

## Justice Reinvestment – Phase II Seed Funding

As part of the Justice Reinvestment Phase II technical assistance provided by Crime and Justice Institute (CJI) and funded by the Bureau of Justice Assistance (BJA), Alaska is eligible for up to \$400,000 in seed funding to kickstart implementation of SB 91.

This funding is only available to states that have successfully completed Phase I of the JRI process, resulting in legislation that:

- (1) Makes policy or program changes that are directly related to the criminal justice population drivers identified in Phase I and represent a significant change from current practice; and
- (2) Reinvests a portion of savings into specific programs or strategies.

### ***What can Alaska spend this money on?***

The seed funding is intended to support implementation of SB 91 policies, with a particular focus on startup costs necessary to implement the new policies. Other states have used the funding pay for trainings, improve database systems to better track performance metrics, and hire outside program evaluators. Some states have also used the funds to support the first few years of funding for new staff dedicated to helping implement reforms (e.g., a JRI Coordinator or research and data support staff).

There are some expenditures that require prior approval from BJA (e.g. data equipment and software; consultant rates; indirect costs) and other expenditures that are not allowed (e.g. lobbying; land acquisition; entertainment). CJI will provide further guidance on this to states as potential uses for funding are identified.

### ***Who decides what the money is spent on?***

The Alaska Criminal Justice Commission is the entity responsible for submitting the budget proposal for the BJA seed funding, and must issue a letter of support for all funding requests.

As the technical assistance (TA) provider, CJI will provide guidance to the Commission and key stakeholders on appropriate uses for the seed funding and support the Commission in completing the application process. CJI is also responsible for managing the funds.

### ***How does Alaska obtain the funding?***

- 1) Alaska must submit a Letter of Interest to BJA for Phase II technical assistance and seed funding, with signatures from key state leaders. CJI will support the state in developing and submitting the Letter of Interest.
- 2) Once the state is selected as a Phase II site, Alaska must complete the requirements of the Phase II Checklist:
  - a. Convene a JRI Task Force (Oversight Commission), which must have a leader, clearly defined membership, a schedule, a mission statement and common set of goals, and

adequate staffing and resources to support the initiative.

- b. Create an implementation plan, as detailed below. CJ will support the state in developing the implementation plan.
  - c. Demonstrate an ability to track costs of and savings resulting from implementation of the policy and program changes.
- 3) Once Alaska has completed the checklist requirements and identified specific uses for the seed funding, the Commission must develop a grant proposal and proposed budget, with CJ's support. (More details below).
  - 4) This budget must be submitted to CJ and the Bureau of Justice Assistance for approval.
  - 5) Once the application and budget are approved, a subcontract between CJ and the Commission (or the specific agency receiving the funding) will be issued which outlines the approved use of funding, activities to be performed, milestones, and policies and procedures to be followed.
  - 6) Finally, once all of this has been completed, the relevant agencies can submit monthly invoices, along with monthly progress reports, to CJ for reimbursement of approved spending.

***What is the timeline for receiving and spending the funding?***

The timeline for the application process varies from state to state, depending on how long it takes a state to decide the best use for the funding. Once the state has submitted the funding application, it typically takes approximately a month to receive BJA approval and develop the subcontract.

CJ will submit, process and issue payment within 30 days of receiving an invoice.

Alaska has approximately two years – until July 31, 2018 -- to spend the seed funding.

***What is required of Alaska if the state accepts the funding?***

The agencies involved in implementation must agree to track and report performance metrics related to the use of the seed funding and the overall implementation of the Justice Reinvestment language, to be agreed upon in the subcontract with CJ, and submit monthly progress reports to CJ.

Other additional financial management and reporting requirements will be outlined in the subcontract the receiving agencies sign with CJ.

The state cannot have any regulations that prohibit acceptance of dollars from a nonprofit organization.

***What must go into the seed funding application?***

There are several documents which must be provided to BJA when requesting seed funding. CJI will support the state in developing the grant application materials as needed.

1. A grant application, which includes:
  - a. Documentation that the above prerequisites have been met
  - b. Documentation of the specific drivers of prison growth identified in the data in Phase I, the policy solutions enacted by the state in legislation, an accurate account of projected budgetary savings with implementation, and the mechanisms in place for tracking costs, measureable outcomes, and achieved savings. Most of this data was collected in the Phase I process.
  - c. Description of the state's reinvestment strategy, which must include a process to track costs of and savings resulting from implementation of the legislation and the state's specific plan on how to reinvest dollars saved through justice reinvestment work.
  - d. Description of the proposed uses of the seed funding, including a budget and budget narrative.
  - e. Documentation of the site's plans for measuring and monitoring performance.
2. An implementation plan, which includes specific activities and sub-tasks that need to be completed to implement the Phase I legislation, a timeline with milestones and deliverables, details of the costs associated with the legislation, and a plan for sustaining new policies and program changes after Phase II.
3. A letter of support for the application from the Oversight Commission/Task Force.