



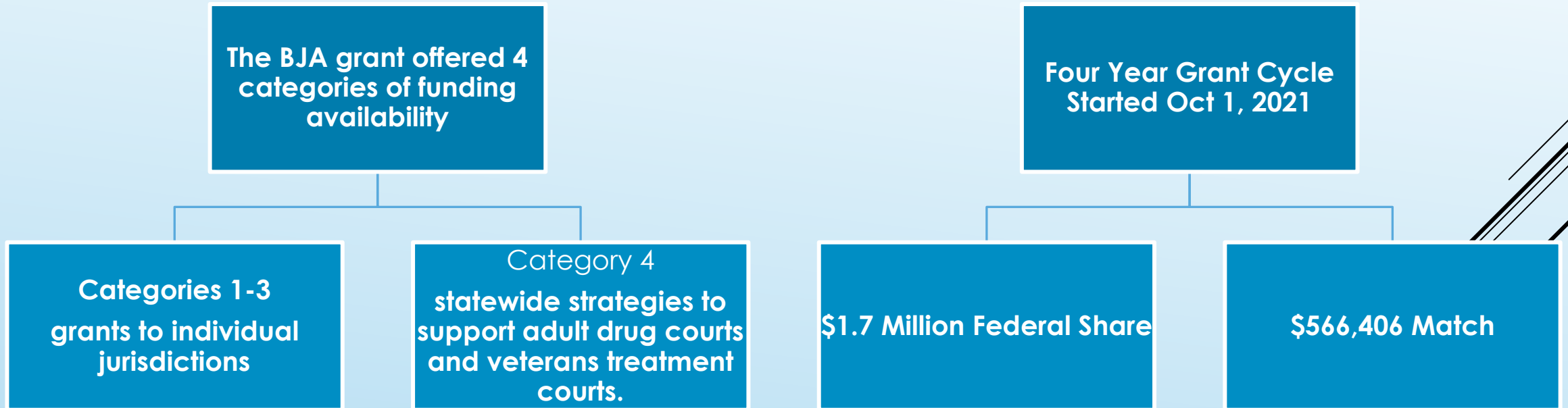
Problem-Solving Courts

ADMINISTRATIVE OFFICE OF THE COURTS

RISK NEED SCREENING PILOT PROGRAM - NOTICE OF FUNDING AVAILABILITY



BJA GRANT OVERVIEW





**Statewide
Implementation of a
Validated, Risk/Need
Screening Tool**

- RANT implemented July 1, 2022, in all adult drug and veterans treatment courts

**New PSC
Management
Information System**

- MIS Vendor Selected - June 2023

**Universal Risk and
Need Screening - 6
Pilot Locations**

- R/N Pilot Workgroup identified NOFA application requirements and provided implementation guidance

BJA GRANT PROJECT UPDATES



RISK/NEED PILOT WORKGROUP MEMBERS

Member Name	Position
Kimberly Davis	Chair, Associate Judge, Baltimore County District Court
David E. Carey	Associate Judge, Harford County District Court
Joseph Stanalonis	Associate Judge, St. Mary's County Circuit Court
Nicole Taylor	Associate Judge, Baltimore City District Court
Rachel Bowen	Deputy Coordinating Commissioner, DCHQ Commissioners Office
Christina Bowie-Simpson, MSW	Wicomico County Opioid Coordinator and LEAD Project Manager, Wicomico County Health Department
Aisha Braveboy	State's Attorney, Prince George's County
Rose Day	Assistant Chief Clerk of Operations, DCHQ
Paula Fish	ADC Coordinator, Anne Arundel County Circuit Court
Mary Pizzo	Maryland Office of the Public Defender
Angela Shroyer	ADC Coordinator, Harford District Court
Tracy Simpson	ADC Coordinator, Worcester County, Circuit and District Court
Pete Washington	ADC Coordinator, Allegany Circuit Court
Whitney Wisniewski	Administrative Commissioner, Baltimore County
Burgess Wood	Court Administrator, Calvert County Circuit Court
Gray Barton	<i>Staff, Director, Office of Problem-Solving Courts</i>
Kate Maher	<i>Staff, Problem-Solving Court Senior Researcher</i>

RISK/NEED PILOT PROGRAM OVERVIEW

Non-pilot court locations will have discretion regarding which individuals are offered the assessment and the time in which the assessment is offered.



\$710,000 Total BJA
Funding available
for 6 sites:
3 Circuit/3 District

RANT Screening:
Available as an
option to all
individuals charged
with a non-violent
crime.

Planning
Considerations:
Technology and
infrastructure
needs, space
considerations,
RANT Screeners,
and other logistics.

Grant Deliverable
Reporting:
Track R/N
screening, referrals,
demographics



Expanded capacity and increased participation of high-risk/high-need non-violent offenders with substance use disorder in ADC and VTC programs

Improve processing time efficiency of referral and entry to ADC and VTC

Increased demographic diversity of referrals to ADC and VTC

RISK/NEED PILOT PROGRAM OUTCOME DELIVERABLES

RISK/NEED NOFA APPLICATION COMPONENTS – BJA VIOLENT OFFENDER PROHIBITION ADULT DRUG COURTS

- ▶ 1. Violent Offender Eligibility Determination Process: Adult Drug Courts Only
 - ▶ Please describe your jurisdiction's process for determining eligibility under BJA's Violent Offender Prohibition. Eligibility screening should include a review of current and past charges and convictions. (Please see all applicable charges in Appendix A). Please identify the following details in your response:
 - ▶ Parties to conduct the eligibility screening. Please note, the eligibility screening does not require the presence of the court involved party.
 - ▶ Resources used to conduct the screening, i.e., Case Search, MDEC Reporting.
 - ▶ Process for communicating eligible and ineligible parties to RANT screeners.

BJA VIOLENT OFFENDER STATUTE

34 U.S.C. § 10613

- ▶ The term “violent offender” means a person who is:
- ▶ (1) charged with or convicted of an offense that is punishable by a term of imprisonment exceeding one year, during the course of which offense or conduct
 - ▶ (A) the person carried, possessed, or used a firearm or dangerous weapon;
 - ▶ (B) there occurred the death of or serious bodily injury to any person; or
 - ▶ (C) there occurred the use of force against the person of another, without regard to whether any of the circumstances described in subparagraph (A) or (B) is an element of the offense or conduct of which or for which the person is charged or convicted; or
- (2) has 1 or more prior convictions for a felony crime of violence involving the use or attempted use of force against a person with the intent to cause death or serious bodily harm.



RISK/NEED NOFA APPLICATION COMPONENTS – VTC ELIGIBILITY

- ▶ Veterans Treatment Court Applicants:
 - ▶ Please note that the BJA Violent Offender prohibition does not apply to veterans treatment courts. However, military status must be determined prior to administering the RANT screening to confirm eligibility and exemption from the violent offender prohibition.
 - ▶ Please describe your process for determining military status prior to administration of the RANT.

RISK/NEED NOFA APPLICATION COMPONENTS – IDENTIFY RANT SCREENERS

- ▶ **Identify Risk/Need Screeners:**
 - ▶ Please identify the parties that will conduct the risk/need screening.
 - ▶ Examples of appropriate risk/need screeners are provided below. These are examples only and do not represent all appropriate risk/need screeners that may be considered.
 - ▶ Health Department
 - ▶ Treatment Provider
 - ▶ Problem-Solving Court Team Member
 - ▶ Court Staff
 - ▶ Consultant or Contractor
 - ▶ Peer Support Specialists
 - ▶ Pretrial Service Screeners

RISK/NEED NOFA APPLICATION COMPONENTS – IDENTIFY RANT SCREENERS (CONT.)

- ▶ **Identify Risk/Need Screeners:**
 - ▶ Risk/Need Screeners, may not include:
 - ▶ Sworn law enforcement officers
 - ▶ Representatives from the Office of the Public Defender
 - ▶ Representatives from the States Attorney's Office
 - ▶ District Court Commissioners

RISK/NEED NOFA APPLICATION COMPONENTS – NUMBER OF RANT SCREENERS

- ▶ Please provide the number of risk/need screeners needed for your program.
- ▶ Please provide justification for how this number was calculated.
 - ▶ For example, the number of screeners could correspond with your jurisdiction's average daily criminal docket schedule or average daily criminal case filings.
 - ▶ Please provide details of your justification, such as the number of anticipated daily or weekly screenings.

RISK/NEED NOFA APPLICATION COMPONENTS – SCREENING VENUES

- ▶ Please describe any coordination that might be necessary in order to ensure availability of the identified venue(s):
 - ▶ Must address privacy and confidentiality
 - ▶ Must be a safe setting
 - ▶ Venue(s) may include virtual options such as Zoom.

RISK/NEED NOFA APPLICATION COMPONENTS – DETERMINING WHEN SCREENING WILL OCCUR

- ▶ Please identify the anticipated point or points within the adjudication process the screening will occur.
 - ▶ For example, screenings might occur following arrest, preliminary hearing, initial appearance, summons, bail review, etc. Other junctures may be considered.

RISK/NEED NOFA APPLICATION COMPONENTS – SCREENING PROCESS

- ▶ Please describe your screening process for the following court involved individuals, regardless of custody status:
 - ▶ Parties arrested
 - ▶ Parties in custody
 - ▶ Parties released following arrest
 - ▶ Parties involved via a summons
 - ▶ Parties involved as a result of a criminal citation
 - ▶ Parties involved as a result of an incarcerable traffic charge

RISK/NEED NOFA APPLICATION COMPONENTS – NOTIFYING DEFENSE COUNSEL OF SCREENING OPPORTUNITY

- ▶ Please describe this process, including method(s) of communication and timeline
 - ▶ Who communicates
 - ▶ When communication occurs
 - ▶ How (Email, Phone)

RISK/NEED NOFA APPLICATION COMPONENTS – REFERRALS

- ▶ Referrals to adult drug or veterans treatment court programs:
 - ▶ Please describe the referral process in detail, including your strategy for improving processing time efficiency of referral and entry to ADC and VTC
- ▶ Referrals to treatment services within the community:
 - ▶ Please describe the referral process in detail, including who will be responsible for making the referrals and names of community treatment providers in which the referrals will be made.

RISK/NEED NOFA APPLICATION COMPONENTS – CONFIDENTIALITY AGREEMENT

- ▶ Please provide a sample risk/need screening confidentiality agreement that articulates the following:
 - ▶ Ensures risk/need screening results won't be used against defendant in any way.
 - ▶ Ensures risk/need reports will be provided to the defendant and defense attorney only.

RISK/NEED NOFA APPLICATION COMPONENTS – STORAGE AND MANAGEMENT OF RISK/NEED SCREENING REPORTS

- ▶ Include strategy for data security (for example, folder on Judiciary G drive)
- ▶ Include strategy for physical storage of paper reports

RISK/NEED NOFA APPLICATION COMPONENTS – GRANT BUDGET REQUEST WORKSHEET

- ▶ Complete the “Risk Need NOFA Budget Worksheet”
- ▶ Two tabs to complete
 - ▶ Budget Detail Year 1 and
 - ▶ Budget Detail Year 2
- ▶ Budget Detail Example Tab provides examples for each budget category – please review before attempting to complete Year 1 and Year 2
- ▶ The Budget Categories tab provides definitions for each budget category.

RISK/NEED NOFA APPLICATION COMPONENTS – GRANT BUDGET CATEGORIES

- ▶ Personnel
 - ▶ Job Title, annual salary and percent time, description of responsibilities
- ▶ Fringe Benefits
 - ▶ For personnel listed in the personnel category
- ▶ Travel
 - ▶ Example, mileage
- ▶ Equipment
 - ▶ Example, laptop computer
- ▶ Supplies
 - ▶ Example, locked filing cabinet
- ▶ Procurement Contracts, & Consultant Fees
 - ▶ Example, RANT screeners

A. Personnel

Name	Position	Computation					
List each name, if known	List each position, if known	Show annual salary rate & amount of time devoted to the project for each name/position					
Add Personnel	Add Position	Hourly Rate	Number of daily work hours	Number of workdays per week	Number work weeks per year	Total Cost	Budget Request
Example: Name TBD	RANT Interviewer	\$24.50	8	5	52	\$50,960.00	\$50,960.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
					Total	Total	\$50,960.00
Narrative							
The Chesapeake County Maryland Adult Drug Court program will seek to hire a LMSW fulltime to conduct RANT screening interviews for this pilot program. The average salary for an LMSW in Maryland is \$50,195, which translates to about \$24.50 per hour. NOTE: Personnel listed under this category are designated court employee.							

BUDGET WORKSHEET– PERSONNEL

B. Fringe Benefits

Name: <i>List each grant supported position receiving fringe benefits</i>		Computation					
		Base	Fringe Rate	Total Cost	Total Budget Request		
Example: Licensed LMSW		\$50,960.00	25%	\$12,740.00	\$12,740.00		
					\$0.00		
					\$0.00		
					\$0.00		
					\$0.00		
					\$0.00		
					\$0.00		
				Total	\$12,740.00		

Narrative

Our full time fringe benefits rate is 25% and covers the following items: FICA (7.65%), Workers Comp (1.35%),Health Insurance (11%), Retirement (5%).
NOTE: Personnel listed under this category are designated court employee.

BUDGET WORKSHEET–FRINGE BENEFITS

C. Travel - mileage reimbursement only								
Purpose of Travel	Locations: From, To	Type of Expense	Basis	Computation				
Travel between screening locations	Indicate the travel destination	Mileage	Per Mile	Compute the costs of mileage reimbursement				
				Cost	Quantity	# of Staff	# of Trips (annually)	Total Cost/Budget Request
Example: Travel between local detention center and PSC location	From Chesapeake County Circuit Court to Chesapeake County Detention Center (Round Trip)	Mileage	Mile	0.655	30	1	260	\$ 5,109.00
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
							Total	\$ 5,109.00
Narrative								
Chesapeake County Circuit Adult Drug Court's risk need screener will need to travel between the court house and the local detention center daily to conduct interviews. Some individuals will be screened at the courthouse and some will be screened at the detention center. We estimate at least one round trip per day, 15 miles each way, for a total round trip of 30 miles, 5 days a week, or 260 days a year. The current reimbursement rate, as of January 1, 2023 is 65.5 cents per mile.								

BUDGET WORKSHEET-TRAVEL

D. Equipment				
Equipment Item		Computation		
	# of Items	Cost	Total Cost	Budget Request
Example: Laptop Computer	1	\$2,547.00	\$2,547.00	\$2,547.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			Total	\$2,547.00
Narrative				
Chesapeake County Circuit Adult Drug Court's risk need screener will need one laptop computer in which to enter data associated with tracking the grant performance measures and to perform administrative tasks such as email communication such as coordination with drug court coordinator and OPD.				

BUDGET WORKSHEET-EQUIPMENT

E. Supplies				
Supply Item	Computation			
	# of Items	Cost	Total Cost	Budget Request
Example: Locking File Cabinet	1	\$1,000.00	\$1,000.00	\$1,000.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			Total	\$1,000.00
Narrative				
Chesapeake County Circuit Adult Drug Court will need a locking file cabinet to keep paper copies of client RANT Reports secure.				

BUDGET WORKSHEET—SUPPLIES

F. Procurement Contracts

Description <i>Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (\$150,000)</i>		Purpose <i>Describe the purpose of the contract</i>		Consultant <i>Is the contract for a consultant?</i>	Computation	
					<i>Enter the total cost of the procurement contract. Please explain rates and hours used to determine total cost in the narrative below.</i>	
					Total Cost	Budget Request
Example: William H. Penn		RANT INTERVIEWER/SCREENER -		No	\$27,773.00	\$27,773.00
Example: Chesapeake Health Department		RANT INTERVIEWER/SCREENER -		No	\$63,700.00	\$63,700.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
					Total	\$91,473.00

Narrative

Part time RANT Interview Screener: The Chesapeake County Maryland Adult Drug Court program will procure services from William H. Penn to provide RANT interview screening services 20 hours a week at 24.50 an hour with a fringe rate of 9%.

Fulltime RANT interviewer/screener: The Chesapeake County Maryland Adult Drug Court program will procure services from Chesapeake Health Dept. to provide RANT interview screening services 40 hours a week at \$24.50 an hour with a fringe rate of 25%.

BUDGET WORKSHEET-PROCUREMENT CONTRACTS





Problem-Solving Courts

ADMINISTRATIVE OFFICE OF THE COURTS

FOR ANY QUESTIONS, PLEASE CONTACT
OPSC.GRANTS@MDCOURTS.GOV