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# Mental Health Courts Program

## FY 2006 Call for Concept Papers

### ELIGIBILITY

State, local, and tribal government agencies, including courts, are eligible to apply.

### DEADLINE

All applications are due by 8:00 p.m. eastern time on February 2, 2006.

### FOR ASSISTANCE

Mental Health Court Solicitation Questions:

Michael Guerriere, BJA Senior Policy Advisor, at 202-616-3176 or [Michael.Guerriere@usdoj.gov](mailto:Michael.Guerriere@usdoj.gov), or  
Eunice Pierre, BJA Policy Advisor, at 202-514-1473 or [Eunice.Pierre@usdoj.gov](mailto:Eunice.Pierre@usdoj.gov).

Technical Assistance: Grants.gov Customer Support Hotline at 1-800-518-4726.

## **ABOUT OJP**

Since 1984 the U.S. Department of Justice's (DOJ) Office of Justice Programs (OJP) has provided federal leadership in developing the nation's capacity to prevent and control crime, improve the criminal and juvenile justice systems, increase knowledge about crime and related issues, and assist crime victims. Through the programs developed and funded by its bureaus and offices, OJP works to form partnerships among federal, state, and local government officials to control drug abuse and trafficking; reduce and prevent crime; rehabilitate neighborhoods; improve the administration of justice in America; meet the needs of crime victims; and address problems such as gang violence, prison crowding, juvenile crime, and white collar crime. OJP's senior management team—comprised of the Assistant Attorney General, the Deputy Assistant Attorney Generals, and the five bureau heads—works together with dedicated managers and line staff to carry out this mission.

## **ABOUT BJA**

The Bureau of Justice Assistance (BJA), Office of Justice Programs, U.S. Department of Justice, supports law enforcement, courts, corrections, treatment, victim services, technology, and prevention initiatives that strengthen the nation's criminal justice system. BJA provides leadership, services, and funding to America's communities by emphasizing local control; building relationships in the field; developing collaborations and partnerships; promoting capacity building through planning; streamlining the administration of grants; increasing training and technical assistance; creating accountability of projects; encouraging innovation; and ultimately communicating the value of justice efforts to decision makers at every level.

## **ABOUT THE MENTAL HEALTH COURTS PROGRAM**

The Mental Health Courts Program (42 U.S.C. 3796ii) helps improve the social functioning of qualified offenders with mental illness, mental retardation, or co-occurring mental illness and substance abuse disorders through treatment, supervision, stable employment, housing, and support services.

BJA is issuing a call for concept papers from state, local, or tribal governments, including courts, to fund one additional mental health court demonstration project that reflects innovative and collaborative efforts for systemwide court improvements for offenders with mental disabilities or illnesses. The successful applicant will be asked to submit a more detailed application, including a complete budget and budget narrative, time and task plan, and letters of support.

BJA is supported in this effort by its technical assistance provider, the Council of State Governments. For more information, visit [www.ojp.usdoj.gov/BJA/grant/mentalhealth.html](http://www.ojp.usdoj.gov/BJA/grant/mentalhealth.html).

### **Amount and Length of Awards**

One award in the amount of \$150,000 will be made for up to 24 months.

### **Eligibility**

Eligible applicants include state, local, and tribal government agencies, including courts.

### **Match Requirement**

A minimum 25 percent match is required; federal funding for this project may not exceed 75 percent of the total project costs. In-kind contributions may constitute a portion of the non-federal share of the grant.

### **Review Process**

All concept papers will be peer reviewed. The successful applicant will be asked to submit a detailed application. The BJA Director will then make an award recommendation to OJP's Assistant Attorney General, who will make the final determination.

## HOW TO APPLY

OJP is participating in the e-Government initiative, one of 25 initiatives included in the President's Management Agenda. Grants.gov, part of this initiative, is a "storefront" that provides a unified process for all customers of federal grants to find funding opportunities and apply for funding. This fiscal year, OJP is requiring that all discretionary, competitive grant programs be administered through Grants.gov.

Complete instructions can be found at [www.ojp.usdoj.gov/BJA/grant/HowToApply.pdf](http://www.ojp.usdoj.gov/BJA/grant/HowToApply.pdf). If you experience difficulties at any point during this process, please call the Grants.gov customer support hotline at 1-800-518-4726.

A Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number must be included in every application for a new award or renewal of an award. Organizations should verify that they have a DUNS number or take the steps necessary to obtain one. Applicants can receive a DUNS number at no cost by calling the dedicated toll-free DUNS number request line at 1-866-705-5711.

The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.580, titled "Edward Byrne Memorial State and Local Law Enforcement Assistance Discretionary Grants Program."

## ATTACHMENTS

The abstract and concept paper must be double-spaced, using a standard 12-point font (Times New Roman is preferred) with 1-inch margins. Submissions that do not adhere to the prescribed format will be deemed ineligible.

### **Abstract (Attachment 1)**

The abstract must not exceed 400 words and should briefly describe the project's purpose, goals, and objectives, and activities as well as the infrastructure to manage the proposed activities.

### **Concept Paper (Attachment 2)**

The concept paper must not exceed 10 pages. Please number pages "1 of 10," "2 of 10," etc. The concept paper must provide a written response to Selection Criteria (1-7).

### **Letters of Support (Attachment 3)**

Include letters from the state court, key partners, and any current Memoranda of Understanding. If letters of support cannot be uploaded as part of Attachment 3, they may be faxed to 202-354-4147 by 8:00 p.m. eastern time on January 26, 2006. Include the application number assigned by Grants.gov on all faxed documents.

## SELECTION CRITERIA

### **1. Statement of Need (20 points)**

Provide information on the need for a mental health court program, and the level of government and related agency programs and services already in place in the community, including any components of the program already existing in the community. Identify gaps in resources, and briefly describe what components will be needed to fully implement the program and why federal funding is required to fund these components.

### **2. Design (20 points)**

Describe how the mental health court will operate, from client assessment through graduation, including how clients will progress through the system and what agencies and organizations will collaborate with the court.

**3. Success Measures (10 points)**

Describe the process for objectively and regularly assessing the program’s effectiveness. Review the Performance Measures below, and briefly explain the program’s goals and how progress will be measured.

**4. Program Management Structure (10 points)**

Describe the organizational capacity, experience, and skills to accomplish the proposed tasks. Include qualifications and experience of key staff, and capability to collaborate and coordinate with a full range of mental health, substance abuse, and social services agencies to provide comprehensive services.

**5. Community Partnership (10 points)**

List and briefly describe the commitment of local partners who will be involved in the mental health program, including advocates, mental health and substance abuse providers, jail administrators, community correction officials, prosecutors, the defense bar, the judiciary, victim advocates, and other community and business leaders.

**6. Project Sustainment (20 points)**

Describe how the proposed program will be integrated into the local justice system. Describe the commitment, ability, and likelihood of the community to continue the program without continued federal funding.

**7. Budget (10 points)**

Briefly describe estimated costs for the proposed activities, including the required 25 percent match. For information on allowable and reasonable costs, go to [www.ojp.usdoj.gov/FinGuide/](http://www.ojp.usdoj.gov/FinGuide/).

**PERFORMANCE MEASURES**

To ensure compliance with the Government Performance and Results Act (GPRA), Public Law 103-62, this solicitation notifies applicants that they are required to collect and report data which measures the results of the programs implemented with this grant. To ensure accountability of this data for which OJP is responsible, the following performance measures are provided:

PROGRAM GOALS	PERFORMANCE MEASURES	DATA TO BE COLLECTED
To establish appropriate community partnerships.	<p><b>Outputs:</b>            Number of partnerships established with appropriate community resources.</p> <p>Number of training courses delivered to criminal justice and mental health communities.</p> <p>Number of people trained.</p>	<p>Number of partnerships established with appropriate community resources.</p> <p>Number of training courses delivered to criminal justice and mental health communities.</p> <p>Number of people trained.</p>

<p>To provide appropriate treatment and services to the mentally ill offender by ensuring each client receives an initial assessment and individual treatment plan at time of entry into the project.</p>	<p>Number of clients evaluated with assessment and treatment plans.</p> <p>Number of clients deferred from prosecution and enrolled in mental health courts.</p> <p><b>Outcomes:</b> Percentage of participants completing the treatment plan as described.</p> <p>Percentage of participants re-arrested for non-technical violation.</p>	<p>Total number of clients that were newly enrolled in mental health courts during the current reporting period.</p> <p>Total number of clients that were newly enrolled during the current reporting period and were evaluated with assessment and treatment plans.</p> <p>Number and type of services provided to clients.</p> <p>Total number of participants that exited the program during the current reporting period.</p> <p>Total number of participants that exited the program during the current reporting by completing the treatment plan as described.</p> <p>Total number of clients enrolled as active participants during the reporting period.</p> <p>Total number of clients enrolled as active participants during the reporting period that were re-arrested for non-technical violations.</p>
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**SUBMISSION DEADLINE**

Applications for this program are due by 8 p.m. eastern time on February 2, 2006. Faxed or mailed applications or supplemental materials will not be accepted.

**ADDITIONAL INFORMATION**

Successful applicants must agree to comply with certain requirements prior to receiving grant funding, including Civil Rights Compliance, Anti-Lobbying Act, Funding to Faith-Based and Community Organizations (if applicable), Information Technology Compliance (if applicable), Confidentiality and Human Subjects Protection (if applicable), and the National Environmental Policy Act (if applicable). For more information, go to [www.ojp.usdoj.gov/BJA/grant/OtherReq.pdf](http://www.ojp.usdoj.gov/BJA/grant/OtherReq.pdf).

The OJP *Financial Guide*, which governs the administration of funds, contains information on allowable costs, methods of payment, audit requirements, accounting systems, and financial records, is available on the OJP web site at [www.ojp.usdoj.gov/FinGuide](http://www.ojp.usdoj.gov/FinGuide).

For general information about BJA programs, training, and technical assistance, contact BJA at 202-616-6500 or toll free at 1-866-859-2687, or visit the BJA home page at [www.ojp.usdoj.gov/BJA](http://www.ojp.usdoj.gov/BJA).

For specific information about this solicitation, contact Michael Guerriere, BJA Senior Policy Advisor for Substance Abuse and Mental Health, at 202-616-3176 or [Michael.Guerriere@usdoj.gov](mailto:Michael.Guerriere@usdoj.gov), or Eunice Pierre, BJA Policy Advisor, at 202-514-1473 or [Eunice.Pierre@usdoj.gov](mailto:Eunice.Pierre@usdoj.gov).

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