

2018 Community Court Grant Program

Frequently Asked Questions

Revised 5/17/18

Community Court model

- 1. How is the community court model different from other problem-solving court models, such as drug courts, domestic violence courts, mental health courts, reentry courts, etc.?**

As defined in the solicitation, community courts adhere to six key principles: enhanced information, community engagement, collaboration, individualized justice, accountability, and outcomes. Community engagement – meaning regularly engaging community residents, business leaders, etc. in the planning and implementation of the program – is the principle that many problem-solving courts may lack. For the purposes of this grant program, community courts must also provide judicially monitored drug treatment (defined below). Other problem-solving court models are eligible for funding under the 2018 Community Court Grant Program only if they also meet the definition of a community court outlined in the solicitation, including adequately explaining in the application how the model conforms to the key principles of community court.

- 2. May grant funds be used to implement a homeless court model?**

Program funds under may only be used to create and implement a community court, as defined in the solicitation. A homeless court model that does not incorporate the six key principles of community courts and adhere to other grant requirements, such as judicially monitored treatment, is not eligible. However, eligible community courts often serve communities with high concentrations of individuals experiencing homelessness.

- 3. What does “judicially monitored drug treatment” mean?**

Under this grant program, all community courts must offer referral to drug treatment (including treatment readiness, inpatient treatment, outpatient treatment) that is periodically monitored by the judge. Common examples include a pretrial condition or sentence of drug treatment during which the participant must appear in court at least once to report on their involvement. Judicially monitored drug treatment need not be utilized for all community court participants, but rather only for those for whom it is appropriate, as will be designated in the court’s policies and procedures manual.

4. Do community courts only serve persons who've been arrested for misdemeanor offenses?

No. Community courts often address lower-level offenses, but programs may choose to hear non-criminal "ticket" offenses and/or felony offenses if the community needs assessment indicates that these cases would be served well by the community court. Category 1 applicants should discuss the anticipated charge types that the community court would hear.

General eligibility

5. Are grantees under the 2016 Community Court Grant Program eligible to apply for the 2018 grant program?

Yes. Community courts that meet the criteria under this solicitation are eligible to apply in any of the categories, regardless of their prior award under the grant program.

6. Would opening a second site in a jurisdiction that already has a community court be considered an Implementation or Expansion program?

Proposing to open a community court that targets a new geographic catchment area would be considered an Implementation project, not an Enhancement project.

7. We already operate a community court in our jurisdiction, but are applying for an Implementation grant to open a second community court. We would also like to expand our existing community court to other zipcodes. Would we have to submit two separate applications to cover the proposed activity?

You are welcome to submit a separate proposal to use grant funds for enhancement activities - or those activities may be included in your implementation proposal.

8. May we submit more than one proposal from the same jurisdiction?

Yes, you may submit more than one application (under any given category or for different categories), assuming all eligibility criteria are met.

9. Are programs that serve juveniles eligible for funding under the 2018 Community Court Grant Program?

Grant funds may not be used to serve juveniles as defined by local law. Nevertheless, some community courts have a juvenile delinquency calendar in addition to adult-oriented calendars, and such community courts would be considered for funding under this solicitation. However, your proposal and budget would need to reflect that grant funds will only be used for the adult programming of the community court.

10. The Grant is seeking estimated caseload for the first 12 months of operation. Will the recipient court be held accountable to the exact # estimated?

The estimated caseload should be an educated guess based on data available and your proposed program model - but no, the selected sites will not be held accountable for

the exact number. Regular program review during the grant period will ensure that each site is serving an appropriate number of participants.

Application instructions

11. Our proposed project would serve participants who are not necessarily represented by defense counsel. Do we still need to provide a letter from the chief public defender?

If the proposed project's caseload is limited to cases where the right to counsel does not apply, you are not required to submit a letter of understanding and commitment from the chief public defender.

12. To demonstrate support from required stakeholders, do we need to provide letters of support *and* an MOU, or just one or the other?

Under Categories 1 and 3, you must supply a letter of support or MOU with each of the required stakeholders. You do not need to provide both. Under Category 2, you must supply an MOU between the research partner and the community court.

13. Must we use the fillable PDF format provided for the Application or is there a Word version we may use?

Please use the fillable PDF format provided. This will greatly assist us in reviewing all proposals.

14. Must we confine our responses to each question to the space allotted in the fillable PDF?

Yes, please respond in the provided space for each question.

Budget proposals

15. What expenses are required to be included in the budget under the grant program?

All applicants must allocate grant funding to cover core staff members to attend a two-and-a-half day national training in 2020. The exact dates and location are not yet determined. For budgeting purposes, we recommend that you plan to send five people to the training (representing the key stakeholders of your project), including airfare and at least two nights of lodging and three days per diem expenses. Applicants must also propose to use grant funds to visit a model community court. For budgeting purposes, we recommend that you plan to send five people to the site visit, including airfare and two nights of lodging and three days per diem expenses.

16. What other types of expenses are typical and allowable under the grant program?

Some applicants may choose to propose using grant funds to support the salary and fringe for a lead planner or program coordinator. The salaries of other project team members may also be covered, as long as supplanting and leveraging guidelines are adhered to. Grant funds may also be used for subcontracts with service providers to offer needed services such as mental health counseling, drug treatment, job training, etc. Note that in addition to the items identified in the OJP Financial Guide, award funds may not be used for prizes, rewards, entertainment, trinkets (or any type of monetary

incentive), client stipends, gift cards, vehicles, food and beverage, and/or any costs that do not support approved project activities.

17. Can funding under this solicitation be used to supplement a project that is already funded by a federal grant?

Yes, provided that there are no prohibitions against this under the terms of the project's other federal awards. In instances where leveraging occurs, *all federal grant funds must be tracked and reported separately and may not be used to fund the same line items.* Additionally, federal funds cannot be used as match for other federal awards absent explicit federal statutory authority.

18. Are matching funds (cash or in-kind) required?

No. Matching funds are not required under the 2018 Community Court Grant Program.

19. Will this grant program be available again next year or in subsequent years?

Funding for the Community Court Grant Program has only been secured for the awards outlined in the 2018 solicitation. We hope that additional funding will be available in the future, but that is unknown at this time.

20. Do we need to include consulting services in our proposed budget?

You are not required to use grant funds for consulting services. Training and technical assistance will be provided by the Center for Court Innovation to all grantees at no cost to the grantees. However, you are permitted to propose that grant funds be used for additional outside experts or trainers if you so choose.

Miscellaneous

21. Can you provide information about previous courts that have been funded under the Community Court Grant Program?

Brief descriptions of the 2016 Community Court Grant Program sites are available on the [program webpage](#). Past proposals are not published.