Call for Model Sites to Participate in the Innovations in Supervision Initiative: Community Corrections Collaborations to Reduce Violent Crime and Recidivism

In partnership with the U.S. Department of Justice’s Bureau of Justice Assistance (BJA), The Council of State Governments (CSG) Justice Center is seeking applications from state and local government agencies or federally recognized tribal entities to serve as model sites for the Innovations in Supervision Initiative (ISI): Community Corrections Collaborations to Reduce Violent Crime and Recidivism program.

This ISI Model Site Program is designed to

- Help project partners (listed below) and the field at large learn from partnerships between probation and/or parole (“community corrections”), law enforcement, and/or prosecuting agencies that have successfully reduced violent crime and recidivism in their jurisdictions; and
- Provide model sites with the opportunity to expand or improve their existing interagency partnership and/or related strategies.

Applications must come from a community corrections agency. Applicants must demonstrate that they satisfy the following eligibility criteria in order to be considered for this program:

- An existing partnership between a community corrections agency (lead applicant), law enforcement, and/or prosecuting agency (“existing interagency partnership”);
- A clearly defined and fully operational strategy(ies) designed to reduce violent crime and recidivism¹ among people under the supervision of community corrections who are assessed as having a medium, medium-high, or high risk of recidivating;
- Successful outcomes in reducing violent crime and recidivism among people under the supervision of community corrections; and

¹ Examples of strategies include, but are not limited to, focused deterrence, information sharing, warrant service, and domestic and/or gang-related violence reduction strategies.
• Commitment to improving or expanding the existing interagency partnership or strategies therein.

**Award Amount and Project Length**

The CSG Justice Center will administer awards of up to $500,000 each to three selected model sites. The project period will run from November 1, 2019, to September 30, 2021.

**Application Deadline**

All applications are due by 5:00 p.m. ET on Friday, August 30, 2019.

**Contact Information**

For assistance or questions, please contact Tara Dhanraj, policy analyst at the CSG Justice Center, at tdhanraj@csg.org.

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**I. Overview of Program**

Most neighborhoods are far safer now than they were three or four decades ago, yet recent FBI data show signs of rising violent crime in pockets across the country.\(^2\) Criminal justice agencies can have a greater impact on identified crime problems when they collaborate to address them. A growing body of literature describes and promotes partnerships among community corrections, law enforcement, and prosecuting agencies that join forces to improve public safety. Such collaborations may include enhanced supervision programs, information-sharing partnerships, interagency problem-solving initiatives, and community prosecution programs.\(^3\) However, these efforts have varied in focus, have often lacked formal policies, and have not undergone comprehensive evaluation.

The CSG Justice Center was competitively selected\(^4\) by BJA to administer the ISI Model Site Program in partnership with the Association of Prosecuting Attorneys, George Mason University’s Center for Advancing Correctional Excellence, the National

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\(^4\)**The CSG Justice Center was awarded a grant through the FY2017 ISI: Building Capacity to Create Safer Communities program. For more information about this program, see the solicitation: [https://www.bja.gov/funding/smartsupervision17.pdf](https://www.bja.gov/funding/smartsupervision17.pdf).**
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Association of Probation Executives, and the National Police Foundation (“project partners”). Through the application process described herein, three model sites will be selected based on their existing interagency partnerships. The CSG Justice Center and project partners will work with these model sites to learn from their partnerships’ operations and outcomes, inform the development of a related publication, and assist them in improving or expanding their operations.

Through participation in this program, selected model sites will have the opportunity to become national leaders by highlighting their cutting-edge strategies for collaboratively reducing violent crime and recidivism.

II. **Target Population**

BJA and the CSG Justice Center are seeking applications wherein the partner agencies have targeted their resources to specific populations and for specific purposes as described below:

- The existing interagency partnership’s strategy(ies) is designed to reduce violent crime and recidivism;
- The target population for the existing interagency partnership either entirely or partially comprises individuals on community supervision and assessed as medium, medium-high, and high risk of recidivism (including subsets of people in these risk levels, such as individuals under the supervision of community corrections for domestic or gang-related violence); and
- The lead applicant (community corrections agency) is responsible for supervision of those individuals.

III. **Model Site Responsibilities**

In order to inform the development of a BJA publication to guide future community corrections partnerships with law enforcement and/or prosecuting agencies, selected model sites will be required to fulfill the following responsibilities:

1. Actively engage in the ISI Model Site Advisory Committee, with participation from one or more staff members from the lead applicant agency in each activity, along with staff from partner agencies as requested. Advisory Committee activities will include

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5 If the existing interagency partnership’s target population does not entirely comprise people who meet these community supervision and risk level criteria, applicants should document (in question 2 of the application form) what proportion of the target population does meet these criteria and clearly describe how any activities and/or outcomes for that portion of the target population compare with the rest of the partnership’s target population.
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- Hosting and facilitating site visits for the CSG Justice Center and project partners to observe model site activities, including meetings, methods of communication, and other successful partnership strategies;
- Responding to requests for information from the project partners, which may involve sharing information about how the model site functions, including its development and leadership, resources, goals, activities, decision-making processes, and outcomes; and
- Reviewing and providing feedback on the aforementioned BJA publication as it is developed by the CSG Justice Center and project partners.

2. Expand or improve the model site’s partnership and/or strategy(ies) therein through methods such as
   - Expanding the model site’s partnership and/or strategy(ies) (e.g., to include another criminal justice agency or scale up to expand the target population);
   - Improving data sharing among partner agencies and/or other relevant agencies;
   - Increasing staff capacity through training;
   - Utilizing new technologies, such as data dashboards;
   - Developing or adopting and implementing a new tool or training on a tool, such as a risk and needs assessment tool adopted by all partner agencies; and
   - Developing a set of performance measures that assess the model site’s impact on reducing violent crime and recidivism.

IV. Application Process

A. Submission of the Four-Part Application
   Applicants must submit a letter of interest, application form, budget, and supplemental materials. See Section V below for details.

B. Telephone Interviews and On-Site Observation
   After all applications are reviewed, a subset of applicants will be chosen to move forward in the selection process based on the quality of the applications submitted and how well they demonstrate meeting the required eligibility criteria. The project partners may schedule follow-up calls and/or an on-site visit to inform the final selection of the three model sites.
C. Review and Selection

Based on the letter of interest, application form, budget, supplemental materials, and information obtained through the telephone interview and/or on-site observation, project partners will identify applicants that meet the eligibility criteria. Those applicants will move forward in the review process for further consideration.

A panel of reviewers will evaluate, score, and rate the applications that have the greatest capacity to serve as model sites based on the requirements outlined above. All application materials and scoring results will be presented to BJA for final review. Applicants will be notified of award decisions on or around October 31, 2019.

V. Application Components

A. Letter of Interest

This letter should be double-spaced, using a standard 12-point font with no smaller than 1-inch margins, and should not exceed 5 pages. The letter of interest must address/identify the following items related to the existing interagency partnership that has successfully reduced violent crime and recidivism in the jurisdiction:

- A brief statement of the problem the existing interagency partnership is designed to address (to be further expounded upon as directed in the application form);
- A brief description of the strategy(ies) adopted to address the problem (to be further expounded upon as directed in the application form);
- A description of the existing interagency partnership’s structure and resources, including the agencies and staff involved (specifying staff titles), who manages the partnership, what resources are utilized to support activities of the partnership (e.g., funding, technology, staff time), etc.; and
- A description of which leadership and/or staff will participate in the ISI Model Site Advisory Committee, if selected, noting how their positions, access, authority, and/or expertise will enable them to help meet the responsibilities outlined above.

B. Completed Application Form

Applicants must also submit a completed application form with additional program information. Download the form.
C. Budget

The budget should demonstrate how the applicant will use up to $500,000 to complete the activities required as per Section III. The budget must be complete, cost effective, and allowable (i.e., reasonable, allocable, and necessary for project activities). Specifically, the budget must include funds to

- Expand or improve the existing interagency partnership’s effort to reduce violent crime and recidivism among the target population;
- Support participation in the ISI Model Site Advisory Committee; and
- Fund one person from each partner agency (up to a total of three people per selected model site) to travel to Washington, DC, for three business days. Please ensure that the budget proposal and narrative comply with the U.S. Department of Justice Grants Financial Guide, available at https://ojp.gov/financialguide/doj/pdfs/DOJ_FinancialGuide.pdf.

D. Supplemental Materials

- **Letters of support from officials representing each partner agency (required).** Letters of support must be submitted on official letterhead and detail the existing interagency partnership, including who is involved, how long the partnership has been in place, and the role of the agency in the identified strategy(ies). Letters should also include a description of which leadership and/or staff will participate in the ISI Model Site Advisory Committee, if selected, noting how their positions, access, authority, and/or expertise will enable them to help meet the responsibilities outlined above. Note: The letter of interest by the community corrections agency, as lead applicant, serves as the letter of support for that agency.

- **Additional documentation of outcomes and/or impacts of the existing interagency partnership’s strategy(ies) that demonstrates success reducing violent crime and recidivism among the target population (optional, for bonus points toward the overall application score).** Beyond the information applicants are required to supply in the application form, provide additional documentation of data to show that the partnership and/or strategy(ies) have been successful. Outcome measures include, but are not limited to, reduced recidivism, indicators of desistance from crime (such as increased time prior to failure on probation or parole, less serious offending), and more efficient use of resources (such as reduced duplication of services).
Documentation may be in the form of, but is not limited to, evaluations and annual reports.

- **Documentation demonstrating the existence of the interagency partnership (optional, for bonus points toward the overall application score).**
  Documentation may include, but is not limited to, memoranda of understanding (MOUs) in place, routine meeting schedules, routine contact schedules, and protocols governing any partnership strategy(ies).

VI. **Application Deadline**

All applications are due by **5:00 p.m. ET on Friday, August 30, 2019.** Applications must be submitted by email with the subject line “ISI Model Site Proposal: [Name of Lead Applicant Agency]” to Tara Dhanraj at tdhanraj@csg.org and must include all application components as attachments: (A) letter of interest; (B) completed application form; (C) budget; and (D) supplemental materials.

VII. **Conflict of Interest Statement**

The CSG Justice Center will not award contracts to applicants that have conflicts of interest associated with a particular award or permit applicants to continue performance under existing awards when such applicants have conflicts of interest, unless such conflicts are eliminated by the applicant or are waived by the appropriate CSG Justice Center official. By submitting a proposal, applicant is indicating that it knows of no agreements, transactions, or relationships and, during the term of this agreement, will not enter into any agreements, transactions, or relationships, in which its rights, duties, obligations, or interests conflict or are inconsistent with the CSG Justice Center, BJA, or any resulting agreement or contract.

VIII. **Application Checklist and Scoring**

Applications will be scored on a 100-point scale, with the potential for 8 bonus points as noted below.

<table>
<thead>
<tr>
<th>Application Component</th>
<th>Scoring Weight</th>
</tr>
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<tbody>
<tr>
<td>✓ Letter of Interest (See Section V, Letter A)</td>
<td>30 points maximum</td>
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<tr>
<td>✓ Completed Application Form (See Section V, Letter B)</td>
<td>50 points maximum</td>
</tr>
<tr>
<td>✓ Budget (See Section V, Letter C)</td>
<td>5 points maximum</td>
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</tbody>
</table>
## Required Supplemental Materials

- Letters of support from each partner agency

### 15 points maximum

## Optional Supplemental Materials

- Documentation of the outcomes/impacts of the partnership and/or strategy(ies)

### +6 points maximum

- Documentation of existing partnership

### +2 points maximum

(See Section V, Letter D)