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## GRANT APPLICATION SUMMARY SHEET

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**Grant Name:** Capacity Building for the Special Competency Docket Program  
24-27

**Department:** GENERAL SESSIONS COURT

**Grantor:** U.S. DEPARTMENT OF JUSTICE

**Pass-Through Grantor  
(If applicable):**

**Total Applied For** \$550,000.00

**Metro Cash Match:** \$229,167.00

**Department Contact:** Mark Winslow  
862-8320

**Status:** NEW

**Program Description:**

Enhance the Competency Docket Program to quickly assess cases, prioritize based on mental health and safety, and reduce unnecessary incarceration by connecting individuals to community care pathways and housing, aiming to keep them out of the justice system and hospitals.

**Plan for continuation of services upon grant expiration:**

Service is for three yerars.

**APPROVED AS TO AVAILABILITY  
OF FUNDS:**

**APPROVED AS TO FORM AND  
LEGALITY:**

<i>Kevin Crumbo/mjw</i>	6/5/2024   10:35 AM CDT	<i>Cynthia Gross</i>	6/5/2024   4:45 PM CDT
<b>Director of Finance</b>	<b>Date</b>	<b>Metropolitan Attorney</b>	<b>Date</b>

**APPROVED AS TO RISK AND  
INSURANCE:**

<i>Balagun Lolak</i>	6/5/2024   10:44 AM CDT
<b>Director of Risk Management Services</b>	<b>Date</b>

### Grants Tracking Form

Part One

Pre-Application <input type="radio"/> Application <input checked="" type="radio"/> Award Acceptance <input type="radio"/> Contract Amendment <input type="radio"/>				
Department	Dept. No.	Contact	Phone	Fax
General Sessions Ct.	015	Mark Winslow	862-8320	862-8361
<b>Grant Name:</b> Capacity Building for the Special Competency Docket Program 24-27				
<b>Grantor:</b> U.S. DEPARTMENT OF JUSTICE <span style="float: right;">Other: <input type="text"/></span>				
<b>Grant Period From:</b> 10/01/24		<small>(applications only)</small> <b>Anticipated Application Date:</b> 05/18/24		
<b>Grant Period To:</b> 10/01/27		<small>(applications only)</small> <b>Application Deadline:</b> 05/19/24		
<b>Funding Type:</b> FED DIRECT		<b>Multi-Department Grant</b> <input type="checkbox"/> <span style="float: right;">If yes, list below.</span>		
<b>Pass-Thru:</b> Select Pass-Thru --- >		<b>Outside Consultant Project:</b> <input type="checkbox"/>		
<b>Award Type:</b> COMPETITIVE		<b>Total Award:</b> \$550,000.00		
<b>Status:</b> NEW		<b>Metro Cash Match:</b> \$229,167.00		
<b>Metro Category:</b> New Initiative		<b>Metro In-Kind Match:</b>		
<b>CFDA #</b>		<b>Is Council approval required?</b> <input checked="" type="checkbox"/>		
<b>Project Description:</b>		<b>Applic. Submitted Electronically?</b> <input checked="" type="checkbox"/>		
Enhance the Competency Docket Program to quickly assess cases, prioritize based on mental health and safety, and reduce unnecessary incarceration by connecting individuals to community care pathways and housing, aiming to keep them out of the justice system and hospitals.				
<b>Plan for continuation of service after expiration of grant/Budgetary Impact:</b>				
Service is for three years.				
<b>How is Match Determined?</b>				
<b>Fixed Amount of \$</b>		or	41.7%	<b>% of Grant</b>
				<b>Other:</b> <input type="checkbox"/>
<b>Explanation for "Other" means of determining match:</b>				
<b>For this Metro FY, how much of the required local Metro cash match:</b>				
<b>Is already in department budget?</b>		\$76,389.00	<b>Fund</b> 10101	<b>Business Unit</b> 27112100
<b>Is not budgeted?</b>			<b>Proposed Source of Match:</b>	
<b>(Indicate Match Amount &amp; Source for Remaining Grant Years in Budget Below)</b>				
<b>Other:</b>				
<b>Number of FTEs the grant will fund:</b>		1.00	<b>Actual number of positions added:</b> 0.00	
<b>Departmental Indirect Cost Rate</b>		27.70%	<b>Indirect Cost of Grant to Metro:</b> \$215,829.26	
<b>*Indirect Costs allowed?</b> <input checked="" type="radio"/> Yes <input type="radio"/> No		<b>% Allow.</b> 10.00%	<b>Ind. Cost Requested from Grantor:</b> \$55,000.00 <b>in budget</b>	
<small>*(If "No", please attach documentation from the grantor that indirect costs are not allowable. See Instructions)</small>				
<b>Draw down allowable?</b> <input type="checkbox"/>				
<b>Metro or Community-based Partners:</b>				

Part Two

Grant Budget

Budget Year	Metro Fiscal Year	Federal Grantor	State Grantor	Other Grantor	Local Match Cash	Match Source (Fund, BU)	Local Match In-Kind	Total Grant Each Year	Indirect Cost to Metro	Ind. Cost Neg. from Grantor
Yr 1	FY25	\$135,000.00			\$76,389.00	27112100		\$211,389.00	\$58,554.75	\$13,500.00
Yr 2	FY26	\$195,000.00			\$76,389.00	27112100		\$271,389.00	\$75,174.75	\$19,500.00
Yr 3	FY27	\$220,000.00			\$76,389.00	27112100		\$296,389.00	\$82,099.75	\$22,000.00
Yr 4	FY__									
Yr 5	FY__									
<b>Total</b>		<b>\$550,000.00</b>			<b>\$229,167.00</b>			<b>\$779,167.00</b>	<b>\$215,829.26</b>	<b>\$55,000.00</b>
<b>Date Awarded:</b>					<b>Tot. Awarded:</b>		<b>Contract#:</b>			
(or) <b>Date Denied:</b>					<b>Reason:</b>					
(or) <b>Date Withdrawn:</b>					<b>Reason:</b>					

Contact: [juanita.paulsen@nashville.gov](mailto:juanita.paulsen@nashville.gov)  
[vaughn.wilson@nashville.gov](mailto:vaughn.wilson@nashville.gov)

GCP Rec'd  
06/04/24

GCP Approved  
06/04/24

*VW*

**Standard Applicant Information**

**Project Information**

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<b>Project Title</b> Capacity Building for the Special Competency Docket Program in Metro Nashville	<b>Proposed Project Start Date</b> 10/1/24	<b>Proposed Project End Date</b> 10/1/27
<b>Federal Estimated Funding (Federal Share)</b> 550000.0	<b>Applicant Estimated Funding (Non-Federal Share)</b> 229167.0	<b>Program Income Estimated Funding</b> 0.0
<b>Total Estimated Funding</b> 779167.0		

**Areas Affected by Project (Cities, Counties, States, etc.)**

No items

**Type Of Applicant**

**Type of Applicant 1: Select Applicant Type:**

B: County Government

**Type of Applicant 2: Select Applicant Type:**

\_\_\_\_\_

**Type of Applicant 3: Select Applicant Type:**

\_\_\_\_\_

**Other (specify):**

\_\_\_\_\_

**Application Submitter Contact Information**

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**Application POC Prefix Name**

Mr.

**Application POC First Name**

Mark

**Application POC Middle Name**

\_\_\_\_\_

**Application POC Last Name**

Winslow

**Application POC Suffix Name**

\_\_\_\_\_

**Organizational Affiliation**

\_\_\_\_\_

**Title**

Program Director

**Email ID**

markwinslow@jnsnashville.gov

**Phone Number**

615-862-8320

**Fax Number**

[615-862-8361](tel:615-862-8361)

**ORINumber**

\_\_\_\_\_

**Executive Order and Delinquent Debt Information**

Is Application Subject to Review by State Under Executive Order 12372? \*

c. Program is not covered by E.O. 12372.

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Is the Applicant Delinquent on Federal Debt?

No

**SF424 Attachments (3)**



**Name**

[Form SF424\\_4\\_0-V4.0.pdf](#)

**Date Added**

5/2/24



**Name**

[Form SFLLL\\_2\\_0-V2.0.pdf](#)

**Date Added**

5/2/24



**Name**

[GrantApplication.xml](#)

**Date Added**

5/2/24

**Authorized Representative**

**Authorized Representative Information**

**Prefix Name**

Mr.

**First Name Middle Name Last Name Suffix Name**

Mark \_\_\_\_\_ Winslow \_\_\_\_\_

**Title**

Director

**Verify Legal Name, Doing Business As, and Legal Address**



**Legal Name**

NASHVILLE & DAVIDSON COUNTY, METROPOLITAN GOVERNMENT OF

**Doing Business As**

**UEI**

LGZLHP6ZHM55

**Legal Address**

**Street 1**

1 PUBLIC SQ

**Street 2**

**City**

NASHVILLE

**State**

TN

**Zip/Postal Code**

37201

**Congressional District**

07

**Country**

USA

**Certification**

The legal name + Doing Business As (DBA) and legal address define a unique entity in the system as represented in its entity profile. The profile legal name and address is applicable to ALL applications and awards associated to this fiscal agent.

1. If this information is correct confirm/acknowledge to continue with completion of this application.

**I confirm this is the correct entity.**

**Signer Name**

Mark Winslow

**Certification Date / Time**

05/13/2024 04:42 PM

2. If the information displayed does not accurately represent the legal entity applying for federal assistance:

- a. Contact your Entity Administrator.
- b. Contact the System for Award Management (SAM.gov) to update the entity legal name/address.

3. If the above information is not the entity for which this application is being submitted, Withdraw/Delete this application. Please initiate a new application in Grants.gov with using the correct UEI/SAM profile.

**Proposal Abstract**

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The Metropolitan Nashville and Davidson County General Sessions Court proposes to build the capacity of the Special Competency Docket Program to connect individuals to care and housing while prioritizing mental health acuity and public safety risk. The Special Competency Docket Program launched in the fall of 2022 (FY23) focuses on individuals with misdemeanor charges deemed incompetent to stand trial, largely due to an SMI, cooccurring disorder with substance use and/or a neuro-cognitive disorder.

This effort seeks to introduce evidenced-based care and case management to support transitions back into the community, connect unhoused individuals to housing, and ensure that individuals can persist in the community. Project activities include: establishing an outcomes-based performance management process that monitors and tracks both health and criminal justice outcomes; building the capacity of the special docket team to triage cases based on a joint health and safety criteria; establishing evidence-based care and housing pathways during the pre-trial

learn to manage cases based on a joint health and safety agenda, establishing evidence based care and housing pathways during the pre trial process that can break the cycle of incarceration and support individuals in the community overtime. Expected program outcomes include:

increased number of cases adjudicated; distinct pathways for different sub-populations; identification of additional evidenced based modalities to support these populations in the community in order to remain in treatment outside of the criminal justice system; regular data-driven program management and reporting; coordination with state agencies and philanthropic partners; reduced recidivism and reduced number of hospitalizations. Subrecipient activities include: contract administration and implementation planning, health and justice data analytics, process improvement and training, new case/care management models (e.g. intensive case management, specialty care coordination, care transitions support services) and effective trauma informed and mental health equity methods.

**Data Requested with Application**



- > **Financial Management and System of Internal Controls**
- > **Brief Entity Questionnaire**

**Proposal Narrative**



W	Name <a href="#">JMHCP Grant Narrative.docx</a>	Category Proposal Narrative	Created by Mark Winslow	Date Added 05/13/2024
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**Goals, Objectives, Deliverables, and Timeline \***

**Goal Statement**

Improve the Competency Docket Program to assess cases promptly, prioritize mental health and safety, and decrease unnecessary incarceration by linking individuals to community care and housing, aiming to prevent justice system and hospital interactions.

Objective	Fiscal Year	Quarter
No items		

Deliverable	Fiscal Year	Quarter
No items		

**Goal Statement**

Objective	Fiscal Year	Quarter
No items		


Deliverable	Fiscal Year	Quarter
No items		

**Budget and Associated Documentation**

**Budget Summary**

**Budget / Financial Attachments**

**Pre-Agreement Cost**

	Name	Category	Created by	Date Added
	<a href="#">JMHCP V2 Budget Worksheet.xlsx</a>	Pre-agreement (Pre-Award) Costs (if applicable)	Mark Winslow	05/13/2024

**Indirect Cost Rate Agreement**

No documents have been uploaded for Indirect Cost Rate Agreement

**Consultant Rate Justification**

No documents have been uploaded for Consultant Rate Justification

**Employee Compensation Waiver**

No documents have been uploaded for Employee Compensation Waiver

**Financial Management Questionnaire (Including applicant disclosure of high-risk status)**

No documents have been uploaded for Financial Management Questionnaire

**Disclosure of Process Related to Executive Compensation**

No documents have been uploaded for Disclosure of Process Related to Executive Compensation

**Additional Attachments**

No documents have been uploaded for Additional Attachments

**Budget and Associated Documentation**

	Year 1	Year 2	Year 3	Total
Personnel	\$135,000	\$100,000	\$20,000	\$255,000
Fringe Benefits	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0

Construction	\$0	\$0	\$0	\$0
SubAwards	\$0	\$95,000	\$200,000	\$295,000
Procurement Contracts	\$0	\$0	\$0	\$0
Other Costs	\$33,750	\$48,750	\$146,667	\$229,167
Total Direct Costs	\$168,750	\$243,750	\$366,667	\$779,167
Indirect Costs	\$0	\$0	\$0	\$0
<b>Total Project Costs</b>	<b>\$168,750</b>	<b>\$243,750</b>	<b>\$366,667</b>	<b>\$779,167</b>
<b>Federal</b>	<b>\$135,000</b>	<b>\$195,000</b>	<b>\$220,000</b>	<b>\$550,000</b>
<b>Non-Federal</b>	<b>\$33,750</b>	<b>\$48,750</b>	<b>\$146,667</b>	<b>\$229,167</b>

**Budget Totals**

	<b>Total</b>	<b>Percentage</b>
<b>Total Project Cost</b>	\$779,167	
<b>Federal Funds</b>	\$550,000	70.59%
<b>Non-Federal Amount</b>	\$229,167	29.41%
Match Amount	\$229,167	29.41%
Program Income	\$0	0.00%

**Please note:** After completing this budget detail summary, please confirm that the following final values entered in this section are identical to those entered in the corresponding estimated cost section of the Standard Applicant Information. Specifically, the following must be equivalent. If they are not, you will not be able to submit this application until they are updated to be equivalent.

<b>Standard Applicant Information</b>	<b>Equals</b>	<b>Budget Summary</b>
Total Estimated Funding	=	Total Project Costs
Federal Estimated Funding (federal share)	=	Federal Funds
Applicant Estimated Funding (non-federal share)	=	Match Amount
Program Income Estimated Funding	=	Program Income Amount

**Personnel**

**Instructions**

List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. In the narrative section, please provide a specific description of the responsibilities and duties for each position, and explain how the responsibilities and duties support the project goals and objectives outlined in your application.

**Year 1**

<b>Year 1</b>						
<b>Personnel Detail</b>						
<b>Name</b>	<b>Position</b>	<b>Salary</b>	<b>Rate</b>	<b>Time Worked</b>	<b>Percentage of Time (%)</b>	<b>Total Cost</b>
TBD	Data Analytics Design & Architecture Consultant	\$25,000.00	Y	1.00	100.00%	\$25,000.00
TBD	Mental Health Equity & Trauma-Informed Consultant	\$15,000.00	Y	1.00	100.00%	\$15,000.00
TBD	Strategy Consultant	\$35,000.00	Y	1.00	100.00%	\$35,000.00
TBD	Contract Grant Manager	\$60,000.00	Y	1.00	100.00%	\$60,000.00
<b>Personnel Total Cost</b>		\$135,000				
		<b>Total Non-Federal Amt (Match or Prog Inc)</b>	\$0			
					<b>Total Federal Amount</b>	\$135,000
<b>Additional Narrative</b>						

**Year 2**

<b>Year 2</b>						
<b>Personnel Detail</b>						
<b>Name</b>	<b>Position</b>	<b>Salary</b>	<b>Rate</b>	<b>Time Worked</b>	<b>Percentage of Time (%)</b>	<b>Total Cost</b>
TBD	Data Analytics Design & Architecture Consultant	\$25,000.00	Y	1.00	100.00%	\$25,000.00
TBD	Mental Health Equity & Trauma Informed Consultant	\$10,000.00	Y	1.00	100.00%	\$10,000.00
TBD	Contract Grant Manager	\$65,000.00	Y	1.00	100.00%	\$65,000.00
<b>Personnel Total Cost</b>		\$100,000				
		<b>Total Non-Federal Amt (Match or Prog Inc)</b>	\$0			
					<b>Total Federal Amount</b>	\$100,000

**Additional Narrative**

Year 3

**Year 3**

**Personnel Detail**

Name	Position	Salary	Rate	Time Worked	Percentage of Time (%)	Total Cost
TBD	Contract Grant Manager	\$20,000.00	Y	1.00	100.00%	\$20,000.00

<b>Personnel Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$20,000	\$0	\$20,000

**Additional Narrative**

**Fringe Benefits**

**Instructions**

Fringe benefits should be based on the actual known costs or an approved negotiated rate by a Federal Agency. If not based on an approved negotiated rate, list the composition of the fringe benefit package. Fringe benefits are for the personnel listed in Personnel budget category listed and only for the percentage of time devoted to the project. In the narrative section, please provide a specific description for each item

Year 1

**Fringe Benefit Detail**

Name	Base	Rate (%)	Total Cost
------	------	----------	------------

No items

<b>Fringe Benefits Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$0	\$0	\$0

**Additional Narrative**

Year 2

**Fringe Benefit Detail**

Name	Base	Rate (%)	Total Cost
------	------	----------	------------

No items

<b>Fringe Benefits Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$0	\$0	\$0

**Additional Narrative**

Year 3

**Fringe Benefit Detail**

Name	Base	Rate (%)	Total Cost
------	------	----------	------------

No items

<b>Fringe Benefits Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$0	\$0	\$0

**Additional Narrative**

**Travel**

**Instructions**

Itemize travel expenses of staff personnel (e.g. staff to training, field interviews, advisory group meeting, etc.). Describe the purpose of each travel expenditure in reference to the project objectives. Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and the unit costs involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate whether applicant's formal written travel policy or the Federal Travel Regulations are followed. Note: Travel expenses for consultants should be included in the "Consultant Travel" data fields under the "Subawards (Subgrants)/Procurement Contracts" category. For each Purpose Area applied for, the budget should include the estimated cost for travel and accommodations for two staff to attend two three-day long meetings, with one in Washington D.C. and one in their region, with the exception of Purpose Area 1, which should budget for one meeting in Washington D.C, and Purpose Areas 6 and 7, which should budget for 3 meetings within a 3 year period, with 2 in Washington D.C, and 1 within their region. All requested information must be included in the budget detail worksheet and budget narrative.

**Year 1**

**Travel Detail**

Purpose of Travel	Location	Type of Expense	Basis	Cost	Quantity	# Of Staff	# Of Trips	Total Cost	Non-Federal Contribution	Federal Request
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No items

<b>Travel Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$0	\$0	\$0

**Year 2**

**Travel Detail**

Purpose of Travel	Location	Type of Expense	Basis	Cost	Quantity	# Of Staff	# Of Trips	Total Cost	Non-Federal Contribution	Federal Request
No items										
<b>Travel Total Cost</b>		<b>Total Non-Federal Amt (Match or Prog Inc)</b>		<b>Total Federal Amount</b>						
\$0		\$0		\$0						

**Year 3**

**Travel Detail**

Purpose of Travel	Location	Type of Expense	Basis	Cost	Quantity	# Of Staff	# Of Trips	Total Cost	Non-Federal Contribution	Federal Request
No items										
<b>Travel Total Cost</b>		<b>Total Non-Federal Amt (Match or Prog Inc)</b>		<b>Total Federal Amount</b>						
\$0		\$0		\$0						

**Equipment**

**Instructions**

List non-expendable items that are to be purchased (Note: Organization's own capitalization policy for classification of equipment should be used). Expendable items should be included in the "Supplies" category Applications should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technological advances. Rented or leased equipment costs should be listed in the "Contracts" data fields under the "Sub awards" (Sub grants)/Procurement Contracts" category. In the budget narrative, explain how the equipment is necessary for the success In the budget narrative, explain how the equipment is necessary for the success of the project, and describe the procurement method to be used. All requested information must be included in the budget detail worksheet and budget narrative.

**Year 1**

**Equipment Detail**

Equipment Item	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
No items					
<b>Equipment Total Cost</b>		<b>Total Non-Federal Amt (Match or Prog Inc)</b>		<b>Total Federal Amount</b>	
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\$0	\$0	\$0
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**Year 2**

**Equipment Detail**

Equipment Item	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
No items					
<b>Equipment Total Cost</b>		<b>Total Non-Federal Amt (Match or Prog Inc)</b>		<b>Total Federal Amount</b>	
\$0		\$0		\$0	

**Year 3**

**Equipment Detail**

Equipment Item	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
No items					
<b>Equipment Total Cost</b>		<b>Total Non-Federal Amt (Match or Prog Inc)</b>		<b>Total Federal Amount</b>	
\$0		\$0		\$0	

**Supply Items**

**Instructions**

List items by type (office supplies, postage, training materials, copy paper, and expendable equipment items costing less than \$5,000, such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project. All requested information must be included in the budget detail worksheet and budget narrative.

**Year 1**

**Supply Item Detail**

Purpose of Supply Items	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
No items					
<b>Supplies Total Cost</b>		<b>Total Non-Federal Amt (Match or Prog Inc)</b>		<b>Total Federal Amount</b>	
\$0		\$0		\$0	

**Year 2**

**Supply Item Detail**

Purpose of Supply Items	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
No items					
<b>Supplies Total Cost</b>			<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>	
\$0			\$0	\$0	

**Year 3**

**Supply Item Detail**

Purpose of Supply Items	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
No items					
<b>Supplies Total Cost</b>			<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>	
\$0			\$0	\$0	

**Construction**

**Instructions**

As a rule, construction costs are not allowable. In some cases, minor repairs or renovations may be allowable. Consult with the DOJ grant-making component before budgeting funds in this category. In the narrative section, please provide a specific description for each item, and explain how the item supports the project goals and objectives outlined in your application.

**Year 1**

**Construction Detail**

Purpose of Construction	Description of Work	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
No items						
<b>Construction Total Cost</b>				<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>	
\$0				\$0	\$0	

**Year 2**

**Construction Detail**

Purpose of Construction	Description of Work	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
-------------------------	---------------------	------------	------	------------	--------------------------	-----------------

No items

<b>Construction Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$0	\$0	\$0

**Year 3**

**Construction Detail**

Purpose of Construction	Description of Work	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
-------------------------	---------------------	------------	------	------------	--------------------------	-----------------

No items

<b>Construction Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$0	\$0	\$0

**Subawards**

**Instructions**

Subawards (see "Subaward" definition at 2 CFR 200.92) : Provide a description of the Federal Award activities proposed to be carried out by any subrecipient and an estimate of the cost (include the cost per subrecipient, to the extent known prior to the application submission). For each subrecipient, enter the subrecipient entity name, if known. Please indicate any subaward information included under budget category Subawards (Subgrants) Contracts by including the label "(subaward)" with each subaward category.

**Year 1**

**Subaward (Subgrant) Detail**

Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
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No items

<b>Subawards Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$0	\$0	\$0

**Add Consultant Travel**

\_\_\_\_\_

**Year 2**

Subaward (Subgrant) Detail								
Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
Care Coordination/Case Management Model	95000		United States	Tennessee	Nashville	\$95,000.00		\$95,000.00
<b>Subawards Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>			<b>Total Federal Amount</b>				
\$95,000	\$0			\$95,000				
<b>Add Consultant Travel</b>								
_____								

Year 3

Subaward (Subgrant) Detail								
Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
Care Coordination/Case Management Model	Case Management for Program Participants		United States	Tennessee	Nashville	\$200,000.00		\$200,000.00
<b>Subawards Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>			<b>Total Federal Amount</b>				
\$200,000	\$0			\$200,000				
<b>Add Consultant Travel</b>								
_____								

**Procurement contracts (see "Contract" definition at 2 CFR 200.22): Provide a description of the product or service to be procured by contract and an estimate of the cost. Indicate whether the applicant's formal, written Procurement Policy or the Federal Acquisition Regulation is followed. Applicants are encouraged to promote free and open competition in awarding procurement contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold set in accordance with 41 U.S.C. 1908 (currently set at \$250,000) for prior approval. Please provide a specific description for each item, and explain how the item supports the project goals and objectives outlined in your application. Consultant Fees: For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Unless otherwise approved by the COPS Office, approved consultant rates will be based on the salary a consultant receives from his or her primary employer. Consultant fees in excess of \$650 per day require additional written justification, and must be pre-approved in writing by the COPS Office if the consultant is hired via a noncompetitive bidding process. Please provide a specific description for each item, and explain how the item supports the project goals and objectives outlined in your application. Please visit <https://cops.usdoj.gov/grants> for a list of allowable and unallowable costs for this program.**

**Instructions**

Procurement contracts (see "Contract" definition at 2 CFR 200.1): Provide a description of the product or service to be procured by contract and an estimate of the cost. Indicate whether the applicant's formal, written Procurement Policy or the Federal Acquisition Regulation is followed. Applicants are encouraged to promote free and open competition in awarding procurement contracts. A separate justification must be provided for noncompetitive procurements in excess of the Simplified Acquisition Threshold set in accordance with 41 U.S.C. 1908 (currently set at \$250,000).

Consultant Fees: For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Written prior approval and additional justification is required for consultant fees in excess of the DOJ grant-making component's threshold for an 8-hour day.

In the narrative section, please provide a specific description for each item, and explain how the item supports the project goals and objectives outlined in your application.

Year 1

∨ Procurement Contract Detail

Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
No items								

Do you need Consultant Travel?  
No

<b>Procurement Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$0	\$0	\$0

Year 2

∨ Procurement Contract Detail

Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
No items								

Do you need Consultant Travel?  
No

<b>Procurement Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$0	\$0	\$0

Year 3

∨ Procurement Contract Detail

Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
No items								

Do you need Consultant Travel?  
No

<b>Procurement Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$0	\$0	\$0

**Other Direct Costs**

**Instructions**

List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent, or provide a monthly rental cost and how many months to rent. All requested information must be included in the budget detail worksheet and budget narrative.

**Year 1**

Other Cost Detail							
Description	Quantity	Basis	Costs	Length of Time	Total Costs	Non-Federal Contribution	Federal Request
Defendant Competency Training and Care Related Costs	1.00	8750	\$8,750.00	1.00	\$8,750.00	\$8,750.00	\$0.00
Program Manager	1.00	25000	\$25,000.00	1.00	\$25,000.00	\$25,000.00	\$0.00
<b>Other Costs Total Cost</b>			<b>\$33,750</b>			<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
						\$33,750	\$0

**Year 2**

Other Cost Detail							
Description	Quantity	Basis	Costs	Length of Time	Total Costs	Non-Federal Contribution	Federal Request
Defendant Competency Training and Care-Related Costs	1.00	23750	\$23,750.00	1.00	\$23,750.00	\$23,750.00	\$0.00
Program Manager	1.00	25000	\$25,000.00	1.00	\$25,000.00	\$25,000.00	\$0.00
<b>Other Costs Total Cost</b>			<b>\$48,750</b>			<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
						\$48,750	\$0

**Year 3**

Other Cost Detail							
Description	Quantity	Basis	Costs	Length of Time	Total Costs	Non-Federal Contribution	Federal Request
Defendant Competency Training and Care-Related Costs	1.00	116667	\$116,667.00	1.00	\$116,667.00	\$116,667.00	\$0.00
Program Manager	1.00	30000	\$30,000.00	1.00	\$30,000.00	\$30,000.00	\$0.00
<b>Other Costs Total Cost</b>			<b>\$146,667</b>			<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
						\$146,667	\$0

**Indirect Costs**

**Instructions**

Indirect costs are allowed only if: a) the applicant has a current, federally approved indirect cost rate; or b) the applicant is eligible to use and elects to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f). (See paragraph D.1.b. in Appendix VII to Part 200—States and Local Government and Indian Tribe Indirect Cost Proposals for a description of entities that may not elect to use the "de minimis" rate.) An applicant with a current, federally approved indirect cost rate must attach a copy of the rate approval, (a fully-executed, negotiated agreement). If the applicant does not have an approved rate, one can be requested by contacting the applicant's cognizant Federal agency, which will review all documentation and approve a rate for the applicant organization, or if the applicant's accounting system permits, costs may be allocated in the direct costs categories. (Applicant Indian tribal governments, in particular, should review Appendix VII to Part 200—States and Local Government and Indian Tribe Indirect Cost Proposals regarding submission and documentation of indirect cost proposals.) All requested information must be included in the budget detail worksheet and budget narrative. In order to use the "de minimis" indirect rate an applicant would need to attach written documentation to the application that advises DOJ of both the applicant's eligibility (to use the "de minimis" rate) and its election. If the applicant elects the de minimis method, costs must be consistently charged as either indirect or direct costs, but may not be double charged or inconsistently charged as both. In addition, if this method is chosen then it must be used consistently for all federal awards until such time as the applicant entity chooses to negotiate a federally approved indirect cost rate.

**Year 1**

Indirect Cost Detail					
Description	Base	Indirect Cost Rate	Total Cost	Non-Federal Contribution	Federal Request
No items					
<b>Indirect Costs Total Cost</b>		<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>		
\$0		\$0	\$0		
<b>Additional Narrative</b>					

**Year 2**

Indirect Cost Detail					
Description	Base	Indirect Cost Rate	Total Cost	Non-Federal Contribution	Federal Request
No items					
<b>Indirect Costs Total Cost</b>		<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>		
\$0		\$0	\$0		
<b>Additional Narrative</b>					

**Year 3**

Indirect Cost Detail					
Description	Base	Indirect Cost Rate	Total Cost	Non-Federal Contribution	Federal Request
No items					

<b>Indirect Costs Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$0	\$0	\$0

**Additional Narrative**

**Memoranda of Understanding (MOUs) and Other Supportive Documents**



**Memoranda of Understanding (MOUs) and Other Supportive Documents**



Upload

The recommended files to upload are PDF, Microsoft Word and Excel.



**Name**  
[FY24 Agreement with MHC  
 - Competency  
 Restoration.pdf](#)

**Category**  
 Memoranda of  
 Understanding (MOUs)  
 and Other Supportive  
 Documents

**Created by**  
 Mark Winslow

**Date  
 Added**  
 05/13/2024



**Name**  
[FY23 Agreement with MHC  
 - Competency  
 Restoration.pdf](#)

**Category**  
 Memoranda of  
 Understanding (MOUs)  
 and Other Supportive  
 Documents

**Created by**  
 Mark Winslow

**Date  
 Added**  
 05/13/2024

**Additional Application Components**

**Tribal Authorizing Resolution**

No documents have been uploaded for Tribal Authorizing Resolution

**Documentation of Anticipated Benefit to Qualified Opportunity Zones (if applicable)**

No documents have been uploaded for Documentation of Anticipated Benefit to Qualified Opportunity Zones (if applicable)

**Research and Evaluation Independence and Integrity Statement**

No documents have been uploaded for Research and Evaluation Independence and Integrity Statement

**Additional Attachments**

No documents have been uploaded for Additional Attachments



**Disclosures and Assurances**

**Disclosure of Lobbying Activities**



**Name**

[Form SFLLL 2 0-V2.0.pdf](#)

**Category**

LobbyingActivitiesDisclosur  
e

**Created by**

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**Disclosure of Duplication in Cost Items**

No. [Applicant Name on SF-424] does not have (and is not proposed as a subrecipient under) any pending applications submitted within the last 12 months for federally funded grants or cooperative agreements (or for subawards under federal grants or cooperative agreements) that request funding to support the same project being proposed in this application to OJP and that would cover any identical cost items outlined in the budget submitted as part of this application.

**DOJ Certified Standard Assurances**



OMB APPROVAL NUMBER 1121-0140

EXPIRES 05/31/2019

**U.S. DEPARTMENT OF JUSTICE**

**CERTIFIED STANDARD ASSURANCES**

On behalf of the Applicant, and in support of this application for a grant or cooperative agreement, I certify under penalty of perjury to the U.S. Department of Justice ("Department"), that all of the following are true and correct:

(1) I have the authority to make the following representations on behalf of myself and the Applicant. I understand that these representations will be relied upon as material in any Department decision to make an award to the Applicant based on its application.

(2) I certify that the Applicant has the legal authority to apply for the federal assistance sought by the application, and that it has the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project costs) to plan, manage, and complete the project described in the application properly.

(3) I assure that, throughout the period of performance for the award (if any) made by the Department based on the application--

- a. the Applicant will comply with all award requirements and all federal statutes and regulations applicable to the award;
- b. the Applicant will require all subrecipients to comply with all applicable award requirements and all applicable federal statutes and regulations; and
- c. the Applicant will maintain safeguards to address and prevent any organizational conflict of interest, and also to prohibit employees from using their positions in any manner that poses, or appears to pose, a personal or financial conflict of interest.

(4) The Applicant understands that the federal statutes and regulations applicable to the award (if any) made by the Department based on the application specifically include statutes and regulations pertaining to civil rights and nondiscrimination, and, in addition--

- a. the Applicant understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1091); and section 200 of the Age Discrimination Act of 1975 (42 U.S.C. § 6101).

- b. the Applicant understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34 U.S.C. § 20110(e)); section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); and that the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (34 U.S.C. § 12291(b)(13)), which will apply to all awards made by the Office on Violence Against Women, also may apply to an award made otherwise;
- c. the Applicant understands that it must require any subrecipient to comply with all such applicable statutes (and associated regulations); and
- d. on behalf of the Applicant, I make the specific assurances set out in 28 C.F.R. §§ 42.105 and 42.204.

(5) The Applicant also understands that (in addition to any applicable program-specific regulations and to applicable federal regulations that pertain to civil rights and nondiscrimination) the federal regulations applicable to the award (if any) made by the Department based on the application may include, but are not limited to, 2 C.F.R. Part 2800 (the DOJ "Part 200 Uniform Requirements") and 28 C.F.R. Parts 22 (confidentiality - research and statistical information), 23 (criminal intelligence systems), 38 (regarding faith-based or religious organizations participating in federal financial assistance programs), and 46 (human subjects protection).

(6) I assure that the Applicant will assist the Department as necessary (and will require subrecipients and contractors to assist as necessary) with the Department's compliance with section 106 of the National Historic Preservation Act of 1966 (54 U.S.C. § 306108), the Archeological and Historical Preservation Act of 1974 (54 U.S.C. §§ 312501-312508), and the National Environmental Policy Act of 1969 (42 U.S.C. §§ 4321-4335), and 28 C.F.R. Parts 61 (NEPA) and 63 (floodplains and wetlands).

(7) I assure that the Applicant will give the Department and the Government Accountability Office, through any authorized representative, access to, and opportunity to examine, all paper or electronic records related to the award (if any) made by the Department based on the application.

(8) If this application is for an award from the National Institute of Justice or the Bureau of Justice Statistics pursuant to which award funds may be made available (whether by the award directly or by any subaward at any tier) to an institution of higher education (as defined at 34 U.S.C. § 10251(a)(17)), I assure that, if any award funds actually are made available to such an institution, the Applicant will require that, throughout the period of performance--

- a. each such institution comply with any requirements that are imposed on it by the First Amendment to the Constitution of the United States; and
- b. subject to par. a, each such institution comply with its own representations, if any, concerning academic freedom, freedom of inquiry and debate, research independence, and research integrity, at the institution, that are included in promotional materials, in official statements, in formal policies, in applications for grants (including this award application), for accreditation, or for licensing, or in submissions relating to such grants, accreditation, or licensing, or that otherwise are made or disseminated to students, to faculty, or to the general public.

(9) I assure that, if the Applicant is a governmental entity, with respect to the award (if any) made by the Department based on the application--

- a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
- b. it will comply with requirements of 5 U.S.C. §§ 1501-1508 and 7324-7328, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

(10) If the Applicant applies for and receives an award from the Office of Community Oriented Policing Services (COPS Office), I assure that as required by 34 U.S.C. § 10382(c)(11), it will, to the extent practicable and consistent with applicable law--including, but not limited to, the Indian Self-Determination and Education Assistance Act--seek, recruit, and hire qualified members of racial and ethnic minority groups and qualified women in order to further effective law enforcement by increasing their ranks within the sworn positions, as provided under 34 U.S.C. § 10382(c)(11).

(11) If the Applicant applies for and receives a DOJ award under the STOP School Violence Act program, I assure as required by 34 U.S.C. § 10552(a)(3), that it will maintain and report such data, records, and information (programmatic and financial) as DOJ may reasonably require.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

Please Acknowledge ✦

Signed

SignerID

1 2 3 4 5 6 7 8 9 10 11 12

**Signing Date / Time**

5/13/24 4:14 PM

**DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Law Enforcement and Community Policing**

**U.S. DEPARTMENT OF JUSTICE**

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; DRUG-FREE WORKPLACE REQUIREMENTS; LAW ENFORCEMENT AND COMMUNITY POLICING**

Applicants should refer to the regulations and other requirements cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations or other cited requirements before completing this form. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the U.S. Department of Justice ("Department") determines to award the covered transaction, grant, or cooperative agreement.

**1. LOBBYING**

As required by 31 U.S.C. § 1352, as implemented by 28 C.F.R. Part 69, the Applicant certifies and assures (to the extent applicable) the following:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- (b) If the Applicant's request for Federal funds is in excess of \$100,000, and any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant or cooperative agreement, the Applicant shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities" in accordance with its (and any DOJ awarding agency's) instructions; and
- (c) The Applicant shall require that the language of this certification be included in the award documents for all subgrants and procurement contracts (and their subcontracts) funded with Federal award funds and shall ensure that any certifications or lobbying disclosures required of recipients of such subgrants and procurement contracts (or their subcontractors) are made and filed in accordance with 31 U.S.C. § 1352.

**2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

A. Pursuant to Department regulations on nonprocurement debarment and suspension implemented at 2 C.F.R. Part 2867, and to other related requirements, the Applicant certifies, with respect to prospective participants in a primary tier "covered transaction," as defined at 2 C.F.R. § 2867.20(a), that neither it nor any of its principals--

- (a) is presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) has within a three-year period preceding this application been convicted of a felony criminal violation under any Federal law, or been convicted or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, tribal, or local) transaction or private agreement or transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion or receiving stolen property, making false claims, or obstruction of justice, or commission of any offense indicating a lack of business integrity or business honesty that seriously and directly affects its (or its principals') present responsibility;
- (c) is presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, tribal, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and/or

(d) has within a three-year period preceding this application had one or more public transactions (Federal, State, tribal, or local) terminated for cause or default.

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application. Where the Applicant or any of its principals was convicted, within a three-year period preceding this application, of a felony criminal violation under any Federal law, the Applicant also must disclose such felony criminal conviction in writing to the Department (for OJP Applicants, to OJP at [Ojpcompliancereporting@usdoj.gov](mailto:Ojpcompliancereporting@usdoj.gov); for OVW Applicants, to OVW at [OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov); or for COPS Applicants, to COPS at [AskCOPSRC@usdoj.gov](mailto:AskCOPSRC@usdoj.gov)), unless such disclosure has already been made.

### 3. FEDERAL TAXES

A. If the Applicant is a corporation, it certifies either that (1) the corporation has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, or (2) the corporation has provided written notice of such an unpaid tax liability (or liabilities) to the Department (for OJP Applicants, to OJP at [Ojpcompliancereporting@usdoj.gov](mailto:Ojpcompliancereporting@usdoj.gov); for OVW Applicants, to OVW at [OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov); or for COPS Applicants, to COPS at [AskCOPSRC@usdoj.gov](mailto:AskCOPSRC@usdoj.gov)).

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application.

### 4. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, as implemented at 28 C.F.R. Part 83, Subpart F, for grantees, as defined at 28 C.F.R. §§ 83.620 and 83.650:

A. The Applicant certifies and assures that it will, or will continue to, provide a drug-free workplace by--

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in its workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about--

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the award be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the award, the employee will--

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of the employee's conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the Department, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title of any such convicted employee to the Department, as follows:

For COPS award recipients - COPS Office, 145 N Street, NE, Washington, DC, 20530;

For OJP and OVW award recipients - U.S. Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531.

Notice shall include the identification number(s) of each affected award;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; and

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

### 5. LAW ENFORCEMENT AGENCY CERTIFICATION REQUIRED UNDER DEPARTMENT OF JUSTICE DISCRETIONARY GRANT PROGRAMS ("SAFE POLICING CERTIFICATION")

If this application is for a discretionary award pursuant to which award funds may be made available (whether by the award directly or by any

subaward at any tier) to a State, local, college, or university law enforcement agency, the Applicant certifies that any such law enforcement agency to

which funds will be made available has been certified by an approved independent credentialing body or has started the certification process. To become certified, a law enforcement agency must meet two mandatory conditions:

- (a) the agency's use of force policies adhere to all applicable federal, State, and local laws; and
- (b) the agency's use of force policies prohibit chokeholds except in situations where use of deadly force is allowed by law.

For detailed information on this certification requirement, see <https://cops.usdoj.gov/SafePolicingEO>.

The Applicant acknowledges that compliance with this safe policing certification requirement does not ensure compliance with federal, state, or local law, and that such certification shall not constitute a defense in any federal lawsuit. Nothing in the safe policing certification process or safe policing requirement is intended to be (or may be) used by third parties to create liability by or against the United States or any of its officials, officers, agents or employees under any federal law. Neither the safe policing certification process nor the safe policing certification requirement is intended to (or does) confer any right on any third-person or entity seeking relief against the United States or any officer or employee thereof. No person or entity is intended to be (or is) a third-party beneficiary of the safe policing certification process, or, with respect to the safe policing certification requirement, such a beneficiary for purposes of any civil, criminal, or administrative action.

#### 6. COORDINATION REQUIRED UNDER PUBLIC SAFETY AND COMMUNITY POLICING PROGRAMS

As required by the Public Safety Partnership and Community Policing Act of 1994, at 34 U.S.C. § 10382(c)(5), if this application is for a COPS award, the Applicant certifies that there has been appropriate coordination with all agencies that may be affected by its award. Affected agencies may include, among others, Offices of the United States Attorneys; State, local, or tribal prosecutors; or correctional agencies.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

Please Acknowledge \*

Certified

#### SignerID

markwinslow@jjsnashville.gov

#### Signing Date / Time

5/13/24 4:14 PM

#### Other Disclosures and Assurances

#### Applicant Disclosure and Justification - DOJ High Risk Grantees

No documents have been uploaded for Application Disclosure and Justification - DOJ High Risk Grantees

No documents have been uploaded for Other Disclosures and Assurances

**Declaration and Certification to the U.S. Department of Justice as to this Application Submission**

By [taking this action], I --

1. Declare the following to the U.S. Department of Justice (DOJ), under penalty of perjury: (1) I have authority to make this declaration and certification on behalf of the applicant; (2) I have conducted or there was conducted (including by the applicant's legal counsel as appropriate, and made available to me) a diligent review of all requirements pertinent to and all matters encompassed by this declaration and certification.
2. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this application submission: (1) I have reviewed this application and all supporting materials submitted in connection therewith (including anything submitted in support of this application by any person on behalf of the applicant before or at the time of the application submission and any materials that accompany this declaration and certification); (2) The information in this application and in all supporting materials is accurate, true, and complete information as of the date of this request; and (3) I have the authority to submit this application on behalf of the applicant.
3. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand that, in taking (or not taking) any action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) I understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

Please Acknowledge ★

Signed

**SignerID**

markwinslow@jnsnashville.gov

**Signing Date / Time**

5/13/24 4:14 PM

**Other**

No documents have been uploaded for Other

Certified

**JMHCP – LONG GRANT NARRATIVE – FINAL****Capacity Building for the Competency Docket Program in Metro Nashville****5.9.2024****PROBLEM STATEMENT**

In partnership with the Mayor’s Office of Metropolitan Nashville and Davidson County, General Sessions Court, Division II created the Competency Docket Program in FY23 for individuals with misdemeanors who are deemed incompetent to stand trial. This docket is the only docket of its kind in the state of Tennessee and completes its second year in July 2024. Based on the experience of the first two years of the program, the Court finds that the complexity and acuity of the docket population are poorly served by existing state and local services. Since the inception of the program nearly 50% of the population have been rearrested at least once, and 61% are unhoused.<sup>1</sup> Without evidenced-based programs and housing to support transitions into the community and while individuals reside in the community, this population will continue to interact with the criminal justice system and cycle through psychiatric hospitalizations. At the same time, Metro Nashville has been unsuccessful in developing a data infrastructure to support the court in this program. Without outcomes-based performance data, it is difficult to discern how best to prioritize cases for acuity and public safety and determine which programs are successful in supporting the population in the community.

In April 2022, the Metro Nashville Task Force on Competency and Wellbeing recommended the creation of the Competency Docket Program. According to the task force report and recommendations, 71% of individuals on the docket had a primary diagnosis with psychotic symptoms; 42% a primary psychotic disorder; 18% cognitive deficits and 75% substance use disorders. Seventy-nine percent of individuals were male. Black Americans represent 56% of the population. Thirty percent of the population are unhoused. Most frequent charges included criminal trespass, assaults, resisting arrest and disorderly conduct.<sup>2</sup>

Since the inception of the program, the competency docket has adjudicated 117 cases, involving 101 defendants. A review of the raw data shows that, as a whole, this population experiences a high rate of serious and persistent mental illness<sup>3</sup> at 74% (87) of all cases. Fifty-six of these cases (or 64%) have a co-occurring disorder. Even for the 16 (14%) cases deemed competent, nearly all of them had an SMI diagnosis. In 17 cases (15%), defendants were found to be incompetent never to be competent. Nearly 50% of the docket has been re-arrested (56 cases). Black Americans represent the largest population on the docket at 44% (51) of all cases and the largest re-arrest rate at 48% (27) of all re-arrests. White defendants only represent 35% (41) of all cases and 32% (18) of all re-arrests. Twenty-three or (20%) did not have health insurance. Seventy-one or 61% are unhoused, which is twice the rate of the study population reported in the task force report. Nearly 28% (33) of cases were sent for further evaluation at the state regional mental health institute, where the average length of stay is 22 days.

Current available data on the competency docket are not equipped to assess the relationship with involuntary commitments. However, the General Sessions Court has led an analysis of the involuntary committals docket from 2019 – 2022. Some individuals, who have been involuntarily committed, cycle through hospital after hospital without being able to return to their communities to begin a path to

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<sup>1</sup> Raw data report from electronic health records covering the period of July 2022 – April 2024, Mental Health Cooperative, Inc. Retrieved on April 26, 2024.

<sup>2</sup> *Task Force on Competency and Wellbeing: Findings and Recommendations*. Metro Nashville, April 2022. Found at bottom of webpage: <https://gscourt.nashville.gov/departments-services/mental-health-court/>

<sup>3</sup> *Ibid*, Mental Health Cooperative, Inc.

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recovery. Consequently, they return to the Court, often for misdemeanor charges on the competency docket. The analysis of involuntary commitments reveals a stark picture:

- 23,449 individuals were hospitalized for 35,763 admissions
- 1,282 individuals were admitted four or more times for commitments; one individual was admitted 41 times.
- Today, there are 577 beds in state mental health hospitals. In 1996, there were 1,114 beds.<sup>4</sup>

Recent state policy changes<sup>5</sup> have not in and of themselves improved service offerings for this population. There are noticeable gaps in available resources for care and housing for this population (partly as a reflection that Tennessee has not expanded Medicaid to cover this population nor has Tennessee funded specific population-relevant, evidenced-based interventions). Existing resources are not calibrated to this population at essential points of transition back to community life or while living in the community. When establishing court orders for treatment, the Judge overseeing the Competency Docket is limited to restoration services at the regional mental health institute (if beds are available), jail-based restoration, or inpatient psychiatric hospitalizations, and for a limited number of cases prior to jail release, mental health care in the Behavioral Care Center of the Davidson County Jail. The Program Manager of the Competency Docket Program does coordinate discharge planning and care transitions with the home agency, the Mental Health Cooperative and other service providers. However, such service offerings reflect existing programs. Specific services for this population such as intensive case management, ACT/FACT teams, coordinated specialty care, etc either do not yet exist in Nashville or are not readily available on a consistent basis for this population.

Metro Nashville has been unable to support the development of outcomes-based performance measures for the Competency Docket Program. Without actionable data, the program partners are unable to understand what works to support this population in the community or to prevent them from returning to the criminal justice system. Most service providers, while tracking program results, currently do not regularly review health and justice outcomes relative to this population that can shed light on which programs are successful in supporting these individuals in the community. Right now, data are limited to case level in the court system and patient level from the mental health partner. Current program data only reflect health record information from the mental health partner, which includes diagnostic and demographic profiles, and judicial information system on the number of cases, and type of misdemeanor. These data do not provide real-time, cross sector information that combine health AND justice outcomes for the purpose of robust population health data to establish and track care and housing pathways sufficient enough to support individuals in the community and to break the cycle of recidivism.

**PROJECT DESIGN AND IMPLEMENTATION**

The Davidson County General Sessions Court proposes to enhance the capacity of the Competency Docket Program to swiftly assess cases, prioritize complexity (both mental health acuity and public safety risk) and eliminate unnecessary incarceration through the connection to population-relevant care pathways and housing so that individuals remain in the community and no longer interact with the justice system or experience unnecessary psychiatric hospitalizations. The Competency Docket

<sup>4</sup> Analysis of administrative data, 2019 - 2022. Davidson County Mental Health Court.

<sup>5</sup> HB1640/SB1769 restores funds to the state budget to cover the cost of inpatient restoration or further evaluations at the regional mental health institutes for individuals with misdemeanor charges. This line item has been flat funded at \$2.1 million, starting in FY25 (July 2024).



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Program launched in the fall of 2022 (FY23) and focuses on individuals with misdemeanor charges deemed incompetent to stand trial, largely due to an SMI, cooccurring disorder with substance use and/or a neuro-cognitive disorder.

Through this funding, the Court seeks to select and pilot one evidenced-based intervention (likely intensive case management<sup>6</sup>) to support transitions back into the community, connect unhoused individuals to housing, and ensure that individuals can live in the community, breaking the cycle of recidivism. In addition, program partners need actionable data to determine what works best for individuals on this competency docket and what criminal justice, diagnostic and demographic variables define each subpopulation. An initial review of raw data does show that the docket population has several sub-populations: serious mental illness defines this population (73% of cases); 12 of 16 defendants deemed competent have an SMI, and three of those defendants have been re-arrested multiple times. Only 15% of the population has been deemed incompetent never to be competent. Actionable data will help the Court and its partners determine what clinical and legal decisions can set these individuals on a path of stability and recovery outside of the criminal justice system.

The following project activities and program outcomes aim to build the capacity of the competency docket to determine what works in supporting the individuals on the docket and pilot one intervention that can successfully support individuals in the community:

- Project activities include: establishing an outcomes-based performance management process that monitors and tracks both health and criminal justice outcomes; building the capacity of the docket team to triage cases based on a joint health and safety criteria; identifying evidence-based care and housing pathways during the pre-trial process that can break the cycle of incarceration and support individuals in the community overtime; selecting one intervention (likely intensive case management) to pilot; regular data-driven program management and reporting; coordination with state agencies and philanthropic partners. Subrecipient activities include: contract management, strategic planning, data analytics design and architecture, mental health equity and trauma-informed approaches, one new piloted service (e.g. intensive case management, specialty care coordination, or care transitions support services).
- Expected program outcomes include:
  - New Skills: Expanded program capacity to swiftly address mental health acuity and public safety risk
  - New Solutions: Distinct care and housing pathways for different sub-populations of the docket that will reduce recidivism and psychiatric hospitalizations
  - New Relationships for Scaling: Opportunities for state and local government as well as philanthropies to invest in program infrastructure, health care and housing for this population

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<sup>6</sup> Intensive Case Management (ICM) teams are a team-based approach that supports individuals through case management, the goal of which is to help clients secure and maintain housing and achieve an optimum quality of life through developing plans, enhancing life skills, addressing health and mental health needs, engaging in meaningful activities and building social and community relations.

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#### **Project Goal**

The overarching project goal is to build the capacity of the Competency Docket Program to swiftly assess cases, prioritize complexity (both mental health acuity and public safety risk) and eliminate unnecessary incarceration through the connection to population-relevant, care pathways and housing so that individuals remain in the community and no longer interact with the justice system or experience unnecessary hospitalization.

#### **Strategies**

1. Clarify the strategic framework/project charter of the Competency Docket Program and develop an implementation plan that incorporates principles of mental health equity and trauma-informed approaches;
2. Establish an outcomes-based performance management process that regularly monitors and tracks the population in terms of health and criminal justice outcomes;
3. Build the capacity of the competency docket team to triage cases based on mental health acuity and public safety risk reflected in a joint health and safety criteria;
4. Identify evidence-based care and housing pathways that can break the cycle of incarceration and support individuals in the community overtime; and,
5. Pilot one new service that supports these individuals in the community (for example, intensive case management).

#### **Activities**

1. Secure grant management staff (part-time) and specific consultant(s) (e.g. strategy, data and equity)
2. Develop a strategic framework/project charter and corresponding implementation plan to build the capacity of the docket. Ensure that this plan meets health equity and trauma-informed standards.
3. Add key indicators to existing data collection to build outcomes-based reporting in order to identify what interventions work best to divert individuals from the criminal justice system and support life in the community.
4. Based on new program data, develop a criteria to swiftly triage cases based on mental health acuity and public safety risk. Train docket parties on the triage criteria.
5. Engage state and local government, as well as philanthropic partners, in the development of an outcomes-based performance model and investments in data infrastructure, specifically, staff and software.
6. Identify evidence-based modalities and case management models that can support the population in the community and in housing
7. Engage state government – DMHSAS and TennCare – in the development of care pathways

#### **Roles**

1. General Sessions Court, Division II will oversee the grant and all grant reporting functions.
2. Mental Health Cooperative, Inc will continue to manage the Competency Docket program, as well as partner in building the capacity of the program.
3. Grant staff and consultant(s) will coordinate grant activities and lead the development of an outcomes-based model for the program through the development of a strategic framework/project charter and implementation plan that address mental health equity and trauma-informed principles.

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4. Local, state and philanthropic partners will contribute to building support for the program, facilitating access to relevant data, providing guidance and, where possible, investing in program components, such as the data infrastructure (e.g. staff and software), new modalities or case management models.
5. Current docket parties will form a data collaboration, which will oversee enhancement to the performance measurement system and on a quarterly basis meet with other parties that can serve as data resources (for example, Tennessee Department of Mental Health and Substance Abuse Services, TennCare and local hospitals).

#### **Outputs/Deliverables**

- Strategic framework/project charter and implementation plan
- Outcomes-based approach to the docket population and a new performance management and measurement system integrating health and justice data
- Case triage criteria and process
- Training for docket parties on new triage criteria and process
- A data collaboration of the docket parties and other entities
- Identified evidence-based care and housing pathways
- Financial plan for funding the data infrastructure and newly identified care pathways
- Piloting of one new modality (anticipated to begin in the second half of year 2)
- Coordination with state agencies (Mental Health and TennCare), local government and philanthropies

#### **Outcomes**

Expected program outcomes include:

- **New Skills:** Expanded program capacity to swiftly address mental health acuity and public safety risk
- **New Solutions:** Distinct care and housing pathways for different sub-populations of the docket that will reduce recidivism and psychiatric hospitalizations
- **New Relationships for Scaling:** Opportunities for state and local government as well as philanthropies to invest in program infrastructure, health care and housing for this population

#### **Budget Narrative**

The General Sessions Court of Nashville/Davidson County, TN proposes to build the capacity of the Competency Docket Program in Metro Nashville through a Justice and Mental Health Collaboration Program grant for a total project cost of \$779,167 (\$550,000 federal funds and \$229,167 local funds) over a three-year period, October 2024 – September 2027. The local match of \$229,167 is derived from the cost of the current program manager staffing the competency docket and defendant competency training and related program costs.

In Year 1, the Court anticipates spending \$135,000 in federal funds, \$75,000 representing expenditures for planning purposes to cover the cost of consultants working on strategy, data analytics and mental health equity and trauma-informed approaches. The remaining \$60,000 will cover the cost of a part-time grants manager, who will support the program over all three years. In Year 2, \$195,000 of federal funding will continue to cover the following items: grants manager, consultants for data analytics and equity and trauma-informed approaches. The new intervention will be launched half-way through the year and cost approximately \$95,000 of federal funding. In Year 3, \$220,000 will fund an investment of \$200,000 in piloting the intervention and \$20,000 in grants management.

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**Project Timeline:** The following project timeline highlights essential deliverables and major activities.

**Year 1: October 2024 – Sept 2025: Docket Planning**

- Hire contract staff (grants manager) and consultants (strategy, data and equity)
- Report on grant activities and budget utilization
- Convene the Data Collaboration
- Meet with state agencies (Mental Health and TennCare)
- Meet with philanthropies
- Collect and analyze competency docket population data and cross-reference with other relevant data (e.g. involuntary commitments, Medicaid, hospitals, etc.)
- Workshop strategic priorities, map the journey pathway for individuals, and map court processes to respond to cases, and identify interventions available for the population
- Complete and produce strategic framework/project charter and implementation plan, which incorporate principles and activities that realize health equity and trauma-informed approaches
- Complete and produce corresponding data plan to address governance, privacy, data collection, data quality, and data reporting
- Produce a proposed budget to support new priorities and data management processes
- Submit budget request to Mayor’s Office and Metro Council to support project infrastructure

**Year 2: October 2025 – Sept 2026: Design/Train/Pilot**

- Report on grant activities and budget utilization
- Develop training for docket parties on new program management and reporting
- Train docket parties and new staff on new program and data management approach
- Launch new approach
- Hold regular meetings of the docket parties and data collaboration on docket cases
- Meet with state agencies, hospitals and philanthropies as needed and according to the new approach
- Select and design intervention to pilot to support individuals in the community
- Pilot intervention
- Monitor program performance and make adjustment to approach, data collection and reporting
- If necessary, submit funding request to Mayor’s Office and Metro Council to support pilot intervention for expansion

**Year 3: October 2026 – Sept 2027: Implementation**

- Report on grant activities and budget utilization
- Hold regular meetings of the docket parties and data collaboration on docket cases
- Meet with state agencies, hospitals and philanthropies as needed and according to the new approach
- Continue to implement selected intervention
- Monitor program performance and make adjustment to approach, data collection and reporting
- Where relevant, submit funding request to Mayor’s Office and Metro Council to support new approach or pilot intervention for expansion
- Where relevant, partner with state agencies, philanthropies and hospital systems on supporting this population in the community through population-relevant interventions and housing opportunities

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**Capabilities and Competencies**

Established in 2002, the Metropolitan Nashville and Davidson County Mental Health Court introduces alternatives to incarceration for individuals with mental health conditions. The Mental Health Court holds two dockets and one staffing meeting per week. The court serves an average of 120 misdemeanor offenders who have a diagnosis of severe and persistent mental illness per year. The Veterans Court holds one docket and one staffing meeting per week, serving an average of 65 Service Veterans who have become involved with the criminal justice system per year, regardless of discharge status.

The current Mental Health Court justice, Melissa Blackburn (no relation to the U.S. Senator from the State of Tennessee), in her second 8-year term, has provided county-wide leadership on justice-involved populations since being elected to her first term in 2014. She has co-chaired county-wide efforts on police reform, criminal justice diversion and most recently, the Task Force on Competency and Wellbeing. Judge Blackburn spearheaded the passage of legislation to make Tennessee the first state in the nation to provide dedicated funding for Veterans Treatment Courts.

**Local Policy Consensus and Action on Competency Cases**

In April 2022, the Task Force on Competency and Wellbeing provided direction to the Mayor's Office and Metro Council for the first time on individuals with misdemeanor charges deemed incompetent to stand trial. One of the recommendations was to create the Competency Docket for individuals with misdemeanors. Today, this docket is the only docket of its kind that exists in the state of Tennessee. This docket provides essential support to individuals with serious mental illness who cycle in and out of the criminal justice system and psychiatric hospitalizations.

National research indicates that the crisis in competency reflects excessive time in custody, breaching due process rights and further traumatizing individuals, who have an existing mental health condition, and who are waiting restoration and trial. In Metropolitan Nashville and Davidson County, the crisis reflects frequent interaction with the criminal justice system from arrest to re-arrest, multiple commitments and further evaluations only to have charges nolle'd, and the individual often is released to the streets. The Task Force report shows that 30% of this population is homeless. (Recent data analysis of the population, however, revealed that the current rate is twice the base and stands at 61%.)

Thirteen government entities and nonprofit organizations participated in the Task Force. Task Force leadership included the district attorney, public defender, sheriff, the mental health court justice and the Mayor's office. Other participating organizations included the county health department, the Tennessee Department of Mental Health and Substance Abuse Services (TDMHSAS) and other providers serving the population. TDMHSAS provided essential guidance on serving the population to ensure connections to care and fulfillment of due process rights. Through the Task Force on Competency and Wellbeing, Judge Blackburn secured a first-time annual direct allocation (\$600,000) from Metro to support the creation of the Competency Docket Program. The Mayor has proposed renewal of the funding in the FY25 Budget.

The Competency Docket Program launched through a partnership between the Mental Health Court and the Mental Health Cooperative, Inc., a state-wide nonprofit provider of mental health services and the designated crisis provider by the Tennessee Department of Mental Health and Substance Abuse Services. This proposal aims to build the capacity of the Competency Docket Program developed in partnership by these parties.

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When the docket program was created in FY23, state law required localities to fund further evaluations (competency restoration) for individuals with misdemeanor charges. The program budget covers a program manager, who is an LCSW, which represents about 20% of total funds. The program manager coordinates mental health services prior to release and supports transitions from custody to inpatient and back to custody and at release. The remaining balance of program funds reflects the cost of competency restoration and other services and supports for individuals on the docket largely to support their participation in their defense and due process rights. Program funds cannot be used for ongoing care and housing in the community. During this legislative session, a new law<sup>7</sup> passed successfully and requires the state to fund competency restoration for individuals with misdemeanor charges. Since the new law funds this service at an annual flat amount statewide (\$2 million), it still has yet to be determined how funds will be allocated to localities and what will happen if demand exceeds funds. Right now, the Court plans to continue to utilize existing Metro program funds to support adjudication and due process rights: for example, by supporting any unfunded further evaluations, as well as other services that are not covered in the new law: jail-based competency restoration and training for individuals on the docket to participate in their own defense.

In the first year of the Competency Docket Program, the Mayor's Office had established that the Metro Nashville Health Department would provide population analysis by staffing this data analytics function with an existing epidemiologist. This model has been used to good effect on the launch of the mental health and law enforcement alternative response model, known as Partners in Care.<sup>8</sup> However, 2023 was a municipal election year, and continuity from one administration to the next did not occur for this capacity, due to staff turnover and new leadership in the health department. Also, the methodological approach for data capture with an epidemiologist relies on a lengthy, labor-intensive process matching and cleaning Excel reports from multiple systems.

The Court has successfully funded and piloted the Competency Docket Program over the last two years. Existing program funding supports adjudication and due process rights, while at the same time introducing case coordination with available mental health and case management services through the program manager. The Court, in partnership with the Mental Health Cooperative, Inc., aims to build the capacity of the Competency Docket Program by introducing and piloting one intervention (likely intensive case management) that can connect individuals to care and housing in the community and successfully diverts individuals from the criminal justice system. Eighty-five percent of the docket population has either had their competency restored or are competent at evaluation (despite having an SMI). On the whole, the docket population can be successful in the community. The competency program can also introduce and tailor specific interventions to docket sub-populations. Doing so will require an investment in data analytics and the development of a data plan to capture relevant population information.

**Plan for Collecting the Data Required for Performance Measures**

The Court proposes a capacity building effort for the Competency Docket Program in order to ensure individuals are successfully diverted from the criminal justice system and connected to care and housing in the community. Building the capacity of the program requires the development of data that

<sup>7</sup> HB1640/SB1769 restores funds to the state budget to cover the cost of inpatient restoration or further evaluations at the regional mental health institutes for individuals with misdemeanor charges. This line item has been flat funded at \$2.1 million, starting in FY25 (July 2024).

<sup>8</sup> Partners in Care Program, Metro Nashville Police Department. Reports can be found at this link:

<https://www.nashville.gov/departments/police/investigative-services/major-crimes/alternative-policing-strategies/partners-care>

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are actionable, assess for mental health acuity and public safety risk, and can inform case-related and clinical decision-making. Performance data must be able to demonstrate which programs support the population in community over time.

While the Court can access case data and variables associated with these cases, outcomes data reflecting health and justice environments is noticeably absent. Docket parties currently do not review regular reports on the population. Nor has there been an effort to create a consolidated report on the population from the mental health provider, the judicial information system and the local hospital system. Developing the criteria for triaging the docket population will involve reviewing mental health acuity (e.g. diagnosis) and the severity and frequency of arrest charges, as well as frequency of psychiatric hospitalizations and inpatient restoration orders.

As part of the capacity building effort, the Court will oversee a data plan that can track meta-data or outcomes-based information over time to determine what is working to divert individuals who frequent the docket and successfully support them in the community. From the past two years of work, there is a clear need to track the following indicators: date/number of arrests, type of charges, severity of charges, date/number of psychiatric hospitalizations and inpatient restoration orders, date/number of ER admits. Outcomes must be based on duration/time since arrest, psychiatric hospitalization and release from jail. Reviewing current data from the Mental Health Cooperative’s EHR system shows that some of these indicators can be entered in to create new columns in a raw data pull. However, the systemic changes, case triage criteria – selecting and investing in programs that successfully divert these individuals AND supports community-based care and housing – requires a cross-sector data collaboration that will at a minimum involve the following parties, data management system, and type of data.

**Current Docket Parties**

- General Sessions Court, Division II/Judicial Information Systems/case data
- Mental Health Cooperative, Inc/EHR/date of hospitalization/date of ER admission
- District Attorney/ Judicial Information Systems/case data/type of charges
- Public Defender/Judicial Information Systems/case data
- 

**Additional Parties (Providing client/case matching data and participating in working meetings)**

- Hospitals/EHR/date of admissions/ date of discharge/
- Police/RMS/ date of arrests
- Tennessee Department of Mental Health and Substance Abuse Services
- TennCare (Tennessee Medicaid Program)
- New providers that are supporting new services or housing opportunities

**Data Collaboration**

The Data Collaboration will include all current docket parties as well as entities that have data relevant to the docket cases. This Collaboration will meet regularly during the planning and design phases of the grant funded process. Current docket parties include the General Sessions Court; the Mental Health Cooperative, Inc.; the District Attorney’s Office, and the Public Defender’s Office. The Collaboration will include additional parties that are not currently at the table: state mental health institutes that provide further evaluations for competency restoration; local private and public hospitals that provide inpatient psychiatric services and emergency care; Metro Nashville Police Department for arrest data; Tennessee Department of Mental Health and Substance Abuse Services and TennCare to serve as resources,

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during the planning phase, in the effort to build new decision-making regarding this population. Finally, this proposal seeks to pilot one intervention to support this population in the community, likely intensive case management. This Collaboration will consist of regular reporting members and occasional members that provide expertise, data and insight on the population in question and have decision-making authority over cases.

**Data Plan**

The Data Collaboration will develop a process to capture new data variables to create new indicators and support the creation of outcomes-based reporting. From the past two years of work, there is a clear need to track the following indicators: date/number of arrests, type of charges, severity of charges, date/number of psychiatric hospitalizations and inpatient restoration orders, date/number of ER admits. Outcomes must be based on duration/time since arrest, psychiatric hospitalization and release from jail. Reviewing current data from the Mental Health Cooperative's EHR system shows that some of these indicators can be entered in to create new columns in a raw data pull. However, the Data Collaboration will need to determine how best to capture the new data, where it shall be stored, and what might be suitable infrastructure investments for regular reporting.

An example of the approach will include:

1. **Define Project Goals and Scope (Project Charter) in Year 1**

- Determine which data sources and organizations need to be integrated.
- Set clear goals for data collection, processing, storage, and analysis.

Data inventory and architecture will be developed during Year 1 of the project and will involve the following strategies and activities at a minimum.

1. **Assess Data Sources**

- Conduct a comprehensive inventory of available data sources across organizations.
- Evaluate the quality, format, and compatibility of the data from each source.
- Determine data governance policies and compliance requirements.

2. **Design Data Architecture**

- Create a data architecture that supports data integration, storage, and analysis.
- Plan for scalability, security, and data governance within the architecture.

Data management and reporting will cover governance issues, data integration, analytics and visualization. It is anticipated that specific program staff and Collaboration partners will need to be trained on new data collection, reports, and reporting process.

1. **Data Integration – Year 1**

- Develop processes for extracting data from various sources.
- Transform and cleanse data to ensure consistency and quality.

2. **Data Governance and Security – Year 1**

- Establish data governance policies, including data ownership, access controls, and data quality standards.
- Implement security measures to protect sensitive data and comply with regulations (e.g. HIPAA).

3. **Analytics and Reporting – Year 1**



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- Set up tools and platforms for data analysis and visualization.
  - Develop dashboards, reports, and data models to extract insights from the integrated data.
  - Validate data accuracy, completeness, and consistency.
4. **Training and Documentation – Year 2**
- Provide training sessions for users and administrators on using the data infrastructure and analytics tools.
5. **Optimization and Iteration (Continuous Improvement) – Year 2**
- Gather feedback from users and stakeholders to identify areas for improvement.
  - Continuously optimize data processes, algorithms, and infrastructure for better performance and scalability.
  - Iterate on the data architecture based on evolving business needs and technological advancements.

Several roles are associated with the development of performance measurement system. Following provides an overview of key responsibilities.

Grants manager will fulfill the role of data governance officer and will coordinate with respective partners to establish protocol for the ongoing management and reporting of docket data for decision-making and performance:

- Oversees the entire data governance strategy and implementation.
- Full access to all data governance policies, data sources, and infrastructure.

The project consultant focusing on data analytics design and architecture will fulfill roles associated with the following functions during the grant period. It is anticipated that these roles will have to be funded permanently to support appropriate staffing levels.

Data Steward:

- Responsible for managing and curating specific datasets or data domains.
- Full access to data within their assigned domains, including data quality tools and processes.

Data Integration specialist:


- Handles the technical aspects of data integration; extraction, transfer and loading (ETL) processes, and data transformations.
- Full access to data integration tools, ETL pipelines, and data mapping configurations.

Data Analyst:

- Analyzes data for insights, creates reports, and supports decision-making.
- Access to relevant data sources based on their analytical needs, with restrictions on sensitive data as per data governance policies.

**APPLICATION FOR: Capacity Building for the Special Competency Docket  
Program in Metro Nashville**

**METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY**

  
\_\_\_\_\_  
Director  
Department of *General Sessions Court*

*6-4-24*  
\_\_\_\_\_  
Date