

PROGRAM ABSTRACT – ATTACHMENT #1

Applicant's Name: State of Connecticut, Judicial Branch, Court Support Services Division

Title of Project: Enhancing Sex Offender Probation Supervision Services

Dollar Amount Requested:

Category: II: Providing for Funding of Neighborhood Probation and Parole Officers

Goal:

Make Connecticut neighborhoods and communities safer by enhancing the State of Connecticut, Judicial Branch, Court Support Services Division (CSSD) Sex Offender Probation Supervision Services by hiring 27 adult probation officers and 5 sexual assault victim advocates.

Strategies:

- Lower sex offender caseloads of 45 offenders per officer to 30 offenders per officer
- Implement a statewide prison re-entry risk assessment – evaluation program
- Increase neighborhood / community presence
- Increase collaboration with key state agencies and community treatment providers

Deliverables:

- 1) Upon grant award notification – Notify 32 candidates (27 officers and 5 victim advocates) to be hired effective July 31, 2009.
- 2) July 31, 2009 – Hire 27 adult probation officers and 5 sexual assault victim advocates
- 3) Upon grant award notification – July 31, 2009 – transfer existing probation officers to sex offender caseloads/ reduce sex offender caseloads accordingly.
- 4) Upon grant award notification – Enhance collaborations with The Connection, Connecticut Sexual Assault Crises Services (CONNSACS) and State / Local law enforcement agencies to maintain a prisoner re-entry / community re-integration program as well as implement statewide neighborhood / community educational forums.
- 5) Upon grant award notification – Develop and implement systems to obtain and report program measures/ outcomes.
- 6) July, 2009 – Purchase 27 American made cars.
- 7) December, 2009 – Begin Adam Walsh Act reporting requirements for sex offender registrants.

Coordination Plans:

Hire 27 probation officers and assign them to designated field locations and hire 5 Victim Advocates - 1 per Adult Services Region. Project will be coordinated by a Chief Probation Officer assigned to CSSD central office. Policies and procedures will be enhanced to include statewide prisoner re-entry and collaboration with other state and private agencies.

PROGRAM NARRATIVE – ATTACHMENT #2

Category: II: Providing for Funding of Neighborhood Probation and Parole Officers

(1) Statement of Problem:

The Connecticut Judicial Branch, Court Support Services Division (CSSD), provides community supervision and treatment daily to approximately 2,000 sex offenders in Connecticut. Each Adult Probation Officer (APO) has an average caseload of 47 sex offenders. The number of sex offenders on probation supervision has steadily increased. In January 2005, there were 1,139 sex offenders under supervision, compared to 1,897 (60% increase) in January 2009. This continued growth has made it impossible to achieve the American Probation & Parole Association (APPA) recommended caseload standard of 1 officer to 25 offenders.

Caseloads of 47 have reduced the ability of sex offender officers to prepare detailed pre-release plans on all sex offenders, to establish neighborhood/community contacts to verify and support offender compliance and to conduct educational and informational meetings at neighborhood and community levels.

The Connecticut Legislature funded 27 APO positions in FY08-09. These positions were intended to establish sex offender caseloads in accordance with APPA recommended guidelines; however, the funding was rescinded due to the present fiscal crisis in Connecticut. Over the next two fiscal years, there is a projected 7-8 billion dollar deficit in the state budget and a hiring freeze is in effect.

Plans for implementation of the Adam Walsh Child Act will increase the workload faced by CSSD's sex offender probation officers. Probation officer contact

information will be included on the registry and all registrants, not just registrants under CSSD supervision, will be required to appear in person at a prescribed CSSD location and submit to the taking of a photograph and to provide residency verification. This will result in 14,500 additional probation office visits by sex offenders annually with no additional resources.

(2) Program Design and Implementation:

CSSD, in conjunction with the Center for Treatment of Problem Sexual Behavior (The Center) and the Connecticut Sexual Assault Crisis Services (CONNSACS), has created and implemented a comprehensive, multi-disciplinary team approach to monitoring sex offenders under supervision, the Connecticut Collaboration Model (CCM). The team is comprised of an APO, a sex offender treatment provider (The Center), and a victim advocate (CONNSACS). Sex offender groups are conducted on a weekly basis and team members meet regularly to exchange information regarding offender compliance with supervision and treatment requirements.

The CCM's success relies on caseload size. Research indicates that reduced caseload size, in conjunction with evidenced-based supervision practices, can enhance probation outcomes and positively impact long-term recidivism rates. Annually, 38% of the sex offenders under probation supervision in Connecticut commit new crimes, of which approximately 3% are sex crimes, within 36 months of their probation start date. Manageable caseloads will allow officers to effectively engage offenders in supervision and treatment, develop a neighborhood/community presence, identify offender non-compliance, and increase contacts with family members, neighbors, associates and local law enforcement. Although CSSD has found the CCM beneficial for supervision of this

population, officers report difficulty in maintaining CSSD policy contact standards. Twenty-seven new sex offender officers and 5 victim advocates will allow CSSD to reduce current caseload size by 33%, allowing CSSD to expand the number of geographic/neighborhood based sex offender caseload assignments, provide more contact with offenders, increase community presence, collaborate with other agencies and neighborhood/community organizations, increase public education and information, and provide resources to comply with the Adam Walsh Act.

CSSD will expand the number of geographic / neighborhood based sex offender caseload assignments, to maximize the officers' ability to gather intelligence and share offender information.

The key to reducing recidivism is successful community re-integration. With over 350 sex offenders scheduled for release from the Department of Correction (DOC) facilities to probation supervision in FY09/10, CSSD needs to expand CSSD's existing re-entry services, in order to structure offender re-entry and minimize the likelihood of re-incarceration. CSSD will designate 5 probation re-entry officers to enter DOC facilities to conduct assessments to determine the offender's primary risks and needs (treatment, housing, employment, and social services, etc) to create a comprehensive re-entry plan with specific objectives and goals prior to release of all sex offenders to probation. Offender's risks will also be assessed by The Center prior to release allowing offenders to immediately enter sex offender treatment upon release.

In order to explore more uniform and efficient sex offender management strategies, CSSD already has collaborations with the Department of Correction, the Department of Public Safety, Attorney General's Office, Judicial Legal Services,

Judicial's Office of Victim Services and Office of the Chief State's Attorney. These collaborations have led to uniform sex offender policies and procedures for parole and probation clients, utilization of The Center for all sex offender treatment, the same computer monitoring company (IPPC), one forensic specialist, and the same electronic monitoring contractor. These collaborations will be strengthened under this proposal and CSSD will expand its collaboration with CONNSACS to increase community/neighborhood notification and education forums in communities where sex offenders under CSSD supervision reside.

CSSD is prepared to hire the 27 positions requested through this grant application on July 31, 2009. CSSD has a roster of 500 candidates previously screened, qualified and interviewed. The 5 victim advocate positions necessary for community notification and education will be hired through the victim contractor on July 31, 2009.

(3) Capabilities / Competencies:

CSSD utilizes CCM in all 17 adult probation field offices. Sex offender supervision services are governed by CSSD policy which clearly specify officer supervision requirements. CSSD utilizes an automated information system to track all case activities including offender contacts, collateral contacts, treatment referrals, case notes and violation activity. In conjunction with a local supervisor, a Chief Probation Officer assigned to central office, William Anselmo, provides statewide oversight. John F. Brooks, Director of Administration, and Michael Aiello, Program Manager II, will also work with Chief Probation Officer Anselmo to manage this program.

Officer training is a priority for CSSD and, with the assistance of The Center and CONNSACS, CSSD will continue to provide specialized education and training to all sex offender probation and parole staff.

The Center and CONNSACS have extensive experience working with this population since the early 1980's. The Center employs 23 masters/PhD level therapists, a majority of whom are licensed by the Department of Public Health (DPH). All The Center's therapists are members of Association for the Treatment of Sexual Abusers (ATSA). CONNSACS employs 23 crisis counselors, all certified by DPH.

(4) Impact/Outcomes, Evaluation, Sustainment, and Description of the Applicant's Plan for the Collection of the Data Required for Performance Measure:

CSSD certifies its willingness to participate in the National Institute of Justice evaluation process and it has the information technology system infrastructure for a comprehensive evaluation. This includes an in-house capacity for outcome and performance analysis and quality control activities through automated reporting tools.

The CSSD manages data through its Case Management Information System (CMIS) which is a secure, web-based database covering information at the client, office and system levels. The CSSD regularly reviews client demographics, client assessment outcomes, including risk levels and primary risk areas, contact standards, client offense trends and recidivism, offense history, client involvement in other systems (e.g., Dept. of Public Safety), automated Case Planning, and Case Notes.

In 2005, CSSD established the Center for Research, Program Assessment, and Quality Improvement (CRPAQI) to increase the agency's capacity to collect and analyze data to evaluate program effectiveness. This unit is coupled with the Center for Best

Practices (CBP) and works with Operations (probation) to fulfill agency goals. CSSD has established contractual relationships with private and public universities to conduct longer term research to ensure independent review of program effectiveness.

In 2006, CSSD expanded its data capacity to contracted agencies by Contractor Data Collection System (CDCS). This web-based system is an evidence-based ongoing quality improvement tool that obtains key measures of client-level treatment data from contracted services providers. The CDCS will be used to manage the data for this project. CMIS and CDCS will support CSSD's ability to update the reporting website to ensure transparency efforts are sustained through this grant program.

Performance Outcome Measures and Effectiveness

Objective: Preserving jobs - No Impact.

Objective: Creating jobs

Performance Measure: 32 new jobs will be created upon grant award.

Collection Method: Count and report on the # of jobs created during reporting period.

Objective: Promoting Economic Recovery

Performance Measure: The number of essential services will increase each of the first four reporting periods and maintained at the level attained for the final four reporting periods. CSSD will use existing data as a baseline.

Collection Method: CSSD will run reports on enhanced essential services.

Description: Coordinated, essential services such as client contacts in the office and community, evidence-based treatment, advocacy for victims, community education and notification, monitoring of technology (electronic monitoring, polygraphs, electronics)

are integral to the mission of successful reentry, effective community supervision and treatment.

Objective: Promoting Economic Recovery

Performance Measure: The number of collaborative partnerships will increase during the grant reporting period. The number of collaborations prior to grant award will be used as baseline data.

Collection Method: Count and report the # of partnerships formed during the grant by quarter and compare to baseline data and previous reporting periods.

Description: Increased partnerships include neighborhoods, communities, service providers and law enforcement.

Objective: To enhance the capacity of community corrections.

Performance Measure: Sex offender probation officers will average a 33% reduction in current caseload size.

Collection Method: CMIS will collect average probation caseload prior to award of grant and average caseload for each applicable quarter following award.

Description: CMIS data reports will be run to reflect probation officer caseload size.

Objective: To increase or retain jobs.

Performance Measure: The creation of 32 new positions will result in increased community education/ notification, officer contacts, treatment outcomes, victim advocates contacts and collaborations with stakeholders.

Collection Method: Reports will be generated for all applicable reporting periods with unit outputs prior to grant award and increased unit outputs in following reporting periods.

Description: The addition of probation officers and victim advocates allow for increased work production and interaction with offenders, neighborhoods/communities and victims, resulting in recidivism reduction and increased public safety.

There are 8 program measures proposed: 1) percentage increase in personal contacts with sex offenders, family, neighbors and other collateral services in the neighborhood/community. 2) % increase in the number of Community Response Education presentations by CONNSACS and community notification by CSSD 3) % increase in probation officers completing assessments and pre-release case plans on sex offenders prior to their release. 4) Increase in public safety demonstrated by a reduction in new criminal arrests (breaking out new sex crime arrests) and technical violations of probation. 5) % increase in treatment compliance, retention and completion. 6) % increase in completion of probation term. 7) % increase in the number of offenders in compliance with the sex offender registry requirements. 8) % increase in number of officers assigned to designated neighborhoods.

Sustainability

CSSD is committed to long-range sustainability of the enhanced model of aiding prisoner reentry, community treatment and neighborhood/community supervision of sex offenders in Connecticut. CSSD will explore several routes including; (1) presenting the findings of the BOJ evaluation and accomplishments from the outcomes measures in a report to the legislature prior to FY 2011/2013, and requesting a state pick up beginning 8/1/11; (2) explore legislative support for the related Adam Walsh Child Protection and Safety Act of 2006 and, (3) the recalibration of existing resources to support this effort.

Budget Detail Worksheet

Purpose: The Budget Detail Worksheet may be used as a guide to assist you in the preparation of the budget and budget narrative. You may submit the budget and budget narrative using this form or in the format of your choice (plain sheets, your own form, or a variation of this form). However, all required information (including the budget narrative) must be provided. Any category of expense not applicable to your budget may be deleted.

A. Personnel - List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

Name/Position	Computation	Cost
27 Adult SO Probation Officers (mid range salary)	27 officers x \$6530 per month x 24 months =	\$4,231,440.00
Position 2		
Postition 3		
Postition 4		
Postition 5		
Postition 6		
		SUB-TOTAL \$4,231,440.0

B. Fringe Benefits - Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Workman's Compensation, and Unemployment Compensation.

Name/Position	Computation	Cost
State of CT, Fixed Fringe Rate 57.69%	Total Annual Salary x Fringe (4,231,440 x .5769) =	\$2,441,118.00
Fringe benefit 2		
Fringe benefit 3		
Fringe benefit 4		
Fringe benefit 5		
		SUB-TOTAL \$2,441,118.0
		Total Personnel & Fringe Benefits \$6,672,558.0

C. Travel - Itemize travel expenses of project personnel by purpose (e.g., staff to training, field interviews, advisory group meeting, etc.). Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and the unit costs involved. Identify the location of travel, if known. Indicate source of Travel Policies applied, Applicant or Federal Travel Regulations.

Purpose of Travel	Location	Item	Computation	Cost
Mandatory conferences per Byrne Grant requirements	Washington DC & Regional	Flight, Food and Lodging	4 x 450 flight + 960 lodging +	\$3,844.00
Travel entry 2				
Travel entry 3				
Travel entry 4				
Travel entry 5				
Travel entry 6				
Travel entry 7				
TOTAL				\$3,844.00

D. Equipment - List non-expendable items that are to be purchased. Non-expendable equipment is tangible property having a useful life of more than two years and an acquisition cost of \$5,000 or more per unit. (Note: Organization's own capitalization policy may be used for items costing less than \$5,000). Expendable items should be included either in the "supplies" category or in the "Other" category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

Item	Computation	Cost
27 Chevrolet Impala's American Made Autos.	27 Autos @ \$17,268 per State Purchasing Contract	\$466,236.00
equipment entry 2		
equipment entry 3		
equipment entry 4		
equipment entry 5		
TOTAL		\$466,236.00

E. Supplies - List items by type (office supplies, postage, training materials, copying paper, and expendable equipment items costing less than \$5,000, such as books, hand held tape recorders) and show the basis for computation. (Note: Organization's own capitalization policy may be used for items costing less than \$5,000). Generally, supplies include any materials that are expendable or consumed during the course of the project.

Supply Items	Computation	Cost
27 HP Laptop Computers (1 per PO, 1 per Victim Adv)	27 Laptops @ \$945 per (one time cost) =	\$25,515.00
Office Furnishings	600 per F/T Judicial Employee (one time cost) =	\$16,200.00
Office Supplies	50 per month, per employee (\$50 x 27 x 24 months)	\$32,400.00
25 Digital Cameras (1 per office + 8 backup)	25 cameras @ \$300 per (one time fee) =	\$7,500.00
Gasoline and Oil for purchased automobiles	\$300 per auto x 27 autos x 24 months =	\$194,400.00
supply item 6		
supply item 7		
supply item 8		
supply item 9		
		TOTAL \$276,015.00

F. Construction - As a rule, construction costs are not allowable. In some cases, minor repairs or renovations may be allowable. Check with the program office before budgeting funds in this category.

Purpose	Description of Work	Cost
No Expenses		
		TOTAL \$0.00

G. Consultants/Contracts - Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisition Regulations are followed.

Consultant Fees: For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant fees in excess of \$450 per day require additional justification and prior approval from OJP.

Name of Consultant	Service Provided	Computation	Cost
No Expenses			
Supply item 1, one line per entry			
Supply item 1, one line per entry			
Supply item 1, one line per entry			
<i>Subtotal</i>			\$0.00

Consultant Expenses: List all expenses to be paid from the grant to the individual consultants in addition to their fees (i.e., travel, meals, lodging, etc.)

Item	Location	Computation	Cost
Consultant expense entry 1, one line per	maximum of three lines		
	maximum of three lines		
Consultant expense entry 1, one line per	maximum of three lines		
<i>Subtotal</i>			\$0.00

Contracts: Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source contracts in excess of \$100,000.

Item	Cost
5 Victim Advocates. Contractually hired through Connecticut Sexual Assault Crises Services (CONNSACS). Contact amount \$66,048 per employee (this includes, salary + fringe) x 5 advocates x 24 month grant period	\$660,048.00
maximum of four lines	

H. Other Costs - List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent, or provide a monthly rental cost and how many months to rent.

Description	Computation	Cost
Temporary housing and rental assistance for sex offenders. See Narrative for additional description of item.	\$2000 per offender x 25 offenders/year x 2 years	\$100,000.00
TOTAL		\$100,000.00

I. Indirect Costs - Indirect costs are allowed only if the applicant has a Federally approved indirect cost rate. A copy of the rate approval, (a fully executed, negotiated agreement), must be attached. If the applicant does not have an approved rate, one can be requested by contacting the applicant's cognizant Federal agency, which will review all documentation and approve a rate for the applicant organization, or if the applicant's accounting system permits, costs may be allocated in the direct costs categories.

Description	Computation	Cost
Federally approved CT indirect rate 41.92%	Salary x .4192 (4,231,440 x.41.92%) =	\$1,773,820.00
Federally approved CT indirect rate 41.92%	Salary x .4192 (4,231,440 x.41.92%) =	\$0.00
TOTAL		\$1,773,820.00

Budget Summary- When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total direct costs and the total project costs. Indicate the amount of Federal requested and the amount of non-Federal funds that will support the project.

Budget Category	Amount
A. Personnel	<u>\$4,231,440.00</u>
B. Fringe Benefits	<u>\$2,441,118.00</u>
C. Travel	<u>\$3,844.00</u>
D. Equipment	<u>\$466,236.00</u>
E. Supplies	<u>\$276,015.00</u>
F. Construction	<u>\$0.00</u>
G. Consultants/Contracts	<u>\$660,048.00</u>
H. Other	<u>\$100,000.00</u>
Total Direct Costs	<u>\$8,178,701.00</u>
I. Indirect Costs	<u>\$1,773,820.00</u>
TOTAL PROJECT COSTS	<u>\$9,952,521.00</u>

Federal Request \$9,952,521.00

Non-Federal Amount _____