

**Justice and Mental Health Collaboration Program
FY 2007 Competitive Grant Announcement
FAQs**

1. Who is eligible to apply?

Eligible applicants under this initiative are limited to states, units of local government, Indian tribes, and tribal organizations; a unit of local government is a town; township; village; parish; city; county; or other general purpose political subdivision of a state; or a federally recognized Indian tribe (see "Who is Eligible to Apply," page 1).

2. Are Territories eligible to apply?

Yes, territories are eligible applicants.

3. Would a county, which is the local unit of government responsible for the local jail, plus the mental health agency serving the county, suffice as the joint applicants for this funding?

Yes, the county agency that is responsible agency for operation of the jail, would be an eligible applicant if applying with the mental health agency.

4. Is the funding provided under Categories II and III intended to cover the entire period of implementation, or will the amount provided be awarded annually?

BJA does not plan to make reoccurring annual awards. Funding available for each category is for the amount and length of time specified in Award Categories section of the solicitation (page 2).

5. The legislation passed last year suggests the possibility of 4 years of funding, will that be the case?

BJA does not have information at this time about future funding availability.

6. May the applicant designate which of the performance measures listed apply to the program the applicant is proposing, or are you expecting that a proposed program address all performance measures?

Applicants seeking funding under Categories II and III will be expected to address all performance measure listed in the solicitation. Category I applicants will have to demonstrate in their program proposal a strategic collaborative plan capable of addressing each performance measure.

7. The funding announcement seems to emphasize early intervention/mental health courts and other diversion models. Is it a disadvantage from a scoring/BJA perspective to write a proposal focusing on reentry given the emphasis on early intervention?

Applicants in their proposals must soundly address the issue of improvement to treatment systems and increased access to services for offenders with mental illness. We recognize, however, that the aforementioned can be addressed from a multitude of perspectives. Given this fact, the BJA review process will focus on applicant's ability to demonstrate to us that they have thoroughly responded to the criteria identified in the solicitation.

- 8. My understanding is that this grant is intended to serve people with non-violent charges (in accordance with the language included in Public Law 108-414 and state statutes). Does this hold true for all types of proposals (e.g., reentry)?**
Yes, the identified population to receive the services is the non-violent offender.
- 9. Can the Justice and Mental Health Collaboration Program funding be used to support a STATEWIDE planning process to explore the development of juvenile MH/Co-occurring/SA courts?**
Yes, state planning applicants must identify state-level efforts to improve outcomes for mentally ill offenders across disciplines, and describe how the proposed collaboration relates to existing state and local justice and mental health plans and programs.
- 10. The solicitation states that BJA will only accept joint applications, can you clarify that statement?**
BJA is seeking a single application that demonstrates that the proposed project will be planned or implemented collaboratively by a unit of government with responsibility for criminal justice activities in partnership with a mental health agency.
- 11. What type of TA will be available for the first year planning grants?**
BJA will provide information on current mental health partnerships, key elements of these approaches, support assessment of needs and resources and building collaboration. Specific, intensive technical assistance will also provided. Upon selection of sites, a specific TA strategy will be developed to address the unique needs of the grantees.
- 12. The award announcement did not list available funding or anticipated number of awards. Is this known?**
Approximately 20 awards will be made in the three categories.
- 13. Is there a format or sample available for the required project time and task plan?**
As this is a new initiative, at present there is not a format or sample available for the required project time and task plan available.
- 14. Are the additional requirements (page 8 of announcement) required at the time of application or at time of award, if funded?**
In the application process in Grants.gov, applicants will be required to acknowledge and agree to these requirements. However, no paperwork will need to be completed unless an award is made.
- 15. What sources of funding can be used for match to this grant?**
Match may be cash or in-kind.
- 16. Does the 20-page limit include Attachments 1, 2, and 3 or only Attachment 1?**
This includes only Attachment 1, the Program Narrative. See page 6 of the solicitation for further details.
- 17. If we apply under Category III (Implementation and Expansion), must we submit documentation of a “well-established collaboration plan”?**
Yes, per instructions provided on page 6 of the solicitation.
- 18. Is expansion/continuation funding expected later?**
We do not have information at this time about future funding availability.

19. Instructions state that the budget worksheet and narrative should be submitted in one file. The worksheet is a fill-in-the blanks form. Where will the narrative appear?

The budget worksheet and narrative must be submitted as one document under the other attachments form. The form provided can be copied and saved into a word perfect or word document, with narrative added after the work sheet. For problems with attachments, please contact Maria Bailey at Maria.Bailey@usdoj.gov

20. Can a state or local jurisdiction submit more than one application for funding?

The solicitation does not prohibit a jurisdiction from submitting more than one application. Given the limited amount of resources, it is unlikely that any jurisdiction will receive more than one award as geographic and programmatic diversity will be considered in making a final selection.

21. What is meant by the term “Mental Health Agency?”

The term “mental health agency” means an agency of a state or local government or its contracted agency that is responsible for mental health services or co-occurring mental health and substance abuse services.

22. What is meant by the term “Nonviolent Offense?”

The term “nonviolent offense” means an offense that does not have as an element the use, attempted use, or threatened use of physical force against the person or property of another or is not a felony that by its nature involves a substantial risk that physical force against the person or property of another may be used in the course of committing the offense.

23. When is the funding start date?

Applicants may begin their proposed project dates on or after November 1, 2006, when the funding is awarded.

24. How are the activities/milestones in Selection Criteria 3 different than the timeline and logic model requested in Selection Criteria 2?

In Selection Criteria 2, applicants should provide an overview of their strategy and the strategy will address the issues and needs identified in Selection Criteria 1, Statement of the Problem. This should include a description of why this strategy is intended to impact these issues (e.g., the logic model) and an overview of the steps in implementation of the strategy. In Selection Criteria 3, Capabilities/Competencies, applicants should provide a narrative that establishes their current capacity to successfully implement the strategy outlined in Selection Criteria 2. This would include describing the structure for managing the work, and a detailed description of the key activities that the applicant proposes to undertake. In **Attachment 2**, applicants are asked to provide a time and task plan that summarizes this information in a chart form and outlines specific efforts and their relationship to goals and objectives.

25. Your objectives and evaluation are self-explanatory. Are we able to select one or must there be a response provided regarding all of the objectives and measures listed?

BJA understands that given a focus on one area of activity or another that applicants may be better able to respond to some measures more than others, and will review the responses in this context. However, all applicants must demonstrate in their proposal the ability, through a formal process, to collect information related to the performance measures listed in the solicitation. Applicants **cannot** select which of the measures that they respond to. Upon selection of the applicants to receive awards, BJA will review these measures for

more direction regarding final reporting requirements. For planning grants, applicants should demonstrate their willingness to collect these data sets and to develop a process for this as part of development of their plan.

26. Where is the annual meeting that is referenced in the solicitation going to be held and for how many days?

Please prepare a budget for four people to attend a 2-day meeting at some location in the United States and an average of at least \$500 per person for airfare.

27. Are the three attachments listed a part of the 20-page limit?

The 20-page limit refers to attachment 1, "Program Narrative."

28. Can some tables such as the logic model be attachments (and referrals made in the narrative), or do they have to be part of the narrative text?

Yes, the logic model can be included as a brief attachment.

29. If we receive this award, would we have to conduct a formal evaluation of our program?

The evaluation process listed in the solicitation refers to the applicant's ability to describe their formal process for collecting information related to the performance measures listed in the solicitation, including assessments of implementation and outcomes. That information would be collected through categorical progress reports submitted to our agency twice per year.

30. How should our budget be presented?

The budget worksheet and narrative must be submitted as one document; a sample is found through the hyperlink listed on page 8 of the solicitation. The form provided can be copied and saved into a WordPerfect or Word document, and narrative can be added after the work sheet information. For problems with attachments, please contact Maria Bailey at Maria.Bailey@usdoj.gov. Recognize also that the Budget Detail Worksheet is used as a guide to assist the reviewers in comparing activities proposed with budget items requested. We also recommend that you visit the Office of the Comptroller's (OC) web page a: <http://www.ojp.usdoj.gov/oc/> for additional assistance related to your budget.