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The Criminal Justice Coordinating Council (CJCC) is pleased to announce that it is seeking applications for funding under the Residential Substance Abuse Treatment (RSAT) Program.

## **Residential Substance Abuse Treatment (RSAT) Program 2022 Request for Competitive and Continuation Applications (RFA)**

### **Eligibility**

Applicants are limited to units of state and local government in Georgia representing detention facilities **OR**

Local agencies currently receiving an award under the Criminal Justice Coordinating Council's Residential Substance Abuse Treatment (RSAT) Program

### **Deadline**

Applications are due by 5:00 p.m. on August 15, 2022.

### **Award Amount**

To be determined

### **Award Period**

January 1, 2023 through December 31, 2023

### **Contact Information**

For assistance with the requirements of this solicitation, contact:

Rachael Andrews, Planning and Policy Development Specialist,  
at 404-654-1774 or [Rachael.Andrews@cjcc.ga.gov](mailto:Rachael.Andrews@cjcc.ga.gov)

Michele Taing, Grants Specialist at 404-654-1811 or  
[michele.taing@cjcc.ga.gov](mailto:michele.taing@cjcc.ga.gov)

## **Release Date: July 1, 2022**

\*The award period is dependent upon when federal funding becomes available (if awarded) and, therefore, it may change.

# Residential Substance Abuse Treatment (RSAT) Program 2022 Request for Competitive Applications

## **Criminal Justice Coordinating Council (CJCC)**

The Criminal Justice Coordinating Council (CJCC) is designated by the Governor of Georgia as the State Administering Agency for criminal justice and victims' assistance programs. Created by the General Assembly (O.C.G.A. § 35-6A-2), CJCC is comprised of 26 members representing various components of the criminal justice system. CJCC uses a small proportion of each fiscal year's award to pay for costs incurred in administering this grant program.

## **The Residential Substance Abuse Treatment (RSAT) Program**

The Residential Substance Abuse Treatment (RSAT) Program (42 U.S.C. § 3796ff et seq.) assists states and local governments in the development and implementation of substance use disorder treatment programs in state and local correctional and detention facilities. The program also encourages the inclusion of medication-assisted treatment (MAT) as part of any substance use treatment program for individuals incarcerated in the nation's prisons and jails. C' Funds are also available to create and maintain community-based aftercare services for individuals after they are released from incarceration.

## ***PROGRAM GOALS AND REQUIREMENTS***

### **Program Goals**

The goal of the RSAT program is to break the cycle of drugs and violence by reducing the demand for, use, and trafficking of illegal drugs. RSAT enhances the capabilities of states and units of local governments to provide residential substance use disorder treatment for incarcerated individuals; prepares individuals for their reintegration into the communities from which they came by incorporating reentry planning activities into treatment programs; and assists individuals and their communities through the reentry process through the delivery of community-based treatment and other broad-based aftercare services. The " also has an objective to increase the number of prisons and jails offering MAT to incarcerated individuals with alcohol and opioid use disorders.

### **Program Requirements**

Jail-based programs should:

- Engage participants for at least 3 months.
- Focus on the participant's substance use diagnosis and addiction-related needs.
- Develop the participant's cognitive, behavioral, social, vocational, and other skills to solve the substance use and related problems.
- Require urinalysis and/or other proven reliable forms of drug and alcohol testing for program participants, including both periodic and random testing, and for former participants while they remain in the custody of the state or local government.

- Prepare participants for successful community reintegration, including post-release referral to appropriate evidence-based aftercare treatment and service providers that support the use of medication-assisted treatment.
- Separate the treatment population from the general correctional population.
- Provide aftercare services that must involve coordination between correctional treatment program and other social service and rehabilitation programs, such as education and job training, probation supervision, self-help, and peer group programs.

Priority consideration will be given to support programs in rural areas.

### **Evidence-Based Programs or Practices**

CJCC supports the Office of Justice Programs' (OJP) strong emphasis on the use of data and evidence in policy making and program development in criminal justice. OJP is committed to:

- Improving the quantity and quality of evidence OJP generates.
- Integrating evidence into program, practice, and policy decisions within OJP and the field.
- Improving the translation of evidence into practice.

OJP considers programs and practices to be evidence-based when their effectiveness has been demonstrated by causal evidence, generally obtained through one or more outcome evaluations. Causal evidence documents a relationship between an activity or intervention (including technology) and its intended outcome, including measuring the direction and size of a change, and the extent to which a change may be attributed to the activity or intervention. For additional information and resources on evidence-based programs or practices, see the [OJP Grant Application Resource Guide](#).

Applicants are strongly urged to provide substance use disorder treatment practices and services that have a demonstrated evidence base and that are appropriate for the target population. Applicants should identify the evidence-based practice being proposed for implementation, identify and discuss the evidence that shows that the practice is effective, discuss the population(s) for which this practice has been shown to be effective, and show that it is appropriate for the proposed target population. Applicants can find information on evidence-based treatment practices in SAMHSA's *Guide to Evidence-Based Practices* available at <https://www.samhsa.gov/resource-search/ebp>. Note that SAMHSA's *Guide* references the [National Registry of Evidence-Based Programs and Practices \(NREPP\)](#), a searchable database of interventions for the prevention and treatment of mental and substance use disorders.

### ***SUBGRANTEE COMPLIANCE***

#### **Grants Management**

Subgrantees must abide by the grant requirements below as well as all "Special Conditions" provided at the time an award is made.

- All subgrantees must have a DUNS (Data Universal Numbering System) number. This is a

unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving federal funds. The DUNS number will be used throughout the lifecycle of the grant. Obtaining a DUNS number is a simple, one-time activity. Call 1-866-705-5711 or apply online at <https://www.dnb.com/duns-number/get-a-duns.html>.

- All subgrantees must maintain current registrations in the System for Award Management (SAM), formerly the Central Contractor Registration (CCR) database. The SAM database is the repository for standard information about federal financial assistance, applicants, recipients, and sub-recipients. Information about registration procedures can be accessed at: [www.sam.gov](http://www.sam.gov). If your organization was previously registered in CCR and you have not yet made the migration to SAM, information about registration procedures can be accessed at [www.sam.gov](http://www.sam.gov).
- All subgrantees must submit performance measures in a timely manner via the Performance Measurement Tool (PMT) online platform through the U.S. Department of Justice. Numerical data is reported quarterly, and narrative reported annually.

### **Supplanting**

Federal funds must be used to supplement existing funds for program activities and cannot replace, or supplant, non-federal funds that have been appropriated for the same purpose.

### **Budget**

Applicants must develop the estimated budget according to a standard format utilizing the form on CJCC's website. Under each of the budget categories, the applicant must attach a budget narrative explaining the purpose for the funds.

### **Use of Funds**

For the purpose of this grant, funds can be used to enhance or expand treatment service systems to increase access to MAT services that are accessible, effective, comprehensive, and evidence based. In accordance with federal grant requirements, subgrantees may not restrict the use of methadone and buprenorphine treatments, if prescribed by a qualified medical provider. Applicants can find more information on Medication-Assisted Treatment from the U.S. Food and Drug Administration at <https://www.fda.gov/drugs/information-drug-class/information-about-medication-assisted-treatment-mat> and the U.S. Substance Abuse and Mental Health Services Administration at <https://www.samhsa.gov/medication-assisted-treatment>.

### **Restriction on Use of Funds**

Funds cannot be used directly or indirectly for security enhancements or equipment. Indirect costs, not limited to expenses such as accounting, payroll data processing, purchasing, personnel, and building use, may not be requested through this grant program. In addition, the following items are prohibited:

- Vehicles, vessels, or aircraft
- Luxury items

- Real estate
- Lobbying
- Fundraising;
- Construction projects
- Food and Beverage

### **Cost Sharing or Matching Requirement (cash or in-kind)**

Funds awarded under this program may not cover more than 75 percent of the total costs of the project. Applicants must identify the source of the 25 percent non-federal portion of the total project costs and how they will use match funds. Match is restricted to the same uses of funds as allowed for the federal funds. Applicants may satisfy this match requirement with either cash or in-kind services.

### ***WHAT AN APPLICATION MUST INCLUDE:***

This section describes what an application should include and outlines the components required to submit a complete application. Applicants should anticipate that failure to submit an application that contains all of the specified elements may negatively affect the review of the application; and, should a decision be made to make an award, it may result in the inclusion of special conditions that precludes access to or use of award funds pending satisfaction of the conditions.

Moreover, applicants should anticipate that some application elements are so critical that applications unresponsive to the scope of the solicitation or that do not include a program abstract, project narrative, and budget detail worksheet including a budget narrative will be deemed ineligible for funding.

### **Program Narrative (10-page limit)**

#### **Statement of the Problem**

- Describe the need, nature, and extent of the problem to be addressed and its effect or consequences for the community and the target population.
- Describe the target population using demographic and other data where possible. Include complete references.
- Support your statements with statistical or other factual information or relevant literature. The sources or methods used for assessing the problem should also be described.

#### **Program Goals and Objectives**

- Describe the goals of your RSAT program—these should be both qualitative and quantitative. In stating the goals for your program, be careful to describe the desired end and not the means to the end. These should be broad statements that describe the

program's intentions and desired outcomes.

- Describe the objectives and the program activities that will support your stated goals. What are the intermediate results or accomplishments to be achieved by the program? The more specific your objectives are, the easier it will be to determine if your program has achieved them and is on track to attaining the goals. Use numbers wherever possible.

### Implementation Plan

- Describe the activities to be conducted and their desired impact.
- What types of short- and long-term changes are anticipated as a result of the program?
- Describe what risk factors will be addressed.
- Describe the link between research and the proposed program and the evaluation results of the model program to be replicated.
- Describe collaborations with community and business groups, government officials, families, faith-based organizations, etc.
- Describe how the agency will ensure that individuals who participate in the RSAT Program established or implemented with these federal funds will be provided with aftercare services. Further, applicants must describe how the agency will ensure providers furnishing aftercare services are approved by the appropriate state or local agency and are licensed, if necessary, to provide medical treatment or other health services.
- Please describe efforts to be made to sustain the program for continuation once federal RSAT funds are exhausted. Include both efforts at obtaining funding as well as non-monetary means for sustaining a program.

### Timeline

- Please include a timeline of your target activities, objectives, and goals. This should include:
  - Start and end dates and a list of major tasks/activities for implementing your program.
  - When and where program components will take place.
  - Who will carry out the activities and a description of how long it will take to complete each activity?
  - Identification of program personnel involved and their duties. If the position is vacant, a description of the position and information pertaining to how and when the job will be filled must be included in the application.

### Performance Measures/Evaluation

- Describe the performance measures that will demonstrate progress toward achieving the goal(s).
- Examples of performance measures are:
  - How many individuals within the target population are being served?

- How are participants fairing in the program?
- Activities are clearly aligned to objectives and goals, and participants are made aware of these.
- The performance of staff and fidelity to the evidence-based program model.
- Clearly explain data collection methodology, frequency, and analysis in relation to your program's performance measure, and how this self-assessment strategy will be integrated into your overall program operations.

## ***BUDGETS***

### **Budget Detail Worksheet (includes Budget Narrative)**

Applicants are required to submit a draft budget and budget narrative outlining how the funds requested will be used to support and implement the program. This narrative should include a breakdown of costs, as well as how funds will be allocated across approved budget categories of Personnel, Fringe Benefits, Travel, Equipment, Supplies, Consultants/Contracts, and Other. Complete and attach the Budget Detail Worksheet that can be downloaded from the solicitation notice on CJCC website: [cjcc.georgia.gov](http://cjcc.georgia.gov)

## ***ATTACHMENTS AND APPLICATION PROCESS***

### **Required Forms**

- Job Descriptions for all grant-funded personnel
- Any relevant MOUs
- Project Timeline of the activities to take place and the goals to be achieved

**\*\*Prior to submitting your application, make certain that you have attached all of the required forms and that all documents requiring signature are signed by the appropriate, authorized official. If any of the required documents are missing or incorrectly executed, your application will be deemed incomplete and considered ineligible for funding.**

### **How to Apply**

Submit the completed application, including the requested information and all required attachments online at [https://cjcc.formstack.com/forms/rsat\\_continuation\\_competitive\\_2022](https://cjcc.formstack.com/forms/rsat_continuation_competitive_2022).

To be eligible for funding consideration, a complete application must be received by submitted online on or before **5:00 p.m., Monday, August 15, 2022**. No mailed or emailed applications will be accepted.

### **Application Review**

Applications will be reviewed and assessed by CJCC and its designated representatives considering the following:

1. Overall quality and completeness of the application;
2. Demonstration of need including geographic location, local demographics, local statistics, other financial resources, etc.; and

3. Adequate correlation between the cost of the project and the objective(s) to be achieved.

Only complete applications received by the deadline will be reviewed. **When an application is received by CJCC, there is no commitment on the part of CJCC to fund an application or to fund it at the amount requested.** All areas of the budget are subject to review and approval. Decisions related to these budget areas are based on both eligibility and reasonableness. CJCC has full discretion to determine the reasonableness of budget items based on both objective and subjective decision-making tools.

Applications for funding will undergo several reviews. At any point during these reviews, a decision to not fund a project or any part thereof may be made. These decisions are within the complete discretion of CJCC.

### **Funding Decisions**

All funding decisions related to the RSAT program applications received in response to this solicitation are made by CJCC and are based on the availability of funding and recommendations of the review panel to the Criminal Justice Grants Committee. CJCC will inform the applicant of funding decisions through a grant award. Applicants should not make assumptions regarding funding decisions until they have received official written notification of award or denial signed by either the Governor and/or CJCC Director. Applicants can appeal the initial funding decision but must do so within ten (10) days of the date on the denial notice.

Once an award is made, CJCC maintains discretion to determine that a subgrantee is not compliant with applicable policies and, upon such a determination, may terminate further funding and require reimbursement of grant funds to CJCC.

### **Grant Acceptance**

Subgrantees must accept or reject the grant award with original signatures and required forms within forty-five (45) days of the award date. The subgrantee will be unable to request funds until the award documents are received by CJCC's office.

### **Special Conditions**

CJCC will assign the special conditions at the time of the grant award. The special conditions will outline the subgrantee's responsibilities, as well as federal and state regulations that must be adhered to, as a condition of accepting the grant award for the approved program. The special conditions will be included in the award packet and must be reviewed, signed and returned to CJCC within forty-five (45) days of the award date.

## ***POST-AWARD REQUIREMENTS***

### **Performance Measures and Reporting Requirements**



The Bureau of Justice Assistance (BJA), OJP, the federal entity that administers the RSAT program, has developed performance measures for all funded programs. As such, CJCC requires that all subgrantees complete a quarterly statistical report using BJA's Performance Measurement Tool (PMT). The goal of the PMT is to assist states in producing evidence-based guidance on monitoring and evaluating programs.

PMT reporting is completed based on grant-funded activities and due on the following dates:

<b>Reporting Period</b>	<b>Due Date</b>
January 1 - March 31	April 10
April 1 - June 30	July 10
July 1 - September 30	October 10
October 1 - December 31	January 10