:54 Discussion and Consideration of an Out-of-State Travel Request for Commissioner David Yamamoto to Attend the NACo Annual Conference in Prince George's County, MD, on July 9-12, 2021/Commissioner David Yamamoto

A motion was made by Commissioner Skaar and seconded by Vice-Chair Yamamoto. The motion passed with three aye votes. The Chair signed the request.

11. 41:55 Discussion Concerning an Order in the Matter of Increasing the Number of Members to the Pacific City/Woods Parking Advisory Committee (PAC) and Appointing Members/Rachel Hagerty, Chief of Staff
12. 43:14 Board Concerns – Non-Agenda Items: There were none.
13. 43:22 Public Comments: There were none.

ADJOURN – 9:17 a.m.

MEETING – AUDIO05-12-2021B.MP3

CALL TO ORDER: Wednesday, May 12, 2021 10:00 a.m.

1. 01:37 Welcome & Request to Sign Guest List
2. 01:42 Pledge of Allegiance
3. 02:03 Public Comment: There were none.
4. 02:10 Non-Agenda Items: There were none.
5. 02:14 COVID-19 Vaccine Update/Marlene Putman, Administrator; Ed Colson, Health and Human Services
- 20:32 UNSCHEDULED: Election Update/Tassi O'Neil

LEGISLATIVE – ADMINISTRATIVE

- 26:38 UNSCHEDULED: Letter of Support to Oregon Justice Commission Regarding a Justice Reinvestment Grant Pre-Application/Commissioner Erin Skaar

A motion was made by Commissioner Skaar and seconded by Vice-Chair Yamamoto. The motion passed with three aye votes. The Board signed the letter.

6. Consideration of a 2021-2023 Justice Reinvestment Grant Program Application with the State of Oregon Criminal Justice Commission/Ahnle Seaholm, Lieutenant, Sheriff's Office

ITEM REMOVED FROM AGENDA

7. Consideration of a 2021-2023 Specialty Court Grant Program Application with the State of Oregon Criminal Justice Commission/Ahnle Seaholm, Lieutenant, Sheriff's Office

ITEM REMOVED FROM AGENDA

8. 33:25 Consideration of a Letter of Support to the Port of Garibaldi Commissioners Regarding Purchase of the Old Mill Marina Property Located in Garibaldi, Oregon/Michael Saindon, General Manager, Port of Garibaldi

A motion was made by Commissioner Skaar and seconded by Vice-Chair Yamamoto. The motion passed with three aye votes. The Board signed the letter.

9. 36:18 Consideration of Amendment #1 to Contract for Services #6087 with Clair Company Inc. for Inspection Services/Sarah Absher, Director, Department of Community Development
- A motion was made by Commissioner Skaar and seconded by Vice-Chair Yamamoto. The motion passed with three aye votes. The Chair signed the amendment.
10. 41:44 Consideration of an Order in the Matter of Increasing the Number of Members to the Pacific City/Woods Parking Advisory Committee (PAC) and Appointing Members/Rachel Hagerty, Chief of Staff
- A motion was made by Commissioner Skaar and seconded by Vice-Chair Yamamoto. The motion passed with three aye votes. The Board signed Order #21-020.
11. 44:23 Board Concerns – Non-Agenda Items
Northwest Senior & Disability Services Proclamation/Commissioner Erin Skaar
12. 47:49 Public Comments: There were none.
13. 47:53 Board Announcements

ADJOURN – 10:51 a.m.

JOIN THE BOARD OF COMMISSIONERS MEETINGS

The Board is committed to community engagement. Due to Oregon COVID-19 restrictions for public gatherings, the board provides opportunity for public participation during meetings via the options below. Live video and audio capabilities are listen-only and are offered on a best effort for the public.

- **Community Meetings: Tuesdays at 8:00 a.m.** (*Teleconference & KTIL-FM at 95.9*)
Dial 971-254-3149, Conference ID: 736 023 979#
- **Workshop: Wednesdays at 8:30 a.m.** (*Teleconference Only*)
Dial 971-254-3149, Conference ID: 736 023 979#
Agenda items are generally for discussion only. Certain items may also be scheduled for consideration.
- **Board Meetings: Wednesdays at 10:00 a.m.** (*Teleconference & Live Video at tctvonline.com*)
Dial 971-254-3149, Conference ID: 736 023 979#
Agenda items are for discussion or consideration.

MEETING INFORMATION AND RULES

- Matters for discussion and consideration by the board shall be placed on an agenda prepared by the Board Assistant and approved by the board chair. Any commissioner may request items on the agenda.
- Public hearings are formal proceedings publicized in advance through special public notice issued to media and others. Public hearings held by the board are to provide the board an opportunity to hear from the public about a specific topic. Public hearings are therefore different regarding audience participation at regular and workshop meetings.
- Individuals who wish to testify in-person during meetings and hearings shall do so at the table placed in front of the dais. Individuals testifying will, for the record, first identify themselves.
- Commissioners will be addressed by their title followed by their last name.
- Commissioners shall obtain approval from the chair before speaking or asking questions of staff, presenters, and public. As a courtesy, the chair shall allow an opportunity, by the commissioner who has the floor, to ask immediate follow-up questions.
- A majority of the board shall constitute a quorum and be necessary for the transaction of business.
- All board meeting notices are publicized in accordance with public meeting laws.
- All board meetings will commence with the Pledge of Allegiance.
- The chair will utilize the gavel as needed to maintain order, commence and adjourn meetings, and signal approval of motions.
- The board reserves the right to recess to executive session as may be required at any time during this meeting, pursuant to ORS 192.660(1).
- The courthouse is accessible to persons with disabilities. If special accommodations are needed for persons with hearing, visual, or manual impairments who wish to participate in the meeting, please contact (503) 842-3403 at least 24 hours prior to the meeting so that the appropriate communications assistance can be arranged.

AGENDAS

COMMUNITY UPDATE

CALL TO ORDER: Tuesday, May 11, 2021 8:00 a.m.

1. Welcome and Board of Commissioners' Roll Call
2. Adventist Health Tillamook
3. Coastal Caucus
4. Tillamook County Community Health Center
5. Rinehart Clinic
6. Tillamook Family Counseling Center
7. Others:
8. Governor's Office
9. Board of Commissioners
10. Cities
 - a. Manzanita
 - b. Nehalem
 - c. Wheeler
 - d. Rockaway Beach
 - e. Garibaldi
 - f. Bay City
 - g. Tillamook
 - h. South County

ADJOURN

WORKSHOP

CALL TO ORDER: Wednesday, May 12, 2021 8:30 a.m.

1. Welcome & Request to Sign Guest List
2. Public Comment
3. Non-Agenda Items
4. COVID-19 Vaccine Update/Marlene Putman, Administrator; Ed Colson, Health and Human Services

5. Discussion and Consideration of a Personnel Requisition for a Replacement Regular Full-Time Public Health Registered Nurse 3 in the Health and Human Services Department/Marlene Putman, Administrator, Health and Human Services
6. Discussion Concerning a 2021-2023 Justice Reinvestment Grant Program Application with the State of Oregon Criminal Justice Commission/Ahnie Seaholm, Lieutenant, Sheriff's Office
7. Discussion Concerning a 2021-2023 Specialty Court Grant Program Application with the State of Oregon Criminal Justice Commission/Ahnie Seaholm, Lieutenant, Sheriff's Office
8. Discussion Concerning a Letter of Support to the Port of Garibaldi Commissioners Regarding Purchase of the Old Mill Marina Property Located in Garibaldi, Oregon/Michael Saindon, General Manager, Port of Garibaldi
9. Discussion Concerning Amendment #1 to Contract for Services #6087 with Clair Company Inc. for Inspection Services/Sarah Absher, Director, Department of Community Development
10. Discussion and Consideration of an Out-of-State Travel Request for Commissioner David Yamamoto to Attend the NACo Annual Conference in Prince George's County, MD, on July 9-12, 2021/Commissioner David Yamamoto
11. Discussion Concerning an Order in the Matter of Increasing the Number of Members to the Pacific City/Woods Parking Advisory Committee (PAC) and Appointing Members/Rachel Hagerty, Chief of Staff
12. Board Concerns – Non-Agenda Items
13. Public Comments

ADJOURN

MEETING

CALL TO ORDER: Wednesday, May 12, 2021 10:00 a.m.

1. Welcome & Request to Sign Guest List
2. Pledge of Allegiance
3. Public Comment
4. Non-Agenda Items
5. COVID-19 Vaccine Update/Marlene Putman, Administrator; Ed Colson, Health and Human Services

LEGISLATIVE – ADMINISTRATIVE

6. Consideration of a 2021-2023 Justice Reinvestment Grant Program Application with the State of Oregon Criminal Justice Commission/Ahnie Seaholm, Lieutenant, Sheriff's Office
7. Consideration of a 2021-2023 Specialty Court Grant Program Application with the State of Oregon Criminal Justice Commission/Ahnie Seaholm, Lieutenant, Sheriff's Office
8. Consideration of a Letter of Support to the Port of Garibaldi Commissioners Regarding Purchase of the Old Mill Marina Property Located in Garibaldi, Oregon/Michael Saindon, General Manager, Port of Garibaldi
9. Consideration of Amendment #1 to Contract for Services #6087 with Clair Company Inc. for Inspection Services/Sarah Absher, Director, Department of Community Development
10. Consideration of an Order in the Matter of Increasing the Number of Members to the Pacific City/Woods Parking Advisory Committee (PAC) and Appointing Members/Rachel Hagerty, Chief of Staff
11. Board Concerns – Non-Agenda Items
12. Public Comments
13. Board Announcements

ADJOURN

OTHER MEETINGS AND ANNOUNCEMENTS

The Commissioners will attend a Local Public Safety Coordinating Council meeting on **Tuesday, May 11, 2021** at **12:00 p.m.** The teleconference number is: 971-254-3149, Conference ID: 446 361 820#.

A public meeting of the Tillamook County Budget Committee will be held on **Wednesday, May 12, 2021**, at **1:00 p.m.** to discuss the budget for fiscal year 2021-2022. The teleconference number is: 971-254-3149, Conference ID: 736 023 979#. Public comment can be submitted at publiccomments@co.tillamook.or.us. This is a public meeting where deliberation of the Budget Committee will take place.

The Commissioners will hold a workshop to discuss American Rescue Plan Act funding on **Friday, May 14, 2021** at **8:00 a.m.** The teleconference number is 1-971-254-3149 Conference ID: 736 023 979#.

The Commissioners will hold a Board Briefing on **Friday, May 14, 2021** at **12:00 p.m.** to discuss weekly commissioner updates. The teleconference number is 1-971-254-3149 Conference ID: 736 023 979#. The Board of Commissioners reserves the right to recess to Executive Session as may be required at any time during this meeting, pursuant to ORS 192.660(1).

The Commissioners will attend a quarterly retirement plan workshop with John Upton on **Monday, May 24, 2021** at **9:30 a.m.** The teleconference number is 1-669-900-9128, Meeting ID: 997 0038 9427, and Passcode: 216695.

The Pacific City/Woods Parking Advisory Committee has scheduled a meeting for **Wednesday, May 26, 2021** at **1:00 p.m.** The teleconference number is 1-253-215-8782, Meeting ID: 826 3627 1523, and Passcode: 345999.

BOARD OF COMMISSIONERS' WORKSHOP

Wednesday, May 12, 2021

	Present	Absent		Present	Absent
Mary Faith Bell	<u>✓</u>	<u> </u>	Rachel Hagerty	<u>✓</u>	<u> </u>
David Yamamoto	<u>✓</u>	<u> </u>	Joel Stevens	<u>✓</u>	<u> </u>
Erin Skaar	<u>✓</u>	<u> </u>			

PLEASE PRINT

<u>Name</u>	<u>Email or Address</u>	<u>Item of Interest</u>	<u>Check if Making Public Comment</u>
--------------------	--------------------------------	--------------------------------	--------------------------------------------------

Annie Seachom cseachom@hllmark.or.us

(Please use reverse if necessary)

Wednesday, May 12, 2021

<u>Name</u>	<u>Email or Address</u>	<u>Item of Interest</u>	<u>Public Comment</u>
-------------	-------------------------	-------------------------	-----------------------

(Please use reverse if necessary)

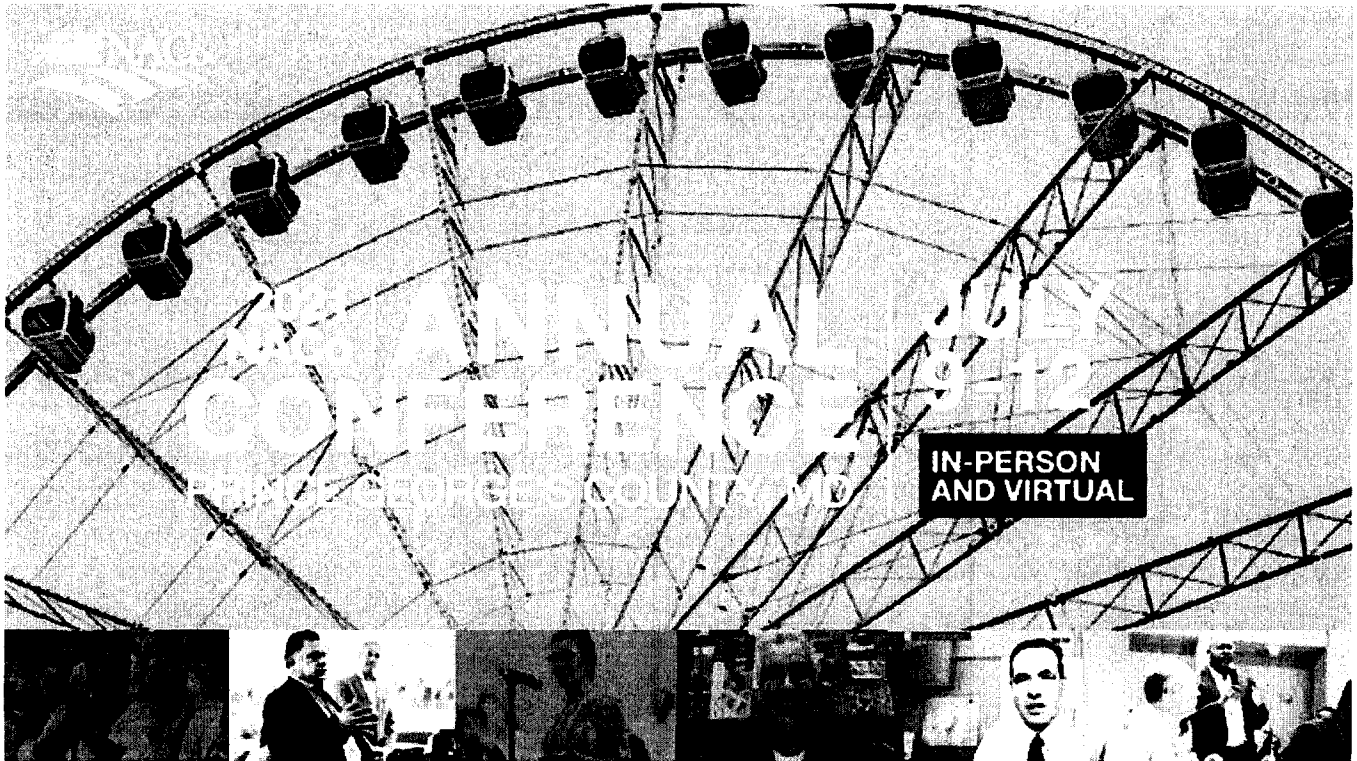
PLEASE COMPLETE ALL SECTIONS IN YELLOW. WHERE DOLLAR AMOUNT DOES NOT APPLY LEAVE AT \$0.00
THIS FORM IS FILLABLE. AMOUNTS & TOTALS WILL CALCULATE AUTOMATICALLY

TILLAMOOK COUNTY TRAVEL AUTHORIZATION

2021

Please complete this form and obtain required signatures **before** traveling.

1. Name of Employee/Traveler: DAVID YAMAMOTO			2. Date: 5/7/21																	
3. Training Related/Conference (if yes, attach Agenda): <input type="radio"/> Yes <input checked="" type="radio"/> No			4. Airfare/Railfare: \$500.00 Confirmation Number:																	
5. Name of Conference or Training: 2021 NACO ANNUAL CONFERENCE			6. Conference/Training Cost: \$515.00																	
7. Itinerary: Destination (City, State): PRINCE GEORGE COUNTY, MD			8. Lodging Reservation Information: Hotel Name: GAYLORD NAT RESORT & CONF Address: 201 WATERFRONT ST NATIONAL HARBOR, MD 20745 Phone number: 301-965-4000 Confirmation Number:																	
Est. Departure Date: 7/8/2021 Time: 6:00 AM																				
Est. Return Date: 7/13/2021 Time: 7:00 PM																				
9. Miscellaneous Expenses: (Identify Specific Expenses: Taxis, Shuttles, Etc.) a. \$0.00 c. \$0.00 b. \$0.00 d. \$0.00			10. Lodging Rate: Amount per Night: \$209.00 Tax per Night: \$40.00 Total per Night: \$249.00																	
11. Meals: (Please CHECK which rate you are using in ONE box below) Daily Meal Rate without receipts (See policy): <input checked="" type="checkbox"/> X CONUS Rate with detailed receipts and accounting: <input type="checkbox"/>			Number of Nights: x 5 Total Lodging: \$1,245.00																	
*Daily Rate: \$0 *(Standard rate or City Conus Rate)			12. Cost of Trip: Airfare/Railfare: \$500.00 Lodging: \$1,245.00 Meal Per Diem: \$0.00 Personal Car Miles: \$0.00 Training/Conference Cost: \$515.00 Miscellaneous: \$0.00 Total Not To Exceed: \$2,260.00																	
<table border="1"> <thead> <tr> <th># of Meals</th> <th>x Rate</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Breakfast:</td> <td>\$0.00</td> <td>\$ -</td> </tr> <tr> <td>Lunch:</td> <td>\$0.00</td> <td>\$ -</td> </tr> <tr> <td>Dinner:</td> <td>\$0.00</td> <td>\$ -</td> </tr> <tr> <td>Total Meals:</td> <td></td> <td>\$ -</td> </tr> </tbody> </table>			# of Meals	x Rate	Total	Breakfast:	\$0.00	\$ -	Lunch:	\$0.00	\$ -	Dinner:	\$0.00	\$ -	Total Meals:		\$ -			
# of Meals	x Rate	Total																		
Breakfast:	\$0.00	\$ -																		
Lunch:	\$0.00	\$ -																		
Dinner:	\$0.00	\$ -																		
Total Meals:		\$ -																		
13. Personal Car Miles Total miles round trip: 0 x 0.560 \$ -																				
14. Purpose of Trip (Be Specific): ATTEND NACO ANNUAL CONFERENCE																				
ESTIMATED TRAVEL COSTS																				
15. Approved for Payment:																				
Meal Per Diem: \$0.00			Transportation: \$500.00																	
Personal Car Miles: \$0.00			Training/Conference: \$515.00																	
Misc: \$0.00			Total \$2,260.00																	
Lodging: \$1,245.00																				
16. Employee/Traveler Signature:			272 Date: 5/11/2021																	
17. Department Head/Designee Signature:			Date: 5/12/2021																	
18. Board of Commissioner's Signature (Required for Out-Of-State)			Date: 05 12 21																	



REGISTER TODAY FOR THE 2021 NACo ANNUAL CONFERENCE

IN-PERSON & VIRTUAL | JULY 9-12 | PRINCE GEORGE'S COUNTY, Md.

Please join county elected and appointed officials from across the country in Prince George's County, Maryland for the National Association of Counties (NACo) 2021 Annual Conference & Exposition. Network, learn and connect through in-person and virtual attendance options and thoughtfully designed events.

The Annual Conference is the premier national opportunity for counties to exchange cutting-edge practices, elect the association's leadership and shape NACo's federal policy agenda for the year ahead.

REGISTER TODAY

VIEW SCHEDULE*

** Due to evolving public health circumstances, **the conference schedule is tentative and subject to change** based on expected conference attendance, capacity considerations and public health protocols.*

Confirmation Code:
LZWMRV



Traveler

David Yamamoto
E-Ticket: 0272182833044
MP#: Not available
Seats: PDX-DCA 23D

Flight

 Alaska 764

Main (N) |

Nonstop

Distance: 2,343 mi |

Duration: 5h 5m

Departs

Portland, OR (PDX)

Thu, Jul 8

9:45 am

Arrives

Washington, DC-Reagan National (DCA)

Thu, Jul 8

5:50 pm

Flight Total for 1 passenger: \$268.40

The VISA ending with *****7618 has been charged a total of USD \$268.40.

Total per passenger		\$268.40
Fare		\$236.28
Base fare	\$236.28	
Taxes and fees		\$32.12
United States Flight Segment Tax		
Domestic	\$4.30	
United States Passenger Civil Aviation		
Security Service Fee	\$5.60	
US Passenger Facility Charge	\$4.50	
US transportation tax	\$17.72	

Each ticket will be a separate charge on your credit card statement.

For additional assistance with your reservation, call us at 1-800-252-7522 for assistance.

Isabel Gilda

From: Auto-Receipt <noreply@mail.authorize.net>
Sent: Thursday, May 13, 2021 10:47 AM
To: Isabel Gilda
Subject: EXTERNAL: Transaction Receipt from NACO for \$515.00 (USD)

[NOTICE: This message originated outside of Tillamook County -- **DO NOT CLICK** on links or open **attachments** unless you are sure the content is safe.]

National Association of Counties(NACo)

Description: Charge - \$515.00
Invoice Number 21051317463602669083
Customer ID Isabel Gilda

Billing Information
201 Laurel Ave
Tillamook, OR 97141
igilda@co.tillamook.or.us

Shipping Information

Total: \$515.00 (USD)

Date/Time: 13-May-2021 13:46:36 EDT
Transaction ID: 63034773462
Payment Method: Visa xxxx7618
Transaction Type: Purchase
Auth Code: 050552

NACO
WASHINGTON, DC 20001
US
aamselle@naco.org

Thank you for your payment. If you have questions, please contact us on our Toll Free number or emails below. Toll Free: (888) 407-NACo (6226) Email Us Membership: membership@naco.org
Meetings & Conferences: nacomeetings@naco.org Billing: accountsreceivable@naco.org

REGISTRATION

EARLY

To be eligible for the early-bird rate, registrations must be PAID in full by June 11th. Early-bird registrations not paid by this date will be subject to the higher fee.

NACo MEMBER COUNTY \$515	NON-MEMBER COUNTY \$740	STATE ASSOCIATION \$515
NACo CORPORATE MEMBER \$540	CORPORATE NON-MEMBER \$825	OTHER/GOVT/NON-PROFITS \$565
GUEST \$165	CIO FORUM ONLY (July 8) \$0	

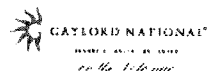
Members of the media interested in covering the Annual Conference should contact Paul Guequierre, NACo director communications, at pguequierre@naco.org.

NACo Annual Conference and Exposition July 2021

Jul 8, 2021 - Jul 13, 2021

Reservation Details

ACKNOWLEDGEMENT NUMBER:XQKGAE2T



GAYLORD NATIONAL RESORT & CONVENTION CENTER

201 Waterfront Street , National Harbor , MD 20745 , UNITED STATES

<http://www.gaylordhotels.com/gaylord-national/index.html>

DELUXE KING GUEST ROOM

DATES: Jul 8, 2021 - Jul 13, 2021

5 nights , 1 adult , 0 children

RATES

USD 1,045.00

TAXES & FEES

USD 188.10

TOTAL ROOM PRICE

USD 1,233.10

SUBTOTAL

USD 1,233.10

GUEST SUMMARY

DAVID H YAMAMOTO

201 Laurel Ave,

Tillamook, OR, 97141

US

igilda@co.tillamook.or.us

5038423403

Jul 8, 2021 - Jul 13, 2021

PAYMENT INFORMATION

Credit Card

VISA

*****7618

** / **

BILLING ADDRESS

david h yamamoto

201 Laurel Ave,

Tillamook, OR, 97141

US

5038423403

RATES

Jul 8, 2021 - USD 209.00

Jul 9, 2021 - USD 209.00

Jul 10, 2021 - USD 209.00

Jul 11, 2021 - USD 209.00

Jul 12, 2021 - USD 209.00

OTHER INFORMATION

SMOKING PREFERENCE: No Preference

ACCESSIBLE ROOM: No

POLICIES

ROOM POLICIES

- Tax is not included

TAX POLICY

Room rates shown do not include 18.00% Sales Tax Per Night (subject to change). Room rates do include a \$22 nightly resort fee, which covers items such as high-speed internet,

24 hr health and fitness center access, local phone calls, two bottles of water per day, and other amenities.

CANCEL POLICY

A deposit equal to one night's room and tax is required to guarantee each reservation, which will be charged upon check-in. Cancellations must be made (72) hours prior to the check-in date to avoid forfeiting the deposit of one night's room and tax.

CHILDREN POLICY

Children 17 years or younger will stay free of charge in their parent's room.

Copyright © 1997-2021 Passkey International, Inc. All Rights Reserved.

Privacy Policy,JKRT-20210428 pr50 56-48.core



We use functional cookies to provide you with a great browsing experience. By using this website, you accept our use of cookies.

Accept



Tillamook County Board of Commissioners

201 Laurel Avenue, Tillamook, OR 97141

Phone: 503-842-3403

TTY Oregon Relay Service

Mary Faith Bell, Chair

David Yamamoto, Vice-Chair

Erin D. Skaar, Commissioner

May 12, 2021

Oregon Criminal Justice Commission
885 Summer Street NE
Salem, OR 97301

Re: Justice Reinvestment Grant Support Letter

Dear Oregon Criminal Justice Commission:

The Tillamook County Board of Commissioners support Tillamook County's Justice Reinvestment pre-application. As the Board of Commissioners, we are committed to reducing recidivism and decreasing Tillamook County's utilization of imprisonment in Department of Corrections facilities while protecting public safety and holding offenders accountable.

We have worked closely with Sheriff Brown and Community Corrections Director, Lieutenant Seaholm, and the other members of our Local Public Safety Coordinating Council on this application.

We have been committed to these goals for several years and continued Justice Reinvestment funding are essential to helping our county execute on our commitment to the goals of the Justice Reinvestment program. We are now asking that this funding be continued so we can build on our existing program and continue to reduce recidivism and prison usage while protecting public safety and holding offenders accountable.

Sincerely,

BOARD OF COMMISSIONERS FOR TILLAMOOK COUNTY, OREGON

A handwritten signature in cursive script, reading "MF Bell", written over a horizontal line.

Mary Faith Bell, Chair

A handwritten signature in cursive script, reading "David Yamamoto", written over a horizontal line.

David Yamamoto, Vice-Chair

A handwritten signature in cursive script, reading "Erin D. Skaar", written over a horizontal line.

Erin D. Skaar, Commissioner



Tillamook County Board of Commissioners

201 Laurel Avenue, Tillamook, OR 97141

Phone: 503-842-3403

TTY Oregon Relay Service

Mary Faith Bell, Chair
David Yamamoto, Vice-Chair
Erin D. Skaar, Commissioner

May 12, 2021

Port of Garibaldi Board of Commissioners
PO Box 10
Garibaldi, OR. 97118

Re: Port of Garibaldi Purchase of Old Mill Property

Dear Port of Garibaldi Board of Commissioners:

The Tillamook County Board of Commissioners supports the Port of Garibaldi's efforts to purchase the "Old Mill" property. The Port of Garibaldi has been and continues to be a key driver for economic activity in Tillamook County.

The Port's mission is to be a conduit for economic activity in the region and does so by maximizing business and recreational opportunities within its district. The Port's Vision is to form strategic business and recreational relationships to maximize economic development.

The Port provides an array of property for lease and development opportunities providing facilities for local businesses and related jobs, however over the last ten years, the Port's available land has been utilized to its fullest extent, limiting future growth.

Purchase of The Old Mill could provide the Port of Garibaldi both immediate and long-term opportunities to expand growth, job creation, recreational activities, and economic development consistent with the with the Port and Tillamook County's mission.

The Old Mill's current operations and lease structures provide opportunities for growth and the site's underutilized and vacant land could become growth opportunities for future economic development, job creation, and revenue growth to assist the Port's operations and needed infrastructure repair projects.

Sincerely,

BOARD OF COMMISSIONERS FOR TILLAMOOK COUNTY, OREGON

A handwritten signature in black ink, appearing to read "MF Bell", written over a horizontal line.

Mary Faith Bell, Chair

A handwritten signature in black ink, appearing to read "David Yamamoto", written over a horizontal line.

David Yamamoto, Vice-Chair

A handwritten signature in black ink, appearing to read "Erin D. Skaar", written over a horizontal line.

Erin D. Skaar, Commissioner

**2021–2023 REQUEST for GRANT PROPOSALS (RFGP)
APPLICATION INSTRUCTIONS AND REQUIREMENTS
OREGON CRIMINAL JUSTICE COMMISSION**

JUSTICE REINVESTMENT GRANT PROGRAM



**CRIMINAL JUSTICE COMMISSION
885 Summer St NE
Salem, OR 97301**

**PRELIMINARY APPLICATION DUE
DATE: May 14, 2021, 1:00 PM (PDT)**

**FINAL APPLICATION DUE DATE:
August 25, 2021, 1:00 PM (PDT)**

Oregon Criminal Justice Commission

The mission of the Oregon Criminal Justice Commission is to improve the legitimacy, efficiency, and effectiveness of state and local criminal justice systems. The agency is tasked with developing and maintaining a state criminal justice policy and a comprehensive long-range plan for a coordinated state criminal justice system that encompasses public safety, offender accountability, crime reduction and prevention, and offender treatment and rehabilitation (ORS 137.656).

Definitions

As used in OAR 213-060-0010 to 213-060-0140, unless the context indicates otherwise:

1. "Commission" means the Oregon Criminal Justice Commission.
2. "Community-based programs" include:
 - a. Work release programs;
 - b. Structured transitional-leave programs;
 - c. Evidence-based programs designed to reduce recidivism that include the balanced administration of sanctions, supervision, and treatment;
 - d. Administering a reentry court under Section 29, Chapter 649, 2013 Oregon Laws;
 - e. Specialty courts aimed at medium-risk and high-risk offenders; and
 - f. Evidence-based policing strategies.
3. "County" includes a regional collection of counties.
4. "Grant Review Committee" means the Justice Reinvestment Grant Review Committee established under Section 53, Chapter 649, 2013 Oregon Laws.
5. "Program" means a program that is cost-effective as defined in ORS 182.515(2), as that is an evidence-based program as defined in ORS 182.515(3), that is a program as defined in ORS 182.515(4), and that utilizes scientifically based research as defined in ORS 182.515(5).
6. "Recidivism" has the meaning provided in ORS 423.557(1) (a).
7. "Trauma informed services" means providing the foundation for a basic understanding of the psychological, neurological, biological, and social impact that trauma and violence have on individuals, while incorporating proven practices into current operations to deliver services that acknowledge the role that violence and victimization play in their lives.
8. "Evaluations" means an assessment or study of sanctions, services, or programs funded in whole or in part by Justice Reinvestment Grant funds. This includes assessments of alignment with evidence-based practices; studies such as randomized controlled trials; quasi-experimental studies; and similar process and outcome methods, models, and approaches.

Availability and Duration of Funding

This is a one-time solicitation, offering support for 30 months, beginning July 1, 2021 and ending December 31, 2023. Grant award recipients may begin charging expenditures to the grant award beginning July 1, 2021.

The Justice Reinvestment Program funding allotment will be determined in the 2021 Regular Session of the Oregon Legislative Assembly. Once these figures are determined, the CJC will release the funding allocations on the [Justice Reinvestment Grant Program website](#). All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

Eligible Applicants

Eligible applicants include Oregon counties that demonstrate strong collaborative partnerships with stakeholders and community partners. **The Grant Review Committee will accept one applicant per county.** The application must be submitted online by the Local Public Safety Coordinating Council (LPSCC) with the approval of the county governing body.

LPSCCs may submit a multi-county application on behalf of a consortium of government and non-government partners to design and implement a strategy to further the goals of the region's Justice Reinvestment efforts. For any regional approach, one county must serve as the main applicant for purposes of administering the grant agreement and managing sub-agreements.

Deadlines

All applications by the date and times stated on the front page of the Request for Grant Proposal. See "How to Apply" in Section VI for details.

Contact Information

For technical assistance with submitting an application, contact Angel Jenkins, Grant Coordinator, at (503) 991-3290 or angel.pairan@oregon.gov. For questions about the grant, contact Ian Davidson, Justice Reinvestment Program Manager, at (503) 302-1990 or ian.davidson@oregon.gov.

Contents

1. Overview	5
2. Program Goals.....	6
3. Eligible Program Requirements	6
4. List of Evidence-based Curriculums	6
5. Unallowable Uses for Award Funds	7
6. How to Apply.....	8
7. Preliminary Application.....	9
7.1. Preliminary Application Contents.....	9
7.2. Cover Sheet.....	9
8. Final Application	10
8.1. Final Application Contents.....	10
8.2. Cover Sheet.....	10
8.3. Narrative	10
8.4. Goals of Justice Reinvestment.....	11
8.5. Cultural Responsiveness	12
8.6. Evidence of Collaboration in Planning and Implementation (300-word maximum)	12
8.7. Proposed Program Budget.....	12
8.8. Victim Services Narrative.....	12
8.9. Victim Services Budget	13
8.10. Evaluation Plan	13
8.11. Racial and Ethnic Impact Statement.....	14
9. Supplemental Grant Funds (Optional)	14
9.1. Overview of Justice Reinvestment Supplementary Grant Program	14
9.2. Supplemental Victim Services	14
9.3. Program Performance Objectives.....	14
9.4. How to Apply	14
9.5. Allowable Uses.....	15
9.6. Application Contents	15
10. Application Review and Award Decisions.....	16
10.1. Formula Grant Review Process.....	16
10.2. Supplemental Grant Review Process.....	17

10.3. Award Decisions and Protests 17

10.4. Award Conditions 17

11. Monitoring and Reporting 17

11.1. Award Conditions 18

11.2. Reporting 18

12. Distribution of Funding 18

13. Grant Suspension or Termination..... 18

1. Overview

From 2000 to 2010, Oregon's incarceration rate increased by nearly 50% growing to 14,000 adults in custody with a total biennial corrections budget of more than \$1.6 billion. In response to this rapid growth, the bipartisan interagency Commission on Public Safety was convened to analyze state corrections and sentencing policies. The commission's recommendations became the foundation for House Bill (HB) 3194,¹ known as the Justice Reinvestment Act, which the Oregon Legislature passed in 2013. HB 3194 made several sentencing changes and created the Justice Reinvestment Grant Program with the goal of reducing prison populations, reducing recidivism, increasing public safety, and holding offenders accountable.

The Justice Reinvestment Grant Program is Oregon's proactive approach to spending resources more effectively by controlling prison growth and investing a portion of the avoided operational prison costs in the state's local public safety systems. In the 2013–15 biennium, \$15 million was distributed among all 36 counties to begin their justice reinvestment programs while the 2015–17 biennium grant program was funded in the amount of \$38.7 million. For the 2017–19 biennium, the grant program was funded at \$47.1 million (this included the \$7 million to support downward departure programs from HB 3078² in 2017) while the 2019–2021 biennium was funded at \$48.9 million.

Prior to the passage of HB 3194, the April 2013 corrections forecast estimated that Oregon should plan to house 16,089 adults in custody in state prisons by July 1, 2021. The latest forecast, issued October 2020, calls for 13,383 adults in custody by that same date, a reduction of 2,706 adults in custody. As a result of the slowing growth of the prison population, Justice Reinvestment is projected to result in more than \$560 million in avoided costs for Oregon by the end of the 2021–23 biennium.³

¹ Oregon Legislature. 77th Assembly, HB 3194 (2013).

<https://olis.leg.state.or.us/liz/2013R1/Downloads/MeasureDocument/HB3194/Enrolled> (Accessed May 2019).

² Oregon Legislature. 79th Assembly, HB 3078 (2017).

<https://olis.leg.state.or.us/liz/2017R1/Downloads/MeasureDocument/HB3078/Enrolled> (Accessed March 2021).

³ For more information on avoided cost see the full Cost Avoidance Report released January 2021.

<https://www.oregon.gov/cjc/CJC%20Document%20Library/HB3194CostAvoidanceReportJan2021.pdf> (Accessed March 2021).

2. Program Goals

The Justice Reinvestment Grant Program is Oregon's proactive approach to effectively spend resources in the state's criminal justice system. Under the justice reinvestment model, prison growth is limited and a portion of the avoided operational prison costs are reinvested in the state's local public safety systems.

The purpose of the Justice Reinvestment Grant Program is to provide funding for counties to plan, implement, and/or expand initiatives that establish a process to assess offenders and provide a continuum of community-based sanctions, services and programs that are designed to:

- a. Reduce recidivism while protecting public safety and holding offenders accountable and
- b. Decrease the county's utilization of imprisonment in a Department of Corrections institution while protecting public safety and holding offenders accountable.¹

The Justice Reinvestment Program supports two grants that are separate but applied for concurrently. The first grant is the formula grant, which is distributed to all qualifying counties that meet eligibility requirements and the goals of Justice Reinvestment using a formula, which determine award amounts. The second grant is the supplemental grant, which is a competitive grant designed to *supplement* formula grant programs. Supplemental grant funds are directed to programs that have dedicated downward departure prison diversion programs.

3. Eligible Program Requirements

In order to be considered for Justice Reinvestment funding, a program must:

- a. Establish a process to assess populations served by JRI funding;
- b. Serves offenders charged with or convicted of property, drug, or driving offenses;
- c. Consider and accept short-term transitional leave candidates as appropriate;
- d. Provide assistance to clients enrolling in the Oregon Health Plan;
Utilize treatment providers that accept the Oregon Health Plan; and
- e. Work towards imbedding equity throughout the county's criminal justice system.

4. List of Evidence-based Curriculums

Programs receiving Justice Reinvestment funding should be evidence-based. Counties are encouraged to consult the Adult Criminal Justice Section of the Benefit-Cost Results page by the Washington State Institute for Public Policy as a resource for evidence-based programs. While the list is not authoritative or comprehensive for each community, it does serve as a valuable resource.

¹ Oregon Legislature. 77th Assembly, HB 3194 (2013).

<https://olis.leg.state.or.us/liz/2013R1/Downloads/MeasureDocument/HB3194/Enrolled>. (Accessed March 2021).

5. Unallowable Uses for Award Funds

Unallowable uses for award funds include, but are not limited to, the following activities:

- Land acquisition, including renting, leasing, or construction of buildings or other physical facilities except with the prior written approval of the CJC;
- Physical facility improvements, restoration, or remodeling except with the prior written approval of the CJC;
- Compensation of federal employees including salary, consulting fees, travel, or other compensation;
- Bonuses;
- Firearms;
- Tactical equipment;
- Polygraphs;
- Marketing or branding;
- Lobbying;
- Fundraising or donations;
- Taxes;
- Entertainment, including amusement, diversion, social activities, and any associated costs (i.e. tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities);†
- Fines and penalties;
- Home office workspace and related utilities;
- Passport charges;
- Food or drink, except as per diem in accordance with Oregon's Statewide Travel Policy; †
- Membership to lobbying organizations;
- Pets and pet care;
- Tip line and rewards; or
- Survey rewards.

† If approved in advance by the Criminal Justice Commission, Victim Service providers receiving Justice Reinvestment funds may spend a portion of their award on these items.

6. How to Apply

Applicants will complete and submit applications online through the CJC's grant administration website at <https://cjc-grants.smapply.io>. Each county may submit a single two-stage application for a Justice Reinvestment Grant that should include the Formula Grant application and, optionally, the Supplemental Grant application. The application will be submitted in two stages: first, a preliminary application will be submitted to receive feedback from CJC staff and the Grant Review Committee, and second, a final application for the Grant Review Committee to evaluate. **Late applications will not be accepted.**

Before completing an application on the grant administration website, the applicant will need to set up a user account and log in credentials. CJC staff screening of the application will determine whether any modifications are required before advancing the application to the Grant Review Committee. If modifications or additional information is necessary, the identified program contact will receive electronic notice asking for revisions to be made within a specified time frame.

Applicants are encouraged to consult the Criminal Justice Commission Grant Management Handbook.

Estimated Grant Application Timetable

April 1, 2021	Request for Grant Proposals (RFGP) Released
May 14, 2021	Preliminary Application Due at 1:00 PM
May 28, 2021	Grant Review Committee Meets to Review Preliminary Application
June 15, 2021	Preliminary Application Feedback Provided
July 1, 2021	Final Application Released
August 25, 2021	Final Application Due
September 30, 2021 October 1, 2021	Grant Review Committee Meets to Review Final Application
October 2021	Commission Award Decisions
November 2021	Intent to Award Letters
December 2021	Grant Award Letters/Agreements

Upon final execution of contract, the payment for the first half of Year 1 (six months) will be released.

7. Preliminary Application

7.1. Preliminary Application Contents

- ☐ Cover Sheet
- ☐ Identification of Gaps in Local Criminal Justice System
- ☐ Evaluation of Success and Challenges of Current Use of Grant Funds
- ☐ Engagement of Historically Underserved Communities and Community Partners
- ☐ Statements of Commitment
- ☐ Description of How County will Select Victim Service Providers
- ☐ Plan for Evaluation Funding
- ☐ Plan for Supplemental Grant

7.2. Cover Sheet

- ☐ County
- ☐ Primary Applicant Contact Information
- ☐ LPSCC Chair Contact Information

7.3. Identification of Gaps in Local Criminal Justice System

- ☐ What gaps presently exist in your local criminal justice system?
- ☐ What changes does the county need to make to be able to reduce prison usage of nonviolent offenders?
- ☐ What changes does the county need to make to be able to reduce recidivism?
- ☐ What gaps, if any, exist within your county's population that result in inequitable access to established or developing programs or services offered?

7.4. Evaluation of Successes and Challenges

- ☐ Is the County experiencing a reduction in prison usage of nonviolent offenders?
- ☐ Is the County experiencing a reduction in recidivism?
- ☐ Is the County experiencing or anticipating additional impacts from COVID-19?

7.5. Inclusion of Input of Historically Underserved Communities and Community Partners

- ☐ How do you intend to include the input of historically underserved communities and community partners?

7.6. Statement of Commitments

Pursuant to OAR 213-060-0050, the district attorney, presiding judge, community corrections director, and relevant stakeholders of the service or program for which the county is requesting funding must include a statement of commitment to:

1. Reduce recidivism while protecting public safety and holding offenders accountable
2. Decrease the county's utilization of imprisonment in a Department of Corrections institution while protecting public safety and holding offenders accountable.

CJC has provided [example statements of commitment](#) that you may use as guides to help each of the relevant stakeholders develop their own statements of commitment.

7.7. Victims Service Providers

How does the County intend to select which victim service providers in the community to award funds? If the county will run a competitive process, please briefly describe it.

7.8. Evaluation

Three percent of the total amount of Justice Reinvestment grant funds will be used to help fund randomized controlled trials (RCTs) or other evaluations. Applicants can choose to remit funding for research described in this section to the CJC or may retain these funds to conduct an approved evaluation overseen by the applicant. Applicants seeking to retain funds must submit a detailed plan for the use of research funds in the Final Application.

7.9. Supplemental Grant

In 2017, HB 3078 created a competitive grant to support downward departure prison diversion programs. If funds are appropriated to the Supplemental Grant, these funds are limited to positions and trainings that directly support downward departure prison diversion programs.

- ☐ Does the County intend to apply for the Supplemental Grant in the Final Application?

8. Final Application

8.1. Final Application Contents

- ☐ Cover Sheet
- ☐ Description of Overall Justice Reinvestment Effort
- ☐ Description of Proposed Programs
- ☐ Goals of Justice Reinvestment
- ☐ Cultural Responsiveness
- ☐ Evidence of Collaboration in Planning and Implementation
- ☐ LPSCC Membership
- ☐ LPSCC Staff
- ☐ Proposed Program Budget
- ☐ Victim Services 10% Narrative(s)
- ☐ Proposed Victim Services 10% Budget(s)
- ☐ Evaluation Plan, if applicable
- ☐ Racial and Ethnic Impact Statement
- ☐ Letter of Support from County Commission
- ☐ Letter of Support from LPSCC Chair
- ☐ Letter of Support from Presiding Judge
- ☐ Supplemental Grant Application (Optional)
- ☐ Signature Page

8.2. Cover Sheet

- Primary Applicant Contact Information
- Fiscal Contact Information
- Contact Person to Answer Questions on Review Day

8.3. Narrative

Description of Justice Reinvestment Effort

Provide a detailed description of the activities for which funding is requested, including activity goals and objectives. The description should be presented in a way that helps stakeholders, such as administrators, staff, evaluators, funding agencies, advocacy groups, citizens, and elected officials, understand and communicate about the program.

Each County's Justice Reinvestment effort may include multiple programs. Each program must be described in

detail. The following information will be requested:

- Overall goal of the program (500-word maximum).
- Target population (500-word maximum).
- Description of what evidence-based practices will be used (300-word maximum).
- Metrics that will be used to measure success (250-word maximum).
- How the program meets the goals of Justice Reinvestment (500-word maximum)?
- Whether any of the programs included in the application received a Corrections Program Checklist review. If so, when was the review? Briefly describe the outcome and any steps to address the findings (500-word maximum).

8.4. Goals of Justice Reinvestment

Responses must include all proposed grant-funded activities, as well as local policy changes or collaborative efforts that support the county's progress toward meeting the goals of Justice Reinvestment. The application must address the goals of Justice Reinvestment. In this section, it is **required** that the LPSCC review the county-specific data found on the CJC dashboards. Applications **must reference** the dashboards and clearly articulate the county's progress toward meeting the goals, as well as how the proposed program will assist in meeting those goals in the future.

8.4.1. Reduce recidivism through evidence-based practices while increasing public safety and holding offenders accountable.

Applicants are expected to use the CJC recidivism dashboards to contextualize the county's current recidivism rates and explain how the proposed program will decrease these rates while increasing public safety and holding offenders accountable. Describe efforts to reduce recidivism during the past biennia and how the proposed program will change or continue those efforts.

The statewide definition of recidivism includes new arrest, conviction, or incarceration within three years of a prior conviction or release from custody (ORS 423.557). CJC dashboards show statewide and county-specific recidivism data for both one and three years. Applicants are encouraged to address comparisons to the statewide rate.

8.4.2. Reduce prison utilization for property, drug, and driving offenses while increasing public safety and holding offenders accountable.

Applicants must identify how the proposed program will reduce county prison usage for property, drug, and driving offenses while increasing public safety and holding offenders accountable. Applicants are expected to use the CJC Justice Reinvestment Prison Usage dashboards to address data trends. Applicants are encouraged to incorporate data specific to the county's prison intakes, revocations, length of stay, and relationship to the statewide rates when discussing past, present, and projected prison usage.

In addition, applicants will be asked to respond to CJC dashboard data regarding county prison usage specific to female property, drug, and driving offenses, as well as describe local efforts to address this population.

OPTIONAL: If your county has prison-reduction efforts outside of property, drug, and driving offenses please briefly describe them.

8.5. Cultural Responsiveness

Culturally responsive services are comprehensive processes that have been adjusted to consider and support the principles, practices, culture and needs of underserved populations within a community. Underserved populations are comprised of individuals who identify with specific cultural connections based on their ethnic or racial origin, place of birth, familial structure, gender identity, and language spoken in the home.

- What underserved populations does your program serve?
- What culturally responsive practices does the county use with justice-involved individuals?
- How did you include the input of historically underserved communities, including, but not limited to, racial and ethnic minorities, women, lesbian, gay, bisexual, transgender, queer, and other minority gender identity communities? Please describe all consultations or attempts at outreach.
- How did you include the input of community partners in the implementation of the proposed services? Please identify community partners.
- How do you intend to ensure that services funded by these grant dollars are used to promote social equity for historically underserved communities? Detail what controls you will put in place or metrics you will use to track success.

8.6. Evidence of Collaboration in Planning and Implementation (300-word maximum)

Effective collaboration within the LPSCC is expected in the development, submission, and monitoring of the county's Justice Reinvestment grant. Describe the collaborative partnerships in place that will support the county's performance and progress toward the goals of Justice Reinvestment. Counties will also be required to identify LPSCC members and staff that supports the LPSCC, if the county employs any.

8.7. Proposed Program Budget

Applicants must prepare a budget based on the full **two-year, 24 month cycle**. The budget should clearly show a breakdown of costs in the following categories: personnel, contractual/consultant services, supplies, travel/training, equipment, rent/utilities, evaluation, and administrative. Administrative costs must not exceed 10% of the overall award. If funds will be used to hire new personnel, the budget must reflect a realistic start date for each position, taking into account time to post jobs, recruit, and hire. Regular updates to CJC on hiring will be required.

8.8. Victim Services Narrative

8.8.1. **Ten percent** of Justice Reinvestment grant funds must be allocated to community-based nonprofit victim services providers. Each victim services provider must complete a separate Victim Services Narrative.

8.8.2. Each narrative must include a description of the community-based nonprofit victim services providers that are identified to receive these funds (**500-word maximum**). Each community-based nonprofit victim services provider must have:

- A documented history of effectively providing direct services to victims of crime;
- A mission that is primarily focused on providing direct services to victims of crime; and
- The capacity and specific training to effectively deliver direct services to victims of crime.

8.8.3. Each narrative must also include a description of the proposed services (**1,000-word maximum**) and explain how the proposed services will address the following criteria:

- Need for the proposed services in the community targeting marginalized and underserved populations in the community;

- Access barriers, such as, but not limited to: language, literacy, disability, transportation, and cultural practices;
- Capacity increases for areas where services are difficult to access, limited, or nonexistent; and
- Trauma-informed interventions and services.

8.9. Victim Services Budget

CJC requires applicants prepare a budget based on the 24 month budget cycle. The proposed budget should be completed individually for each community-based nonprofit victim services providers requesting funding. The budget should clearly show a breakdown of costs in the following categories: personnel, contractual/consultant services, supplies, travel/training, equipment, rent/utilities, evaluation, and administrative.

Administrative costs may include activities such as purchasing, budgeting, payroll, accounting, and staff services.

8.10. Evaluation Plan

- 8.10.1. **Three percent** of the total amount of Justice Reinvestment grant funds will be used to help fund randomized controlled trials (RCTs) or other evaluations. Applicants can choose to remit funding for research described in this section to the CJC or may retain these funds to conduct an approved evaluation overseen by the applicant. Applicants seeking to retain funds must submit a detailed plan for the use of research funds as described below. If a county selects to retain the 3% funds and conduct evaluations in-house, funding will be released on a reimbursement basis. In choosing programs for RCTs or other rigorous evaluations, CJC will consider the following factors:
- The proposed program is promising and has the capability of being reproduced in other counties.
 - The proposed program is capable of being evaluated through RCTs when taking into account sample size and other practical requirements.
 - The proposed RCT will meet the requirements of the institutional review board process.
 - Studying the program will benefit the state and more broadly the field of criminal justice by adding to the body of knowledge available.
- 8.10.2. Applicants will select, in the application template, **one of two options** to meet the evaluation portion of a proposal.
- County remits 3% of awarded funds to the CJC's statewide evaluation budget.
 - County retains 3% of awarded funds for a locally administered RCT when possible and appropriate.
- 8.10.3. Questions if applicants choose to retain 3% of awarded funds for a locally administered RCT
- What is the primary research question that the proposed project will seek to answer?
 - What, if any, are the secondary research questions that the proposed project will seek to answer?
 - Please provide a brief review of the existing social scientific research related to the proposed project.
 - Please describe how this project will benefit the State of Oregon as well as the field of criminal justice more broadly.
 - Please describe your dissemination plan for the results of this project. Also, how will other Oregon criminal justice stakeholders be able to replicate your program in their jurisdictions?
 - Please describe the research design/methodology for this project.
 - Describe the study population and expected sample size. Please describe the method used to arrive at sample size estimates.

- Please describe the control group; if a random control trial is not possible, please explain how the proposed research will employ a quasi-experimental design.
- What statistical method(s) will be used to analyze your data?
- If the project involves the collection of primary data, please describe the IRB process you will use and the expected IRB timeline for this project.
- List project deliverables and expected completion dates, including the following:
 - IRB approval letter;
 - Quarterly updates on research progress and recruitment;
 - A written report of study results; and
 - If using a subcontracted researcher, applicants must provide a plan for the overall management of the project.

8.10.4. If cooperating with another county (or counties) to increase your sample size, specify how fidelity to the program between (or among) counties will be monitored and maintained.

8.11. **Racial and Ethnic Impact Statement**

Pursuant to Section 4, Chapter 600, Oregon Laws 2013, grant applicants are required to complete a Racial and Ethnic Impact Statement. One Racial and Ethnic Impact Statement must be completed per application. This statement should reflect the impacts of ALL activities, victim services, and evaluations proposed in the application.

9. **Supplemental Grant Funds (Optional)**

9.1. **Overview of Justice Reinvestment Supplementary Grant Program**

In 2017, HB 3078 created a competitive grant to support **downward departure prison diversion programs**. If funds are appropriated to the Supplemental Grant, these funds are limited to positions and trainings that directly support downward departure prison diversion programs.

9.2. **Supplemental Victim Services**

Ten percent of supplemental funding requested must be dedicated to nonprofit community-based victim services providers approved in the county's formula-based Justice Reinvestment grant application.

9.3. **Program Performance Objectives**

Qualifying programs must:

- Identify a specific eligible population agreed upon by all key stakeholders, including the district attorney's office, the judiciary, and community corrections.
- Use presentencing assessments to inform downward departure sentencing. Assessments used may include, but are not limited to, the PSC, LS/CMI, URICA, TCUDS, ASUS, and WRNA.
- Establish regular communication regarding program participants' progress, including collaboration on revocation decisions.
- Use structured sanctions for all program participants.
- Provide supervision, sanctions, and services appropriate to participants' criminogenic risks and needs.
- Aim to decrease county prison intakes—including revocations—for the target population.
- Use data to monitor and evaluate program in order to improve program operations.

9.4. **How to Apply**

Applications must be submitted online through the CJC's grant administration website at <https://cjc-grants.smapply.io>. Simply indicate your interest in applying for the supplemental grant funds when filling out the

main Justice Reinvestment grant. **Late applications and applications without letters of support will not be accepted.**

9.5. Allowable Uses

Supplemental grant funds are restricted to supporting key personnel positions that increase local capacity to engage in a collaborative, effective downward departure prison diversion program. Funding is available to support **critical** personnel in participating agencies including, but not limited to, the following:

- Public Defense Services
- District Attorney's Office
- Judiciary
- Community Corrections

Funding may also be used for **training** directly related to the development or operation of the downward departure prison diversion program.

Funding **may not** be used to support wraparound services or sanctions for program participants, such as treatment, housing, skills training, jail beds, or community service programming. Applicants are *strongly* encouraged to use their formula-based Justice Reinvestment grant funding to build appropriate local service and sanction capacity.

9.6. Application Contents

9.6.1. Application must include a program narrative that:

- Describes the target population eligible for the county's downward departure prison diversion program, including, but not limited to, crime types, criminal history factors, risk scores, and residency. Include specific assessments to be used, as well as factors that would result in automatic exclusion from the program **(200-word maximum)**.
- Describes the referral process by which participants are identified, assessed, and departed into the program. How will victim input be considered in the decision to depart an individual to this program? **(200-word maximum)**
- Explains the elements of supervision for this program and highlight differences from standard supervision in your county including, but not limited to, caseload ratios, contact standards, drug testing schedules, response to violations, and use of incentives **(500-word maximum)**.
- Describes your county's capacity to provide the necessary level of services appropriate to the target population. Examples include, but are not limited to, substance use treatment, housing, mentors, mental health, and cognitive treatment **(1,000-word maximum)**.
- Describes your county's capacity to provide the appropriate level of local sanctions necessary to manage the target population. Examples include, but are not limited to, jail-bed availability and community service **(200-word maximum)**.
- Explains whether structured sanctions be used for every downward departure participant.
- Describes the process for determining revocation of program participants **(200-word maximum)**.
- Explains how the program will be monitored, evaluated, and adapted. Describes what body will oversee implementation and track program outcomes. **(400-word maximum)**
- Describes the county's **total** prison intakes for the program's target population during the 2019–21 biennium.

- Explains how many fewer intakes are anticipated for the target population during the 2021–23 biennium given full program implementation and describes how the estimate was calculated through anticipated decreases in first sentences, revocations, or both.
- Explains whether funding is being requested to support a new or existing (prior to August 25, 2021) program and if new, describes when the program is expected to be operational

9.6.2. Letters of Support for Application

Each Supplemental Grant application must contain a signed letter of support for the proposed Supplemental Grant program from the following:

- County board of commissioners;
- The director of community corrections;
- The district attorney;
- The defense attorney serving on the LPSCC;
- The presiding judge of the local circuit court; and
- The LPSCC chair.

10. Application Review and Award Decisions

10.1. Formula Grant Review Process

CJC staff will conduct the initial review of all Preliminary Applications received by 1:00 p.m. on May 14, 2021. Each application will be examined for responsiveness to the guidelines provided in this RFGP related to timeliness and contents. The Grant Review Committee will meet to review all counties.

The Grant Review Committee will meet on **May 28, 2021** to review Preliminary Applications. The Grant Review Committee will return feedback to counties on the Preliminary Application by June 15, 2021.

CJC staff will conduct the initial review of all Final Applications received by 1:00 p.m. on August 25, 2021. Each application will be examined for responsiveness to the guidelines provided in this RFGP related to timeliness and contents. **If CJC staff determines that modifications are required before advancing the application to the Grant Review Committee, the identified program contact will receive electronic notice asking for revisions to be made within a specified time frame.**

CJC may negotiate the components of the application. An application will be deemed nonresponsive if it does not conform to the application requirements. LPSCCs submitting applications deemed nonresponsive will be contacted in order to address deficiencies in the application.

See “Unallowable Uses for Award Funds” in Section 5 to determine whether budget items requested are allowable **prior** to submitting your budget.

All applications that are responsive to the guidelines will be provided to the Grant Review Committee for review and evaluation based on the following criteria as found in OAR 213-060-0060:

- Whether the applicant’s program is designed to reduce recidivism of offenders;
- The extent to which the applicant’s county has historically reduced the utilization of imprisonment in Department of Correction facilities by offenders convicted of felonies described in ORS 137.717, 475.752 to 475.935, 811.182, 813.010, or 813.011.
- Whether the applicant’s program is designed to reduce prison use by offenders convicted of felonies described in ORS 137.717, 475.752 to 475.935, 811.182, 813.010, or 813.011;

- Whether the applicant's program would increase public safety; and
- Whether the applicant's program would hold offenders accountable.

The Grant Review Committee will meet on **September 30, 2021 and October 1, 2021** to review applications. **Each county must identify someone that will be available to answer questions about this application if the Grant Review Committee has any.** The Grant Review Committee will recommend approved applications to the Criminal Justice Commissioners for final award decisions. If an application needs rehabilitation, the Grant Review Committee will notify CJC staff, who will work with the county to address deficiencies.

10.2. Supplemental Grant Review Process

All applications responsive to the guidelines will be provided to the Grant Review Committee for review and evaluation based on the following criteria:

- Start date of program, with preference given to programs established on or after August 25, 2021;
- Applicant estimation of total decrease in prison intakes for program's target population from the 2019–21 biennium to the 2021–23 biennium;
- County capacity to provide appropriate level of services, sanctions, and supervision for program participants;
- Level of demonstrated commitment to reducing county prison intakes by critical stakeholders including, but not limited to, the district attorney's office, the judiciary, and community corrections; and
- Total amount of funding requested compared to expected program capacity and applicant estimation of decrease in prison intakes.

10.3. Award Decisions and Protests

10.3.1. Awards. The Grant Review Committee will recommend approved applications to the Criminal Justice Commissioners for final award decisions. CJC may approve an application in whole or in part, as well as issue a provisional one-year award with continued funding contingent upon program performance and progress. CJC will issue Award Notification Letters and Grant Award Agreements.

10.3.2. Protests. The affected applicant shall have seven (7) calendar days from the date of the Intent to Award Notice to file a written protest. An applicant is considered affected only if the applicant would be eligible for the award in the event that the protest is successful.

Protests must:

- Be delivered to the CJC via email to CJC.grants@oregon.gov or hard copy
- Reference the RFGP name
- Identify applicant's name and contact information
- Be signed by an authorized representative
- Specify the grounds for the protest
- Be received within seven (7) calendar days of the Intent to Award Notice

CJC will address all timely submitted protests within 30 days and will issue a written decision to any respective applicants. The agency will not consider protests that do not include the required information.

10.4. Award Conditions

Counties receiving awards must agree to the grant award terms and conditions. CJC may negotiate the terms of the Grant Award Agreement. In the event that mutually agreeable terms cannot be reached within a reasonable time period, as judged by CJC, the Commission reserves the right to cancel the award to the applicant.

11. Monitoring and Reporting

11.1. Award Conditions

Once awarded, CJC will monitor whether grantees are operating their programs as described in their approved applications, as well as county performance and progress toward the goals of the Justice Reinvestment Grant Program. To assist CJC in the monitoring process, quarterly financial reporting, semi-annual progress reporting, periodic communications, and occasional site visits by CJC.

11.2. Reporting

- 11.2.1. **Financial:** Grantees will be required to report program expenditures quarterly through the CJC's grant administration website at <https://cjc-grants.smaply.io>. All documented expenses (time sheets, invoices, travel charges, etc.) must be documented and retained for six years following the close of the grant.
- 11.2.2. **Program Progress Report:** Grantees will be required to submit semi-annual progress reports through the CJC's grant administration website. Progress Reports will be narrative and require the grantee to evaluate to program performance and progress toward the goals of Justice Reinvestment with reference to the most recent data available on the CJC Justice Reinvestment dashboards.
- 11.2.3. **Victim Services Progress Report:** A brief report is to be provided annually regarding services to victims with the Victim Services funding.

12. Distribution of Funding

CJC will provide grant funds in four installments during the biennium to the designated county applying for Justice Reinvestment grant program funding. Initial funding will be provided following the execution of the CJC Grant Award Agreement. Subsequent funding disbursements will be made contingent upon spend down and performance and progress towards the goals of Justice Reinvestment on a regular basis.

CJC may issue partial awards or a provisional one-year award with continued funding contingent upon improved performance and progress toward the goals of the Justice Reinvestment Grant Program.

13. Grant Suspension or Termination

Following reasonable notice to grantees and attempts to resolve problems informally, CJC may suspend funding in whole or in part, terminate funding, or impose another sanction for any of the following reasons:

- Failure of the program to comply substantially with the requirements or statutory objectives of Justice Reinvestment Grant Program guidelines issued hereunder, or with other provisions of state law;
- Failure of the program to make satisfactory progress toward the approved goals and objectives;
- Failure of the program to adhere to the requirements of the grant award and standard or special conditions;
- Proposing or implementing substantial changes that result in a program that would not have been selected if it had been subjected to the original review of applications; or
- Failure of the program to comply substantially with any other applicable state statute, regulation, or guideline.

It is the role of CJC to ensure that the funds, as awarded, comply with state and local statutes and rules. CJC reserves all rights regarding this opportunity, including, but not limited to, the right to:

- Amend or cancel this opportunity without liability if it is in the best interest of the public to do so;
- Reject any and all applications upon finding that it is in the best interest of the public to do so;
- Waive any minor irregularity, informality, or nonconformance with the provisions or procedures of this opportunity;
- Reject any applications that fail to substantially comply with all prescribed solicitation procedures and requirements;
- Amend, at CJC's sole discretion, any agreements that are a result of this opportunity;
- Engage other grantees or contractors by selection or procurement independent of this opportunity process and/or any contracts/agreements under it;
- Accept applications in whole or in part. CJC is under no obligation to do so, but at its discretion may request additional information or clarification from applicants for the purposes of assuring a complete understanding of their applications and supporting an accurate review, evaluation, and comparison;
- Require applications to be modified if it is found to be in the best interest of the public;
- Extend any agreement resulting from this opportunity without an additional solicitation process; and
- Modify the type of agreement vehicle employed, based on what CJC deems appropriate to the type of work for which funds may be awarded, if it is in the best interest of the public to do so.

**2021-2023 REQUEST for GRANT PROPOSALS
(RFGP) APPLICATION INSTRUCTIONS AND
REQUIREMENTS**

OREGON CRIMINAL JUSTICE COMMISSION

**SPECIALTY COURT
GRANT PROGRAM**

**CRIMINAL JUSTICE COMMISSION
885 Summer St NE
Salem, OR 97301**

**RELEASE DATE:
April 1, 2021**

**ONLINE APPLICATION OPEN DATE:
April 15, 2021 at 8:00 a.m.**

**ONLINE APPLICATION DUE DATE:
June 15, 2021 at 1:00 p.m.**

Oregon Criminal Justice Commission

The mission of the Oregon Criminal Justice Commission (CJC) is to improve the legitimacy, efficiency, and effectiveness of state and local criminal justice systems. The agency is tasked with developing and maintaining a state criminal justice policy and a comprehensive long-range plan for a coordinated state criminal justice system that encompasses public safety, offender accountability, crime reduction and prevention, and offender treatment and rehabilitation (ORS 137.656).

Availability and Duration of Funding

This is a one-time solicitation, offering support for a maximum period of 24 months beginning July 1, 2021 and ending June 30, 2023. Applicants awarded may begin charging expenditures to the grant award beginning July 1, 2021.

Eligible Applicants

Eligible applicants include existing Oregon specialty courts that demonstrate strong collaborative partnerships with stakeholders and community partners. The application must be submitted online by the Local Public Safety Coordinating Council (LPSCC) with the approval of the county governing body.

LPSCCs may submit a multicounty application on behalf of a consortium of government and nongovernment partners to further the participation within a specialty court program. For a regional approach, one county must serve as the main applicant for purposes of administering the grant agreement and managing sub-agreements.

LPSCCs with multiple specialty court types must submit separate applications for each. Any exception to this must be approved by CJC in writing one week prior to the submission deadline.

Deadlines

All applications must be submitted by 1:00 p.m. on June 15, 2021. See "How to Apply" on page 7 for details.

Contact Information

For technical assistance with submitting an application, contact Rachel McArthur, Specialty Court Program Analyst, at (503) 507-4561 or rachel.mcarthur@oregon.gov

Contents

Oregon Criminal Justice Commission..... 2

Availability and Duration of Funding 2

Eligible Applicants..... 2

Contents 3

I. Overview 4

II. Program Goals..... 4

III. Eligible Program Requirements..... 5

IV. Funding Priorities 5

V. How to Apply..... 7

VI. Application Contents 7

VII. Application and Award Decisions..... 9

VIII. Monitoring 10

IX. Grant Suspension or Termination..... 11

I. Overview

In 2005, the Criminal Justice Commission (CJC) was tasked with administering a competitive drug court program for Oregon drug courts. Specialty courts target felony offenders with substance-use disorders in an integrated, systematic approach found to reduce drug use and recidivism while increasing public safety, and often provide family reunification. By addressing substance-use that is often the root cause of criminal activity, the courts offer participants an alternative to incarceration and provide them with the resources and opportunities they need through coordinated efforts by the judiciary, prosecution, defense, community supervision, and treatment services. Over \$16.8 million dollars in grant awards were released for the 2017–19 biennium.

In 2013, the Oregon Joint Committee on Public Safety¹ enrolled House Bill 3194² which established Justice Reinvestment in Oregon. In H.B. 3194 § 39, the CJC is charged with serving as *a clearinghouse and information center for the collection, preparation, analysis, and dissemination of the best practices applicable to specialty courts*. This includes coordinating research and distributing research results in addition to specialty court specific trainings and the support of program or evidence-based practice implementation.

Oregon's specialty courts strive to adhere to consistent practices as described through Oregon's Specialty Court Standards (Standards). Types of courts include adult drug, mental health, juvenile drug, family dependency, veteran, and DUII (also known as DWI). These courts offer offenders an alternative to incarceration and teach participants to become productive, law-abiding citizens, which reduces recidivism and provides for healthier communities. The Standards are a collaborative effort between CJC and the Oregon Judicial Department to provide statewide guidance by which the specialty courts can be held accountable in a manner to achieve the outcomes promised by each component. They are intended to serve as ideal expectations with a focus on continuous improvement.

II. Program Goals

The goal of the Specialty Court Grant Program is to financially support established Oregon specialty courts serving adults, juveniles, and families. Specialty courts have been shown to be a cost-effective way to increase engagement and completion of chemical dependency treatment, reduce criminal recidivism, reduce alcohol and drug use, and positively impact many other public systems. Program goals include:

- Reducing recidivism and substance-use disorder among offenders;
- Increasing the offender's likelihood of successful rehabilitation through early, continuous, and judicially supervised treatment, mandatory random drug testing, and community supervision; and
- Enhancing public safety by addressing the root cause of the offender's involvement in criminal activities.

¹ Oregon Legislature. 77th Assembly, 2013. Joint Committee on Public Safety. Accessed April 2019. Available at <https://olis.leg.state.or.us/liz/2013R1/Committees/JPS/Overview>.

² Oregon Legislature. 77th Assembly, House Bill 3194 (2013). Accessed April 2019. Available at <https://olis.leg.state.or.us/liz/2013R1/Downloads/MeasureDocument/HB3194/Enrolled>.

III. Eligible Program Requirements

Eligible program requirements include:

- Existing specialty court (active);
- Oregon circuit court specialty court;
- Treatment provider accepts Oregon Health Plan;
- Use Oregon's Specialty Court Management System (SCMS);
- Working towards imbedding equity throughout the court's processes;
- Utilize a non-profit entity for on-going support of the program, including incentives and other participant supports such as, but not limited to, transportation and housing; and
- Program judge and coordinator agree to participate in the Peer Review program as reviewers and to be reviewed.

***NOTE:** CJC will allow any grantee an opportunity to request an exception to any of the eligibility clauses above. The request must be made during the application process through CJC's grant administration website. A complete explanation detailing the reason for the exception is required. A request does not guarantee CJC's acceptance of the exception.*

Implementation specialty court requests will be provided an opportunity to apply for grant funds in the fall. These "new" specialty court grant awards will be required to comply with the Specialty Court Implementation Checklist prior to receiving grant funds.

IV. Funding Priorities

Funding is targeted to support specialty courts meeting the Standards. Accordingly, priority will be given to courts employing evidence-based, problem-solving court strategies designed to address the root causes of criminal activity and substance-use disorders. To be effective, specialty courts must have coordinated efforts of the judiciary, prosecution, defense, probation, law enforcement, treatment, mental health, and social services. Program funding will be determined by the previous calendar year's quarterly participants served. Funding will be reviewed following one year of grant activities and each quarter thereafter. Specialty courts that have a decrease in participants and/or are underspending may have a reduction of funds.

For the purposes of this solicitation, "Dedicated Funding" is defined as any local, state, federal, or private funding, and in-kind services, the sole purpose of which is to support the specialty court and its participants during the award's project period. This may include grant funds requested through this application or any other funding source identified in the Budget Detail.

Requests require Dedicated Funding for the following key functions:

- **Integrate alcohol and other substance-use disorder services and/or mental health services with justice-system case processing** by establishing a specialty court "team" to include the following roles/agencies: judge, prosecuting and defense attorneys, treatment provider, court coordinator, case manager, probation, and law enforcement. (STANDARDS 1-1)
 - **DEDICATED FUNDING: Coordinator**
- **Develop a Memorandum of Understanding ("MOU") among all participating parties**, identifying the roles and responsibilities (duties and tasks) of all parties, as well as the information to be shared among team members (confidentiality and communication guidelines). (STANDARDS 1-3)
- **Ensure that specialty court defendants from groups that have historically experienced sustained discrimination or reduced social opportunities receive equal access** to program admission, treatment, and availability of incentives and sanctions. (STANDARDS 1-6)

- **Use standardized, objective, validated risk and need screening and assessment tools** (such as LSI-R, LS-CMI, or PSC) to assess the risk and need of the potential specialty court candidates. Screening and assessment results shall be used to determine program eligibility and to determine level and type of care and supervision. (STANDARDS 3-3)
- **Target individuals classified as moderate-risk/moderate-need to high-risk/high-need.** (STANDARDS 3-4)
- **Accept defendants who are taking, or intend to take, medication prescribed by a licensed health care practitioner for the treatment of substance abuse or dependency.** The specialty court shall have policies specific to medication-assisted treatment (MAT) and MOUs in place to ensure proper coordination with treatment and medical providers for all programmatic phases. (STANDARDS 3-11)
- **Provide a continuum of services through partnership with a primary treatment provider,** including detoxification, outpatient, intensive outpatient, day treatment, and residential services. (STANDARDS 4-1)
 - **DEDICATED FUNDING: Services not covered by OHP or other private insurance. Provide Notice of Coverage from local CCO identifying general substance-use and mental health coverage for specialty court participants.**
- **Provide participants sufficient duration and dosage of treatment** based on their risks and needs as determined by validated standardized assessments. (STANDARDS 4-4)
- **Participants shall receive treatment programming that includes all of the following qualities:** (STANDARDS 4-4)
 - Standardized;
 - Manualized;
 - Cognitive-behavioral or behavioral;
 - Evidence-based;
 - Implemented with fidelity and maintained with continuous supervision of the treatment providers; and
 - Adopted by the specialty court to ensure quality and effectiveness of services and to guide practice.
 - **DEDICATED FUNDING: Curriculum that meets criteria in Key Component #4.**
- **Implement a standardized system of drug testing for participants.** Testing shall be administered randomly no less than twice per week. Drug testing shall occur on weekdays, weekends, and holidays. (STANDARDS 5-1)
 - **DEDICATED FUNDING: Drug testing.**

NOTE: *Programs identifying other funding sources for Dedicated Funding requirements identified in Section IV may use those allocated funds to support allowable program needs tied to the Standards.*

V. How to Apply

1. Applicants will complete and submit applications online through CJC's grant administration website at <https://cjc-grants.smapply.io>. **Late applications will not be accepted.**
2. Before completing an application on the revised grant administration website, the applicant will need to set up a user account and log-in credentials.
3. Internal screening of the application will determine whether any modifications are required before advancing the application to the Review Committee. If modifications or additional information is necessary, the identified program contact will receive an electronic notice asking for revisions to be made within a specified time frame.

NOTE: Requests for modifications will be rare, as CJC maintains that part of the competitive process is a quality application and effective grant preparation.

Estimated Grant Application Timetable

April 15, 2021	Request for Grant Proposals (RFGP) Opens
June 15, 2021	RFGP Closes: Application Deadline 1:00 pm
July 15, 2021	Commission Awards
Late July	Intent to Award Letters
Mid-August	Grant Award Letters/Agreements

VI. Application Contents

Application Contents:

- ☐ General Information
- ☐ Specialty Court Operating Profile
- ☐ Budget Detail
- ☐ Sustainability Plan
- ☐ Exception Request (as needed)
- ☐ Letter of Support from LPSCC
- ☐ Letter of Support from the Specialty Court Judge
- ☐ Letter of Support from Oregon Judicial Department
- ☐ Signature Page

1. General Information:

- ☐ Primary Applicant Contact Information
- ☐ Fiscal Contact Information
- ☐ Contact for Review Committee
- ☐ Primary Program/Secondary Program

2. Specialty Court Operating Profile (SCOP):

The operations profile replaces many of the non-narrative questions in the former grant application. The sections in this profile tie to specific Oregon Specialty Court Standards.

3. Budget Detail:

CJC requests that applicants prepare a budget based on the full **two-year biennium cycle, July 1, 2021 to June 30, 2023**. The budget should clearly show a breakdown of costs in the following categories: personnel, fringe benefits, contractual personnel services, drug testing, medical needs, other participant supports, sanction costs, training and travel, evaluation, and indirect costs. Additional information for each budget category can be found within the Budget Detail.

The budget narrative for each budget category should thoroughly and clearly describe every category of expense listed on the Budget Detail. Proposed budgets are expected to be complete, allowable, cost effective, and necessary for project activities. The explanation should be mathematically sound and correspond with the information and figures provided in the Budget Detail. The explanation should explain how all costs were estimated and calculated and how they are relevant to the program.

4. Unallowable Costs

This is not an exhaustive list but contains those unallowable expenses identified by the CJC Programs Division.

Unallowable expenses include, but are not limited to:

- Land acquisition, including renting, leasing, or construction of buildings or other physical facilities (2 C.F.R. § 200.439(b)(1));
- Physical facility improvements, restoration, or remodeling;
- Compensation of federal employees including salary, consulting fees, travel, or other compensation;
- Bonuses;
- Firearms;
- Tactical equipment;
- Polygraphs;
- Marketing or branding;
- Lobbying;
- Fundraising or donations;
- Taxes;
- Entertainment, including amusement, diversion, social activities, and any associated costs (i.e. tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities);
- Fines and penalties;
- Home office workspace and related utilities;
- Passport charges;
- Food or drink, except as per diem in accordance with Oregon's Statewide Travel Policy;
- Membership to lobbying organizations;
- Pets and pet care;
- Tip line and rewards; or
- Survey rewards.

5. Gift Cards, Vouchers, and Other Like Items

Programs that use gift cards, vouchers, bus passes and similar items for participants must establish internal controls through written policies and procedures that, at a minimum, do the following:

- Ensure the security of the items(s); and
- Address appropriate distribution to participants.

Programs must use a log and track distribution and use of all items purchased. The log must track the following:

- Card, voucher, or pass number;
- Date issued to participant;
- Name of participant;

- Purpose of pass or description of items to be purchased with the card; and
- For gift cards, the participant must return a receipt to the program that is kept in the participant's file.

Note: It is the grantee's responsibility to identify the purpose of pass or description of items to be purchased with the card. Gift cards, vouchers, and other like items may **not** be used for **any** unallowable expense.

6. Sustainability Plan:

Specialty courts should begin working towards sustainability upon the inception of the program. It is prudent for a court to consider various methods of funding in the event that state or federal grant funds are not available.

7. Exception Request:

Specialty courts have an opportunity to explicitly describe barriers to meeting the requirements of the solicitation in detail.

8. Letter of Support for Application Oregon Judicial Department

Each application must contain a signed letter of support from the presiding judge in the local circuit.

VII. Application Review and Award Decisions

Review Process

CJC staff will conduct the initial review of all applications received by 1:00 p.m. on June 15, 2021. Each application will be examined for responsiveness to the guidelines provided in this RFGP.

All applications that are responsive to the guidelines will be provided to the Review Committee for consideration and evaluation based on the following criteria:

1. Whether the applicant addresses funding priorities identified in Section IV;
2. Overall quality and completeness of the application;
3. Demonstration of clear, measurable, and appropriate use of dollars to meet Standards;
4. Demonstration of need including geographic location, local demographics, financial resources, etc.;
5. Adequate correlation between the number of participants and cost of services/supplies requested; and
6. Past compliance with financial and programmatic reporting requirements, if prior CJC grantee.
7. Appropriate responses to cultural responsiveness questions.

Sharing resources among specialty courts within the county is strongly encouraged. All applications within each county will be reviewed together.

See "Unallowable Costs" in Section VI to determine whether budget items requested are allowable PRIOR to submitting your budget

Only complete applications will be reviewed. All areas of the budget are subject to review and approval. Decisions related to the budget areas are based on both eligibility and reasonableness. The Review Committee has full discretion to determine the reasonableness of budgeted items based on objective and subjective decision-making tools, including, but not limited to, the Standards.

Award Decisions and Protests

Awards. The Grant Review Committee will recommend approved applications to the Criminal Justice Commissioners for final award decisions. CJC may approve an application in whole or in part, as well as issue a provisional one-year award with continued funding contingent upon program performance and progress. CJC will issue Award Notification Letters and Grant Award Agreements.

Protests. If an application is not awarded after efforts to revise the application or for any other reason, the applicant may protest the decision. The affected applicant shall have seven (7) calendar days from the date of the intent to award notice to file a written protest.

Protests must:

- Be delivered to CJC via email to rachel.mcarthur@oregon.gov or by hard copy
- Reference the RFGP name
- Identify applicant's name and contact information
- Be signed by an authorized representative
- Specify the grounds for the protest
- Be received within seven (7) calendar days of the intent to award notice.

CJC will address all timely submitted protests within thirty (30) days and will issue a written decision to any respective applicants. The agency will not consider protests that do not include the required information.

Award Conditions

Counties receiving awards must agree to the grant award terms and conditions. CJC may negotiate the terms of the grant award agreement. In the event that mutually agreeable terms cannot be reached within a reasonable time period, as judged by CJC, the Commission reserves the right to cancel the award to the applicant.

VIII. Monitoring

CJC will monitor whether grantees are operating their programs as described in their approved applications, working toward their program goals and outcome objectives as described in their approved applications or as modified in collaboration with CJC, and following appropriate fiscal procedures. To assist CJC in this process, grantees must submit annual narrative progress reports, quarterly requests for reimbursement, periodic communications, and accommodate occasional site visits by CJC. Additionally, the specialty court will submit to and participate in Peer Reviews when scheduled.

Reporting:

- **Financial:** Grantee will be required to submit requests for reimbursement quarterly through CJC's grant administration website at <https://cjc-grants.smapply.io>. Reimbursements will be made to grantees only for goods or services identified in the approved application budget, and only for actual expenses incurred during the grant period. Your grant award agreement will address the exact dates an RFR is due. In an effort to streamline the RFR process, we will require summary level information in the form of a backup spreadsheet attached to the RFR. All requested expenses (timesheets, invoices, travel charges) must be documented and retained for six (6) years following the close of the grant.
- **Program Progress Report:** Grantees will be required to **submit semi-annual progress reports** through CJC's grant administration website. Progress reports will be narrative and require the grantee to respond to program performance and progress towards Oregon's Specialty Court Standards.
- **SCMS Data:** CJC will receive quarterly reports via SCMS automatically the 15th of the month following the end of each quarter. The Coordinator can view the report submitted through the SCMS Reports data panel.

IX. Grant Suspension or Termination

Following reasonable notice to grantees and attempts to resolve problems informally, CJC may suspend funding in whole or in part, terminate funding, or impose another sanction for any of the following reasons:

- Failure of the program to comply substantially with the requirements or statutory objectives of RFGP guidelines issued hereunder, or with other provisions of state law;
- Failure of the program to make satisfactory progress toward the approved goals and objectives;
- Failure of the program to adhere to the requirements of the grant award and standard or special conditions;
- Proposing or implementing substantial changes that result in a program that would not have been selected if it had been subjected to the original review of applications; or
- Failure of the program to comply substantially with any other applicable state statute, regulation, or guideline.

It is the role of CJC to ensure that the funds, as awarded, comply with state and local statutes and rules. CJC reserves all rights regarding this opportunity, including, but without limitation, the right to:

- Amend or cancel this opportunity without liability if it is in the best interest of the public to do so;
- Reject any and all applications upon finding that it is in the best interest of the public to do so;
- Waive any minor irregularity, informality, or nonconformance with the provisions or procedures of this opportunity;
- Reject any applications that fail to substantially comply with all prescribed solicitation procedures and requirements;
- Amend, at CJC's sole discretion, any agreements that are a result of this opportunity;
- Engage other grantees or contractors by selection or procurement independent of this opportunity process and/or any contracts/agreements under it;
- Accept applications in whole or in part. CJC is under no obligation to do so, but at its discretion may request additional information or clarification from applicants for the purposes of assuring a complete understanding of the applications and supporting an accurate review, evaluation, and comparison;
- Require applications to be modified if it is found to be in the best interest of the public;
- Extend any agreement resulting from this opportunity without an additional solicitation process; and
- Modify the type of agreement vehicle employed, based on what CJC deems appropriate to the type of work for which funds may be awarded, if it is in the best interest of the public to do so.

Specialty Court Operations Profile

The operations profile replaces many of the non-narrative questions in the former grant application. The sections in this profile tie to specific Oregon Specialty Court Standards (STANDARDS).

Select the Specialty Court for this Application

Jud. Dist.	Circuit Court	Program Type	Name of Specialty Court
21	Benton	Adult Drug Court	Benton County Drug Court
5	Clackamas	Adult Drug Court	Clackamas County Drug Court
		DUI Court	Clackamas County DUI Court
		Mental Health Court	Clackamas County Mental Health Court
		Juvenile Drug Court	Clackamas County Teen Drug Court
18	Clatsop	Adult Drug Court	Clatsop County Drug Court
		Mental Health Court	Clatsop County Mental Health Court
		Family Dependency Court	Clatsop County Family Drug Court
19	Columbia	Adult Drug Court	Columbia County Drug Court
		Family Dependency Court	Columbia County Family Drug Court
		Hybrid Veterans Treatment/Mental Health Court	Columbia County Veteran & Behavioral Health Court
15	Coos	Mental Health Court	Coos County Mental Health Court
22	Crook	Adult Drug Court	Crook County Drug Court
	Jefferson	Adult Drug Court	Jefferson County Drug Court
		Mental Health Court	Jefferson County Mental Health Court
11	Deschutes	Family Dependency Court	Deschutes County Family Drug Court
		Mental Health Court	Deschutes County Mental Health Court
16	Douglas	Adult Drug Court	Douglas County Adult Drug Court
		Mental Health Court	Douglas County Mental Health Court
24	Harney	Adult Drug Court	Harney County Drug Court
7	Hood River	Adult Drug Court	Hood River County Drug Court
	Wasco	Family Dependency Court	Wasco County Family Drug Court
		Adult Drug Court	Wasco County Drug Court
1	Jackson	Family Dependency Court	Jackson County Family Drug Court
		Mental Health Court	Jackson County Mental Health Court
		Adult Drug Court	Jackson County Drug Court
14	Josephine	Adult Drug Court	Josephine County Drug Court
		Mental Health Court	Josephine County Mental Health Court
13	Klamath	Adult Drug Court	Klamath County Drug Court Program
		Family Dependency Court	Klamath County Family Drug Court
		Veterans Treatment Court	Klamath County Veterans Treatment Court
		Mental Health Court	Klamath County Mental Health Court
26	Lake	Adult Drug Court	Lake County Drug Court -TESC
2	Lane	Veterans Treatment Court	Lane County Veterans Treatment Court

Jud. Dist.	Circuit Court	Program Type	Name of Specialty Court
		Adult Drug Court	Lane County Drug Court
		Mental Health Court	Lane County Mental Health Court
		Juvenile Drug Court	Lane County Juvenile Drug Court -RAP
17	Lincoln	Adult Drug Court	Lincoln County Drug Court
		Mental Health Court	Lincoln County Mental Health Court
23	Linn	Adult Drug Court	Linn County Drug Court
		Adult Drug Court	Linn County Drug Court - M57
		Family Dependency Court	Linn County Family Drug Court
9	Malheur	Adult Drug Court	Malheur County Drug Court
3	Marion	Adult Drug Court	Marion County Drug Court
		Family Dependency Court	Marion County Family Drug Court -FATC
		Mental Health Court	Marion County Mental Health Court
		Juvenile Drug Court	Marion County Juvenile Drug Court -STAR
		Veterans Treatment Court	Marion County Veterans Treatment Court
4	Multnomah	Mental Health Court	Multnomah County Mental Health Court
		DUI Court	Multnomah County DUI Court -DISP
		Adult Drug Court	Multnomah County Drug Court - START
		Adult Drug Court	Multnomah County Drug Court - STOP
12	Polk	Adult Drug Court	Polk County Drug Court
		Mental Health Court	Polk County Mental Health Court
6	Umatilla/Morrow	Adult Drug Court	Umatilla/Morrow County Drug Court
10	Union	Hybrid DUI/Drug Court	Union County Drug/DUI Court
		Mental Health/Vet Court	Union County Mental Health/Veterans Court
	Wallowa	Hybrid DUI/Drug Court	Wallowa County Drug/DUI Court
		Juvenile Drug Court	Wallowa County Juvenile Drug Court
20	Washington	Adult Drug Court	Washington County Drug Court
		Juvenile Drug Court	Washington County Juvenile Drug Court
		Mental Health Court	Washington County Mental Health Court
25	Yamhill	Mental Health Court	Yamhill County Mental Health Court
		Adult Drug Court	Yamhill County Drug Court
		Family Dependency Court	Yamhill County Family Drug Court
		Juvenile Drug Court	Yamhill County Juvenile Drug Court
	Other		

Participation Count

Report the actual participation count at the **end of each quarter** for the 2020 calendar year.

Average Monthly Participation Count	Calculated
Q1: January 1 – March 31, 2020	
Q2: April 1 – June 30, 2020	
Q3: July 1 – September 30, 2020	
Q4: October 1 – December 31, 2020	

All participants have pending or existing criminal charges. Yes/No

If no, what number of participants do not? _____

Please tell us, in terms of full-time equivalents (FTEs), how many staff members are part of the specialty court core team:

For the purposes of this question, if you have a case manager, but that person spends half-time doing treatment work and half-time doing administrative case management, you would report 0.5 next to case management. Similarly, if you share your coordinator with another specialty court program, please report the percentage of their FTE that they spend on THIS program. Most judges are not an FTE dedicated to specialty courts. Please estimate the percentage of the judge's time devoted to the specialty court.

Please indicate whether the Coordinator is OJD staff: Yes No

For example:

- Judge reviews participant files on Monday afternoons for about 2 hours +
- Judge holds staffing on Tuesday from 1–3 +
- Judge holds status hearings on Tuesday from 3–5 =
- Judge devotes 6 hours per week to the specialty court of the 40-hour work week. The judge's dedicated FTE to this specialty court would thus be 6/40 or 0.15 FTE.

NOTE: 1.0 FTE = one person that works at least 40-hour work-week. Even if a person, such as a judge or coordinator, works more than 40 hours because of the nature of their work, you only count them as 1.0 FTE.

Report on ALL STAFF, and indicate how the position is funded. (STANDARDS 1-1)

<i>Team Member</i>	<i>Individual's Name</i>	<i>How Funded</i>
Judge		Justice Reinvestment Funds
Coordinator		All other CJC Funds
Probation Officer		All other non-CJC State Funds
Treatment Provider		In-Kind
Prosecutor		Federal Funds – BJA
Defense Attorney		Federal Funds – SAMSHA
Case Manager		Private Foundation Grant
Mental Health Provider		Local Government (County or Municipal)
Law Enforcement		Donations
DHS Case Worker		Other not-identified above
Veterans Affairs Officer		Does not participate
School Representative		
Other Team Members		
List:		

Report on the frequency of the specialty court staffing meetings and court hearings: (STANDARDS 1-4;2-3;7-7;7-8;7-9)

	<i>Twice per week</i>	<i>Weekly</i>	<i>Every other week</i>	<i>Twice per month</i>	<i>Once per Month</i>
Staffing Meetings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Court Hearings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Who attends?					
Judge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coordinator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Probation Officer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treatment Provider	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prosecutor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Defense Attorney	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Case Manager	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mental Health	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Provider					
Law Enforcement					
DHS Case Worker	┐	┐	-	┐	┐
Veterans Affairs Officer					
School Representative					
Other Team Members					
List:					

How do(es) the treatment provider(s) provide the specialty court feedback on participant progress? (STANDARDS 1-5)

Weekly progress reports sent via email	
Weekly progress reports given verbally at court staffing	
Notes/data entered directly into a specialty court case management system	
Monthly attendance and treatment compliance notes only	┐
Treatment provider does not provide regular feedback (only ad hoc, upon request)	

What standardized, objective, validated risk and need screening and assessment tool is primarily used to assess the risk and need of potential participants? (STANDARDS 3-3)

LS/CMI	┐
WRNA	
IDA	L
Oregon JCP	
PSC	
Other	┐

Who administers the validated risk and need assessment tool? (STANDARDS 3-3;3-8)

Treatment Provider	
Coordinator	
Probation Officer	
Other (please specify):	

When are defendants assessed using a validated risk and need assessment tool? (STANDARDS 3-3)

At intake for court	
Prior to determining eligibility	L
Both when determining eligibility and at intake	
Prior to first treatment session	

Who administers the substance abuse severity assessment and/or mental illness assessment? (STANDARDS 3-3; 3-8)

Treatment Provider	
Case Manager/Coordinator	┐
Probation Officer	
Other (please specify):	┐

When are the defendants assessed? (STANDARDS 3-3)

At intake for court	
Prior to determining eligibility	
Both when determining eligibility and at intake	L
Prior to first treatment session	

What is the specialty court's monthly capacity? (STANDARDS 3-10) _____

What factors does the specialty court program consider to determine capacity? (Select ALL that apply) (STANDARDS 3-10; 4-19, 20)

Amount of court time available	--
Number of probation officers available to the court	
Number of treatment providers available to the court	--
Number of case managers available to the court	
Group Treatment availability with selected provider	--
Availability of slots in other barrier removal programming	
Part-time status of program coordinator	
Other (please specify):	

If the specialty court program has experienced any barriers to maintaining capacity over the previous calendar year, please select from the list below: (Select ALL that apply)

Lack of referral from prosecutor	<input type="checkbox"/>
Lack of referral from law enforcement/jail	
Lack of referral from public defender/defense counsel	<input type="checkbox"/>
Too many of the referred participants were not clinically appropriate for the program	
Too many of the referred participants did not meet eligibility requirements	
Program offerings did not meet the needs of referrals	<input type="checkbox"/>
Lack of participants from target population	
Treatment slot capacity	
Group treatment slot capacity	<input type="checkbox"/>
Competing demands on judicial calendar	
Treatment provider case load	
Case manager case load	
Transportation issues for participants	<input type="checkbox"/>
Housing issues for participants	
Probation officer capacity	L
Funding shortage	
No issues meeting capacity	
Changes in team members/staff	<input type="checkbox"/>
Ballot Measure 110	
Impacts from Covid-19	<input type="checkbox"/>
Other (please specify):	

Does the specialty court program have multiple tracks with differing treatment requirements?
(STANDARDS 3-4) Yes/No

NOTE: For the purposes of this solicitation, "tracks" means that offenders may be classified by risk level, population characteristics, or other factors which dictate different treatment options or rigor. For example, your Adult Drug Court may have a high risk and low risk offender track. Or, your court may have a track for veterans, which provides access to different services, even though the core program is a Mental Health Court.

If yes, what kinds of "tracks" does the specialty court offer?

Low Risk Offender Track	
Co-occurring disorder Track (Mental Health)	-
Juvenile Track	
Offenders with Veteran Status Track	
Probation Violations Track	-
High Risk Offender Track	-
Other (please specify):	

Complete the grid below for all Phases in the specialty court program.

NOTE: All information should be provided for monthly intervals. If your program does not have a particular Phase level, please enter "0".

	Average # Drug Screens/month (STANDARDS 5-1)	Average # Treatment Sessions/ month (STANDARDS 4-4)	Average # Treatment Hours/month (STANDARDS 4-4)	Number of Court Appearances/ month (STANDARDS 7-8)	Phase Length (in months) (STANDARDS 6-3)
Phase I					
Phase II					
Phase III					
Phase IV					
Phase V					
Phase VI					

Does the specialty court pay the treatment provider directly for the services it provides?

Yes, for all	<input type="checkbox"/>
Yes, for some	<input type="checkbox"/>
No	<input type="checkbox"/>

How much did the specialty court pay treatment providers for services rendered to program participants in the previous 2018 calendar year? (CJC Specialty Court Grant)

\$

How much did your specialty court pay treatment providers for services rendered to program participants in the previous 2018 calendar year? (all funding types)

\$

What does the funding provide?

All	<input type="checkbox"/>
Drug Testing	<input type="checkbox"/>
MAT	<input type="checkbox"/>
Only Additional/Non-Billable Services Please list services:	<input type="checkbox"/>
Other Please list:	<input type="checkbox"/>

Does the treatment provider receive or accept funds/payment from the sources below to serve your participants?

SAMHSA	<input type="checkbox"/>
Medicaid (OHP)	<input type="checkbox"/>
Medicare	<input type="checkbox"/>
Private Insurance	<input type="checkbox"/>
Private Foundation	<input type="checkbox"/>
BJA	<input type="checkbox"/>

What treatment provider(s) does the specialty court program use? _____

Who is the CCO for the specialty court program? _____

From the list below, please select all of the evidence-based treatment programs or practices that your specialty court offers: (STANDARDS 4-7)

	<i>Treatment Provides</i>	<i>Other provides</i>	<i>Service Not Provided</i>
Group Counseling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Individual Counseling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Family Counseling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alcohol and other drug counseling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender-specific counseling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Culturally competent and linguistically appropriate services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Domestic violence counseling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Anger management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Criminal thinking interventions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Health screening	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brief evidence-based educational curriculum to prevent behavior that poses health risks (such as STIs and other diseases)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brief evidence-based educational curriculum to prevent or reverse drug overdose	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drug testing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Medication management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assessment and counseling for mental health issues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trauma-informed care, including trauma-related services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Evaluation for suitability for group interventions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Residential treatment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Medication Assisted Treatment (MAT)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transition plan (for the participant's recovery following court supervision)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Assertive community treatment			
Psychotropic medications			
Illness self-management		-	
Other mental health-specific treatment			
Services include visitation, while assuring the child's safety, to promote attachment for families who have children in foster care			
Services for participant's children, including developmental screening and assessment; services to address prenatal and postnatal exposure to substances; trauma-related services; prevention, early intervention, and treatment services for substance use disorders		-	
Services for children that are coordinated with those of the parent and help the parent understand the needs of the child		-	
Services for children under age 3 that involve the parent as an active participant			
Children in out-of-home care retain a single placement to avoid additional trauma		-	
Assertive continuing care		-	
Focus on behavioral health treatment and family intervention		-	
Motivational enhancement therapy		-	

Does the specialty court use incarceration as a way to achieve clinical or social service objectives, such as obtaining detoxification services or sober living quarters? (STANDARDS 4-16)

Yes	
No	
Not Applicable	

How many days does a participant have to be free of positive drug screens before he/she is eligible to graduate? (STANDARDS 5-6) _____

Does your court offer weekend and holiday drug testing? (STANDARDS 5-1)

Yes	
No	
Not Applicable	

What method does your court use for random drug testing? (STANDARDS 5-1)

Redwood Toxicology/Alere ToxAccess	
Call2Test	-
External system randomly generates numbers or names	-
Other Method	

For which of the drugs below does the court program routinely screen participants? (Select all that apply)

Alcohol	
Methamphetamine	-
Heroin	-
Prescription Opioids	
Cocaine	
Amphetamine	-
Cannabis	

Hallucinogens (e.g., Ketamine, LSD, Acid)	
Inhalants	-
MDMA	
NPS (e.g., Cannabis, Ecstasy, bath salts)	
Other Prescription Drugs	
Other (Specify)	-

Which drug testing company(s) does the specialty court use?

Name of Company:

What percentage of your urine screens are observed? (STANDARDS 5-3)

Up to 50%	<input type="checkbox"/>
Up to 75%	<input type="checkbox"/>
Up to 90%	<input type="checkbox"/>
90-99%	<input type="checkbox"/>
100%	<input type="checkbox"/>

Have all the individuals observing urine screens received training on how to observe drug testing? (STANDARDS 5-3)

All	<input type="checkbox"/>
Some	<input type="checkbox"/>
None	<input type="checkbox"/>

Is the person who observes urine screens the same gender as the participant identifies? (STANDARDS 5-3)

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>
Don't Know	<input type="checkbox"/>

What percentage of your drug screens are reported to the specialty court team within 48 hours? (STANDARDS 5-4)

Up to 50%	<input type="checkbox"/>
Up to 75%	<input type="checkbox"/>
Up to 90%	<input type="checkbox"/>
90%-100%	<input type="checkbox"/>
100%	<input type="checkbox"/>

Which of the following does the specialty court program consider a positivescreen? (STANDARDS 5-4)

Creatinine Violations	<input type="checkbox"/>
Missed Screens	<input type="checkbox"/>
Dilute	<input type="checkbox"/>

Does the specialty court program use alcohol monitoring equipment for participants? (STANDARDS 5-2)

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>
Don't Know	<input type="checkbox"/>

If yes, what kind of monitoring equipment does the specialty court use? (STANDARDS 5-2)

Continuous Alcohol Monitoring Devices	
Remote Breathalyzer Testing	
Electronic Ankle Monitoring	-
Other Please list:	

Select the outpatient services the program offers for the specialty court participants.

	<i>Treatment Provider Provides Service</i>	<i>Other Provider Provides Service</i>	<i>Service Not Provided</i>
Psychological Testing			
Diagnostic Assessment			
Crisis Intervention			
Psychiatric Treatment			
Nursing Assessment & Health Services			
Medication Administration			
Pharmacy & Lab Services Individual Outpatient Services			
Group Outpatient Services	L	L	L
Legal Skills – Forensics/Competency			
Family Outpatient Services			
Addictive Disease Support Services			
Peer Support Services			

Select the residential treatment service the program offers for the specialty court participants.

	<i>Treatment Provider Provides Service</i>	<i>Other Provider Provides Service</i>	<i>Service Not Provided</i>
Intensive	L	-	-
Semi-independent		-	-
Independent			
Housing Supplements			
Deaf/Hard of Hearing			
Opioid Maintenance Treatment			
Substance Abuse Intensive Outpatient	L	-	-
Transitional Housing		-	-
Clubhouse Services for Adolescents			
Ambulatory Substance Abuse Detoxification			
Residential Substance Detoxification			

Does the specialty court offer therapeutic interventions—not sanctions—when a participant is not responding to treatment interventions, but compliant with program requirements? (STANDARDS 6-13)

Yes	
No	
Not Applicable	

Do participants have to be employed to graduate? (STANDARDS 6-19)

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>
Not Applicable	<input type="checkbox"/>
In School	<input type="checkbox"/>

Do participants have to be living in a sober living environment to graduate? (STANDARDS 6-20)

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>
Not Applicable	<input type="checkbox"/>

Select the type(s) of training each core team member receives. (Select all that apply) (STANDARDS 9-2)

	<i>Within 60 days of joining team</i>	<i>Within one year of joining team</i>	<i>Training not provided</i>
The drug court model	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Best practices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substance use disorder and mental health treatment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Managing co-occurring disorders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use of effective behavior management strategies, including incentives and sanctions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drug testing standards and protocols	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Confidentiality and ethics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trauma-informed care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recognizing implicit cultural biases and correcting disparate impacts for members of historically disadvantaged groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Proficiency in working with people of diverse races, cultures, ethnicities, disabilities, genders and gender identities, and sexual orientations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mental health issues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impacts of trauma (including historical trauma)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How court programs can avoid re-traumatization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Effective trauma interventions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Self-care and avoiding burnout	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Understanding the needs and experiences of families in the child welfare system that are affected by substance use disorders and effective strategies for working with them	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Child development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parenting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The effects of prenatal and postnatal substance exposure on children and meeting their needs across the developmental stages	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsibilities and mandates of child welfare workers, including Adoption and Safe Families Act timelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rules pertaining to the Indian Child Welfare Act	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adolescent development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engaging families	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Case management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Screening and assessment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

How frequently does your Policy Committee meet to discuss specialty court operation or policy issues that are not related to particular participants? (STANDARDS 10-2)

Monthly	<input type="checkbox"/>
Quarterly	<input type="checkbox"/>
Semi-Annually	<input type="checkbox"/>
Annually	<input type="checkbox"/>
As Needed	<input type="checkbox"/>
Do not have	<input type="checkbox"/>

How frequently does your Advisory Committee meet to discuss specialty court operation or policy issues that are not related to particular participants? (STANDARDS 10-3)

Monthly	<input type="checkbox"/>
Quarterly	<input type="checkbox"/>
Semi-Annually	<input type="checkbox"/>
Annually	<input type="checkbox"/>
As Needed	<input type="checkbox"/>
Do not have	<input type="checkbox"/>

Is the specialty court program utilizing a non-profit organization for fund-raising purposes, special outings, incentives or other assistance (such as transportation, housing, or counseling services)? (STANDARDS 10-4)

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>

Barriers to Participation (Narrative)

1. Please explain in detail how the COVID pandemic may have or will affect participation in your respective Specialty Court along with any other difficulties due to COVID such as access to services provided by the court.
2. Please explain in detail how BM 110 may have or will affect participation in your respective Specialty Court and describe what measures are being taken in response to these changes.

Cultural Responsiveness (Narrative)

Culturally responsive services are comprehensive processes that have been adjusted to consider and support the principles, practices, culture and needs of underserved populations within a community. Underserved populations are comprised of individuals who identify with specific cultural connections based on their ethnic or racial origin, place of birth, familial structure, gender identity, and language spoken in the home.

1. What culturally responsive practices does the respective specialty court use with justice-involved individuals? What are your plans to implement culturally responsive practices in the future?
2. What underserved populations does your court have purview over? (i.e., juvenile vs. adult drug court) What are the barriers to serving those populations?
3. How have included the input of historically underserved communities, including, but not limited to, racial and ethnic minorities, women, lesbian, gay, bisexual, transgender, queer, and other minority gender identity communities?
4. How have you included, or plan to include, the input of community partners in the implementation of the proposed services? Please identify community partners.
5. How do you intend to ensure that services funded by these grant dollars are used to promote social equity for historically underserved communities? Detail what controls you will put in place or metrics you will use to track success.
6. Has the specialty court participated in the RED Tool assessment? If not, would the court be willing to participate if given the opportunity in the future?

General Specialty Court Information

Name of individual completing Application	Name:		
	Email:		Phone:
On June 15–16, 2021 who will be available to answer questions on this application if the Review Committee has any?	Name:		
	Phone:		
Primary Program of Specialty Court	Adult Drug Court		
Secondary Program of Specialty Court	Juvenile Drug Court		
	Mental Health Court		
	Veterans Treatment Court		
	Family Treatment Court		
	DUI Court		

Total Requested CJC Specialty Court Grant Funds

Personnel	<i>Calculated</i>
Fringe Benefits	<i>Calculated</i>
Contract Personnel Services	<i>Calculated</i>
Drug Testing	<i>Calculated</i>
Medical Needs	<i>Calculated</i>
Other Participant Supports	<i>Calculated</i>
Sanction Costs	<i>Calculated</i>
Out-of-State Training and Travel	<i>Calculated</i>
In-State Training and Travel	<i>Calculated</i>
Total Direct Services Request	<i>Total of Above Categories Calculated</i>
Evaluation	<i>Calculated</i>
Indirect Costs	<i>Calculated</i>
Total Requested CJC Specialty Court Grant Funds	<i>Total of Direct Services; Evaluation; and Indirect Costs Calculated</i>
Total Other Funds	<i>Calculated</i>
Total Specialty Court Program Funds	<i>Total of All Funds</i>

Per Participant Cost

CJC Grant Fund Request: Per Participant Cost	<i>Calculated</i>
Total Funds: Per Participant Cost	<i>Calculated</i>

If merged cells: Drop Down Menu
To be completed in application
automatically calculated

Budget Framework

The budget narrative for each budget category is required. The narrative should thoroughly and clearly describe every category of expense listed within the budget detail. Proposed budgets are expected to be complete, allowable, cost effective, and necessary for project activities. The explanation should be mathematically sound and correspond with the information and figures. The explanation should explain how all costs were estimated and how they are relevant to the program. If the drop down list includes **other**, the narrative must explicitly detail those costs and tie them to Oregon's Specialty Court Standards.

Other Funding Sources

Disclose all other funds, both current and anticipated. To make multiple selections from 'How Funds are Used' dropdown, create multiple rows for the same funding source. Make sure to select all applicable options. Please indicate whether the funding is an annual funding source. If it is not, please provide the end date in the form of mm/dd/yyyy. To indicate the "Status" of the funding source, please select current or pending from the dropdown.

<i>Funding Source</i>	<i>Total Funds</i>	<i>How Funds are Used</i>	<i>Annual Funding?</i>	<i>If no, end date?</i>	<i>Status</i>
Justice Reinvestment Funds		Personnel	Yes/No		Current or Pending
All other CJC Funds		Supplies			
All other non-CJC State Funds		Travel/Training			
Federal Funds – BJA		Drug Testing			
Federal Funds – SAMSHA		Treatment			
Private Foundation Grant		Equipment			
Local Government (County or Municipal)		Evaluation			
Donations		Incentives			
Other not-identified above		Other			
		All of the above			

Other Funding Sources Narrative

[Limit to 1,000 characters]

Personnel

Report the percentage of time per month worked only for the time that is being requested. For example, if a staff member is full time, but the specialty court is only requesting a portion of the team members salary, report only the percentage of time for which funds are being requested. The "Total Salary Requested" will automatically calculate based on the "% of Time per Month" and "Monthly Rate." Additionally, please indicate whether the selected position or team member is new, existing, or vacant. If a position title is not available in the drop down list, this is not an allowable position with CJC grant funds.

<i>Team Member Title</i>	<i>% Time per Month</i>	<i>Monthly Rate</i>	<i>Total Salary Requested</i>	<i>New/Vacant Position</i>
Coordinator			Calculation	New Existing Vacant
Case Manager				
Probation				
District Attorney				
Defense				
Judge				
OJD Partner (data entry)				
Law Enforcement				

Personnel Narrative

[Limit to 1,000 characters]

Fringe Benefits

Report the type of fringe benefits that you are requesting for each team member identified in **Personnel** along with the amount of the benefit requested. The "Team Member Title" and "% of Time per Month" will be automatically populated. The "Total Anticipated Cost" will automatically calculate based on the "% of Time per Month" and "Benefit Amount." Within the narrative, please be specific as to how the benefit amount is calculated. Note: Mass Transit Tax is not an allowable benefit with CJC grant funds.

<i>Team Member Title</i>	<i>% of Time per Month</i>	<i>Benefit Amount</i>	<i>Total Anticipated Cost</i>
Auto Populate from Personnel	Auto Populate from Personnel		Calculate

Fringe Benefits Narrative

[Limit to 1,000 characters]

Contract Personnel Services (no fringe)

Contract Personnel are those for whom you are not paying fringe benefits. These may be treatment providers, case managers, medical professionals, lab techs (UA observation), or peer mentors (peer support). Only include the number of hours or units you are asking the CJC grant to fund. The "Total Requested Cost" will automatically calculate based on the "Rate per Unit" and "Number of Units Required." If a position title is not available in the drop down list, this is not an allowable position with CJC grant funds.

<i>Team Member Title</i>	<i>Rate Unit</i>	<i>Rate per Unit</i>	<i>Number of Units Required</i>	<i>Anticipated number of participants individual will serve per rate selected</i>	<i>Total Requested Cost</i>
Case Manager	Per hour				Calculation
Substance Use	Per Session				
Treatment	Per Participant				
Mental Health					
Treatment					
Co-occurring					
Treatment					
MAT Physician					
Psychiatrist					
Lab Tech					
Peer Mentor					

Contract Personnel Services Narrative

[Limit to 1,000 characters]

Drug Testing (not covered by OHP)

Based on your drug testing contract, select the item(s) the specialty court must pay for in relation to drug testing. Select the item and the appropriate number of units being requested. The "Total Requested Cost" will automatically calculate based on the "Rate per unit" and "Number of Units Required." For confirmed tests, the "Total Requested Cost" will automatically calculate based on the "Rate per Test" and "Number of Tests Required."

<i>Panel Test</i>	<i>Type</i>	<i>Rate per Unit</i>	<i>Number of Units Required</i>	<i>Anticipated number of participants individual will serve per rate selected</i>	<i>Total Requested Cost</i>
4-panel	Urine				Calculation
5-panel	Oral fluid				
7-panel	Hair				
9-panel	Instant				
10-panel					
12-panel					
15-panel					
18-panel					
20-panel					
25-panel					

<i>Type</i>	<i>Rate Unit</i>	<i>Rate per Unit</i>	<i>Number of Units Required</i>	<i>Anticipated number of participants individual will serve per rate selected</i>	<i>Total Requested Cost</i>
Testing Sticks	Each				Calculation
Cups	Box				
Swabs	Bulk				
Patches					
Other					

<i>Confirmation Provider</i>	<i>Average Cost per Test</i>	<i>Number of Tests Required</i>	<i>Total Requested Cost</i>
			Calculate

<i>Which is the primary provider of drug testing for your specialty court?</i>	County parole and probation Specialty Court Treatment provider Third-party contract Court provides
--------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------

Drug Testing Supplies Narrative

[Limit to 1,000 characters]

Medical Needs (not covered by OHP)

Select the item and the appropriate number of units being requested. The “Total Requested Cost” will automatically calculate based on the “Rate per Unit” and “Number of Units Required.” If a type is not available in the drop down list, this is not an allowable cost with CJC grant funds.

<i>Type</i>	<i>Rate Unit</i>	<i>Rate per Unit</i>	<i>Number of Units Required</i>	<i>Anticipated number of participants individual will serve per rate selected</i>	<i>Total Requested Cost</i>
MAT Physician Approved Medication	Per Dose				Calculation
	Per Rx				
	Per hour				
Dental	Per Session				
Optometry	Per Participant				
Alternative Medicine					

Medical Needs Narrative

[Limit to 1,000 characters]

Other Participant Supports

Cost is less than \$5,000. Please include other participant support costs requests here. The "Total Requested Cost" will automatically calculate based on the "Rate per Unit" and "Number of Units Required."

<i>Type</i>	<i>Rate Unit</i>	<i>Rate per Unit</i>	<i>Number of Units Required</i>	<i>Anticipated number of participants individual will serve per rate selected</i>	<i>Total Requested Cost</i>	<i>Reference to Standard</i>
Continuous Alcohol Monitoring Device	Each Box Bulk				Calculation	
Remote Breathalyzer						
Electronic Ankle Monitor						
Monitoring Mobile Application						
Equipment (> \$5,000)						
Completion or Achievement Certificates						
Participant Notebook/Journal/Planner						
Housing						
Relocation						
Crisis Intervention						
Local Transportation						
Transportation to Residential Treatment						
Bus Passes						
Vocational Services						
Employment Services						
Education (e.g. GED)						
Certification						
Personal Care Items						
Cold Weather Accessories						
Umbrellas						
Work Gloves						
Bike Locks						
School Supplies						
Drawstring Bag (under \$5 each)						
Other						

Other Participant Supports Narrative

[Limit to 1,000 characters]

Sanction Costs

Include sanction costs requests here. The “Total Requested Cost” will automatically calculate based on the “Rate per Unit” and “Number of Units Required

Type	Rate per Unit	Number of Units Required	Anticipated number of participants individual will serve per rate selected	Total Requested Cost
Jail Bed per Day				Calculated
Holding Cell				
Other				

Sanction Costs Narrative

[Limit to 1,000 characters]

Out-of-State Training and Travel

Out-of-State Training and Travel costs should be requested in accordance with the Oregon's OAM Statewide Travel Policy 40.10.00. The specialty court is allowed up to four attendees for the 2022 NADCP annual conference. Instead of NADCP, juvenile and family treatment courts may send up to four attendees for the 2022 NCJFCJ annual conference. Specialty courts may also send two attendees to the NDCI role specific training, so long as the training occurs prior to May 30, 2023. Mileage should be calculated from the specialty court location to the airport. Travel costs should be calculated at the federal GSA rates for lodging, mileage, and per diem. Conference parking or shuttle requests should not exceed \$10 per/day. Attendees are expected to carpool when able. The "Total Requested Cost" will automatically calculate based on the "Estimated Registration Cost" and "Estimated Travel Cost."

<i>Type</i>	<i>Team Member Role</i>	<i>Estimated Registration Cost</i>	<i>Estimated Travel Cost</i>	<i>Total Requested Cost</i>	<i>New Team Member within last 12 months?</i>
NADCP (max 4)	Coordinator			Calculated	Yes/No
NCJFCJ Juvenile and Family Specific	Case Manager				
(max 4)	Probation				
NDCI Role Specific	District Attorney				
(max 2)	Defense				
	Judge				
	Law Enforcement				
	Veterans Affairs				

Out-of-State Training and Travel Narrative

[Limit to 1,000 characters]

In-State Training and Travel

In-State Training and Travel costs should be requested in accordance with the Oregon's OAM Statewide Travel Policy 40.10.00. Specialty courts are encouraged to send team members to local training opportunities and apply for national technical assistance opportunities (e.g., Operational Tune-up). Mileage should be calculated from the specialty court location to the airport. Travel costs should be calculated at the federal GSA rates for lodging, mileage, and per diem. Parking requests should not exceed \$10 per/day, per car. Attendees are expected to carpool when able. The "Total Requested Cost" will automatically calculate based on the "Estimated Registration Cost" and "Estimated Travel Cost." Note: For "Speaker Honorarium" type, include honorarium under the "Estimated Registration Cost"; "Team Member Role" should be "Other."

<i>Type</i>	<i>Team Member Role</i>	<i>Estimated Registration Cost</i>	<i>Estimated Travel Cost</i>	<i>Total Requested Cost</i>	<i>New Team Member within last 12 months?</i>
Statewide SCMS Coordinator Training Statewide Specialty Court Training Speaker Honorarium Travel to Local Training Opportunity	Coordinator			Calculated	Yes/No
	Case Manager				
	Treatment				
	Probation				
	District Attorney				
	Defense				
	Judge				
	Law Enforcement				
	Veterans Affairs				
	Peer Mentor				
	DHS				
	Other				

In-State Training and Travel Narrative

[Limit to 1,000 characters]

Total Direct Services Request

Calculated

Budget Priority

Use the Budget Priority section to indicate which of the items requested in the budget detail take priority in this program's funding decisions. If the Review Committee needs to make cuts, it may consider the specialty court program's preferences as indicated on this form. Within the "Priority Reasoning", indicate the priority within each category. In the "Budget Priority", select the budget priority level for each section. Do not select the same level twice.

	<i>Budget Priority</i>	<i>Priority Reasoning</i>
Personnel	First	[limited to 200 characters]
Fringe Benefits	Second	
Contract Personnel Services	Third	
Drug Testing	Fourth	
Medical Needs	Fifth	
Other Participant Supports	Sixth	
Sanction Costs	Seventh	
Out-of-State Training and Travel	Eighth	
In-State Training and Travel	Ninth	

Evaluation

Specialty courts requesting Evaluation funds are required to upload a Scope of Work with the application. Evaluations must be in contract and started by January 30, 2022. Evaluations must be complete by December 30, 2022. If the Evaluator is unable to meet this timeline, the funds must be reallocated to a different category by June 30, 2022 or amended out of the specialty court grant agreement for reallocation.

<i>Evaluator</i>	<i>Purpose</i>	<i>Total Requested Cost</i>
	[Limit to 30 characters]	

Evaluation Narrative

[Limit to 1,000 characters]

Indirect Costs

Indirect or Administrative costs may not exceed 10%. The “Total Requested Cost” will automatically calculate based on the “Percentage” and “Total Requested CJC Specialty Court Grant Funds.”

<i>Type</i>	<i>Percentage</i>	<i>Total Requested Cost</i>
Administrative Costs		Calculation
Indirect Costs		

Indirect Costs Narrative

[Limit to 1,000 characters]

Sustainability Plan

Describe the specialty court’s Sustainability Plan. Specialty courts should begin working towards sustainability upon the inception of the program. It is prudent for a court to consider various methods of funding in the event that state or federal grant funds are not available. The sustainability plan, which may include an action plan to attain funding without the use of grant funds, should be fully described.

Please answer the following questions:

Describe in detail how specialty court grant funds and other funding sources are budgeted. How do these funding sources work together to create a comprehensive program?

[Limit to 1,000 characters]

Describe how you are sharing resources and avoiding duplication of services.

[Limit to 1,000 characters]

How much funding has been requested from the county general fund? How much has been approved?

[Limit to 1,000 characters]

How much funding has been requested from the circuit court? How much has been approved?

[Limit to 1,000 characters]

Does the specialty court receive other CJC grants?

[Limit to 1,000 characters]

Are there barriers to obtaining funding for your specialty court? Local, state, or federal? Please describe.

[Limit to 1,000 characters]

Exception Request

If the specialty court is unable to meet requirements of this solicitation, explicitly describe the barriers. Identify the reasons why the specialty court should be considered for funding.

[Limit to 2,000 characters]

Template for Recommended Information

CCO Notice of Coverage for xxx Specialty Court

1. CCO Information
2. Table: Covered Services with Rate and Dosage

Covered Services	Rate per Dose	Dosage
Alcohol and Substance Use Disorder		
Assessment		
Individual counseling sessions		
Group sessions		
Case management		
Medication Assisted Treatment (MAT) admission and/or services		
Drug testing (collection and handling only)		
Behavioral Health/Mental Health		
Assessment		
Diagnosis		
Medication management		
Psychological testing		
Individual counseling sessions		
Group sessions		
Case management		
Other Medical needs		
Acupuncture		
Medically monitored detox		
Clinically managed detox		
Residential treatment (w/ room and board)		
Self-help/Peer services		
Prescriptions		
[open field]		
[open field]		

Under the Affordable Care Act, insurance plans are required to provide a one-page summary of benefits and therapies, along with their fees, per the U.S. Department of Health and Human Services.