

S T A T E O F M I C H I G A N

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

**SHERIFF'S DEPARTMENT—APPLY/ACCEPT FY2021 MDOC COMPREHENSIVE
COMMUNITY CORRECTIONS GRANT**

BE IT RESOLVED that the Allegan County Board of Commissioners hereby authorizes the Sheriff Department to apply and accept when awarded the Michigan Department of Corrections, Office of Community Corrections Grant for FY2021 (October 1, 2020 through September 30, 2021), to continue previously established programs; Career Readiness, Moral Reconciliation Therapy, Re-Entry Case Management, Re-Lapse Prevention, Gatekeeper, Meth Diversion, Pretrial Assessment, and Pretrial Supervision; and

BE IT FURTHER RESOLVED any personnel and/or program services are coterminous with receipt of adequate funds through this grant; and

BE IT FINALLY RESOLVED that the Board Chairperson and/or the County Administrator are authorized to sign the necessary documents on behalf of the County and that the Executive Director of Finance is authorized to make the necessary budget adjustments to complete this action.

Allegan County Grants

Section I - General Information

Name of Grant	Grant Period / Term
Community Corrections Advisory Board (CCAB) Grant	10/1/2020 - 9/30/2021
Source of Grant Funding - Agency Name	Federal, State, Local
Michigan Dept of Corrections	State
Submitted by and/or Program Manager	Service Area Requesting
Lt. Charity Cummins	Sheriffs
Brief summary of Grant program	This grant provides funding to communities to assist in goals to decrease prison admissions and increase utilization of community-based sanctions and services for non-violent offenders. There are a variety of programs that are run through the CCAB Grant, in the past we have participated in inmate work crews: D.E.B.T.S. (Detail Enabling Better Transition to Society), the Community Service Work Crew, The GED Program (General Education Development) and the Meth Diversion Program counseling services. No local match is required.

Section II - Application

Request Type	Renewal Grant	Work Order No.	191-295
Specific Action Requested	BOC Approval	Request Date	5/4/2020
Request Submission Deadline (Date)	6/1/2020	Approval Date	
Grant request approved by BOC with Budget	Yes		
Signatures Needed	NA, Resolution needed		
Funding Sources	Estimated amounts approved with Grant Renewal list	Application Amount	
Grant Funding	\$ 259,222.00	\$	263,008.90
Required Local Match	\$ -	\$	-
County Funding	\$ -	\$	-
TOTAL	\$ 259,222.00	\$	263,008.90

Notes or Additional Information

See Program Goals and Objectives. See Program Summary attached.
 Program Goals provide valuable and necessary quality services to our customers.



Program Description

Program Summary Sheet

CCAB: Allegan County

FY: 2021

SUMMARY INSTRUCTIONS:

1. In the first column, select the code for each program for which you have submitted a funding request. If using DDJR to fund a program, chose the appropriate CPS code then enter "DDJR" after it. Example: "C01 – Cognitive – DDJR." Then enter the number of projected DDJR enrollments in the "Projected New Enrollments" column.
2. In the second column indicate if the program is a "New Initiative, Modification or Continuation." **Please note** –a program description must be included for ALL programs that are listed. Those without a program description will not be considered for funding.
3. In the third column, list out the projected new enrollments.

Program Code:	Status:	Projected New Enrollments:
Program 1: G18 - Outpatient Treatment Programming-	Continuation	40
Program 2: I24 - Community Based Case Management -	Continuation	20
Program 3: C01 - Cognitive Programming -	Continuation	60
Program 4: I25 - Gatekeeper -	Continuation	150
Program 5: B15 - Employment Services -	Continuation	50
Program 6: G18 - Outpatient Treatment Programming-	New Initiative	20
Program 7: F22 - Pretrial Assessment -	New Initiative	60
Program 8: F23 - Pretrial Supervision -	New Initiative	40
Program 9: Choose an item.	Choose an item.	
Program 10: Choose an item.	Choose an item.	
Program 11: Choose an item.	Choose an item.	
Program 12: Choose an item.	Choose an item.	
Program 13: Choose an item.	Choose an item.	
Program 14: Choose an item.	Choose an item.	
Program 15: Choose an item.	Choose an item.	
Program 16: Choose an item.	Choose an item.	
Program 17: Choose an item.	Choose an item.	
Program 18: Choose an item.	Choose an item.	
Program 19: Choose an item.	Choose an item.	
Program 20: Choose an item.	Choose an item.	
Program 21: Choose an item.	Choose an item.	
Program 22: Choose an item.	Choose an item.	
Program 23: Choose an item.	Choose an item.	
Program 24: Choose an item.	Choose an item.	
Program 25: Choose an item.	Choose an item.	

MICHIGAN DEPARTMENT OF CORRECTIONS

“Committed to Protect, Dedicated to Success”



Office of Community Corrections

Community Corrections Plan and Application
Fiscal Year 2021

CCAB Name: Allegan County
Annual/Full

Application Type:

Email the application to:

1. MDOC-OCC@michigan.gov
2. Grant Coordinator

DUE DATE: June 1, 2020

SECTION I: COMMUNITY CORRECTIONS ADVISORY BOARD INFORMATION

Name of CCAB: Allegan County

Federal I.D. Number: 38-1914307

A: General Contact Information:

	Contact Person (Manager)	Manager's Direct Supervisor	CCAB Chairperson	Fiscal Agent
Name:	Charity Cummins	Chris Kuhn	Matt Antkoviak	Lorna Nenciarini
Title:	Co-Jail Administrator	Operations Captain	Defense Attorney	Finance Director
Address :	640 River Street	640 River Street	416 Hubbard Street	3282 122 nd Avenue
City:	Allegan	Allegan	Allegan	Allegan
State:	MI	MI	MI	MI
Zip:	49010	49010	49010	49010
Phone:	269-686-5392	269-673-0500 ext.4475	269-673-8468	269-673-0228
Fax:	269-673-0273	269-673-0406	269-686-0712	269-673-0367
Email:	ccummins@allegancounty.org	ckuhn@allegancounty.org	antkoviak43@gmail.com	lnenciaini@allegancounty.org

Type of Community Corrections Board: County Advisory Board

Counties/Cities Participating in the CCAB: Allegan

Date application was approved by the local CCAB: 05-7-2020

Date application was approved by county board(s) of commissioners and/or city council: 05-07-2020

Date application was submitted to OCC: 06-01-2020

B: CCAB Membership

Representing:	Name	Email
County Sheriff:	Frank Baker	fbaker@allegancounty.org
Chief of Police:	Jay Gibson	jgibson@cityofallegan.org
Circuit Court Judge:	Margaret Bakker	mbakker@allegancounty.org
District Court Judge:	William Baillargeon	wbaillargeon@allegancounty.org
Probate Court Judge:	Jonathan Blair	jblair@allegancounty.org
County Commissioner(s):	Dean Kapenga	dkapenga@allegancounty.org
Service Area (Up to 3):	Angelique Joynes	ajoynes@allegancounty.org
County Prosecutor:	Myrene Koch	mkoch@allegancounty.org
Criminal Defense:	Matthew Antkoviak	antkoviak43@gmail.com
Business Community:	Tom Schaap	tschaap@wmoi.com
Communications Media:	Ryan Lewis	rmlewis@allegannews.com
Circuit/District Probation:	Shannon Dobbins	DobbinsS1@michigan.gov
City Councilperson:	na	na
Workforce Development:	Emily Gary	egary@westmiworks.org

1. Does your CCAB have Bylaws? Yes If yes, have they been revised within the last 2 years? **yes**
2. What steps does your CCAB take to orientate new CCAB members ensuring the understanding of their roles and responsibilities? **We take steps to orientate our new CCAB members by providing information about their roles, include them in all educational emails and a pamphlet has been created to use in future orientations. In additions, we have provided a power point training and will continue to update and use this as new members come into the CCAB.**

SECTION II: ANALYSIS & STRATEGIC PLAN

Introduction and Instructions for Strategic Plan:

Michigan Public Act 511, also known as the Community Corrections Act, was established in 1988 in an effort to improve the State's prison commitment rates (PCR) through the development and utilization of evidence-based, community corrections programming that targets Group 2 straddle cell offenders, OUIL-3rd offenders, and probation violators assessed as moderate to high in risk and or needs. Counties and regions establishing a Community Corrections Advisory Board (CCAB) appoint member stakeholders as required by PA-511 to identify and target local criminogenic needs that impact prison commitments and recidivism. CCABs are obligated to abide by PA-511 and Michigan Office of Community Corrections (MOCC) requirements when receiving MOCC funding, including but not limited to data tracking and analysis, as well as minimum program eligibility and utilization requirements.

This Application serves as your CCAB's Comprehensive Plan. To be considered for funding, it must include specific and detailed explanation as to how your plan will impact State Board Priorities, local prison commitment rates, recidivism, and local priorities/initiatives through identified key objectives. Strategies to obtain key objectives as well as outcome/performance indicators must also be identified. For the purpose of this application, the following terms and definitions apply:

- 1) **Key Objectives** – Overall PCR Objective, Group 2 Straddle Objective, and Recidivism Objective(s) - your CCAB may identify other objectives in addition to these required objectives.
- 2) **Supportive Strategies** – Proposed OCC funded programming and/or services that are intended to support the objectives identified.
- 3) **Strategic Issues** – Felony disposition, recidivism, and local priority information that, when combined, form your CCAB's target areas for your Comprehensive Plan.

Felony Data Analysis:

OCC will provide CCABs with relevant felony dispositional data to complete the application. CCABs must analyze this data along with local CCIS data (reports run locally from COMPAS Case Manager) and develop key objectives and supportive strategies that will help attain local goals and support State Board Priorities.

A thorough analysis of the data should include:

- Overall PCRs, rates within sentencing guideline ranges, PCRs within Group 1 and Group 2 offense categories, status at time of offense and recidivism of probation violators, both new sentence and technical
- Reference to changes in PCRs compared to prior years
- Other changes in your CCAB/area that influence changes (new stakeholders, new or changing policies and/or procedures, emerging crimes, offender characteristics, etc.)
- Review your past OCC funding proposals for ideas

Your data analysis forms the basis of your objectives and strategies. A weak link between them may result in denial of, or conditional revisions to, your Comprehensive Plan. Therefore, it is important to demonstrate a solid connection between your data, objectives, and supportive strategies.

Example: Objective #1 is intended to impact the overall prison commitment rate (PCR). To address this, your CCAB should analyze local felony dispositional and CCIS data, & identified trends or changes that impacted that data. For example, trends and changes may include:

- CCAB stakeholder changes
- New judicial, probation, or CCAB staff or other personnel issues that impact referrals, screenings, or programming
- Service provider changes or issues
- Trends in local criminality (example: increase in drug related offenses, decrease in probation violations, etc.)

- Development or changes in local court services or programming (example: New Specialty Court programming, changes to court programming eligibility, etc.)

Your CCAB must then determine its proposed Overall PCR based on this analysis, with consideration given to the average of the last 3 years. Your CCAB must then identify the strategies that will impact its Overall PCR. All strategies that you are requesting funding for must be also be listed on the Summary Sheet, the Budget Cost Description, and have a completed Program Description. If you request funding for a program or service that is not identified as a strategy impacting any objective, it will not be considered for funding.

SAMPLE OBEJECTIVE: To reduce the County’s Overall Prison Commitment Rate (PCR) to 16% or less.

SAMPLE STRATEGY: Target moderate-to-high risk, eligible offenders for local sanctions and supportive programming including: C01 Cognitive Programming, G18 Outpatient Treatment Services, and B15 Employment Skills. I15 Gatekeeper will be utilized to screen all offenders for eligibility.

A-1: Using OMNI Felony Disposition data supplied by OCC for the previous two fiscal years:

1. Are felony dispositions increasing, decreasing, or stable? Increasing
2. Describe changes within SGL categories. Report rates with detailed explanation: **The Prison Commitment Rate (PCR) for Allegan County has decreased by 3 percentage points from FY2018 (13.7%) to FY2019 (10.7%), which is well below the States average for FY2019 (19.7%). During this time period, total felony dispositions significantly increased from FY2018 (709) to FY2019 (871) , while prison dispositions decreased by three (3). In addition, the Straddle Cell PCR experienced a decrease between FY2018 (19.9%) to FY2019 (9.5%). The Straddle Cell prison dispositions decreased from 40 (FY2018) to 19 (FY2019). This, too, is well below the State average of 24%. Allegan County was strategically successful in decreasing the PCR and reducing that rate to be below the targeted PCR of 13.7%. A review of the OMNI Data shows that the overall OUIL 3rd disposition rates have increased from 7.3% (FY2018) to 8.6% (FY2019). This indicates that 2 more OUIL 3rd convictions were sentenced to prison, resulting in 6 total in FY2019 in comparison to 4 in FY2018. In addition, 2 out of those 6 in FY2019 were Straddle Cells.**
3. Provide information regarding policies, procedures, program operations, pertinent issues or opportunities which emerged, or other factors which have positively/negatively affected the achievement of objectives--for example, local changes regarding early jail release, implementation of required program fees, stakeholders--CCAB manager or staff, judges, magistrates, prosecutor, sheriff, contractor/service providers. Briefly describe the impact and, if negative, how it was addressed. **Allegan County has implemented several new changes since FY2016. These changes include adding 4 new programs to the grant which are MRT, Re-entry Case Management, Relapse Prevention, and Career Readiness. It is the mission of the Allegan County CCAB to continue educating the board members about current programming, upcoming programming and strategic planning for the future. In fact, a couple of members have taken the initiative to begin working on the County Comprehensive Plan to include all programming within the county, regardless of it's funding source. This plan, also, includes all of our speciality courts, such as Veteran's Court, Mental Health Court, Swift and Sure, and Drug Court. It is estimated that this county plan will be completed and approved by the CCAB before the end of the year. Also, the CCAB reviews the BY-laws annually and votes on any new changes that may be needed to keep those current and accurate. In addition, the Allegan County CCAB Manager keeps the line of communication open with the CCAB and they are updated on a regular basis with non routine events that occur. Some of those items discussed are a recent interuption in services for 2 of our State funded programs, Re-entry Case Management and Relapse Prevention. The Allegan County CCAB was informed of those current issues and the CCAB Manager immediatly notified the State OCC Specialist to inform her of the situation at hand, while suspending services until the criminal investigation could be completed. In the meantime, another vendor was selected through an RFP process. Once the new vendor was secured, we were able to get both programs up and running within a short period of time. Another positive impact our programming has on the Overall PCR, is the use of our Adminstrative and Gatekeeper programs. These programs allow proper referrals from all sources to include the Gatekeeper entering the housing units, explaining to the inmates what programs are available and receiving kites, which initiates the screening process. It is believed that when you start programming early enough with someone involved in the Criminal Justice System, it can have an impact on them, by reducing the likelihood of reoffend, which in turn reduces the Recidivism rate. In addition, the Adminstrative program allows proper documentation to occur, the input of data entries into**

the COMPAS Data base to include accurate information in a timely manner, and to complete the required monthly reporting, as required, as well as completing the Midyear Report, the End of the Year Report and the Annual Grant Application.

4. What steps will you take if you find that you are not meeting your objectives or your strategies are not being implemented as planned? **The following steps will be taken if we discover that we are not meeting the objectives set or the strategies are not being implemented:**
5. **Contact our State Grant Coordinator to inform her of the recent discovery that the objectives are not being met.**
6. **After the notification, the CCAB Manager will compare the expenditures thus far on the program and monitor it to reflect the programs utilization.**
7. **In the meantime, the CCAB Manager will evaluate the target population and reach out to the necessary resources to try and obtain and meet the objectives set forth for the program with increasing program utilization.**
8. **The CCAB Manager will obtain additional COMPAS' and review all of them to determine whether additional offenders meet the program requirements.**
9. **The COMPAS scores that reflect eligibility, will initiate the Gatekeeper to complete an initial assessment to see if they meet all of the program requirements and if so, they will be enrolled into the program.**
10. **Once the assessment is complete, a Program Participant Eligibility Form will be completed and the entry into COMPAS will be completed.**
11. **If the strategies set forth to obtain the objectives still are not being met, then the CCAB Manager will submit a request to their State OCC Grant Specialist to make the necessary changes needed to get the program back on course.**
12. **If it doesn't appear that the program can be sustainable because of lack of attendance, then it will be discussed with the State OCC Grant Specialist for further advisement.**

A-2: Felony Analysis Key Objectives and Strategies

NOTE:

- Objectives should be measurable and provide sufficient detail so progress can be monitored.
- Each objective should be followed by **at least** one strategy (step, action, policy, and program) that will help you achieve your objective.
- Your objectives and strategies should be supported by the analysis above.
- Keep in mind that all programs for which you are requesting funding are considered **strategies**. Be sure to clearly identify them as strategies.

1. Objective #1 is intended to impact the overall prison commitment rate – please state the Objective: **The number one objective is to reduce the Prison Commitment Rate from 10.7% to 9.7%.**

Programs in support of Objective #1:

The current programs used to support our #1 objective is:

- 1). **G18 Substance Abuse- This program is called "Relapse Prevention", and will be offered to individuals who are currently incarcerated and to those that are not. This program is a 9 week program that teaches individuals how to identify addictions and assists them in creating a plan on how to prevent future relapses. In addition, this program is gender separated to maintain the gender requirement. This program will be offered to individuals that have an identifying substance abuse issue, which is displayed on their COMPAS Needs Assessment. In addition to group therapy, they may receive individual sessions as seen fit by the Therapist, but not to exceed 5 per participant. (Continuation)**
- 2). **I24 Case Management-This program is called the Re-entry Case Management Program. It will be utilized for the female incarcerated population who are soon transitioning back into society with needs to do that successfully. The program services will provide assistance for housing needs, food and clothing needs, referral sources, and assistance with enrollment into government programs, as needed. In addition, the program will assist a population of those with mental health needs who are in need of Case Management Services and are not eligible for other available services. (Continuation)**
- 3). **C01 MRT-This program will be provided to male and female participants separately who are in need of Moral Reconation Therapy. This program focuses on criminal thinking and changing that criminal thinking behavior. This program will focus on probation violators and pre-trial supervision participants and will be referred whether in custody or out. (Continuation)**

- 4). B15 Career Readiness- This program is offered while incarcerated, then before release from custody, the facilitator will present a brochure to the participant to follow up with community resources upon release. This program teaches vocational, employability and educational skills training, as well as assisting individuals to apply for college and financial aid. In addition, the participants will complete Work Keys testing, that can be used for employment purposes upon release, along with a Career Interest Inventory, keyboarding skills, career coaching (O*NET Program), computer literacy, TRIO, college applications, college exploration, academic advising and financial aid/FAFSA applications, interviewing skills, mock interviews, job searching and completing employment applications. (Continuation)
- 5). G18 Meth Diversion Program-This program is an intensive substance abuse program lasting much longer than our Relapse Prevention Program. Participants are in this program for 18 to 24 months, moving through 4 phases successfully before graduating in Phase 5. It's target populations are individuals with a Meth addiction, that has committed a crime with sentencing guidelines of 12 months to Life. This program focuses on the rehabilitation element which consists of individual counseling sessions, group sessions and Board Reviews. Each participant, while in the program is required to obtain and maintain employment, obtain a high school diploma or GED (if they haven't already), attend group 2 times a week, comply with drug testing regularly, and attend individual therapy sessions determined by which phase they are in. In addition, they receive Case Management Services to assist with transportation to doctor's appointments, assistance with obtaining their driver's license, or housing assistance. This program is unique because it focuses on individuals who are prison bound, who have had more than 1 possession of Meth charge, usually those with charges or convictions of Operating and Maintaining a Meth Lab. The reason the program entering process is so strategic is because we are looking at not just the meth user but most often our target participant is the meth dealer. Our belief is that if you can stop the dealer, not only have you changed their lives, but you have reduced the number of those being effected by the drug because of the dealer. The success rate of this program is much higher than any of our other programs and it is believed that the reason for that is because of the intensity in which the program is delivered and worked. (NEW)
- 6). F22 Pretrial Assessment-This program allows individuals to be assessed for appropriate eligibility into the Pretrial Supervision Services. The assessment program will provide the data needed for enrollment and determine the level of supervision needed for the participants. (NEW)
- 7). F23 Pretrial Supervision Services-This program allows eligible participants (which is determined by the assessment) to be released from custody prior to trial and provide services that are needed according to their assessment. This program will obtain 3 levels of supervision to include: High, Medium and low. The supervision and requirements for the supervision will be based on the data retrieved from the pretrial assessment. Some of the services that may be provided will consist of drug testing, GPS tethering, Scram tethering, phone reporting, referrals to other resources, and in person reporting. These services will be offered to those individuals who are charged only with a crime and waiting for the court process to be completed. (New)
- 8). B00 Education Program- This program provides participants with the ability to study, prepare, and complete parts or all of their GED testing while incarcerated. In addition, the GED program provides services for those with IEP's. This program is not paid for by the State OCC, but funded by other resources in the county. (Continuation)
- 9). D08 Electronic Monitoring- This program is utilized for sentenced individuals who are currently incarcerated and have been granted work release as part of their Judgement of Sentence. This allows the Judiciary System to provide sanctions on individuals, but yet allowing them to maintain employment while constantly being monitored. This program is not paid for by the State OCC, but funded by other resources in the county. (Continuation)
- 10). I24 Inmate Workers- This program obtains about 14% of our jail population. These individuals earn good time off of their sentence, and it consists of them working on different work crews within the jail. Some of those job details include laundry workers, kitchen workers, car wash workers, and jail cleaning crews. (Continuation)
- 11). I24 DEBTS Crew- This program is utilized in assisting the local community with jobs such as lawn maintenance, snow removal, tree trimming, and general work that is needed for non-profit organizations. They assist local churches, local city public works departments, food pantry's, the Department of Natural Resources, local Camps, Township Hall's, and the local Recycling Center's. They do a number of tasks in these areas to assist with non-profit organizations. This program is not paid for by the State OCC, but funded by other resources in the county. (Continuation)

2. Objective #2 is intended to impact the Group 2 Straddle Cell rate – please state the Objective: **The second objective for Allegan County is to reduce the Group 2 Straddle Cell PCR from 7.1% to 6.9%.**

Programs in support of Objective #2:

The current programs used to support our #2 objective is:

1). G18 Substance Abuse- This program is called "Relapse Prevention", and will be offered to individuals who are currently incarcerated and to those that are not. This program is a 9 week program that teaches individuals how to identify addictions and assists them in creating a plan on how to prevent future relapses. In addition, this program is gender separated to maintain the gender requirement. This program will be offered to individuals that have an identifying substance abuse issue, which is displayed on their COMPAS Needs Assessment. In addition to group therapy, they may receive individual sessions as seen fit by the Therapist, but not to exceed 5 per participant. (Continuation)

2). I24 Case Management-This program is called the Re-entry Case Management Program. It will be utilized for the female incarcerated population who are soon transitioning back into society with needs to do that successfully. The program services will provide assistance for housing needs, food and clothing needs, referral sources, and assistance with enrollment into government programs, as needed. In addition, the program will assist a population of those with mental health needs who are in need of Case Management Services and are not eligible for other available services. (Continuation)

3). C01 MRT-This program will be provided to male and female participants separately who are in need of Moral Reconation Therapy. This program focuses on criminal thinking and changing that criminal thinking behavior. This program will focus on probation violators and pre-trial supervision participants and will be referred whether in custody or out. (Continuation)

4). B15 Career Readiness- This program is offered while incarcerated, then before release from custody, the facilitator will present a brochure to the participant to follow up with community resources upon release. This program teaches vocational, employability and educational skills training, as well as assisting individuals to apply for college and financial aid. In addition, the participants will complete Work Keys testing, that can be used for employment purposes upon release, along with a Career Interest Inventory, keyboarding skills, career coaching (O*NET Program), computer literacy, TRIO, college applications, college exploration, academic advising and financial aid/FAFSA applications, interviewing skills, mock interviews, job searching and completing employment applications. (Continuation)

5). G18 Meth Diversion Program-This program is an intensive substance abuse program lasting much longer than our Relapse Prevention Program. Participants are in this program for 18 to 24 months, moving through 4 phases successfully before graduating in Phase 5. It's target populations are individuals with a Meth addiction, that has committed a crime with sentencing guidelines of 12 months to Life. This program focuses on the rehabilitation element which consists of individual counseling sessions, group sessions and Board Reviews. Each participant, while in the program is require to obtain and maintain employment, obtain a high school diploma or GED (if they haven't already), attend group 2 times a week, comply with drug testing regularly, and attend individual therapy sessions determined by which phase they are in. In addition, they receive Case Management Services to assist with transportation to doctor's appointments, assistance with obtaining their driver's license, or housing assistance. This program is unique because it focuses on individuals who are prison bound, who have had more than 1 possession of Meth charge, usually those with charges or convictions of Operating and Maintaining a Meth Lab. The reason the entering process is strategic because we are looking at not just the meth user but most often our target participant is the meth dealer. The belief is if you can stop the dealer, not only have you changed their lives, but you have reduced the number of those being effected by the drug because of the dealer. The success rate of this program is much higher than any of our other programs and it is believed that the reason for that is because of the intensity in which the program is delivered and worked. (Continuation)

6). F22 Pretrial Assessment-This program allows individuals to be assessed for appropriate eligibility into the Pretrial Supervision Services. The assessment program will provide the data needed for enrollment and determine the level of supervision needed for the participants. (NEW)

7). F23 Pretrial Supervision Services-This program allows eligible participants (which is determined by the assessment) to be released from custody prior to trial and provide services that are needed according to their assessment. This program will obtain

3 levels of supervision to include: High, Medium and low. The supervision and requirements for the supervision will be based on the data retrieved from the pretrial assessment. Some of the services that may be provided will consist of drug testing, GPS tethering, Scram tethering, phone reporting, referrals to other resources, and in person reporting. These services will be offered to those individuals who are charged only with a crime and waiting for the court process to be completed. (New)

8). B00 Education Program- This program provides participants with the ability to study, prepare, and complete parts or all of their GED testing while incarcerated. In addition, the GED program provides services for those with IEP's. This program is not paid for by the State OCC, but funded by other resources in the county. (Continuation)

9). D08 Electronic Monitoring- This program is utilized for sentenced individuals who are currently incarcerated and have been granted work release as part of their Judgement of Sentence. This allows the Judiciary System to provide sanctions on individuals, but yet allowing them to maintain employment while constantly being monitored. This program is not paid for by the State OCC, but funded by other resources in the county. (Continuation)

10). I24 Inmate Workers- This program obtains about 14% of our jail population. These individuals earn good time off of their sentence, and it consists of them working on different work crews within the jail. Some of those job details include laundry workers, kitchen workers, car wash workers, and jail cleaning crews. (Continuation)

11). I24 DEBTS Crew- This program is utilized in assisting the local community with jobs such as lawn maintenance, snow removal, tree trimming, and general work that is needed for non-profit organizations. They assist local churches, local city public works departments, food pantry's, the Department of Natural Resources, local Camps, Township Hall's, and the local Recycling Center's. They do a number of tasks in these areas to assist with non-profit organizations. This program is not paid for by the State OCC, but funded by other resources in the county. (Continuation)

B: Recidivism Analysis

The updated Public Act 511 mandates that CCABs "Provide improved local services for individuals involved in the criminal justice system with the goal of reducing the occurrence of repeat criminal offenses that result in a term of incarceration or detention in jail or prison." As such, CCABs are required to address recidivism within their comprehensive plan, with a specific emphasis on how the plan is intended to impact the local recidivism rates.

The State Board has defined recidivism as "Probation Violations, either technical or new sentence, resulting in prison," and has identified Probation Violators as being indicative of performance in this area:

- i. Probation Violators with a new felony conviction resulting in a prison sentence
- ii. Technical Probation Violators resulting in a prison sentence

Based on OMNI Report 3, please use the following table to report the number of Probation Violators that resulted in a prison disposition for each listed category. Regional CCABs should list the Probation Violation Data for each County separately and provide a total, regional rate at the end of each row.

B-1: Using OMNI Felony Disposition data supplied by OCC for:

Previous Fiscal Year Recidivism Rates

County Name	Allegan						Totals for Region:
Probation Violation - New Sentence to Prison							
Total	7						
Probation Violation – Technical to Prison							
Total	18						

B-2: Using OMNI Felony Disposition data supplied by OCC for the previous fiscal years:

1. Are Probation Violations increasing, decreasing, or stable? Decreasing
2. Describe changes within the Probation Violation data for the previous two fiscal years. Report rates with detailed explanation: **In FY2018, the total number of Probation Violators sent to prison was 33, however in FY2019 the total number of Probation Violators sent to prison was 25. This indicates that 8 less individual Probation Violators were sent to prison, than in the prior year. In fact, Allegan County set a goal to reduce that total number from 33 to 30, however not only did we meet that goal, but we surpassed it. Also, Allegan County set a goal to reduce the Probation Violations with new sentences to prison from 10 to 9, in FY2019, however we surpassed that goal and reduced it to 7. In addition, in FY2019, we set the goal to reduce the number of Technical Violators from 23 to 20, in which we surpassed that goal, also, by reducing that number to 18. These numbers indicate that the programming in place is effective with evidentiary data as proof that they are effective. In addition, it is the belief if given the opportunity to add additional program, our numbers will continue to decline.**
3. Provide information regarding policies, procedures, program operations, pertinent issues or opportunities which emerged, or other factors which have positively/negatively affected the achievement of objectives--for example, local changes regarding early jail release, implementation of required program fees, stakeholders--CCAB manager or staff, judges, magistrates, prosecutor, sheriff, contractor/service providers. Briefly describe the impact and, if negative, how it was addressed. **Several changes have occurred with the Allegan County Community Corrections that have resulted in positive results. Some of those changes include monthly monitoring of the current programs, holding and attending quarterly strategic planning meetings that involve the current stakeholders to expand our programs and take us into the next level of services for our community. In addition, a couple of stakeholders have taken the initiative to begin creating a Comprehensive Plan for Allegan County, which is not just jail driven or court driven. This plan is designed to educate everyone about the resources that Allegan County has to offer in it's entirety, too include specialty courts, State OCC funded programs, and non OCC funded programs. In addition, the stakeholders of the Allegan County Community Corrections Advisory Board are committed to the community to work together to create, monitor, implement, and report the great things that the programs offered here are doing. With that said, we have experienced some difficulty with a vendor that resulted in low enrollment numbers along with low successful completions. This issue was immediately addressed by the CCAB Manager and a new vendor was awarded the contract. The new vendor is very familiar with how programming should be done, along with billing and case notes that are needed for contract purposes. Although we experienced this set back with 2 of our programs, now that a new vendor is in place, I am confident that our enrollment and successful completions will be more in line with our projected numbers.**
4. What steps will you take if you find that you are not meeting your objectives, or your strategies are not being implemented as planned? **The following steps will be taken if it is determined that we are not meeting the objectives set or the strategies are not being implemented.**
5. **1). Contact the State Grant Coordinator to inform her of the recent discovery that the objectives are not being met.**
6. **2). After the notification, the CCAB manager will compare the expenditure reports to the utilization reports and continually monitor them to determine if there are disproportionate issues with either one of them.**
7. **3). Evaluate the target population and reach out to the necessary resources to try and obtain and meet the objectives set forth for the program with increasing attendance and compliance.**
8. **4). If the utilization report reflects high enrollments but low successful completions, the CCAB Manager will meet with the stakeholders and work together to obtain a plan on how to get the current enrollees to attend regularly and to successfully complete it.**
9. **5). If the utilization reports indicate a low enrollment then the CCAB Manager will evaluate the program and look for areas of improvement to increase enrollment, and use different options to do that. Those options could include all or one of the listed items below:**
10. **6). The CCAB Manager will review all the COMPAS Scores that is obtained from the Probation/Parole Department to determine future eligibility for the programs.**
11. **7). They will enter each housing unit to educate the current population about the programs available to them while incarcerated and once released.**
12. **8). The CCAB Manager will meet with the providers to ensure that they are aware of the areas that need attention and create a plan to increase enrollment or successful completions.**
13. **9). The CCAB Manager has created a brochure to be used as a training tool for the Probation/Parole Department to**

educate them on current programs that are being offered. In addition, these educational meetings will continue on a regular basis or when requested to ensure the referrals and enrollments increase.

14. 10). A regular email will be sent to the Probation/Parole Departments informing them on the number of seats available per program and request referrals to ensure that the enrollments continue to increase.
15. 11). If we are still unable to use these strategies that are set forth to obtain the objective, then the CCAB Manager will submit a request to our State OCC Grant Coordinator to make the necessary changes needed to get the program back on course.
16. 12). If all of these efforts fail and it doesn't appear that program is sustainable because of lack of attendance, then it will be discussed with the State Grant Coordinator for further advisement.
17. 13). Once that advisement has been given, an informational email or a meeting will be called to all stakeholders giving them an update on the program in question, along with the advisement information given by the State Grant Coordinator on the next step action plans.

B-3: Recidivism Key Objectives and Strategies

NOTE:

- Objectives should be measurable and provide sufficient detail so progress can be monitored.
- Each objective should be followed by **at least** one strategy (step, action, policy, and program) that will help you achieve your objective.
- Your objectives and strategies should be supported by the analysis above. Keep in mind that all programs for which you are requesting funding are considered **strategies**. Be sure to clearly identify them as strategies.

1. Objective #1 is intended to impact recidivism by targeting: Probation Violators with a new sentence State the Objective: **Reduce the number of PVNS from 7 to 6.**

Programs in support of Objective #1:

The strategy to achieve this objective is to review the COMPAS Scores, and enroll offenders (PVNS or PVT) in the appropriate programs to assist with changing criminal behavior. Evidenced based data shows that these programs can result in a reduction of felony crimes being committed which results in a reduction in prison commitments. Here is a list of those programs offered in Allegan County to meet this objective:

1). G18 Substance Abuse- This program is called "Relapse Prevention", and will be offered to individuals who are currently incarcerated and to those that are not. This program is a 9 week program that teaches individuals how to identify addictions and assists them in creating a plan on how to prevent future relapses. In addition, this program is gender separated to maintain the gender requirement. This program will be offered to individuals that have an identifying substance abuse issue, which is displayed on their COMPAS Needs Assessment. In addition to group therapy, they may receive individual sessions as seen fit by the Therapist, but not to exceed 5 per participant. (Continuation)

2). I24 Case Management-This program is called the Re-entry Case Management Program. It will be utilized for the female incarcerated population who are soon transitioning back into society with needs to do that successfully. The program services will provide assistance for housing needs, food and clothing needs, referral sources, and assistance with enrollment into government programs, as needed. In addition, the program will assist a population of those with mental health needs who are in need of Case Management Services and are not eligible for other available services. (Continuation)

3). C01 MRT-This program will be provided to male and female participants separately who are in need of Moral Reconation Therapy. This program focuses on criminal thinking and changing that criminal thinking behavior. This program will focus on probation violators and pre-trial supervision participants and will be referred whether in custody or out. (Continuation)

4). B15 Career Readiness- This program is offered while incarcerated, then before release from custody, the facilitator will present a brochure to the participant to follow up with community resources upon release. This program teaches vocational, employability and educational skills training, as well as assisting individuals to apply for college and financial aid. In addition, the participants will complete Work Keys testing, that can be used for employment purposes upon release, along with a Career Interest Inventory, keyboarding skills, career coaching (O*NET Program), computer literacy, TRIO, college applications, college exploration, academic advising and financial aid/FAFSA applications, interviewing skills, mock interviews, job searching and completing employment applications. (Continuation)

5). **F18 Meth Diversion Program**-This program is an intensive substance abuse program lasting much longer than our Release Prevention Program. Participants are in this program for 18 to 24 months, moving through 4 phases successfully before graduating in Phase 5. It's target populations are individuals with a Meth addiction, that has committed a crime with sentencing guidelines of 12 months to Life. This program focuses on the rehabilitation element which consists of individual counseling sessions, group sessions and Board Reviews. Each participant, while in the program is required to obtain and maintain employment, obtain a high school diploma or GED (if they haven't already), attend group 2 times a week, comply with drug testing regularly, and attend individual therapy sessions determined by which phase they are in. In addition, they receive Case Management Services to assist with transportation to doctor's appointments, assistance with obtaining their driver's license, or housing assistance. This program is unique because it focuses on individuals who are prison bound, who have had more than 1 possession of Meth charge, usually those with charges or convictions of Operating and Maintaining a Meth Lab. The entering process is strategic because we are looking at not just the meth user but most often our target participant is the meth dealer. The belief is if you can stop the dealer, not only have you changed their lives, but you have reduced the number of those being effected by the drug because of the dealer. The success rate of this program is much higher than any of our other programs and it is believed that the reason for that is because of the intensity in which the program is delivered and worked. (Continuation)

6). **F22 Pretrial Assessment**-This program allows individuals to be assessed for appropriate eligibility into the Pretrial Supervision Services. The assessment program will provide the data needed for enrollment and determine the level of supervision needed for the participants. (NEW)

7). **F23 Pretrial Supervision Services**-This program allows eligible participants (which is determined by the assessment) to be released from custody prior to trial and provide services that are needed according to their assessment. This program will obtain 3 levels of supervision to include: High, Medium and low. The supervision and requirements for the supervision will be based on the data retrieved from the pretrial assessment. Some of the services that may be provided will consist of drug testing, GPS tethering, Scram tethering, phone reporting, referrals to other resources, and in person reporting. These services will be offered to those individuals who are charged only with a crime and waiting for the court process to be completed. (New)

8). **B00 Education Program**- This program provides participants with the ability to study, prepare, and complete parts or all of their GED testing while incarcerated. In addition, the GED program provides services for those with IEP's. This program is not paid for by the State OCC, but funded by other resources in the county. (Continuation)

9). **D08 Electronic Monitoring**- This program is utilized for sentenced individuals who are currently incarcerated and have been granted work release as part of their Judgement of Sentence. This allows the Judiciary System to provide sanctions on individuals, but yet allowing them to maintain employment while constantly being monitored. This program is not paid for by the State OCC, but funded by other resources in the county. (Continuation)

10). **I24 Inmate Workers**- This program obtains about 14% of our jail population. These individuals earn good time off of their sentence, and it consists of them working on different work crews within the jail. Some of those job details include laundry workers, kitchen workers, car wash workers, and jail cleaning crews. (Continuation)

11). **I24 DEBTS Crew**- This program is utilized in assisting the local community with jobs such as lawn maintenance, snow removal, tree trimming, and general work that is needed for non-profit organizations. They assist local churches, local city public works departments, food pantry's, the Department of Natural Resources, local Camps, Township Hall's, and the local Recycling Center's. They do a number of tasks in these areas to assist with non-profit organizations. This program is not paid for by the State OCC, but funded by other resources in the county. (Continuation)

2. Objective #2 is intended to impact recidivism by targeting: Technical Probation Violators State the Objective: **Reduce the number of PVT's from 18 to 17.**

Programs in support of Objective #2:

The strategy to achieve this objective is to review the COMPAS Scores, and enroll offenders (PVNS or PVT) in the appropriate programs to assist with changing criminal behavior. Evidenced based data shows that these programs can result in a reduction of felony crimes being committed which results in a reduction in prison commitments. Here is a list of those programs offered in Allegan County to meet this objective:

- 1). G18 Substance Abuse- This program is called "Relapse Prevention", and will be offered to individuals who are currently incarcerated and to those that are not. This program is a 9 week program that teaches individuals how to identify addictions and assists them in creating a plan on how to prevent future relapses. In addition, this program is gender separated to maintain the gender requirement. This program will be offered to individuals that have an identifying substance abuse issue, which is displayed on their COMPAS Needs Assessment. In addition to group therapy, they may receive individual sessions as seen fit by the Therapist, but not to exceed 5 per participant. (Continuation)
- 2). I24 Case Management-This program is called the Re-entry Case Management Program. It will be utilized for the female incarcerated population who are soon transitioning back into society with needs to do that successfully. The program services will provide assistance for housing needs, food and clothing needs, referral sources, and assistance with enrollment into government programs, as needed. In addition, the program will assist a population of those with mental health needs who are in need of Case Management Services and are not eligible for other available services. (Continuation)
- 3). C01 MRT-This program will be provided to male and female participants separately who are in need of Moral Reconciliation Therapy. This program focuses on criminal thinking and changing that criminal thinking behavior. This program will focus on probation violators and pre-trial supervision participants and will be referred whether in custody or out. (Continuation)
- 4). B15 Career Readiness- This program is offered while incarcerated, then before release from custody, the facilitator will present a brochure to the participant to follow up with community resources upon release. This program teaches vocational, employability and educational skills training, as well as assisting individuals to apply for college and financial aid. In addition, the participants will complete Work Keys testing, that can be used for employment purposes upon release, along with a Career Interest Inventory, keyboarding skills, career coaching (O*NET Program), computer literacy, TRIO, college applications, college exploration, academic advising and financial aid/FAFSA applications, interviewing skills, mock interviews, job searching and completing employment applications. (Continuation)
- 5). G18 Meth Diversion Program-This program is an intensive substance abuse program lasting much longer than our Relapse Prevention Program. Participants are in this program for 18 to 24 months, moving through 4 phases successfully before graduating in Phase 5. It's target populations are individuals with a Meth addiction, that has committed a crime with sentencing guidelines of 12 months to Life. This program focuses on the rehabilitation element which consists of individual counseling sessions, group sessions and Board Reviews. Each participant, while in the program is required to obtain and maintain employment, obtain a high school diploma or GED (if they haven't already), attend group 2 times a week, comply with drug testing regularly, and attend individual therapy sessions determined by which phase they are in. In addition, they receive Case Management Services to assist with transportation to doctor's appointments, assistance with obtaining their driver's license, or housing assistance. This program is unique because it focuses on individuals who are prison bound, who have had more than 1 possession of Meth charge, usually those with charges or convictions of Operating and Maintaining a Meth Lab. The entering process is strategic because we are looking at not just the meth user but most often our target participant is the meth dealer. The belief is if you can stop the dealer, not only have you changed their lives, but you have reduced the number of those being effected by the drug because of the dealer. The success rate of this program is much higher than any of our other programs and it is believed that the reason for that is because of the intensity in which the program is delivered and worked. (Continuation)
- 6). F22 Pretrial Assessment-This program allows individuals to be assessed for appropriate eligibility into the Pretrial Supervision Services. The assessment program will provide the data needed for enrollment and determine the level of supervision needed for the participants. (NEW)
- 7). F23 Pretrial Supervision Services-This program allows eligible participants (which is determined by the assessment) to be released from custody prior to trial and provide services that are needed according to their assessment. This program will obtain 3 levels of supervision to include: High, Medium and low. The supervision and requirements for the supervision will be based on the data retrieved from the pretrial assessment. Some of the services that may be provided will consist of drug testing, GPS tethering, Scram tethering, phone reporting, referrals to other resources, and in person reporting. These services will be offered to those individuals who are charged only with a crime and waiting for the court process to be completed. (New)
- 8). B00 Education Program- This program provides participants with the ability to study, prepare, and complete parts or all of their GED testing while incarcerated. In addition, the GED program provides services for those with IEP's. This program is not

paid for by the State OCC, but funded by other resources in the county. (Continuation)

9). D08 Electronic Monitoring- This program is utilized for sentenced individuals who are currently incarcerated and have been granted work release as part of their Judgement of Sentence. This allows the Judiciary System to provide sanctions on individuals, but yet allowing them to maintain employment while constantly being monitored. This program is not paid for by the State OCC, but funded by other resources in the county. (Continuation)

10). I24 Inmate Workers- This program obtains about 14% of our jail population. These individuals earn good time off of their sentence, and it consists of them working on different work crews within the jail. Some of those job details include laundry workers, kitchen workers, car wash workers, and jail cleaning crews. (Continuation)

11). I24 DEBTS Crew- This program is utilized in assisting the local community with jobs such as lawn maintenance, snow removal, tree trimming, and general work that is needed for non-profit organizations. They assist local churches, local city public works departments, food pantry's, the Department of Natural Resources, local Camps, Township Hall's, and the local Recycling Center's. They do a number of tasks in these areas to assist with non-profit organizations. This program is not paid for by the State OCC, but funded by other resources in the county. (Continuation)

C: COMPAS Criminogenic Needs Profile

1. Please list the top 3 needs scales as identified within the COMPAS Criminogenic Needs and Risk Profile provided by OCC or as presented by your local needs data. Additionally, present both the local and OCC strategies that will impact the identified needs scales: **The top 3 needs as identified within the COMPAS Criminogenic Needs and Risk Profiling data for females are Substance Abuse which includes a totality of 67%. To follow in second is Self Efficacy which consists of 56% and lastly, is Family Criminality at 44%. In regards to the data received for the males, Substance Abuse is the most prominent need at 63%, which is even lower than the females. Secondly, the Criminal Involvement and the History of Non-Compliance is tied at 46%, and lastly, Family Criminality reports at 42%. Local and OCC strategies that will impact the identified needs scales will be to complete the following:**
 - 1). Continue to provide the Substance Abuse Program that assists those individuals who are non incarcerated and incarcerated.
 - 2). Continue to provide the long term more intensive Meth Diversion Program for prison bound individuals who are at a higher risk of reoffending, which would result in a prison sentence.
 - 3). Continue with Case Management Services for the female population to assist with some of their needs such as Residential Stability, Social Environment and social Isolation.
 - 4). Continue providing MRT classes to address the three of the top needs for both genders.
 - 5). Continue with AA/NA to individuals who are incarcerated.
 - 6). In addition, we will continue to receive referrals and COMPAS results from the Probation/Parole Office to enroll offenders in the appropriate programs based on their needs.
8. Provide information regarding policies, procedures, program operations, pertinent issues or opportunities which emerged, or other factors which have positively/negatively affected the achievement of objectives--for example, local changes regarding early jail release, implementation of required program fees, stakeholders--CCAB manager or staff, judges, magistrates, prosecutor, sheriff, contractor/service providers. Briefly describe the impact and, if negative, how it was addressed. **One area of program operations that has assisted us in the achievement of objectives is the seamless ability to obtain COMPAS Scores. That hasn't always been the case but in FY2017, the CCAB Manager and the Probation/Parole Office worked out a plan to obtain those and since the plan has been implemented, the COMPAS results have been easily obtained. The CCAB Manager will reach out to the Probation/Parole Officer assigned to this task, and request a specific COMPAS result if needed for the referral process. In addition, anytime a Probation/Parole Officer sends over a referral for programming, they will print out the COMPAS and place it in the designated folder that the CCAB Manager picks up weekly. In addition, anytime an agent completes the PSI on an individual, they also print out their COMPAS result and place it in the designated folder.**
9. What steps will you take if you find that you are not meeting your objectives, or your strategies are not being implemented

as planned? The following steps will be taken if it is determined that we are not meeting the objectives set or the strategies are not being implemented.

10. 2. 1. 1). Contact the State Grant Coordinator to inform her of the recent discovery that the objectives are not being met.
11. 2. 2). After the notification, the CCAB manager will compare the expenditure reports to the utilization reports and continually monitor them to determine if there are disproportionate issues with either one of them.
12. 3. 3). Evaluate the target population and reach out to the necessary resources to try and obtain and meet the objectives set forth for the program with increasing attendance and compliance.
13. 4. 4). If the utilization report reflects high enrollments but low successful completions, the CCAB Manager will meet with the stakeholders and work together to obtain a plan on how to get the current enrollees to attend regularly and to successfully complete it.
14. 5. 5). If the utilization reports indicate a low enrollment then the CCAB Manager will evaluate the program and look for areas of improvement to increase enrollment, and use different options to do that. Those options could include all or one of the listed items below:
15. 6. 6). The CCAB Manager will review all the COMPAS Scores that is obtained from the Probation/Parole Department to determine future eligibility for the programs.
16. 7. 7). The CCAB Manager will enter each housing unit to educate the current population about the programs available to them while incarcerated and once released.
17. 8. 8). The CCAB Manager will meet with the providers to ensure that they are aware of the areas that need attention and create a plan to increase enrollment or successful completions.
18. 9. 9). The CCAB Manager has created a brochure to be used as a training tool for the Probation/Parole Department to educate them on current programs that are being offered. In addition, these educational meetings will continue on a regular basis or when requested to ensure the referrals and enrollments increase.
19. 10. 10). A regular email will be sent to the Probation/Parole Departments informing them on the number of seats available per program and request referrals to ensure that the enrollments continue to increase.
20. 11. 11). If we are still unable to use these strategies that are set forth to obtain the objective, then the CCAB Manager will submit a request to our State OCC Grant Coordinator to make the necessary changes needed to get the program back on course.
21. 12. 12). If all of these efforts fail and it doesn't appear that program is sustainable because of lack of attendance, then it will be discussed with the State Grant Coordinator for further advisement.
22. 13). Once that advisement has been given, an informational email or a meeting will be called to all stakeholders giving them an update on the program in question, along with the advisement information given by the State Grant Coordinator on the next step action plans.

D: Local Initiative to Address Probation Violators

Please explain in detail what is being done locally to address the needs of felony probation violators, both new sentence and technical. Include your identification and screening strategies as well as risk/need identification. Include both local and OCC funded initiatives. **The needs of this target population starts with the referrals through the Gatekeeper. A referral can be obtained by the Gatekeeper going to the housing units and speaking with the inmates about the current programs available and the enrollment process. Another resource the Gatekeeper may utilize, is to obtain referrals from the Probation/Parole Office. In addition to these ways, the Gatekeeper can refer back to the Jail Arraignment sheet and locate those who are felony probation violators, and complete an interview. Once the referral is obtained, regardless of the source, then the CCAB Manager will obtain their COMPAS results from the Probation/Parole office and see what programs they qualify for. After that, the Gatekeeper completes an initial assessment to determine further eligibility. Once that eligibility meets the required criteria, then the Gatekeeper will forward the referral to the facilitator to complete the needed assessment for entry into the program. The programs that are available in Allegan County for the felony probation violators are as followed:**

1). G18 Substance Abuse- This program is called "Relapse Prevention", and will be offered to individuals who are currently incarcerated and to those that are not. This program is a 9 week program that teaches individuals how to identify addictions and assists them in creating a plan on how to prevent future relapses. In addition, this program is gender separated to maintain the gender requirement. This program will be offered to individuals that have an identifying substance abuse issue, which is displayed on their COMPAS Needs Assessment. In addition to group therapy, they may receive individual sessions as seen fit by the Therapist, but not to exceed 5 per participant. (Continuation)

- 2). I24 Case Management-This program is called the Re-entry Case Management Program. It will be utilized for the female incarcerated population who are soon transitioning back into society with needs to do that successfully. The program services will provide assistance for housing needs, food and clothing needs, referral sources, and assistance with enrollment into government programs, as needed. In addition, the program will assist a population of those with mental health needs who are in need of Case Management Services and are not eligible for other available services. (Continuation)
- 3). C01 MRT-This program will be provided to male and female participants separately who are in need of Moral Reconciliation Therapy. This program focuses on criminal thinking and changing that criminal thinking behavior. This program will focus on probation violators and pre-trial supervision participants and will be referred whether in custody or out. (Continuation)
- 4). B15 Career Readiness- This program is offered while incarcerated, then before release from custody, the facilitator will present a brochure to the participant to follow up with community resources upon release. This program teaches vocational, employability and educational skills training, as well as assisting individuals to apply for college and financial aid. In addition, the participants will complete Work Keys testing, that can be used for employment purposes upon release, along with a Career Interest Inventory, keyboarding skills, career coaching (O*NET Program), computer literacy, TRIO, college applications, college exploration, academic advising and financial aid/FAFSA applications, interviewing skills, mock interviews, job searching and completing employment applications. (Continuation)
- 5). G18 Meth Diversion Program-This program is an intensive substance abuse program lasting much longer than our Relapse Prevention Program. Participants are in this program for 18 to 24 months, moving through 4 phases successfully before graduating in Phase 5. It's target populations are individuals with a Meth addiction, that has committed a crime with sentencing guidelines of 12 months to Life. This program focuses on the rehabilitation element which consists of individual counseling sessions, group sessions and Board Reviews. Each participant, while in the program is required to obtain and maintain employment, obtain a high school diploma or GED (if they haven't already), attend group 2 times a week, comply with drug testing regularly, and attend individual therapy sessions determined by which phase they are in. In addition, they receive Case Management Services to assist with transportation to doctor's appointments, assistance with obtaining their driver's license, or housing assistance. This program is unique because it focuses on individuals who are prison bound, who have had more than 1 possession of Meth charge, usually those with charges or convictions of Operating and Maintaining a Meth Lab. The reason the entering process is so strategic is because we are looking at not just the meth user but most often our target participant is the meth dealer. The belief is if you can stop the dealer, not only have you changed their lives, but you have reduced the number of those being effected by the drug because of the dealer. The success rate of this program is much higher than any of our other programs and it is believed that the reason for that is because of the intensity in which the program is delivered and worked. (Continuation)
- 6). F22 Pretrial Assessment-This program allows individuals to be assessed for appropriate eligibility into the Pretrial Supervision Services. The assessment program will provide the data needed for enrollment and determine the level of supervision needed for the participants. (NEW)
- 7). F23 Pretrial Supervision Services-This program allows eligible participants (which is determined by the assessment) to be released from custody prior to trial and provide services that are needed according to their assessment. This program will obtain 3 levels of supervision to include: High, Medium and low. The supervision and requirements for the supervision will be based on the data retrieved from the pretrial assessment. Some of the services that may be provided will consist of drug testing, GPS tethering, Scram tethering, phone reporting, referrals to other resources, and in person reporting. These services will be offered to those individuals who are charged only with a crime and waiting for the court process to be completed. (New)
- 8). B00 Education Program- This program provides participants with the ability to study, prepare, and complete parts or all of their GED testing while incarcerated. In addition, the GED program provides services for those with IEP's. This program is not paid for by the State OCC, but funded by other resources in the county. (Continuation)
- 9). D08 Electronic Monitoring- This program is utilized for sentenced individuals who are currently incarcerated and have been granted work release as part of their Judgement of Sentence. This allows the Judiciary System to provide sanctions on

individuals, but yet allowing them to maintain employment while constantly being monitored. This program is not paid for by the State OCC, but funded by other resources in the county. (Continuation)

10). I24 Inmate Workers- This program obtains about 14% of our jail population. These individuals earn good time off of their sentence, and it consists of them working on different work crews within the jail. Some of those job details include laundry workers, kitchen workers, car wash workers, and jail cleaning crews. (Continuation)

11). I24 DEBTS Crew- This program is utilized in assisting the local community with jobs such as lawn maintenance, snow removal, tree trimming, and general work that is needed for non-profit organizations. They assist local churches, local city public works departments, food pantry's, the Department of Natural Resources, local Camps, Township Hall's, and the local Recycling Center's. They do a number of tasks in these areas to assist with non-profit organizations. This program is not paid for by the State OCC, but funded by other resources in the county. (Continuation)

E: Local Vocational/Educational Initiatives

Please explain in detail what is being done locally to address the local vocational/employment needs of offenders. Remember to consider trade schools, community colleges or universities who offer training to our offenders. Include both local and OCC funded initiatives. **The Allegan County Corrections Center offers the GED Program and the Career Readiness Program for incarcerated individuals. The GED Program assists individuals with obtaining their GED or High School Diploma depending on the request. In addition, they are eligible (if they meet criteria) to have the ability to attend the Career Readiness program which assists them in creating a resume to be used to obtain employment after incarceration. Along with that, the program assists them in completing a college application (if interested) and assistance to help them apply for financial aid. Also, the offenders are taught how to use computer software, complete the Work Keys program for local jobs in the area, and create a portfolio that they are given at the time of release to use when obtaining employment or seek future education opportunities such as trade school or college. Lastly, there are other locations such as the Allegan Public Schools and the Outlook Academy who service offenders after incarceration.**

F: Local Initiatives to Address Persons with Substance Use Disorder(s)

1. What (if any) gaps in services has your CCAB identified and documented to address offenders' substance use needs? **Allegan County had an issue with a vendor that created a gap in service for the offender's with substance abuse needs. In addition, funding reduction has caused a gap in service. To explain further, the amount approved for this program wasn't enough to cover the costs of weekly groups, separated by gender, for each week of the year. In addition, the funding approved couldn't cover the costs for aftercare for the Relapse Prevention Program.**
2. If you identified gaps in question (1.), please describe how your CCAB plans to address these needs, including details regarding the referral process, screening and assessment, referral to treatment for appropriate level of care and aftercare planning. **The Allegan County CCAB addressed both issues swiftly. When it was discovered that there were issues with the vendor who provided services for substance abuse, the Allegan County Community Corrections Advisory Board was informed of the situation and a vote was made to stop all services with that vendor until the criminal investigation could be completed. In the mean time, the ACCAB had voted to send out an RFP for those services and 6 weeks after the services were suspended from the original vendor, the contract was awarded to the current vendor and programming has resumed. In regards to the gap of services that speak to the decreased funding, the CCAB Manager apprised the ACCAB of the information and brain stormed on how to provide the greatest amount of services, while staying within our budget. With the recent events of the original vendor and no services being provided or paid for the 8 week gap, our plan is to continue the Substance Abuse services without any gaps and continue offering weekly group meetings throughout FY2020. In addition, the CCAB Manager was able to obtain additional funding through another grant at the county level to ensure that we minimize any chances for future gaps in service.**

G: Other Local Initiatives

1. Present any local priorities such as development of criminal justice coordinating councils, Specialty Courts, public education, etc., which have not been identified in the above sections, but have an impact on the performance indicators: Allegan

County offers several different specialty courts that assist with maintaining a low Prison Commitment Rate, such as:

2. 1). Drug Court
3. 2). Mental Health Court
4. 3). Veteran's Court
5. 4). Swift and Sure

In addition, the CCAB Manager has made arrangements with the Specialty Courts to come into the Corrections Center with a participant who is doing well or has graduated from the program and speak to the inmates to inform them that change is an option. Also, within the communication of jail technology, the jail has offered direct opportunities for the inmates to request information from the Specialty Courts along with the ability to apply for them through the electronic system. Lastly, the Corrections Center offers to Re-entry Units, one for the male population and one for the female population. These units consists of no more than 10 currently incarcerated individuals who are provided with extensive programming for individual therapy, group therapy, Anger Management, MRT, Bible Studies, a Mom's in Prayer group for the women, financial teachings, and parenting classes. Both of these programs have been successful in many ways. For example, the Women's Re-entry Unit attended monthly crochet classes and the participants made blankets for the residents in local nursing homes and small hats for the NICU units in nearby hospitals. Lastly, the news media did a segment with a few of our participants last year talking about how making those items gave them a chance to give back to a society that they had taken so much from.

6. Please explain how the Comprehensive Plan, in coordination with the above Local Initiatives, will impact the State Board Priorities, and ultimately offender success: The programs that are provided by Allegan County through local efforts and/or State funded, have impacted the State Board Priorities by reducing our Prison Commitment Rate to 10.7% in FY2019. There is data that indicates that the programs offered reflect the needs of the target population and that rehabilitation while incarcerated and after incarceration is still an option, and an option that works. It is the mission of Allegan County's CCAB to continue providing such programs, as we strive to continue to reduce the number of Prison Commitment Rates and positively impact lives, which will reduce the recidivism rate.

H: Jail Data Analysis:

- Using JPIS or local snapshot data, please provide information pertaining to the number of offenders on record as well as the ADP % of housed inmates for each of the categories below.
- Please fill out each answer for this section completely, with the correct information. Applications with incomplete data may be rejected.

(NOTE: Regional CCABs should complete analysis for each county.)

Current Jail Utilization

County	Allegan County	NA	NA	NA	NA	NA
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General Information

RDC (Rated Design Capacity)	225	NA	NA	NA	NA	NA
Utilization as % of RDC	99%	NA	NA	NA	NA	NA
Number of off-line beds	129	NA	NA	NA	NA	NA

Felon Population

Sentenced Felons	100	NA	NA	NA	NA	NA
Unsentenced Felons	98	NA	NA	NA	NA	NA

Misdemeanant Population

Sentenced Misdemeanants	4	NA	NA	NA	NA	NA
Unsentenced Misdemeanants	10	NA	NA	NA	NA	NA

1. Does your county have a written county jail population management plan per PA 139 of 2007? Yes

2.	In the previous year, did your sheriff initiate a reduction in population because the jail exceeded 95% of RDC for 5 consecutive days per Public Act 140 of 2007? Yes. If YES, explain how this was carried out: Per the Jail Population Management policy which will be attached.
3.	In the previous FY, how many times did the county declare an official (in writing) jail overcrowding state of emergency (over 100% of RDC for 7 consecutive days) per Public Act 140 of 2007? 0
4.	Does your jail submit JPIS data? Yes If not, please provide a rationale for not submitting JPIS data: NA
5.	What vendor or jail management software is used to report jail utilization? New World

G-1: Using JPIS data (or local data as available) provide an analysis of local jail utilization including the average daily populations/lengths of stay of jail populations including felon and misdemeanor utilization, sentenced and unsentenced populations, partially sentenced populations, boarders, and offense categories. (Regionals: use carriage return [Enter] to separate information by jail)	
1.	This application uses Local Snapshot Data
2.	Are bookings up, down, or stable? Up
3.	Describe changes in ADP or AvLOS for the population groups reported above: For the purpose of this report, the local snap shot data is being used to reflect the Average Daily Population (ADP) for FY2019 and compared it to the local snap shot data for FY2018. For FY2018, local snapshot data indicates that the ADP of sentenced felons were 78.41; this category increased to 103.77 for FY2019. Additionally, the ADP of sentenced misdemeanants decreased from 49.33 in FY2018 to 20.05 in FY 2019. Unsentenced felons' ADP decreased from 70.47 in FY2018 to 50.85 in FY2019. Unsentenced misdemeanants' ADP decreased from 19.68 in FY2018 to 8.6 in FY2019. The ADP for Felony Probation Violators is 44 in FY2019. There were no boarders noted on the local snap shot data. In addition, the local snap shot data does not reflect the AvLOS for the population groups. As the data reflects, the top 3 crimes in Allegan County is Substance Abuse, Criminal Sexual Conduct, and Probation Violations. The ADP in 2018 was 223.84 and increased to 235.30 in 2019.
4.	Provide additional information to explain your jail utilization here including changes in stakeholders, law enforcement priorities, bed closures, etc.: There has not been any changes in stakeholders or law enforcement priorities that contributed to the increase in felony criminal behavior, resulting in an increase in jail utilization.
G-2: Describe policies and practices that influence jail population:	
1.	Does the jail have a bed allocation plan? No
2.	Does the jail accept boarders from other counties? No If YES, what is the daily rate charged for a boarder? NA
3.	Does the jail have a county-imposed cap on local bed utilization to provide space for boarding? No If YES, report number of boarders and the % of the RDC for all boarders. NA
4.	Does the jail accept MDOC or Federal boarders under contract? No If YES, what is the daily rate charged for MDOC and/or Federal boarders? NA
5.	What was the revenue from boarders for the previous year? NA
6.	Provide additional analysis you feel is necessary to explain your jail utilization: NA

**MICHIGAN DEPARTMENT OF CORRECTIONS
OFFICE OF COMMUNITY CORRECTIONS
FY 2021 FUNDING PROPOSAL**

Allegan County

Comprehensive Plans & Services

Program	Program Code	Funding Request	Approved Funding	Reserved Funding	Total Funding Recommendation
Group-Based Programs					
Education	B00	-			-
Employment	B15	33,872			-
Life Skills	B16	-			-
Cognitive	C01	23,236			-
Domestic Violence	C05	-			-
Sex Offender	C06	-			-
Outpatient Services	G18	81,754			-
Other Group Services	G00	-			-
Sub-Total		138,862	-	-	-
Supervision Programs					
Day Reporting	D04	-			-
Intensive Supervision	D23	-			-
Electronic Monitoring	D08	-			-
Pretrial Supervision	F23	20,622			-
Sub-Total		20,622	-	-	-
Assessment Services					
Actuarial Assessment	I22	-			-
Pretrial Assessment	F22	2,455			-
Sub-Total		2,455	-	-	-
Gatekeeper					
Jail Population Monitor	I23	-			-
Gatekeeper	I25	8,445			-
Sub-Total		8,445	-	-	-
Case Management	I24	28,890			-
Substance Abuse Testing	G17	2,204			-
Other	Z00	-			-
Program Total		201,479	-	-	-
Administration					
Salary & Wages		41,882.30			-
Contractual Services		-			-
Equipment		-			-
Supplies		-			-
Travel		100.00			-
Training		-			-
Board Expenses		-			-
Other		-			-
Administration Total		41,982	-	-	-
Total Comprehensive Plans & Services		243,461	0	0	0
Drunk Driver Jail Reduction					
Program	Program Code	Funding Request	Approved Funding	Reserved Funding	Total Funding Recommendation
Assessment & Treatment Services	Z01	19,548			0
5-Day In Jail Housing	Z02	0			0
Totals		19,548	0	0	0



Program Description

Administration

FY: 2021
CCAB: Allegan County

Administration –

Administration is defined as those activities and related costs that have been incurred for the overall executive and administrative functions of the local office or other expenses of a general nature that do not relate solely to the operation of a specific program as defined/approved within the local plan. They are costs that by their nature are administrative in support of the overall duties and functions of the local OCC. This category must also include its allocable share of fringe benefits, costs, operation and maintenance expenses, and if applicable, depreciation and interest costs.

NOTE: A **SUPPLY** has a life expectancy of less than a year (paper, toner, folders, urine testing supplies, etc.) while **EQUIPMENT** has a life expectancy of more than a year (fax machine, PBT, leaf blower).

1. Identify administrative staff and the duties and responsibilities of those staff:
a. How frequently are CCAB meetings held? Quarterly
b. Describe what is done to prepare/prepare board members for CCAB meetings: In preparation for a CCAB meeting, an agenda is created with a list of items that will be discussed at the the meeting. Those items regularly discussed are statistics from all programming, jail population, strategic planning, and upcoming events such as voting for the Midyear or End of the Year reports.
c. What is included on CCAB meeting agendas? (please remember to forward agenda and meeting minutes to our office): The following items are on the agenda:
d. 1). Introductions
e. 2). Approval of Minutes
f. 3). Grant application information, updates, and voting
g. 4). Current Program updates
h. 5). Strategic Planning Update
i. 6). Voting on appropriate items discussed
j. 7). Roundtable
k. 8). Any additional informaiton that may need to be discussed with the Board such as vendor issues, positive things regarding programs, and success stories.
l.
m. Describe how expenditure reports are processed and verified then forwarded to OCC in Lansing: Expenditure reports are created by the CCAB Manager from the billing receipts and supporting documentation from contracted providers. Once that report is completed , it is submitted to the Allegan County Finance Department for review. Once approved by the Finance Department, then a copy is sent to the State OCC Grant Coordinator, along with MDOC-billing, and the Allegan County Community Corrections Advisory Board.
n. How are utilization and expenditures monitored? They are monitored on a monthly basis when completing the utilization report that is forwarded to the State OCC Grant Coordinator. In addition, the Gatekeeper will monitor each programs utilization



Program Description

Administration

	reports on a regular basis to ensure appropriate attendance, enrollments and completions are in line with the projected numbers.
o.	As a contractual requirement, how often does the manager meet with, visit, and evaluate contracted programs? monthly Explain: On a monthly basis, the CCAB Manager will evaluate each program and evaluate the facilitator to ensure that they are following the program requirements. In addition, the CCAB Manager reaches out to the facilitators weekly requesting updates on referrals, program attendance, and case notes.
p.	How often does the manager meet with probation supervisors/officers? Weekly Explain: The CCAB Manager goes to the Probation/Parole office on a weekly basis to pick up COMPAS reports. During that visit, the CCAB Manager will meet with the Probation Agents and the Supervisor, regarding any updates, important information changes, vendor issues, and participant concerns. In addition, an email correspondence occurs bi-monthly between the CCAB Manager and the Probation Department to discuss any concerns, questions or to provide updates on current participants, or more frequent as needed.
q.	How often does the manager meet with the prosecutor? Quarterly Explain: The CCAB Manager will meet with the Prosecutor on a quarterly basis, at a minimum. Email correspondence is more frequent than quarterly especially if there is an issue that needs to be discussed with the Allegan County Community Corrections Advisory Board.
r.	How often does the manager meet with judges? Quarterly Explain: The CCAB Manager will meet with the Judges on a quarterly basis, at a minimum. Email correspondence is more frequent than quarterly especially if there is an issue that needs to be discussed with the Allegan County Community Corrections Advisory Board
s.	How often is program utilization reviewed? Explain: The program utilization will be reviewed at least monthly but usually more frequent than that. The CCAB Manager monitors the program utilization very closely to ensure that the program has enough participants enrolled in each program.
t.	What actions are taken when programs are under- or over-utilized? If the programs are under-utilized, it will be noted during the monthly review and a plan to increase the attendance will be created. That usually consists of the Gatekeeper going out into the housing units and completing an educational session with the inmates about the programs that are available and how they can send an electronic message about interest into that program. In addition, the Gatekeeper will send an email to the Probation/Parole Department informing them of how many seats are available and request referrals. If it is being over-utilized, a plan will be put into place to decrease the utilization for that program so that the funding will last the entire fiscal year, without an interruption to service.
u.	How much time is spent reviewing OMNI and jail data? Seven hours per week, approximately 364 hours per year. Explain: COMPAS entries are entered weekly resulting in approximately 5 hours of data entry. In addition, the COMPAS Assessment needs will be reviewed and entered into an excel spreadsheet weekly for review of proper program placement, which will take approximately one hour per



Program Description

Administration

week. The rest of the time will be spent completing monthly expenditures and utilization reports, conducting CCAB meetings, conducting Strategic Planning meetings and completing monthly monitoring session for each program.

- v. How much time is estimated to be spent developing the strategic plan for the application? 12 hours per year Describe when and how the plan is developed: The Strategic planning is a year long process and is done on a quarterly basis. A meeting is held prior to each CCAB meeting and the results and decisions made at that meeting is discussed with all members of the Allegan County Community Corrections Advisory Board.
- w. Describe the involvement of other stakeholders or subcommittees in data analysis or plan/program development. The stakeholders and subcommittees have been involved in preparing for this grant application. The CCAB Manager meets with the subcommittee on a quarterly basis to discuss strategic planning. In addition, educational information, questions and directions will occur between the CCAB Manager and the Allegan County Community Corrections Advisory Board. The information obtained is utilized for future programming and planning developments.
- x. What is your plan to educate all stakeholders? Explain: The CCAB Manager sends out information via email correspondence including the monthly utilization reports, expenditure reports, the midyear report, the end of the year report, the grant application, the recent information that was obtained at meetings in Lansing, information regarding the recent training for Pre-Trial Services in Lansing, and information that was obtained in the "Michigan Department of Corrections, Offender Success Administration, Office of Community Corrections, CCAB Manager's Manual". In addition, the CCAB Manager calls special CCAB meetings if necessary to discuss any concerns about vendors, programming, or reporting data.



Program Description

Group Programming

CCAB: Allegan County	FY: 2021	<i>For OCC Use Only:</i> Approved CCIS Code: Approved Projected Enrollment: Budget Recommendation: Conditions: Coordinator:	
Local Program Name: Career Readiness			
Service Provider: Outlook Academy			
CCIS Service Type: <i>B15- Employability Skills</i>			
Projected Enrollment: 50			
Projected Length of Stay: 45-90 days			
Does this program also use DDJR funding? YES If YES, how many DRR offenders projected? 3			
Program Location (select all that apply):	Jail: <input checked="" type="checkbox"/>	Residential: <input type="checkbox"/>	Community: <input type="checkbox"/>
Program Status (new, modification, continuation): <i>Continuation</i>			
If a modification, describe here: NA			
List projected enrollment by member county: NA			

GROUP/CLASS DELIVERED PROGRAMMING –

- This form is for program activities delivered through a group or class-type structure.
- Groups that are cognitive in nature must be separate for both male and female populations.
- When developing eligibility criteria, think about what behavior or characteristics in addition to addressing PCRs or jail utilization that the program is intended to address.
- Cognitive, Life Skills, Employability Skills, Education and Domestic Violence programs are all programs that would use this form.
- If this form is utilized for an Employability Skills group, the County must clearly identify how it is not a duplication of services provided through the Michigan Works Agency or other local workforce development agencies in (3.h.).
- G00 is an option for “other” group-type programming not specifically identified here (discuss with your coordinator first).

ANSWER ALL QUESTIONS USING “NA” IF NOT APPLICABLE TO THIS PARTICULAR PROGRAM.

1. Copy the objective(s) from your felony and/or recidivism analysis (Part I) that this program is designed to address:
<div style="margin-left: 20px;"> a. PCR Objectives: <ul style="list-style-type: none"> i. Overall Prison Commitment Rate Objective, which states: Reduce the Overall Prison Commitment Rate from 10.7% to 9.7%. ii. Group 2 Straddle Cell Objective, which states: Reduce the Group 2 Straddle Cell Prison Commitment Rate from 7.1% to 6.9%. </div> <div style="margin-left: 20px; margin-top: 10px;"> b. Recidivism Objectives: <ul style="list-style-type: none"> i. Probation Violator New Sentence, which states: Reduce the Probation Violator New Sentences from 7 to 6. ii. Probation Violator Technical, which states: Reduce the number of Probation Violator Technicals from 18 to 17. </div>
2. Based on your objective(s), what is your target population?
<div style="display: flex; justify-content: space-between;"> <input checked="" type="checkbox"/> Felons <input type="checkbox"/> Pretrial <input type="checkbox"/> Other (briefly describe): </div>



Program Description

Group Programming

3. Describe the program:	
a.	What is your referral process to this program? The referral process is as follows:
b.	1). The Gatekeeper will provide an educational session with each housing unit on a regular basis and inform the inmates how to get enrolled into the program.
c.	2). Once an inquiry is received by the inmate to the Gatekeeper, then a screening with occur by the Gatekeeper.
d.	3). After the screening is completed, the Gatekeeper will determine if there is a COMPAS score already on file for that individual by reviewing the excel spreadsheet that's been created for program eligibility.
e.	4). If no COMPAS score has been located, the Gatekeeper will reach out to the Probation/Parole Department to retrieve the COMPAS score to determine eligibility requirements are met.
f.	5). After the eligibility requirements are met, a referral is sent to the facilitator for the participant to be assessed for program eligibilty.
g.	Describe eligibility criteria, including exclusionary criteria, for an assessment. Including requirements for assessments and assessment results. The COMPAS Assessment tool will be the screening tool used. The offenders who score Moderate/High for vocational education will be considered for the program. In addition, the offender must either be currently enrolled in the GED program or have their High School Diploma or GED prior to enrollment.
h.	Assessment (not screening) is the foundation of evidence-based practices. Referrals to programs should be based upon assessed needs. Please describe your assessment practices below: The CCAB Manager will review the COMPAS assessments on a weekly basis to determine if any new offenders meet the criteria for the program. If there are new offenders that meet the criteria, than a list will be created and forwarded to the facilitator to review and conduct their assessment .
i.	Is a risk and/or need assessment required <i>prior to referral</i> or admission to this program? Yes, prior to referral
ii.	What assessment is used, identify the tool: An interview assessment will occur with the offender if during the screening process, they are eligible. Some of the questions conducted in the assessment process is if they have a High School Diploma, GED or if they are currently enrolled into the GED program.
iii.	Who completes the assessment? The Facilitator completes the assessment.
i.	Identify who is responsible for confirming eligibility and describe the process. The Gatekeeper will complete the referral and screening process but the Outlook Academy Facilitator will confirm eligibility through their assessment process. The facilitator will notify the Gatekeeper on a weekly basis, who is eligible and has been approved for the program.
j.	Describe the program design (programs using this description form should be delivered through a group or class structure):
i.	Name of curriculum: Career Readiness
ii.	Is the group open or closed? Open
iii.	What is the minimum/maximum number of participants per group, as identified in the curriculum? Minimum of 3 participants and the maximum



Program Description

Group Programming

	of 10 per group as identified in the curriculum.
iv.	How many sessions will be completed per group? 25
v.	What is anticipated number of groups that will be conducted during the fiscal year? Approximately 150 groups will be conducted during the fiscal year.
vi.	What is the length of each group session? The length of each group session is 1 to 1.5 hours.
vii.	Identify what skills are taught in this program: The following skills are taught in the program:
viii.	1) Completion of Work Keys testing
ix.	2). Completing a Career Interest Inventory
x.	3). Developing a resume and cover letter
xi.	4). Keyboarding skills
xii.	5). Career Coaching (O*NET Program)
xiii.	6). Computer Literacy
xiv.	7). TRIO-College applications, college exploration, academic advising and financial aid/FAFSA application completions.
xv.	In addition, upon completion of the program, the offender will receive a portfolio with a certificate from the above listed skills.
xvi.	If the group occurs in various locations, (jail/residential/community) identify how participants transition between them: The program is offered in the jail but can transition to other employment ready skills offered by the community service providers. A pamphlet with the community programs will be offered to each offender prior to release to continue working on the skills learned.
k.	Identify the training or credentials held by your service provider qualifying him/her to provide this service: There is a facilitator with a Special Education Certification, 3 facilitators that have their teaching certificates, and 1 facilitator that has a Bachelor's Degree in Social work and Criminal Justice.
l.	How are delivered services and offender progress and participation documented by the service provider? (i.e., progress notes, case notes and/or group notes) The facilitator provides attendance sheets on a weekly basis and progress reports on a monthly basis, but can provide them sooner if requested, by the Gatekeeper or CCAB Manager.
m.	How is offender progress/participation reported to the probation officer or referral source? Include frequency of reporting positive and negative progress and types of reports provided such as intake, monthly, termination, etc. The progress notes and attendance sheets will be shared to the Probation Officers upon request or sooner if an issue or concern arises.
n.	Review your answers above. Summarize other aspects of the program not specifically identified above that you feel are critical to understanding this program including how this program is not a duplication of services provided through Michigan Works or other local workforce development agencies: At first glance this program may appear to be a replica to Michigan Works, however it is not. Career Readiness provides a participant the knowledge on how to complete college applications, complete mock interviews, and complete Financial Aid applications for college. It,



Program Description

Group Programming

also, teaches the participants computer literacy skills, and interviewing skills.
<p>4. A program must meet at least one of the following objectives and there should be consistency between the objectives and strategies identified in Part I of your application, your targeting and eligibility noted above and your response here.</p>
<p>a. Will this this program reduce prison commitments? <i>YES</i></p>
<p>i. Clearly describe how this program will impact the PCR: This program will teach offenders how to complete college applications. College attendance and completion, can increase their chance in gaining promising employment. Secured employment contributes to the reduction of the Prison Commitment Rate by creating increased self worth, their ability to provide for the family, and promote positive attributes for them within the community.</p>
<p>b. Is this program intended to impact recidivism? <i>YES</i></p>
<p>i. Clearly describe how recidivism will be impacted: This program will teach offenders how to complete college applications. College attendance and completion, can increase their chance in gaining promising employment. Secured employment contributes to the reduction of the Prison Commitment Rate by creating increased self worth, their ability to provide for the family, and promote positive attributes for them within the community.</p>
<p>5. Develop additional performance indicators based on your program design such as newly acquired or improved skills, tests passed, pre/post test results, etc., as you deem appropriate. Contact your grant coordinator for assistance if necessary.</p>
<p>Additional performance indicators can be observed by the completion of the program with the utilized knowledge of applying to a college and being accepted. To date, we are aware of at least 2 participants who have completed the program and then began attending college last school year, upon their release from custody. In addition, several college applications have been completed. Lastly, we have had several successful completers in this program which has increased the chances of those participants to secure employment upon release.</p>



Program Description

Case Management

CCAB: Allegan County	FY: 2021	<i>For OCC Use Only:</i> Approved CCIS Code Approved Projected Enrollment: Budget Recommendation: Conditions: Coordinator:
Local Program Name: Re-entry Case Management		
Service Provider: Arbor Circle		
CCIS Service Type: Community Based Case Management – I24		
Projected Enrollment: 20		
Projected Length of Stay: 120 Days		
Does this program also use DDJR funding? YES If YES, how many DDJR offenders projected? 2		
Program Location (select all that apply):	Jail: <input type="checkbox"/>	Community: <input checked="" type="checkbox"/>
Program Status (new, modification, continuation): <i>Continuation</i>		
If a modification, describe here: NA		
List projected enrollment by member county: NA		

CASE MANAGEMENT –

- Proposed definition of Case Management:
 - *Problem-solving activity for specific populations to enhance offender success. This should include: assessment, planning, linkage to specific services, monitoring and advocacy.*
- You will be asked to clearly explain why additional case management beyond what is provided by probation supervision is necessary to help achieve your objectives.
- Case Management is not used to simply do data entry for offender enrollment and termination.
- If you have questions about what form to use or if your program really is “case management” please contact your grant coordinator.

ANSWER ALL QUESTIONS USING “NA” IF NOT APPLICABLE TO THIS PARTICULAR PROGRAM.

1. Copy the objective(s) from your felony and/or recidivism analysis (Part I) that this program is designed to address:
<ul style="list-style-type: none"> a. PCR Objectives: <ul style="list-style-type: none"> i. Overall Prison Commitment Rate Objective, which states: Reduce the Overall PCR from 10.7% to 9.7%. ii. Group 2 Straddle Cell Objective, which states: Reduce the Group 2 Straddle Cell PCR from 7.1% to 6.9%. b. Recidivism Objectives: <ul style="list-style-type: none"> i. Probation Violator New Sentence, which states: Reduce the number of PVNS from 7 to 6. ii. Probation Violator Technical, which states: Reduce the number of PVT's from 18 to 17.
2. Based on your objective(s), what is your target population?
<input checked="" type="checkbox"/> Felons <input checked="" type="checkbox"/> Other (briefly describe): Probation violators new charges and technicals.

3. Describe the program:



Program Description

Case Management

a.	Is a screening tool required to determine eligibility? YES (A COMPAS assessment will be required for offenders. IF the COMPAS indicates Medium to High risk and/or need levels, then the offender will be considered for program eligibility.)
b.	What assessment is part of the case planning process? YES (describe) All offenders referred to case management services will receive an individual case management needs assessment completed by a Bachelors' level Case Manager. The offender will meet with the Case Manager to assess their individual reentry needs, including substance abuse and mental health needs, and develop a Re-entry Plan. In addition, all COMPAS assessments will be available to the provider at the providers request. If the offender needs substance abuse or mental health treatment he/she will receive a full bio-psychosocial assessment from the clinical provider of that service prior to treatment. Offenders already receiving a bio-psychosocial assessment through the reentry program will not receive an additional assessment through OCC Funding.
c.	Based on what your program is intended to address within your targeted population, what are your eligibility (including exclusionary) criteria? In order to receive case management services, female offenders must be housed at the Allegan County Community Corrections Centers and have a COMPAS score of Moderate to High in overall risk or Moderate to High in four of the needs scales. Eligibility for the offenders who are in need of mental health housing assistance, must have a COMPAS score resulting in Moderate to High in overall scores, or a Moderate to High in the residential stability category.
d.	Are recommendations for this program made in the PSI or PV sentence recommendation? NO
e.	Describe your referral process to this program. The Gatekeeper will provide the provider with a list of potentially eligible individuals for the Re-entry Program at the Allegan County Corrections Center. Those individuals will be identified by either through educational meetings with the Gatekeeper and the females in the their housing units, or by referrals from the Probation/Parole Department or referrals provided by the Staff Counselor.
f.	Identify who is responsible for confirming eligibility and describe the process? The Gatekeeper will be responsible for confirming program eligibility by seeking referrals through inmate contact, probation/parole agents, and/or the Staff Counselor. Once the referral is received, then the Gatekeeper will retrieve their COMPAS Scores for eligibility purposes, then an interview assessment will be conducted with the participant to determine if the Case Management Program is appropriate.
g.	Explain how Case Management includes goal/task setting? The Case Manager will meet with the offender once they have been approved for the program to do an individualized analysis of their case management/reentry needs. Participants referred for mental health case management support will receive the case management/reentry needs assessment following referral and affirmation that eligibility requirements are met. A written Re-entry Plan will be developed to address the participants short and long term needs along with specific steps and activities they need to take to address them. Special attention is paid to the period immediately follwing release. The individual will be provided with a copy of the



Program Description

Case Management

plan as well as service/program contact information and scheduled appointments in the community that were made prior to release. The Case Manager will plan to be present at the time of release to assist the offender with the transition back into the community. The Case Manager will plan continued contact with the individual in the community through phone calls, and home visits to continue supporting their transition and follow through to established the set goals.

h. What is the frequency of contact with the offender? **Prior to release from the Allegan County Corrections Center, the Case Manager will meet with the participant at least 2 times prior to release of custody to ensure that a re-entry plan has been completed and goals have been set. In addition, the Case Manager will pick the inmate up from jail and spend approximately 3 hours with them working on the goals set by the participant. Also, the contact within the first 72 hours will be critical for the participant, so there will be frequent calls made to the participant for support. After that, multiple weekly phone calls and home visits will occur within the first month of post incarceration. In addition, this service can continue up to 5 additional months depending on the need and the progress made to meet the goals set.**

i. How is frequency of contact determined? **The frequency of contact is set after the initial post incarceration meeting by the need of the participant which is determined by the completion of each goal set.**

j. What happens during a typical session with an offender and how long is it estimated to take? **The Case Manager will utilize their contact with the participant while they are incarcerated to develop the re-entry plan, which will seek to build structure into their daily lives. The Case Manager will assist the participant with identifying specific needs to be addressed and the steps and activities they must take to address them. Upon release, the sessions will include updates with the Case Manager and participant for follow through and progress towards meeting the goals set, additional planning, assisting the participant with negotiating community resources, support services, and transportation to some important appointments, as needed. Sessions between the Case Manager and participant will vary in length from 15 minutes to one hour depending on the needs of the individual, except for the visit in which the participant is being picked up from the jail. This session is expected to last up to 3 hours depending on the goals set for the immediate transition back into society.**

k. Does the program design include contacts with social supports such as: family, employer, school, treatment provider, etc.? Explain: **Yes, depending on the individual transition plan developed, the Case Manager will coordinate with contacts in the jail as well as in the community. These contacts include family members, the participants probation officer, educational services, employment services, housing programs, treatment providers and other community partners. The Case Manager will serve as a client advocate with other service providers, as well as educate family members on supporting the individuals successful transition back into the community.**

l. Does the program assist offenders with securing identification and/or refer to additional social or supportive services such as health care or clothing assistance?



Program Description

Case Management

Explain: **Yes, the Case Manager will work with the participants in the jail and in the community to connect with services needed and assist them in obtaining their ID through transportation needs and communication with the Secretary of State's Office.**

m. How are delivered services, offender progress and participation documented by the service provider? **Case Managers will complete written documentation on each individual contact with the participant including face to face, telephone, text messages and other indirect contact. Collateral contacts, with other providers will also be documented. The Case Manager will maintain an individual file for each participant which will contain documentation of the services provided. They will maintain electronic medical records which include tracking and monitoring of individual events relating to the client's service. The documentation in the clients individual file as well as the electronic medical records will be used to prepare the monthly invoices submitted to the CCAB Manager.**

n. How is offender progress/participation reported to the probation officer or referral source? Include frequency of reporting positive and negative progress and types of reports provided such as intake, monthly, termination, etc. **Collaboration between the provider and Gatekeeper will be ongoing from screening to discharge from case management services. The Gatekeeper will send out regular updates to the Probation/Parole Departments regarding each participant and the progress they are making. All referrals that occur will come from the Gatekeeper to the provider. Monthly progress reports will be provided to the Gatekeeper for review and then the Gatekeeper will forward those status reports to the Probation/Parole Department. Contact will include both verbal and written reports including but not limited to the participants transition plan.**

o. How does this program differ from the services provided by the probation department? **Case Management begins in the jail with regular contact between the participant and the Case Manager. Before the participant leaves the jail, they have received a case management assessment, bio-psychosocial assessment (if recommended), assistance getting identification, health insurance needs, referral information for community programs and assistance based on their assessed needs. With the help of the Case Manager, the participant will have transportation from the jail to the providers office, and will work with the Case Manager to transition into the community with a plan for success already in place. Probation agents are not able to provide this level of intense contact and assistance to the participant that begins during incarceration and continues into the community. In addition, a probation agents case load is much larger than the case manager's for this program, so if these services were provided by the Probation department, then it would diminish the ability to individualize each participant in this program.**

p. Why can probation officers not provide this level of service? **Due to the large**



Program Description

Case Management

caseload size carried by the probation agents, this level of intense services cannot be provided. The caseload carried by the provider's case managers will be significantly smaller so that they can be present at the jail and out in the community frequently to meet with the participants and provide individual service as needed by the participants.

q. Review your answers above. Summarize other aspects of the program not specifically identified above that you feel are critical to understanding this program: **As part of the case management role, building intentional supportive relationships with participants, incorporating positive self-disclosure, role modeling and instilling hope, are critical to having success with this population. The provider will offer a depth of treatment, education, prevention and recovery supports for individuals and their families following release. The Case Manager will assist with navigating internal and external support and service options through warm hand-offs. Outcomes from other re-entry programming in the jail setting, demonstrates the effectiveness of intensive client contact and support during and following incarceration to reduce recidivism.**

4. A program must meet at least one of the following objectives and there should be consistency between the objectives and strategies identified in Part I of your application, your targeting and eligibility noted above and your response here.

a. **Will this program reduce prison commitments? YES**

i. **Clearly describe how prison diversions will be accomplished: Building a strong re-entry program in the jail including intensive case management coupled with existing evidence-based programming addressing offenders' risks and needs will give the Circuit Court Judiciary System another reason to sentence felony offenders, including Group 2 Straddle Cell Offenders to a split sentence disposition rather than prison. Future prison commitments will also be decreased as offenders will continue to receive case management services in the community, helping them adhere to their established re-entry plans and will reduce the likelihood of future felony offenses which will impact the Allegan County's Overall Prison Commitment Rate.**

b. **Is this program intended to impact recidivism? YES**

ii. **Clearly describe how recidivism will be impacted: Having a strong Re-entry Case management which includes intensive case management coupled with existing evidence-based programming addressing offenders' risks and needs will give the Circuit Court Judiciary System another reason to sentence felony offenders, including Group 2 Straddle Cell Offenders to a split sentence disposition rather than prison. Future prison commitments will also be decreased as offenders will continue to receive case management services in the community, helping them adhere to their established re-entry plans and will reduce the likelihood of future felony offenses which will impact the Allegan County's Overall Prison Commitment Rate. Having a strong re-entry program within the jail, delivering case management services both inside and outside of the jail, coupled with evidenced based programs such as substance abuse gives the participant a greater chance of successful transition after incarceration and deterring future criminal behavior.**

5. Develop additional performance indicators based on your program design such as completion of other monitored programs and conditions, improved family or community stability,



Program Description

Case Management

improved assessment scores, etc., as you deem appropriate. Contact your grant coordinator for assistance if necessary.

The goal of the Case Management program is to create a successful transition for participants into the community and to support prison diversion. The objective to reach this goal will be for a participant to meet at least 3 of the 5 goals set in their re-entry plan. This will be measured by the Case Managers Case notes confirming that participation occurred and that 3 of the goals were met.



Program Description

Gatekeeper

CCAB: Allegan	FY: 2021	<i>For OCC Use Only:</i> Approved CCIS Code Approved Projected Enrollment: Budget Recommendation: Conditions: Coordinator:
Local Program Name: Gatekeeper		
Service Provider: Allegan County Sheriff's Office		
CCIS Service Type: <i>I25 - Gatekeeper</i>		
Total Projected Enrollment: 150		
Does this program also use DDJR funding? YES If YES, how many DDJR offenders projected? 10		
Program Status (new, modification, continuation): <i>Continuation</i>		
If a modification, describe here: NA		
List projected enrollment/release by member county: NA		

Gatekeeper is a necessary *process* or FUNCTION rather than a program as we typically think of it.

- If a majority of program referrals come from an outside source, Gatekeeper should not be requested.
- Gatekeeping includes initial screening for program eligibility (not assessment) such as determining if the offender meets established target and preliminary eligibility criteria and the subsequent referral and enrollment in programming as appropriate.
- Projections should be based on the total number of program referrals that will need to be screened for eligibility, referred, and entered into COMPAS Case Manager.
- Projections should also include an appropriate calculation of the Gatekeeper's time. The total amount of time spent per projected enrollee should balance with the requested funding amount. Gatekeeping services should be limited to one hour per enrollee.
- Subsequent data entry such as termination/discharge from programming is a function under administration.

ANSWER ALL QUESTIONS USING "NA" IF NOT APPLICABLE TO THIS PARTICULAR PROGRAM.

The form permits text, uses drop-down options, and permits additional text when a drop-down option with further instructions is selected. Some text entries where longer responses are anticipated permit carriage returns [press Enter] to create separate paragraphs.

1.
a. This service functions as a Gatekeeper for <i>PA511 as well as non-PA511 programs.</i>
b. What proportion of program referrals come from a source other than gatekeeping? Currently, all program referrals that are funded by this grant are completed by the Gatekeeper.
c. Describe the steps taken to determine offender eligibility for a program: The Gatekeeper will complete the following steps to determine offender eligibility for a program:
d. 1). The Gatekeeper will regularly enter the housing units and speak with the inmates explaining the programs that are available, those funded by PA511 and those that are not.
e. 2). The Gatekeeper will instruct the current inmates who are interested in any of



Program Description

Gatekeeper

	<p>the programs to send an electronic message to the Gatekeeper for an initial screening and eligibility standards.</p> <p>f. 3). The Gatekeeper will monitor those electronic messages and print out those requesting programming.</p> <p>g. 4). The Gatekeeper will speak with each individual who submitted an electronic message and screen them for eligibility purposes.</p> <p>h. 5). After the screening is complete, if they meet initial eligibility requirements, the Gatekeeper will email the Probation/Parole Department requesting their COMPAS Scores.</p> <p>i. 6). Once the COMPAS Score is retrieved than the Gatekeeper will go through it to ensure that the risk and needs for that individual meet the criteria for the program that is being requested and if it doesn't but it appears that they would be more suitable for another program, than the Gatekeeper will speak with them again about their eligibility.</p> <p>j. 7). If their COMPAS Score risks and needs meet the eligibility requirement, than the Gatekeeper sends over a referral for that program requesting an assessment to be completed.</p> <p>k. 8). In addition, referrals are received from Probation agents, parole agents, Corrections Deputies, Facilitator's, Jail Counselor and the jail medical person if they feel after speaking with the individual that they could benefit from a particular program.</p> <p>l. 9). After the referral is made than the Gatekeeper will follow up with the facilitator to ensure that an assessment is done and the results of the assessment and if enrollment is appropriate.</p>
m.	<p>Estimate how long it takes to determine eligibility, make referrals and complete Case Manager/CCIS data entry for a new offender: For a new offender, it is estimated that could take about 1 hour to complete per participant. For an established offender: For an established offender, it is estimated that it could be completed between 15-30 minutes.</p>
n.	<p>Do you meet with the offender to do the screening or work from referral documents? Explain: Yes, the Gatekeeper will meet with the offender. It is critical to meet with the potential participant as part of the screening process to determine willingness to participate, the ability to pay any associated fees, the ability for reliable transportation to attend the program, and guage any social support.</p>
o.	<p>What PA511 programs does this Gatekeeper screen/refer for? Currently, the Gatekeeper screens for the following PA511 programs:</p>
p.	1). G18 Substance Abuse
q.	2). I24 Case Management
r.	3). B15 Career Readiness
s.	4). C01-MRT
t.	
u.	<p>What non-PA511 programs does this Gatekeeper screen/refer for? The Non- PA511 program that the Gatekeeper sends a referral for is the GED Program.</p>
v.	<p>What percentage of your requested CPS budget is in this line item? 20%</p>
w.	<p>Review your answers above. Summarize other aspects of this service not specifically</p>



Program Description

Gatekeeper

identified above that you feel are critical to understanding this function: **The Gatekeeper position is vital to a successful placement into the appropriate programs. Each participant that is referred will be screened by the Gatekeeper to determine eligibility requirements. The Gatekeeper will provide an opportunity for program participation, which if completed successfully, it could result in a decrease in offenders being sent to prison, and instead their sentenced to stay locally, which will reduce the Overall Prison Commitment Rate. The Gatekeeper has the ability to funnel the targeted population into the appropriate programs, resulting in successful change and a safer community.**

2. As Gatekeeping is not necessarily a “program”, specific contributions toward the below objectives may not be obvious. Answer as appropriate.

a. **Will this this program reduce prison commitments? YES**

i. **Clearly describe how this program will impact the PCR: The Gatekeeper function alone, will not impact the Prison Commitment Rate. However, if used in conjunction with the processes of other programs, it is the necessary key that will benefit the programs being utilized to reduce the Prison Commitment Rate. The function is the mechanism for the evidenced based screening/assessment of offenders and referring them to the correct program based on their needs and risks.**

b. **Is this program intended to impact recidivism? YES**

i. **Clearly describe how recidivism will be impacted: The Gatekeeper function alone, will not impact the Prison Commitment Rate. However, if used in conjunction with the processes of other programs, it is the necessary key that will benefit the programs being utilized to reduce the Prison Commitment Rate. The function is the mechanism for the evidenced based screening/assessment of offenders and referring them to the correct program based on their needs and risks**

3. Develop additional performance indicators based on your program design as you deem appropriate. Contact your grant coordinator for assistance if necessary.

The goal of the Gatekeeper is to determine eligibility and enroll potential participants into the appropriate programs based on their needs and risks. The performance indicators will be determined by the number of enrollments in comparison to the projected enrollment for each program. It is a needed function in Allegan County to ensure that all funding is spent on the participants with identified needs and aligning them into the appropriate programs.



Program Description

Outpatient Treatment Programming

CCAB: Allegan County	FY: 2021	<i>For OCC Use Only:</i> Approved CCIS Code: Approved Projected Enrollment: Budget Recommendation: Conditions: Coordinator:	
Local Program Name: Allegan County Meth Diversion			
Service Provider: Arbor Circle			
CCIS Service Type: <i>G18 - Outpatient Treatment</i>			
Projected Enrollment: 20			
Projected Length of Stay: 18-24 months			
Does this program also use DDJR funding? <i>NO</i> If YES, how many DDJR offenders projected?			
Program Location (select all that apply):	Jail: <input checked="" type="checkbox"/>	Residential: <input type="checkbox"/>	Community: <input checked="" type="checkbox"/>
Program Status (new, modification, continuation): <i>New Initiative</i>			
If a modification, describe here: NA			
List projected enrollment by member county: NA			

GROUP/CLASS DELIVERED PROGRAMMING –

- Groups must be separate for both male and female populations.
- When developing eligibility criteria think about what behavior or characteristic in addition to addressing PCRs or jail utilization that the program is intended to address.
- Use of individual sessions should be described.
- G18 –Outpatient Treatment, : Counties should exhaust all other funding resources (i.e. Medicaid) before utilizing P.A. 511 funding.
- If this is an Intensive Outpatient Treatment program, you must use SAMHSA guidelines.

ANSWER ALL QUESTIONS USING “NA” IF NOT APPLICABLE TO THIS PARTICULAR PROGRAM.

1. Copy the objective(s) from your felony and/or recidivism analysis (Part I) that this program is designed to address:
<p>a. PCR Objectives:</p> <ul style="list-style-type: none"> i. Overall Prison Commitment Rate Objective, which states: Reduce the Overall PCR from 10.7% to 9.7%. ii. Group 2 Straddle Cell Objective, which states: Reduce the Group 2 Straddle Cell PCR from 7.1% to 6.9%. <p>b. Recidivism Objectives:</p> <ul style="list-style-type: none"> i. Probation Violator New Sentence, which states: Reduce the number of PVNS from 7 to 6. ii. Probation Violator Technical, which states: Reduce the number of PVT's from 18 to 17.
2. Based on your objective(s), what is your target population?
<input checked="" type="checkbox"/> Felons <input type="checkbox"/> Pretrial <input type="checkbox"/> Other (briefly describe):

3. Describe the program:
<p>a. The COMPAS assessment is considered a screening tool for outpatient treatment. Please identify the COMPAS scores/needs for your target population. Describe: The COMPAS scores that reflect a mod/high score for the substance abuse section will</p>



Program Description

Outpatient Treatment Programming

<p>be considered for participation into this program. In addition to the COMPAS scores, the offender must meet additional criteria. For example, they must have a history or current charge of Substance Abuse and must have sentencing guidelines above 12 months to meet eligibility. The target population is prison bound offenders.</p>
<p>b. Assessment is the foundation of evidence-based practices. Enrollments in treatment programs should be based upon assessed needs by a licensed or credentialed professional. Please describe your assessment practices below:</p>
<p>i. What assessment is used, identify the tool: The biopsychosocial assessment is used to determine eligibility.</p>
<p>ii. Who completes the assessment? The provider who is a Licensed Professional Counselor will complete the assessment.</p>
<p>iii. Does the assessment result in a recommended level of treatment per American Society of Addiction Medicine (ASAM) criteria? Yes</p>
<p>c. Identify who is responsible for confirming eligibility and describe the process. The provider will determine eligibility into the program. Once the referral has been received, a meeting occurs with a representative from the Probation/Parole Office, the LPC and the Case Manager to discuss eligibility. Once eligibility is determined, then the LPC will complete an assessment on the offender. After the assessment, the offender will be present at the Meth Diversion Board Meeting, who will vote for acceptance into the program. If the offender is voted into the program, then it will be determined by the sentencing Judge to accept the recommendation for acceptance into the program.</p>
<p>d. Describe the program design:</p>
<p>i. Name of curriculum or treatment model: Allegan County recommends "A New Direction" by Hazelden.</p>
<p>ii. Is the group open or closed? Open</p>
<p>iii. What is the minimum/maximum number of participants per group, as identified in the curriculum? The minimum is 3 participants and the maximum participants is 20.</p>
<p>iv. How many sessions will be completed per group? It is anticipated that each participant will receive 1 individual session and 2 group sessions per week. That will be equivalent to each participant receiving 156 per sessions fiscal year and approximately 312 sessions to successfully complete the program.</p>
<p>v. What is anticipated number of groups that will be conducted during the fiscal year? 100</p>
<p>vi. What is the length of each group session? 1.5 hours</p>
<p>vii. Identify what skills are addressed within the treatment program: There are several skills identified during the treatment program and these skills consist of "Thinking and identifying behavior patterns, identifying and discussing early chemical use, identifying and understanding boundaries, Identifying positive and negative relationships and learning to remove self from the negative ones, healthy problem-solving, anger management, understanding and identifying addiction, and identifying addictive thinking habits, seeking safety, and the intensive IOP Matrix".</p>



Program Description

Outpatient Treatment Programming

viii.	If the group occurs in various locations, (jail/residential/community) identify how participants transition between them: The group primarily occurs in the community, not in the jail. If a person is incarcerated and in the group, then they are escorted to the location of the group meetings. The offender is incarcerated for approximately the first 45 days while in the program, but once they advance into the next phase they will be in the community for the remainder of the program.
ix.	If individual sessions are part of the program and billed separately, how many individual sessions are anticipated per participant? There are approximately 75 individual sessions per participant. This may vary depending on the progress of the offender. The number of sessions are high, due to the intensive one-on-one therapy given to each participant.
x.	On what basis would individual sessions be used? As part of the program, it is indicative that participants attend individual sessions at least 1 per week for the first couple of phases. This is a critical component to their recovery and transition back into society substance free. Once the participant moves to phase 4, they attend 1 individual session per month until transitioning into phase 5. Once in phase 5, they no longer will be attending individual sessions.
e.	Identify the license and/or credentials held by your service provider qualifying him/her to provide this service: The provider will obtain staff members with the following credentials an MA, LLP, or a CAADC.
f.	How are delivered services and offender progress notes documented by the service provider? Monthly invoices for services, along with attendance sheets and progress reports will be provided to the CCAB Manager. The CCAB Manager will review the provided information and ensure that the provider is meeting the requirements needed for PA 511 funding. After reviewing, the CCAB Manager will forward the informaton to the Allegan County Finance Department, who will in turn, forward that information to the State OCC Grant Coordinator.
g.	How is offender progress/participation reported to the probation officer or referral source? Include frequency of reporting positive and negative progress and types of reports provided such as intake, monthly, termination, etc. Bi-weekly meetings are held with the probation officer, case manager and program counselor to discuss participant progress and participation.
h.	Review your answers above. Summarize other aspects of the program not specifically identified above that you feel are critical to understanding this program: This program is an intensive substance abuse program lasting about 18 to 24 months, moving into 5 phases successfully in order to graduate. It's target population are individuals with a Meth addiction, that has committed a crime with sentencing guidelines of 12 months to life. This program focuses on the rehabilitation element which consists of individual counseling sessions, group sessions, and Board Reviews. Each participant, while in the program is required to obtain and maintain employment, obtain a high school diploma or GED (if they haven't already), attend group sessions 2 times a week, comply with drug testing regularly, and attend individual therapy sessions determined by which phase the participant is in. In



Program Description

Outpatient Treatment Programming

addition, each participant receives Case Management Services to assist with transportation to doctor's appointments, assistance with obtaining their driver's license, or housing assistance. This program is unique because it focuses on individuals who are prison bound, who have had more than 1 "possession of meth" charge, usually those with charges or convictions of operating and maintaining a meth lab. The reason this program entering process is so strategic is because we are looking at not just the meth user but also the meth dealer. The belief is: if you can stop the dealer, not only have you changed their lives, but you have reduced the number of those being effected by the drug because of the dealer. The success rate of this program is much higher than any of our other programs and it is believed that the reason for that is because of the intensity in which the program is delivered and worked. In average, the cost for 1 individual to spend 1 year in prison is \$35,809. Because our target population are prison bound individuals, this program is saving the State of Michigan approximately \$716,180.00 for all 20 participants per year. If you configure that each of the 20 participants will spend an average of 10 years in prison if they weren't able to receive this programming opportunity, the State of Michigan would pay over 7 million dollars in housing fees to house these individuals in prison. In addition, this program is a life changing program that not only reduces the cost of incarcerated individuals, but it provides rehabilitation to those in desperate need of change, which gives opportunities to change generational addictions.

4. A program must meet at least one of the following objectives and there should be consistency between the objectives and strategies identified in Part I of your application, your targeting and eligibility noted above and your response here.

a. **Will this this program reduce prison commitments?** YES

i. **Clearly describe how this program will impact the PCR:** This program directly impacts the Prison Commitment Rate. The participants who are in the program, must have a sentencing guideline of at least 12 months, before they are considered into the program. Then they must follow the rules, participate and be fully dedicated to the program and a change. Because of the successfullnes of this program, Allegan County has been able to keep many offenders locally, instead of sending them into the prison population.

b. **Is this program intended to impact recidivism?** YES

i. **Clearly describe how recidivism will be impacted:** This program will impact the recidivism rate because of the intensive supervision, intensive drug testing and the intensive counseling, the participants are less likely to reoffend or commit further crime. Currently, our success rate in this program is 75%.

5. Develop additional performance indicators based on your program design such as newly acquired or improved skills, tests passed, pre/post test results, etc., as you deem appropriate. Contact your grant coordinator for assistance if necessary.

Another performance indicator that is in place is the Meth Diversion Review Team which meets on a monthly basis to discuss the participants and their current successes or failures. This meeting is held to vote participants into the next phase or to remain in the current phase, along with voting to



Program Description

Outpatient Treatment Programming

accepting new participants. It must be a majority vote in order for the vote to pass.

This review team is comprised of the following members in the community:

1. A representative from the Allegan County Sheriff's Office -(Lt. Cummins)
2. A representative from the Allegan Police Department- (Retired Police Officer Denny Gore)
3. A representative from the 57th District Court Probation- (position not filled yet)
4. A representative from 48th Circuit Court Probation- (Agent Shannon Dobbins)
5. A representative from WEMET (or other designated Drug Enforcement Agency) MSP Lt. Michelle Dunlap
6. A representative from the Contracted Counseling Agency- (Arbor Circle Lauren Tordado)
- 7). A representative from the Community-(Bart Shaw)



Program Description

Group Programming

CCAB: Allegan County	FY: 2021	<i>For OCC Use Only:</i> Approved CCIS Code: Approved Projected Enrollment: Budget Recommendation: Conditions: Coordinator:	
Local Program Name: Moral Reconciliation Therapy			
Service Provider: Allegan County Corrections Center			
CCIS Service Type: <i>C01 - Cognitive Programming</i>			
Projected Enrollment: 60			
Projected Length of Stay: 90 days			
Does this program also use DDJR funding? <i>YES</i> If YES, how many DDDR offenders projected? 5			
Program Location (select all that apply):	Jail: <input checked="" type="checkbox"/>	Residential: <input type="checkbox"/>	Community: <input checked="" type="checkbox"/>
Program Status (new, modification, continuation): <i>Continuation</i>			
If a modification, describe here: NA			
List projected enrollment by member county: NA			

GROUP/CLASS DELIVERED PROGRAMMING –

- This form is for program activities delivered through a group or class-type structure.
- Groups that are cognitive in nature must be separate for both male and female populations.
- When developing eligibility criteria, think about what behavior or characteristics in addition to addressing PCRs or jail utilization that the program is intended to address.
- Cognitive, Life Skills, Employability Skills, Education and Domestic Violence programs are all programs that would use this form.
- If this form is utilized for an Employability Skills group, the County must clearly identify how it is not a duplication of services provided through the Michigan Works Agency or other local workforce development agencies in (3.h.).
- G00 is an option for “other” group-type programming not specifically identified here (discuss with your coordinator first).

ANSWER ALL QUESTIONS USING “NA” IF NOT APPLICABLE TO THIS PARTICULAR PROGRAM.

1. Copy the objective(s) from your felony and/or recidivism analysis (Part I) that this program is designed to address:
<div style="margin-left: 20px;"> <p>a. PCR Objectives:</p> <ul style="list-style-type: none"> i. Overall Prison Commitment Rate Objective, which states: Reduce the Overall Prison Commitment Rate from 10.7% to 9.7%. ii. Group 2 Straddle Cell Objective, which states: Reduce the Group 2 Straddle Cell Prison Commitment Rate from 7.1% to 6.9%. <p>b. Recidivism Objectives:</p> <ul style="list-style-type: none"> i. Probation Violator New Sentence, which states: Reduce the Probation Violator New Sentences from 7 to 6. ii. Probation Violator Technical, which states: Reduce the number of Probation Violator Technicals from 18 to 17. </div>
2. Based on your objective(s), what is your target population?
<div style="display: flex; justify-content: space-between;"> <input checked="" type="checkbox"/> Felons <input type="checkbox"/> Pretrial <input type="checkbox"/> Other (briefly describe): </div>



Program Description

Group Programming

3. Describe the program:

- a. **What is your referral process to this program?** The referral process is as follows:
- b. **1). The Gatekeeper will provide an educational session with each housing unit on a regular basis and inform the inmates how to get enrolled into the program.**
- c. **2). Once an inquiry is received by the inmate to the Gatekeeper, then a screening will occur by the Gatekeeper.**
- d. **3). After the screening is completed, the Gatekeeper will determine if there is a COMPAS score already on file for that individual by reviewing the excel spreadsheet that's been created for program eligibility.**
- e. **4). If no COMPAS score has been located, the Gatekeeper will reach out to the Probation/Parole Department to retrieve the COMPAS score to determine eligibility requirements are met.**
- f. **5). After the eligibility requirements are met, a referral is sent to the facilitator for the participant to be assessed for program eligibility.**
- g. Describe eligibility criteria, including exclusionary criteria, for an assessment. Including requirements for assessments and assessment results. **The COMPAS Assessment tool will be the screening tool used. Eligibility criteria will result in COMPAS scores to be Moderate/High in overall risk and/or Moderate/High in two of the following needs scales: Criminal Personality, Criminal Involvement, Criminal Thinking, Cognitive Behavioral and/or Substance Abuse, or the offender is a probation violator regardless of the COMPAS Score.**
- h. Assessment (not screening) is the foundation of evidence-based practices. Referrals to programs should be based upon assessed needs. Please describe your assessment practices below: **Assessments are completed by the provider after they have received a referral from the Gatekeeper. The assessment consists of interviewing the potential participant to determine all substance abuse issues, their commitment to the program, transportation needs to attend the program, and their willingness to participate and complete the program.**
 - i. Is a risk and/or need assessment required *prior to referral* or admission to this program? **Yes, prior to referral**
 - ii. What assessment is used, identify the tool: **An interview assessment will occur with the offender if during the screening process, they are eligible. Some of the questions used in the assessment process is as followed:**
 - iii. **1). Substance abuse issues**
 - iv. **2). If accepted, level of commitment to the program**
 - v. **3). Transportation needs to attend the program**
 - vi. **4). Participants willingness to participate in program and complete the program.**
 - vii. Who completes the assessment? **The Facilitator completes the assessment.**
- i. Identify who is responsible for confirming eligibility and describe the process. **The Gatekeeper will complete the referral and screening process but the facilitator will confirm eligibility through their assessment process. The facilitator will notify the Gatekeeper on a weekly basis, who is eligible and has been approved for the program.**
- j. Describe the program design (programs using this description form should be



Program Description

Group Programming

delivered through a group or class structure):
i. Name of curriculum: "How to escape your prison" is the name of the curriculum used.
ii. Is the group open or closed? Open
iii. What is the minimum/maximum number of participants per group, as identified in the curriculum? Minimum of 3 participants and the maximum of 10 per group as identified in the curriculum.
iv. How many sessions will be completed per group? 12
v. What is anticipated number of groups that will be conducted during the fiscal year? Approximately 96 groups will be conducted during the fiscal year.
vi. What is the length of each group session? The length of each group session 1.5 hours.
vii. Identify what skills are taught in this program: The following skills are taught in the program:
viii. 1). Honesty
ix. 2). Trust
x. 3). Acceptance
xi. 4). Raising Awareness
xii. 5). Healing damaged relationships
xiii. 6). Helping others
xiv. 7). Long term goals and identity
xv. 8). Short term goals and consistency
xvi. 9). Commitment to change
xvii. 10). Maintain positive change
xviii. 11). Keeping moral commitments
xix. 12). Choosing moral goals
xx. If the group occurs in various locations, (jail/residential/community) identify how participants transition between them: All participants, whether in custody or out of custody, will continue with group until completion. When transitioning between the two, they would just attend group as usual maintaining the same schedule they had prior to the transition. Essentially, the group members remain the same regardless of their incarceration status.
k. Identify the training or credentials held by your service provider qualifying him/her to provide this service: The MRT service provider is a certified MRT Instructor. The instructor has completed an MRT refresher course 2 years ago and then the county paid for the instructor to attend the Advanced MRT Course last year. In addition, the county is paying for an additional person to become a certified MRT Instructor, to utilize as a back up instructor, when needed.
l. How are delivered services and offender progress and participation documented by the service provider? (i.e., progress notes, case notes and/or group notes) The facilitator provides attendance sheets on a weekly basis and progress reports on a monthly basis, but can provide them sooner if requested, by the Gatekeeper or CCAB Manager.
m. How is offender progress/participation reported to the probation officer or referral



Program Description

Group Programming

	<p>source? Include frequency of reporting positive and negative progress and types of reports provided such as intake, monthly, termination, etc. The progress notes and attendance sheets will be shared with the Probation Officers upon request or sooner if an issue or concern arises. In addition, the Gatekeeper will send the Probation Agents updated information on each participant monthly, and sooner if necessary.</p>
n.	<p>Review your answers above. Summarize other aspects of the program not specifically identified above that you feel are critical to understanding this program including how this program is not a duplication of services provided through Michigan Works or other local workforce development agencies: This program is very different than any local workforce development agency utilizes. MRT focuses on criminal thinking and changing behaviors, along with some teachings about the importance of employment, but topics such as substance abuse and Keeping Moral Commitments is a much greater topic that is taught .</p>
4.	<p>A program must meet at least one of the following objectives and there should be consistency between the objectives and strategies identified in Part I of your application, your targeting and eligibility noted above and your response here.</p>
a.	<p>Will this this program reduce prison commitments? YES</p>
i.	<p>Clearly describe how this program will impact the PCR: Cognitive behavior and criminal thinking plays a large role in Probation Violations whether it is a technical violation or a new criminal charge. MRT provides the tools needed for the targeted population to decrease the criminal activity by changing their thinking and behavior. If the criminal thinking is reduced, the criminal activity will follow, resulting in a reduction of offenders being sent to prison.</p>
b.	<p>Is this program intended to impact recidivism? YES</p>
i.	<p>Clearly describe how recidivism will be impacted: Cognitive behavior and criminal thinking plays a large role in Probation Violations whether it is a technical violation or a new criminal charge. MRT provides the tools needed for the targeted population to decrease the criminal activity by changing their thinking and behavior. If the criminal thinking is reduced, the criminal activity will follow, resulting in a reduction of offenders being sent to prison.</p>
5.	<p>Develop additional performance indicators based on your program design such as newly acquired or improved skills, tests passed, pre/post test results, etc., as you deem appropriate. Contact your grant coordinator for assistance if necessary.</p>
<p>Additional indicators for improved skills are determined by participants successfully completing at least step 9 of the 12 steps. In additon, periodically an evaluation will be completed to determine how many successful completions have returned to jail with new charges.</p>	



Program Description

Pretrial Risk Assessment Services

CCAB: Allegan	FY: 2021	<i>For OCC Use Only:</i> Approved CCIS Code Approved Projected Enrollment: Budget Recommendation: Conditions: Coordinator:
Local Program Name: Allegan County Pretrial Assessment Services		
Service Provider: Allegan County Sheriff's Office		
CCIS Service Type: <i>F22 - Pretrial Assessment</i>		
Projected number of CPS funded assessments (enrollment): 50		
Projected number of DDJR eligible assessments: 0		
Program Location (select all that apply):	Jail: <input checked="" type="checkbox"/>	Community: <input type="checkbox"/>
Program Status (new, modification, continuation): <i>New Initiative</i>		
If a modification, describe here: NA		
List projected enrollment by member county: NA		

PRETRIAL RISK ASSESSMENT SERVICES - Provides for risk assessment of pre-adjudicated defendants:

- Validated assessment for pretrial services supervision eligibility
- Funding under assessment may include the following: the interview with the defendant, criminal history investigation, verification of interview information, and conducting the PRAXIS and subsequent report to include presentation at arraignment.
- Enrollment projections should also include an appropriate calculation of staff's time. The total amount of time spent per projected enrollee should balance with the requested funding amount.
- Assessment funding is not intended to provide for client assessment for populations already assessed by MDOC probation staff

ANSWER ALL QUESTIONS USING "NA" IF NOT APPLICABLE TO THIS PARTICULAR PROGRAM

1. Copy the objective(s) from your felony and/or recidivism analysis (Part I) that this program is designed to address:
<p>a. PCR Objectives:</p> <ul style="list-style-type: none"> i. Overall Prison Commitment Rate Objective, which states: Reduce the Overall Prison Commitment Rate from 10.7% to 9.7%. ii. Group 2 Straddle Cell Objective, which states: Reduce the Group 2 Straddle Cell Prison Commitment Rate from 7.1% to 6.9%. <p>b. Recidivism Objectives:</p> <ul style="list-style-type: none"> i. Probation Violator New Sentence, which states: Reduce the number of Probation Violation New Sentences from 7 to 6. ii. Probation Violator Technical, which states: Reduce the number of Probation Violator Technicals from 18 to 17.
2. Based on your objective(s), what is your target population?
<input checked="" type="checkbox"/> Pretrial
3. Describe the program:
<p>a. Describe eligibility criteria, including exclusionary criteria, for an assessment: he eligibility criteria for offenders to be accepted into this program will begin with a</p>



Program Description

Pretrial Risk Assessment Services

<p>referral from the Courts for an offender to be placed into the program, or a referral from the Gatekeeper. Once the referral is received, the Pretrial Supervision Case Manager will complete the Allegan County Risk Assessment Tool (ARAT), then the enrollment into the program will be based on those qualifying results. There will be some criteria eligibility requirements that will exclude an offender from participation. Those exclusionary items are as followed:</p> <p>b. b. 1). The defendant is currently under MDOC supervision</p> <p>c. c. 2). The defendant is currently being charged with a assaultive felony crime.</p> <p>d. d. 3). The defendant poses a danger to the public.</p> <p>e. e. 4). The defendant has a hold for another county.</p>
<p>f. What programs (PA511 and/or locally funded) require this assessment to determine eligibility? Pretrial Supervision</p>
<p>g. What assessment instrument is proposed? ARAT (Allegan Risk Assessment Tool)</p>
<p>h. Is the assessment completed through an interview with the defendant or would the defendant fill out a questionnaire for later scoring? The assessment will be completed through an interview with the defendant.</p>
<p>i. Is the assessment completed prior to arraignment? NO</p>
<p>j. How are defendants identified and/or referred for an assessment? Referrals will be made by the District Court or Circuit Court Judges, as well as by the Gatekeeper. The referral and interview may occur prior to arraignment in some cases, but not in all cases. An interview can occur at any stage of the Judicial process, prior to sentencing.</p>
<p>k. Is this service contracted to a vendor or does local community corrections staff complete the assessment(s)? This service will be completed by the Pretrial Supervision Case Manager, who is a part of the local community corrections staff.</p>
<p>l. Describe the training, certification process, or credentials of the person(s) doing the assessment(s) which qualify him/her to do them – include dates of training/certification and who conducted the training: The training provided will be conducted by the CCAB Manager annually, and that training will consist of reviewing the assessment questions and ensuring that the intent of the questions are asked according to the training provided. The annual training will occur before October 1, each year.</p>
<p>m. How much time is anticipated to score one pretrial risk assessment (not including subsequent development of a recommendation or plan)? 10 minutes</p>
<p>n. How much time is estimated to interview the defendant? 10 minutes Explain your response. It is estimated to take 10 minutes per defendant to interview them and receive a clear directional path for their needs.</p>
<p>o. How much time is estimated to complete a criminal history investigation on the defendant? 10 minutes Explain your response. It is estimated that a complete criminal history investigation will take approximately 10 minutes, which will consist of running that defendant in the TALON system, and documenting any and all criminal history convictions.</p>
<p>p. How much time is estimated to verify interview information? Approximately 10 minutes Explain your response. It is important to verify the information the defendant provided in the interview. That could take up to 10 minutes depending on the results of the interview.</p>
<p>q. How much time is estimated to complete the subsequent report, including the</p>



Program Description

Pretrial Risk Assessment Services

	<p>presentation at arraignment/court? 20 minutes Explain your response. It is estimated that it will take 20-30 minutes per defendant to complete all subsequent reports including a presentation at arraignment, if needed.</p>
r.	<p>What is the total amount of time required to complete the assessment process? (add the time responses to questions i. through m.) The total amount time it is estimated to take per defendant is 1 hour.</p>
s.	<p>Is subsequent verification of information attempted prior to making a recommendation or determining eligibility? NO</p>
t.	<p>Is the recommendation written? YES</p>
u.	<p>For defendants who do not gain release, does your County utilize a review process (sequential review)? YES Explain: Each defendant who receives the assessment can be reviewed at a later time for possible approval for services. This will likely occur just prior to arraignment in Circuit Court to attempt Judges approval if appropriate.</p>
v.	<p>Is information about the number of completed assessments entered into Case Manager and tracked for CCIS purposes? Yes, it will be entered monthly, and more frequently if needed.</p>
w.	<p>Review your answers above. Summarize other aspects of the program not specifically identified above that you feel are critical to understanding this program: This program will enable offenders who have not been convicted of a crime yet, to receive services that will encourage changed behavior, enable them to continue to be in society, while maintaining their family and keeping the family unit together. In addition, it will provide them with resources needed to deter future criminal behavior and increase the chances for them to attend their scheduled court hearings. The positive effect of this program is that it allows the defendant to continue maintaining employment, begin receiving needed services, and maintaining family structure, while moving through the Judicial Process.</p>
4.	<p>A program must meet at least one of the following objectives and there should be consistency between the objectives and strategies identified in Part I of your application, your targeting and eligibility noted above and your response here.</p>
a.	<p>Will this this program reduce prison commitments? YES</p>
i.	<p>Clearly describe how this program will impact the PCR: The Pretrial Assessment will provide services to defendants who have not been convicted of a crime, and deter any further criminal behavior from continuing while going through the Judicial Process. With services offered and accepted and compliance throughout the Pretrial process, a report will be provided to the Judge for consideration if the defendant is found guilty and sentenced for the crime.</p>
b.	<p>Is this program intended to impact recidivism? YES</p>
i.	<p>Clearly describe how recidivism will be impacted: It is believed that if an individual is provided needed services at the early stages of the Judicial Process, the likelihood of them re-offended is lower than that of an individual who is incarcerated during the entire Judicial Process without receiving any programming or services directly related to their needs.</p>
c.	<p>Percentage of defendants whose release decision match the pretrial risk assessment? Currently, we do not have this data yet because this program doesn't exist in Allegan</p>



Program Description

Pretrial Risk Assessment Services

County. However, if approved, the goal will be that 80% of all defendants who complete the pretrial risk assessment will be eligible for release into this program.

5. Develop additional performance indicators based on your program as you deem appropriate. Contact your grant coordinator for assistance if necessary.

Performance indicators will be determined by measured success. Success will be defined by completing the program with no new criminal arrests while in the program. Success will be monitored by the number of offenders that receive treatment, attend programming, successfully completing programming, and are sentenced accordingly because of their efforts while in the program.



Program Description

Pretrial Supervision Services

CCAB: Allegan County	FY: 2021	<i>For OCC Use Only:</i> Approved CCIS Code Approved Projected Enrollment: Budget Recommendation: Conditions: Coordinator:
Local Program Name: Allegan County Pretrial Services		
Service Provider: Allegan County Sheriff's Office		
CCIS Service Type: <i>F23 - Pretrial Supervision</i>		
Projected Enrollment: 40		
Projected Length of Stay: 250 days		
Does this program also use DDJR funding? YES If YES, how many DDJR offenders projected? 5		
Program Location (select all that apply): Residential: <input type="checkbox"/> Community: <input checked="" type="checkbox"/>		
Program Status (new, modification, continuation): <i>New Initiative</i>		
If a modification, describe here: <i>NA</i>		
List projected enrollment by member county: <i>NA</i>		

SUPERVISION SERVICES – *Pretrial supervision should utilize the least restrictive means while working to promote court appearances and public safety.*

- Funding under Pretrial Supervision Services may include the following: court reminders (if not available through other means), report methodology and frequency that comports with the assessed level of risk and written compliance reports to the Court.
- Electronic monitoring is supported for the following: those charged with an OUIL III, victim cases, high risk misdemeanors and non-violent felonies scoring 6 or higher (PRAXIS) and/or a violent felony scoring 3 or higher (PRAXIS).
- Supervision programs are not intended to simply provide access to substance abuse testing absent other supervision activities.
- Costs associated with Substance Abuse Testing may be incurred as “supply” costs in this program’s budget if testing is part of the program design.
- OCC requires that an objective pretrial assessment be used before defendants are referred for pretrial supervision.

ANSWER ALL QUESTIONS USING “NA” IF NOT APPLICABLE TO THIS PARTICULAR PROGRAM.

1. Copy the objective(s) from your felony and/or recidivism analysis (Part I) that this program is designed to address:
<div style="margin-left: 20px;"> <p>a. PCR Objectives:</p> <ul style="list-style-type: none"> i. Overall Prison Commitment Rate Objective, which states: Reduce the Overall PCR from 10.7% to 9.7%. ii. Group 2 Straddle Cell Objective, which states: Reduce the Group 2 Straddle Cell PCR from 7.1% to 6.9%. <p>b. Recidivism Objectives:</p> <ul style="list-style-type: none"> i. Probation Violator New Sentence, which states: Reduce the number of Probation Violation New Sentences from 7 to 6. ii. Probation Violator Technical, which states: Reduce the number of Probation Violation Technicals from 18 to 17. </div>
2. Based on your objective(s), what is your target population?
<input checked="" type="checkbox"/> Pretrial



Program Description

Pretrial Supervision Services

3. Describe the program:	
a.	A Pretrial risk assessment is mandatory for pretrial supervision services. What are your eligibility criteria based on the assessed risk levels? Be sure to include assessment scores. The eligibilty criteria consists of the following:
b.	The eligibility criteria will include asking all of these questions during the assessment portion of the program.
c.	1). Charge Type
d.	2). Released Pending Trial
e.	3). Criminal History
f.	4). History of Failure to Appears
g.	5). History of Violent Convictions
h.	6). Length at Current Residence
i.	7). Employed, Primary Caregiver, Student, Retired, or Disabled
j.	8). History of Substance Abuse
k.	A Compas Score of Moderate to High in overall risk or needs will be used if available, however it will not be the only factor for eligibility.
l.	The Risk Assessment form will be used for eligibility and once eligibility is determined, it will be used to determine the level of supervision. Different levels of supervision include Low, Average, and High.
m.	If using electronic monitoring (GPS and/or SCRAM) answer and clearly explain the following questions (use NA if not applicable to your program): **Refer to the first page for information on pretrial EM eligibility information.
i.	What kind of equipment/system: GPS and alcohol monitoring to be used for Intensive Supervision, which is for Violent Offenders who will be the "above average" and "high risk offenders". In addition, this will also include the High Risk category for Non Violent felony charged offenders.
ii.	Vendor for equipment/service: Attenti Electronic Monitoring and SCRAM Monitoring
iii.	Cost assessed by the vendor per unit/offender/day (clearly describe): GPS is \$4.50 per day but the alcohol monitoring is TBD.
iv.	Who does the equipment installation/retrieval? The OCC Pretrial Supervision Case Managers will install/retrieve the equipment.
v.	Who sets up schedules and/or monitors compliance? The OCC Pretrial Supervision Case Managers will monitor compliance for the defendant.
n.	What are your supervision reporting requirements, i.e. frequency and type of reporting? The frequency of contact is determined by a combination of the score obtained on the ARAT assessment tool and a Court Order. In addition, the requirements for monitoring equipment will be determined the same way. Phone reporting and in person reporting will be utilized in this program. In addition, some individuals will report weekly, some bi-monthly, and some monthly. It will be determined by the ARAT regarding how often reporting will be needed. The more points a defendant accumulates in the assessment, the more supervision is indicated.
o.	What is your average daily caseload per full time equivalent position (FTE) for pretrial



Program Description

Pretrial Supervision Services

	supervision? 20
p.	<p>What happens during a typical “check-in” and how long is it estimated to take? Court Date Reminder: <input checked="" type="checkbox"/> Verification of address: <input checked="" type="checkbox"/> New criminal contact: <input checked="" type="checkbox"/> Verification of bond conditions: <input checked="" type="checkbox"/> Referrals to programs: <input checked="" type="checkbox"/> Other (describe): If on tether, whether alcohol or SCRAM, a discussion will occur with the defendant to identify any needs, obstacles, as well as addressing any issues that may have arised from monitoring. In addition, motivational interviewing is conducted to generate goals for behavior changes, if needed.</p> <p>Time per check in (including the time to complete compliance report documentation) It is estimated that each participant reporting sessiong will last between 20-30 minutes.</p>
q.	<p>Does the program design include collateral contacts with family, employer, school, treatment provider, etc.? YES (describe)The Case Manager will work closely with collateral contacts, which include various personnel and entities, such as treatment providers, mental health providers, defense counsel, educational facilities, employment and training services, family members, Michigan’s Secretary of State, Social Security Administration, health professionals, and Veteran’s Administration, if appropriate.</p>
r.	<p>This program Provides drug/alcohol testing.</p>
s.	<p>Pretrial release conditions which include drug/alcohol testing should be limited. Describe the County’s plan should a defendant test positive for a controlled substance. What interventions are available and presented to the court and/or defendant: The plan if a defendant tests postive for a controlled substance will be to send a referral to the Gatekeeper for Substance Abuse classes and MRT. In additional, the OCC Pretrial Supervision Case Manager will continue monitoring the progress of treatment and possibly increase phone reporting. A progress report report will be sent to the court for informational purposes, as well.</p>
t.	<p>How is the County’s plan mentioned in (h.) documented per defendant? Progress reports will be completed and submitted to the Judge for each defendant. Included in the progress reports will be a statement regarding the incident, along with documentation of a plan that both the Case Manager signs along with the Defendant.</p>
u.	<p>Are compliance reports shared with MDOC PSI writers? Yes, this information will be vital for the MDOC PSI writers to use toward their recommendations. The goal will be that the MDOC PSI writer is be given a copy of the progress reports and can be used as part of the PSI Report that is provided to the Judge.</p>
v.	<p>Review your answers above. Summarize other aspects of the program not specifically identified above that you feel are critical to understanding this program: Progress notes are provided to the Judge, Prosecutor, and the Defense Counsel at pre-trial settlement conferences. Email communication may also occur between hearing dates. Final reports are provided prior to sentencing. All reports contain information regarding offenders case management progress during the period of supervision, as well as participation in recommended services and programming. Violation reports are provided any time a violation occurs. If necessary, additional</p>



Program Description

Pretrial Supervision Services

reports are sent based on an "as needed" basis. In addition, the Pretrial Supervision Services Program engages defendants in programs and services in the early stages of the charged offense, in an effort to enhance the opportunity for positive case outcomes.

4. A program must meet at least one of the following objectives and there should be consistency between the objectives and strategies identified in Part I of your application, your targeting and eligibility noted above and your response here.

a. **Will this this program reduce prison commitments? YES**

i. Clearly describe how this program will impact the PCR: The Pretrial Supervision Services will provide services to defendants, who have not been convicted of a crime. The purpose of this is to deter any further additional criminal behavior or future charges, while going through their court proceedings. The intent of this program is to provide defendants who are participating in the program with needed services, while they wait for the Judicial System to complete it's process. If services are provided in the early stages of this process, the data reflects that the impact could be great. With a positive impact because of available services to the defendant, the defendant, if found guilty, may not get an automatic prison sentence if their guidelines indicate that to be a possibility. If there is a chance to show progress and that programming is working, the Judge may be more apt to keep them locally, instead of sentencing them to prison, henceforth reducing the Prison Commitment Rate.

b. **Is this program intended to impact recidivism? YES**

i. Clearly describe how recidivism will be impacted: The statistics prove that if given programming and services early in the beginning stages of the Judicial System process, an individual has an opportunity to change criminal thinking, resulting in future changes. In addition, the programming can address substance abuse needs and continue providing those services throughout the court proceedings, given the defendant a strong rehabilitative foundation, without unnecessary incarceration.

c. **What is the appearance rate for those enrolled in pretrial supervision funded through OCC? That rate is unknown for Allegan County at this time because this will be a new program for us. However with that said, if this program is approved, a plan has been put in place to track this information. The plan will consist of the OCC Pretrial Supervision Case Manager tracking each incarcerated individual brought in the Allegan County Corrections Center and compare those names to the current participants. In addition, the Case Manager will monitor each participants court updates on a regular basis, which will include searching through the court data base for any additional criminal charges for the pre-trial participants.**

d. **What is the public safety rate (those terminated from supervision due to a new offense)? That rate is unknown for Allegan County, at this time, because this will be a new program for us. However with that said, if this program is approved, a plan has been put in place to track this information. The plan will consist of the OCC Pretrial Supervision Case Manager tracking each incarcerated individuals**



Program Description

Pretrial Supervision Services

brought into the Allegan County Corrections Center and will compare those names to the current participants.

5. Develop additional performance indicators based on your program design such as securing of identification, completion of other monitored programs and conditions, etc., as you deem appropriate. Contact your grant coordinator for assistance if necessary.

Some additional performance indicators will be the number of referrals from the Court which results in appropriate offenders being enrolled in the program. Maintaining a low failure to appear rate for court appearances, monitor the number of enrollees committing new offenses while under supervision, monitor the number of offenders placed into treatment, and monitor the number of successful completions in the program.



Program Description

Outpatient Treatment Programming

CCAB: Allegan County	FY: 2021	<i>For OCC Use Only:</i> Approved CCIS Code: Approved Projected Enrollment: Budget Recommendation: Conditions: Coordinator:	
Local Program Name: Relapse Prevention			
Service Provider: Arbor Circle			
CCIS Service Type: <i>G18 - Outpatient Treatment</i>			
Projected Enrollment: 40			
Projected Length of Stay: 65-70 days			
Does this program also use DDJR funding? <i>YES</i> If YES, how many DDJR offenders projected? <i>3</i>			
Program Location (select all that apply):	Jail: <input checked="" type="checkbox"/>	Residential: <input type="checkbox"/>	Community: <input checked="" type="checkbox"/>
Program Status (new, modification, continuation): <i>Continuation</i>			
If a modification, describe here: <i>NA</i>			
List projected enrollment by member county: <i>NA</i>			

GROUP/CLASS DELIVERED PROGRAMMING –

- Groups must be separate for both male and female populations.
- When developing eligibility criteria think about what behavior or characteristic in addition to addressing PCRs or jail utilization that the program is intended to address.
- Use of individual sessions should be described.
- G18 –Outpatient Treatment, : Counties should exhaust all other funding resources (i.e. Medicaid) before utilizing P.A. 511 funding.
- If this is an Intensive Outpatient Treatment program, you must use SAMHSA guidelines.

ANSWER ALL QUESTIONS USING “NA” IF NOT APPLICABLE TO THIS PARTICULAR PROGRAM.

1. Copy the objective(s) from your felony and/or recidivism analysis (Part I) that this program is designed to address:
<p>a. PCR Objectives:</p> <ul style="list-style-type: none"> i. Overall Prison Commitment Rate Objective, which states: Reduce the Overall Prison Commitment Rate from 10.7% to 9.7%. ii. Group 2 Straddle Cell Objective, which states: Reduce the Group 2 Straddle Cell Prison Commitment Rate from 7.1% to 6.9%. <p>b. Recidivism Objectives:</p> <ul style="list-style-type: none"> i. Probation Violator New Sentence, which states: Reduce the number of Probation Violator New Sentences from 7 to 6. ii. Probation Violator Technical, which states: Reduce the number of Probation Violator Technicals from 18 to 17.
2. Based on your objective(s), what is your target population?
<input checked="" type="checkbox"/> Felons <input checked="" type="checkbox"/> Pretrial <input checked="" type="checkbox"/> Other (briefly describe): Probation Violators with new charges and technical violations.

3. Describe the program:
<p>a. The COMPAS assessment is considered a screening tool for outpatient treatment. Please identify the COMPAS scores/needs for your target population. Describe: The</p>



Program Description

Outpatient Treatment Programming

<p>COMPAS scores that reflect a Moderate/High score for Substance Abuse will be considered for this program.</p>	
b.	<p>Assessment is the foundation of evidence-based practices. Enrollments in treatment programs should be based upon assessed needs by a licensed or credentialed professional. Please describe your assessment practices below:</p>
i.	<p>What assessment is used, identify the tool: In addition to the screening process, an individual who has been referred by the Gatekeeper, will receive a comprehensive bio-psychosocial assessment that used is by the provider and will be part of the vendor's electronic medical record.</p>
ii.	<p>Who completes the assessment? The bio-psychosocial assessment will be completed by a Master's Degree level therapist prior to enrollment into the program.</p>
iii.	<p>Does the assessment result in a recommended level of treatment per American Society of Addiction Medicine (ASAM) criteria? Yes</p>
c.	<p>Identify who is responsible for confirming eligibility and describe the process. The Gatekeeper will confirm the defendants program eligibility. Once that eligibility has been confirmed, the Gatekeeper will send a referral to the vendor for a request to complete an assessment on the defendant. Once the assessment is completed by the Therapist, the Therapist will notify the Gatekeeper whether or not the defendant is eligible for the program based on the assessment results.</p>
d.	<p>Describe the program design:</p>
i.	<p>Name of curriculum or treatment model: The vendor will be using "A New Direction" by Hazelden and "Seeking Safety" by Lisa Najavits.</p>
ii.	<p>Is the group open or closed? Open</p>
iii.	<p>What is the minimum/maximum number of participants per group, as identified in the curriculum? The minimum number of participants per group is 3 and the maximum number of participants is 15. Groups will be separated by gender.</p>
iv.	<p>How many sessions will be completed per group? This group is made up of 9 weekly sessions.</p>
v.	<p>What is anticipated number of groups that will be conducted during the fiscal year? It is anticipated that the provider will hold at least 75 group sessions per fiscal year.</p>
vi.	<p>What is the length of each group session? The group sessions are 90 minutes in length.</p>
vii.	<p>Identify what skills are addressed within the treatment program: Skills that are addressed in this treatment program include managing triggers, learning effective communication, some CBT skills, mindfulness and coping mechanisms.</p>
viii.	<p>If the group occurs in various locations, (jail/residential/community) identify how participants transition between them: The CCAB Manager will notify the provider that a participant of the group has been released from jail and that the participant will be continuing group, but is no longer incarcerated. That individual will be attending the program at the same time and location regardless of whether they are incarcerated or out in the community.</p>



Program Description

Outpatient Treatment Programming

- ix. If individual sessions are part of the program and billed separately, how many individual sessions are anticipated per participant? **It is anticipated that each participant could receive up to 5 individual sessions while in the program, based on that individual need, if deemed appropriate.**
- x. On what basis would individual sessions be used? **The provider will provide one individual session for the bio-psychosocial assessment and one for the reentry and/or treatment planning. The provider will determine if additional individual sessions are needed due to the progress and stability of the participant.**
- e. Identify the license and/or credentials held by your service provider qualifying him/her to provide this service: **The provider will be accredited by the Joint Commission, or a similar accreditation. Each clinical staff member is required to possess a Certified Advanced Alcohol and Drug Counselor (CAADC) credential and possess a valid and current State of Michigan license to practice. Licenses include: Licensed Master's Social Worker, Limited License Psychologist, or Licensed Professional Counselor. Each clinical staff member will be required to complete no less than 12 hours of continuing education each year appropriate to their scope of practice in such areas as Cognitive Behavioral Treatment, Motivational Interviewing and Stages of Change.**
- f. How are delivered services and offender progress notes documented by the service provider? **The provider will require each program participant to sign in for groups. In addition, the therapist enters case notes for each participant following individual or group treatment noting progress or lack thereof and any special concerns or issues with the participant. An individual file is maintained for each offender including assessment results, their individual treatment plan, case notes, reentry plan, and discharge summary. The provider will maintain electronic medical records which include tracking and monitoring of individual events relating to the client's service. The documentation in the client's individual file and the sign in sheets will be used to prepare the monthly invoice and will be submitted to the OCC Manager.**
- g. How is offender progress/participation reported to the probation officer or referral source? Include frequency of reporting positive and negative progress and types of reports provided such as intake, monthly, termination, etc. **The provider will provide the CCAB Manager with enrollment and termination information, as well as each offenders participation in the program on a monthly basis. In addition, the Gatekeeper will forward that information to the Probation/Parole office for all agents to review. The information will also be available to the probation agents at any time, if needed.**
- h. Review your answers above. Summarize other aspects of the program not specifically identified above that you feel are critical to understanding this program: **Group treatments have been effective in addressing the issues regarding substance use and along with educating the participants about recovery for themselves and their families. Participants will be offered additional assistance with navigating additional treatment options, if appropriate.**

4. A program must meet at least one of the following objectives and there should be



Program Description

Outpatient Treatment Programming

consistency between the objectives and strategies identified in Part I of your application, your targeting and eligibility noted above and your response here.

a. **Will this this program reduce prison commitments?** **YES**

i. **Clearly describe how this program will impact the PCR: Offering a variety of evidence-based programming that addresses an offender risks and needs, give the Allegan County Judiciary System options for alternative sentencing. This program will addresss an offenders substance abuse issues which have often contributed to their involvement in the criminal justice system.**

b. **Is this program intended to impact recidivism?** **YES**

i. **Clearly describe how recidivism will be impacted: Providing substance abuse programming, grounded in cognitive behavioral treatment, increases the likelihood that offenders will change their thought processes and teach skills to break the cycle of addiction which will aide them in making a successful transition back into the community and remain free of substance abuse. Offering this evidence based program provide the Allegan County Judiciary System to use alternative sentencing, including a probation violator with a new offense, to complete a local sanction instead of a prison sentence.**

5. **Develop additional performance indicators based on your program design such as newly acquired or improved skills, tests passed, pre/post test results, etc., as you deem appropriate. Contact your grant coordinator for assistance if necessary.**

Program completion is based on the number of sessions completed and the attainment of established goals. Offenders who complete the program successfully will have completed two of the three items:

- 1). A minimum of one stage of change progression from intake to discharge as assessed by the treating therapist.**
- 2). Completion of at least 6 group sessions.**
- 3). Individual goal achievements based on goals established at the time of the assessment.**

The anticipated successful completion rate for this program is 75%.



Program Description

Substance Abuse Testing

CCAB: Allegan County	FY: 2021	<i>For OCC Use Only:</i> Approved CCIS Code Approved Projected Enrollment: Budget Recommendation: Conditions: Coordinator:
Local Program Name: Pretrial Supervision Substance Abuse Testing		
Service Provider: Allegan County Sheriff's Office		
CCIS Service Type: G17 Substance Abuse Testing		
Projected Enrollment: 20		
Projected Length of Stay: 180 days		
Does this program also use DDJR funding? <i>YES</i> If YES, how many DDJR offenders projected? 2		
Program Status (new, modification, continuation): <i>New Initiative</i>		
If a modification, describe here: NA		
List projected enrollment by member county: NA		

Drug and Alcohol Testing –

- Substance abuse testing should not be used as a stand alone program. Offenders must have a documented need.
- OCC requires that Substance Abuse Testing be a supportive service to other programs. (i.e., cognitive based programming and/or clinical treatment.)
- Other programs that have substance abuse testing built into a program design (i.e., a substance abuse treatment program that includes testing) should address costs associated with testing in that program’s budget.
- You will need to identify why testing already provided by probation is inadequate for your target population or to address your objective.
- Evidenced-based practices must be followed.

ANSWER ALL QUESTIONS USING “NA” IF NOT APPLICABLE TO THIS PARTICULAR PROGRAM.

1. Copy the objective(s) from your felony and/or recidivism analysis (Part I) that this program is designed to address:
<p>a. PCR Objectives:</p> <ul style="list-style-type: none"> i. Overall Prison Commitment Rate Objective, which states: Reduce the Overall Prison Commitment Rate from 10.7% to 9.7%. ii. Group 2 Straddle Cell Objective, which states: Reduce the Group 2 Straddle Cell Prison Commitment Rate from 7.1% to 6.9%. <p>b. Recidivism Objectives:</p> <ul style="list-style-type: none"> i. Probation Violator New Sentence, which states: Reduce the number of Probation Violator New Sentences from 7 to 6. ii. Probation Violator Technical, which states: Reduce the number of Probation Violator Technicals from 18 to 17.
2. Based on your objective(s), what is your target population?
<input type="checkbox"/> Felons <input checked="" type="checkbox"/> Pretrial <input type="checkbox"/> Other (briefly describe):

3. Describe the program:
a. Describe eligibility criteria, including exclusionary criteria, for an assessment. Be sure



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to include assessment scores if applicable. **The eligibility criteria would begin with determining whether or not the defendant has been accepted into the Pretrial Services program. The information obtained from the ARAT (Allegan Risk Assessment Tool) will be used to determine whether the defendant has a history or current use of substance abuse. If there is not history or current use of substance abuse, then that participant will not be eligible for the program. If there is a history or current usage, then the information obtained from the ARAT will determine whether or not the substance abuse testing is appropriate.**

- b. Are recommendations for the program made in the PSI or PV sentence recommendation? *Sometimes. There may be times when it will be appropriate for it to be listed in the PSI but not a PV sentence. This program will not replace substance abuse testing for the probation office but could be used in coordination with referrals and treatment for defendant's prior to sentencing*
- c. How else are offenders identified and/or referred to the program? **The defendant will be identified through the ARAT used at the Pretrial screening.**
- d. Identify who is responsible for confirming eligibility and describe the process? **The Gatekeeper will be responsible for confirming eligibility. That process will be as followed:**
- e. **1). The Gatekeeper will monitor those individuals that would be a possible eligible participant by reviewing the Jail Arraignment Report daily.**
- f. **2). The Gatekeeper will send the eligibility list to the OCC Pretrial Supervision Case Manager to complete the ARAT.**
- g. **3). In addition, all referrals that are received from the defendant and their attorney will be explored as potential participants.**
- h. **4). Once approved into the Pretrial Supervision program, the ARAT and their COMPAS Score will be used to determine if Substance Abuse Testing is appropriate. Their COMPAS score will need to be Moderate to High risk in the Substance Abuse category to be a qualifier in the decision of eligibility.**
- i. **5). If deemed appropriate, through displayed behavior by the defendant, substance abuse testing may be added at any time during the Pretrial Services program.**
- j. Explain frequency and type of substance abuse testing provided by this program (urine, breath, multi panel, instant, lab, etc.). Clearly explain any differences in frequency or type of testing dependent upon type or characteristic of the offender: **The frequency and type of testing will be determined by the results of the ARAT, the defendants COMPAS score, and the need of the defendant. In detail, the need to complete substance abuse testing for the defendant will be determined by the individual needs which are determined at the time of the Pretrial Assessment, using the ARAT.**
- k. Provide the cost for testing supplies (for instant tests, each test piece; for lab tests, cost per scope of test; do not include PBT tubes, alcohol wipes, etc.): **At this time, it is proposed that the drug testing to be utilized will consist of instant result mouth swab testings, PBT mouthpieces, the cost of the Preliminary Breath Test Unit, and alcohol wipes. The cost of the drug testing swabs will be in total of \$600 per year. This averages out to be about 10 participants per week who are enrolled into the**



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program, which is equivalent to 20 participants per year through the duration of this program. In addition, the Preliminary Breath Test Unit will cost approximately \$299.00, which is a one time fee. The costs of the PBT mouthpieces average about \$15 per year for approximately 100 straws. A PBT will only be given if deemed appropriate by the assessment, or if there is suspicion of a defendant reporting under the influence of alcohol. The cost for the alcohol wipes is predicted to be minimal, approximately \$10 per year.

l. How many PBT/Breathalyzer tests are anticipated on an average day? **It is anticipated that 2 PBT's will be conducted on average per day.**

m. How many urine tests are anticipated on an average day? **It is anticipated that there will not be any urine test per day, but anticipating approximately 2 mouth swabs drug tests per day will be conducted.**

n. How are delivered services and offender progress and participation documented by the service provider? **Delivered services and defendant progress will be documented by using case notes. In addition, if there is a issue with progress or participation, then a report will be created and sent over to the courts for review.**

o. How is offender progress/participation reported to the probation officer or referral source? Include frequency of reporting positive and negative tests and types of reports provided such as intake, monthly, termination, etc. **An email with each participants progress/participation will be provided to the Probation officers on a monthly basis and sooner, if appropriate.**

p. Why is substance abuse testing that is already available through probation supervision inadequate for this population or to support your objective? **Substance Abuse testing to this population is crucial for those who are participating in the Pretrial Services, when deemed appropriate. It is not suitable for the Probation Office to complete the drug testing for these participants because these participants are defendants who have only been charged with a crime and not convicted. This program is designed to use the drug testing as a tool for successful completion during the court process and beyond. In addition, completing the Pre-trial Services program while addressing the Substance Abuse issues by utilizing drug testing and programming, can give the Allegan County Judiciary System an opportunity to sentence those convicted individuals to local time instead of a prison sentence. With local time, it will give the offender an opportunity to continue with programming, which can result in a productive member of society for many years to come.**

q. Review your answers above. Summarize other aspects of this program not specifically identified above that you feel are critical to understanding this program: **As Substance Abuse testing may be a questionable program it is vital to our community. AS the COMPAS Needs reflect, Substance Abuse for both men and women is displayed as the highest need in our county. It is important to explain that this program will not be used for every individual accepted into the Pretrial Services program. This program will be utilized for those defendants who admit or display a substance abuse problem, or someone who has a COMPAS Score that reflects an issue with substance abuse. In addition, if a defendant tests positive for substance abuse, then the Pretrial Services Case Manager will use this opportunity**



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to make referrals into programming that is needed for this defendant. The goal for this program is to assist defendants to attend their court hearings as scheduled and if their needs indicate individual programming such as substance abuse classes or MRT. It is vital to refer them into the appropriate program and address those issues as they continue with their Judicial Court proceedings.

4. A program must meet at least one of the following objectives and there should be consistency between the objectives and strategies identified in Part I of your application, your targeting and eligibility noted above and your response here.

a. **Will this this program reduce prison commitments?** **YES**

- i. **Clearly describe how this program will impact the PCR: This program will not directly affect the Prison Commitment Rate alone, but in conjunction with Pretrial Services, it will have an impact on the PCR. This program enables defendants to received the needed treatment prior to completion of the court proceedings and giving the hearing Judges an opportunity to use these progress reports to make an informed decision about sentencing them to local time or a prison sentence, if the participant is convicted.**

b. **Is this program intended to impact recidivism?** **YES**

- i. **Clearly describe how recidivism will be impacted: Yes, Substance Abuse Testing while in the Pretrial Services Program opens the opportunity for the defendant to receive the services needed earlier into their Judicial process versus receiving them after they are convicted. It is believed that the sooner services and programs are provided and received, the increased likelihood that further negative behavior will continue. With a reduction in negative behavior should result in a reduction of recidivism rates.**

5. Develop additional performance indicators based on your program design such as successful completion of other programming, positive tests by offense, type of treatment, etc., as you deem appropriate. Contact your grant coordinator for assistance if necessary.

Successful completion for this program will be defined as no more than 2 positive drug tests throughout their enrollment in Pretrial Services. In addition, all positive drug tests will result in referrals for programming to address the needs immediately with the defendant. Progress reports will be submitted to the Judges regularly to reflect the test results and the actions following the postive test results, if any.