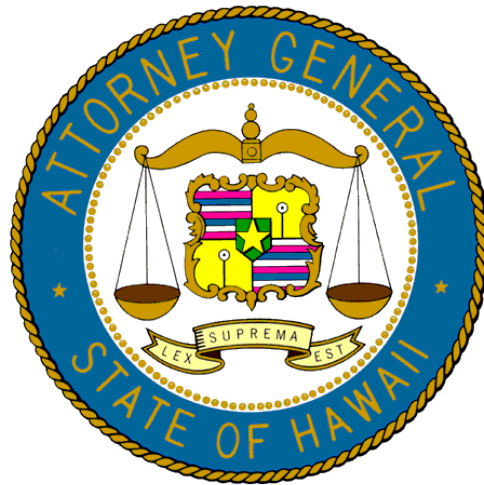


**EDWARD BYRNE MEMORIAL
JUSTICE ASSISTANCE GRANT (JAG) PROGRAM**



**FY 2023 GRANT APPLICATION
PROGRAM NARRATIVE**

August 2023

**Program Narrative
TABLE OF CONTENTS**

	Page
I. EXECUTIVE SUMMARY	1
II. INTRODUCTION.....	2
III. NARRATIVE	4
A. Description of the Issue	4
B. Project Design and Implementation: The Strategic Plan.....	8
C. Capabilities and Competencies.....	10
D. Plan for Collecting Data	14

I. EXECUTIVE SUMMARY

The Bureau of Justice Assistance (BJA) requires applicants for the FY 2023 Edward Byrne Memorial Justice Assistance Grant (JAG) Program to submit a program narrative that (1) identifies the state's strategy/funding priorities; (2) describes of the sub-grant process, the programs to be funded, the state's strategic planning process, any additional coordination efforts; and (3) identifies how performance measure data will be collected and reported.

The JAG Program is the primary provider of federal criminal justice funding to state and local jurisdictions. JAG funds support all components of the criminal justice system from multijurisdictional drug task forces to courts, corrections, treatment, and justice information sharing initiatives. JAG funded projects may address crime through the provision of services to individuals and/or communities, with the aim of improving the effectiveness and efficiency of criminal justice systems, processes, and procedures. The JAG Program allows states and local jurisdictions to support a broad range of activities to prevent and control crime based on their own local needs and conditions and it provides agencies with the flexibility to prioritize and place justice funds where they are most needed.

The multi-year strategic plan covering CY 2019 – CY 2023 is being submitted with this application. The Department of the Attorney General is in the process of developing a new five-year funding strategy covering CY 2024 – CY 2028. JAG FY 2023 projects selected for funding will fall under the new plan once it has been finalized and approved. Upon approval, the Department will forward the plan to BJA for review.

II. INTRODUCTION

A. State of Hawaii Department of the Attorney General

The Governor of the State of Hawaii has designated the Department of the Attorney General as the state administering agency (SAA) to apply for and administer the JAG Program.

Specifically, the SAA is responsible for the following:

- Coordination of JAG funds among state and local justice initiatives and ensuring that the pass-through requirement is met;
- Preparation and submission of the state JAG application;
- Administration of JAG funds including establishing funding priorities, distributing funds, monitoring subrecipients' compliance with all JAG special conditions and provisions, and providing ongoing assistance to subrecipients;
- Ensuring an inclusive planning process, including consultation with other criminal justice stakeholders;
- Submitting financial reports, programmatic reports, performance measure data, and subgrant information; and
- Ensuring any court disposition or other records generated by JAG funded programs are made available to state repositories if they are relevant to NICS determinations.

The Attorney General is the chief legal officer and chief law enforcement officer of the State of Hawaii. The Attorney General, appointed by the Governor, employs numerous attorneys and professional and support personnel to help carry out the responsibilities of the Department of the Attorney General (the "Department"). The Department's responsibilities include:

- Representing the state in civil and criminal cases when the state is a party;

- Investigating violations of state laws and initiating civil and criminal actions to enforce the laws or prosecute persons who violate them;
- Preparing legal opinions for the Governor, the Legislature, and the heads of state departments;
- Advising state officials on legal matters; and
- Defending and representing state officials and employees when they are sued for actions taken in connection with their state positions.

The Department's Crime Prevention and Justice Assistance Division (CPJAD), Grants and Planning Branch, has primary responsibility for overseeing and administering federal crime grants. CPJAD serves as the primary unit providing the Attorney General with critical information and resources needed to address crime and crime prevention within the state.

Specifically, the mission of the Grants and Planning includes the following:

- To coordinate statewide criminal justice planning efforts and programs;
- To serve as a clearinghouse for information on financial and other resources that assist in improving the criminal justice system; and
- To seek and administer federal and state grants.

The Grants and Planning Branch identifies, applies for, and administers several Federal grants, including the Edward Byrne Memorial Justice Assistance Grant, State Crisis Intervention Program Grant, Violence Against Women Act Grants, the Victims of Crime Act Victim Assistance Grant, Paul Coverdell Grant, and Residential Substance Abuse Treatment Grant. The Grants and Planning Branch also administers the state Career Criminal Prosecution grant, the Victim Witness Assistance Grant, and the grant for the master contract for statewide sex assault services.

B. Governor’s Committee on Crime (GCOC)

The GCOC is the advisory committee to the Attorney General for the JAG Program. The GCOC advises the Attorney General on crime related issues including identifying/selecting priority areas for JAG funds, setting administrative rules, and recommending awards.

The GCOC’s membership consists of key members from various state and local criminal justice agencies throughout Hawaii: the Attorney General, two of four Prosecuting Attorneys, two of four Chiefs of Police, the State Public Defender, the Director of Public Safety, the Director of the Department of Health, the Department of Education’s Superintendent, the Administrative Director of the Courts (the Judiciary), a Circuit Court Judge, the Hawaii Paroling Authority Chairperson, and the U.S. Attorney for the District of Hawaii (Ex-Officio).

III. NARRATIVE

A. Description of the Issue

The Grants and Planning Branch’s funding strategy is based on the needs of the community – as summarized in the Department’s Strategic Plan – and the seven Federal Purpose Areas for the JAG grant. The seven JAG Federal Purpose Areas are: (1) Law enforcement programs; (2) Prosecution and court programs; (3) Corrections and community corrections programs; (4) Drug treatment and enforcement programs; (5) Planning, evaluation, and technology improvement programs; (6) Prevention and Education; (7) Mental health programs and related law enforcement and corrections programs.

1. State Priority Areas (Funding Strategy/Priorities)

The needs of the criminal justice programs throughout the state were identified through a strategic planning process and were categorized into five (5) State Priority Areas:

- Drugs
- Violent Crimes
- Recidivism/Reentry
- Forensic Science
- Behavior Health

These State Priority Areas were incorporated into the current multi-year strategic plan and outlines the funding strategy for projects selected for funding during the period of January 1, 2019 through December 31, 2023. The strategic plan notes that, *“It is the intention of the Department to review this plan in 2021. The Department also intends to continue its efforts to develop measurable goals, objectives, and expected outcomes across all State Priority Areas”* and *“The Department envisions this plan as a living document built to evolve and adapt as changes in Hawaii’s justice environment occur and as new needs or problems arise. The Department will review this plan annually and develop goals and objectives for all of the State Priority Areas.”*. Due to the COVID-19 pandemic, specifically during the period covering 2021 to 2022, the Department did not convene meetings with its stakeholders or the GCOC to discuss and revise the JAG strategic plan. Subsequently, the strategic plan remained unchanged from December 2020.

Applications are required to: (1) specify at least one of the Federal Purpose Areas addressed by the proposed project; (2) specify at least one of the State Priority Areas that the proposed project addresses; (3) for projects seeking funding under the priority area for drugs, identify whether the focus of the proposed project is enforcement, prevention and education,

and/or training. Funding incentives will be provided during the review process to encourage applicants to incorporate evidence-based programs/best practices, multi-agency collaboration, and the criminal justice intersect to address homelessness.

Each project will be assigned a project identifier associated with the project's proposed activities. Project identifiers are: corrections, forensic science, drugs, education, justice information sharing, mental health, prosecution, task forces, and reentry.

- **Sub Award Process**

The Grants and Planning Branch has a well-developed process to administer, solicit, award, and disburse JAG funds to sub-recipients. This sub award process is competitive and involves a multi-agency review approach. The sub award process is detailed below:

- a. Application for Grant**

After the federal award is received, the Grants and Planning Branch will announce the availability of JAG funds and invite eligible state and local agencies to apply for funds through a competitive process. An application kit with instructions, including an established deadline, will be made available to interested parties.

As part of the application process, the Department requires applicant agencies to provide information regarding other local or federal funding that is being sought to finance the project. This information allows the SAA to better coordinate use of the JAG grant. The SAA continues to initiate efforts to foster and encourage greater coordination among all of the subgrantees receiving federal funding assistance.

- b. Review Process**

Once applications are received, the applications will undergo a two-level review process that evaluates and scores each application. The review process includes:

Peer Review Panel (multi-agency review panel):

Applications received will be divided among review panels consisting of knowledgeable personnel from other criminal justice agencies as well as a Criminal Justice Planning Specialist. The review panel will review, evaluate, discuss, and score its respective applications.

Branch Review:

The Grants and Planning Branch will conduct an internal review of all applications, considering the scoring and issues raised by the review panel. The Grants and Planning Branch considers other information that is relevant such as the amount of funding that remains unspent by an applicant requesting continuing funding, whether unallowable or restricted budget items are in the application, and whether factors beyond the applicant's control can adversely impact the project activities being proposed. For applicants seeking continuing funding, the Grants and Planning Branch takes into consideration whether the application will be nearing or exceeding the 48-month funding cap, and how the application supports the objectives established in the Byrne JAG Strategic plan. For example, one of the plan's objective is to support the Statewide Multijurisdictional Drug Task Force (SMDTF) enforcement efforts by directing up to 30 percent of JAG program funding towards efforts to disrupt the flow of drugs and apprehend mid to high level drug trafficking organizations.

Awards and Project Implementation:

After the final decision from the Attorney General, awards are made to grant recipients, agreements are signed between the Attorney General and awardees, and project implementation commences.

3. Timeline

<u>Task</u>	<u>Due Date</u>
Receipt of Federal Award	October 2023

<u>Task</u>	<u>Due Date</u>
Finalize new Strategic Plan	November 2023
New Strategic Plan takes into effect	January 1, 2024
Application for Grant Announcement sent to eligible State and Units of Local Government Agencies	December 2024
Application Deadline	January 2025
Mail Applications to Peer Reviewers	February 2025
Peer Panels Review of Grant Applications	March 2025
Branch Review – Review panel score and applications, make recommendations	March 2025
Funding Recommendations sent to the Attorney General for Review	April 2025
Award Letters Mailed to Grant Recipients	April 2025
Project Start Date	July 1, 2025

B. PROJECT DESIGN AND IMPLEMENTATION

The Department is currently in the process of developing a new strategy to guide JAG investments over the next five years. The Department anticipates this new plan to take into effect on January 1, 2024 and end on December 31, 2028. In January 2023, the Department kicked off its strategic planning efforts and sought technical assistance from the National Criminal Justice Association (NCJA). Together, the Department and NCJA developed strategies for engaging stakeholders and gathering information to help shape the direction of the plan. These efforts included the release of stakeholder survey, facilitation of several focus groups across the state, and the convening of a meeting with GCOC (the JAG Advisory Board). These

strategies were used to survey criminal justice professionals and other non-traditional partners, discuss and detect gaps and needs in relation to criminal justice and justice involved individuals, and identify challenging issues faced by criminal justice agencies across the state. The following summarizes the strategic planning activities that have been completed to date:

1. Stakeholder Engagement Survey (May 2023)

As a part of this engagement strategy, the Department partnered with NCJA to develop and distribute a 34-question stakeholder engagement survey. The survey was sent to a broad spectrum of criminal justice system partners to identify local and statewide criminal justice priorities and needs. The survey sought input from stakeholders on: Prevalence and significance of crime; Funding needs; Training and innovation; Drug threats; Gun violence, and Culturally-responsive training.

The 34-question survey was distributed to partners and stakeholders via email beginning on May 1, 2023. The survey closed on May 24, 2023, with 120 responses across the state and criminal justice system, including law enforcement; prosecution; victims services and assistance; courts, financial services; youth/juvenile services; and more.

2. Focus Groups (June 2023)

In June, the Department in partnership with NCJA facilitated seven Focus Groups across the state: Two groups on Oahu, two groups on Hawaii Island, two groups on Maui, and one group on Kauai. The purpose of the focus group was to engage in a two way conversation and to allow participants to shape the choices and recommendations to present to GCOC regarding JAG funding priorities for 2024-2028. Specifically, the focus group attendees were asked to identify criminal justice issues that JAG funding may impact; and identify initiatives, programs, strategies, and/or changes in process that may be supported with JAG funds to support or

improve the administration of justice in Hawaii. Participants were also asked to discuss: Successes/existing programs, Innovation, identify opportunities for collaboration, Feasibility and scalability of existing and potential programs, and Identify Barriers and Solutions to Barriers.

3. GCOC Engagement (In Progress)

GCOC engagement is a key component to the strategic planning process. GCOC play a pivotal part in establishing the direction of the plan and identifying funding priorities for the next five years. On July 13, 2023, a GCOC meeting was held to discuss results from the survey and focus group sessions, present an analysis of JAG funding, and to gather insight and input from the members. During the meeting the members also began setting goals and identifying funding priorities for the use of JAG funds. Another GCOC meeting to continue the discussion is scheduled for September 2023.

C. CAPABILITIES AND COMPETENCIES

A key mission of the Grants and Planning Branch is to coordinate statewide criminal justice planning efforts and programs. A primary focus has been administering federal grants to improve the criminal justice system. Hawaii's Statistical Analysis Center (SAC) and the State Administering Agency (SAA) for JAG funds are housed in the same division in the Department of the Attorney General and are therefore able to share information and discuss common issues.

The Grants and Planning Branch is also a major resource for criminal justice and non-profit victim service agencies and helps to facilitate, support, and coordinate multi-disciplinary and multi-jurisdictional planning efforts. In some cases, agencies have requested Branch staff to lead or participate in these planning and coordination efforts; in other cases, the Branch has been a catalyst to initiate these efforts.

Presented below are relevant Branch planning and coordination efforts. A notation is made if other Department of Justice grants, besides JAG, impact these efforts.

- **Interagency Council on Intermediate Sanctions (ICIS).** Branch staff participates in the ICIS effort by providing assistance as requested. The ICIS effort is an evidence-based effort of the courts, prisons, and parole agencies. The CPJAD involvement is to collect and analyze data to assess recidivism outcomes. In the past a Byrne/JAG grant supported the effort.
- **Correctional Program Checklist (CPC).** In an effort to improve the service and treatment response to reduce offender recidivism, ICIS has adopted the CPC to measure program integrity and quality. Branch staff members facilitate the CPC Coordinating Committee. The committee is responsible for developing the processes for coordinating/assigning review teams, scheduling assessments, reviewing reports and responses, providing technical assistance to programs, and developing policies and procedures for program assessment. CPC members include representatives from the Departments of Public Safety, Health, and Human Services, the Judiciary, and the Hawaii Paroling Authority. The CPC is being used to assess adult substance abuse, domestic violence, and sex offender treatment programs to ensure that evidence based practices are used and that a sound agency organization exists.
- **Statewide Forensic Sciences Laboratory Services.** The Branch facilitates quarterly statewide forensic science meetings for Hawaii forensic science personnel. The meetings serve as a forum to exchange information, discuss efforts to share limited resources, update strategic planning, and to encourage

improved communication, coordination, and collaboration amongst agencies. The four police departments, the Honolulu Medical Examiner's Office, the Department of Public Safety's (PSD) Narcotics Enforcement Division, and the Criminal Justice and Investigations Divisions (AG) participate in the meetings; in addition to local Universities, the FBI and military forensic science units.

- **Sex Assault.** The Branch is involved in numerous sex assault efforts. Since 2006, the Legislature placed funding for sex assault victims in the Department of the Attorney General. The Branch administers the master contract for sex assault services with the Sex Abuse Treatment Center (SATC), which contracts with the sex assault crisis centers throughout the state. The Sex Abuse Treatment Center (SATC) coordinates sex assault services statewide and strives to ensure that a sexual assault victim will receive a complete package of quality services regardless of the county in which the victimization occurred.
- **Victim Witness Coordinators (VWC).** Branch staff convenes the quarterly VWC meetings. The meetings enable federal, state, and county criminal justice personnel to network and discuss victim services and issues. Participating agencies include the four county VW programs, the Crime Victim Compensation Commission (CVCC), the U.S. Attorney's Office, the Federal Bureau of Investigation, and the Missing Child Center Hawaii. The networking and sharing fostered at the meeting leads to improved coordination and collaboration among victim assistance agencies as well as the CVCC.
- **Automated Victim Notification System (aka VINE, SAVIN).** The Branch was involved in a multi-jurisdictional effort to establish an automated system that

would notify victims of the change in status (e.g., release from prison, parole hearing) of their offender. Notification is a method to increase safety for crime victims. The system is operational under the Department of Public Safety (PSD). Branch staff currently serves on the SAVIN Governance Committee.

- **Hawaii Coalition Against Human Trafficking (HCAHT).** Branch staff participates in the HCAHT meetings and supports the Department of the Attorney General in its role as lead agency for the HCAHT. The purpose of HCAHT is to work collaboratively to identify, investigate, and prosecute trafficking cases; provide services to victims of trafficking; and increase public awareness of human trafficking. Members share updates regarding the status of human trafficking investigations as well as resources available to victims.
- **State Opioid Task Force.** In July 2017, Hawaii’s Governor launched a Statewide Opioid Action Initiative; a comprehensive statewide strategy to prevent and address the abuse and misuse of opioids and other drugs in Hawaii. The initiative is collaborative effort led by the Department of Health (DOH). Participating agencies include: the Department of the Attorney General, Department of Human Services Med-QUEST Division, Department of Public Safety Narcotics Enforcement Division, the county police departments, and numerous other community groups. Currently, the strategy identifies six main areas of focus, which includes: Treatment Access; Prescriber Education; Data Informed Decision Making; Prevention and Public Education; Pharmacy-Based Interventions; and Support Law Enforcement and First Responders. Operational working groups were established where members are responsible for providing

feedback and developing action items under their respective focus area. Branch staff actively participates on the “support law enforcement and first responders” working group.

- **State Victim Assistance Academy (SVAA).** The Branch received a three year grant from the Office of Victims of Crime (OVC) to develop and implement the Hawaii State Victim Assistance Academy (HSVAA) by October 2021. The HSVAA will provide victim service advocates with the core training and support necessary to deliver high-quality victim services that meet the unique needs of victims of crime in Hawaii. The Branch convened the Hawaii State Training Committee (HSTC) to plan for and implement the HSVAA. The HSTC is comprised of representatives from the police, prosecutors, and nonprofit victim service agencies across the State. In its first year, the branch staff facilitates monthly meetings with the HSTC to develop the curriculum and structure of the HSVAA.

D. PLAN FOR COLLECTING DATA

The BJA Justice Assistance Grant Program Performance Measures will be applied to projects as appropriate for the activities being conducted. In concert with the JAG’s identified performance measures, the SAA will use JAG Project Effectiveness Model (PEM) with its subgrantees. The PEM was developed with the assistance of BJA, and it ensures that grant applications have a logical link between problem statement, goals, objectives, project activities, budget, and performance measures. In this manner, projects can report whether, or to what extent, objectives were accomplished and performance measures were achieved.

The subgrantee project directors submit progress reports every six months. Collection of this data, in conjunction with other monitoring efforts including site visits, will enable the SAA to report on the applicable performance measures as well as obtain and report information on other accomplishments. The SAA will also submit quarterly reports to BJA through its online Performance Measurement Tool (PMT).

Once sub-award contracts are executed, the SAA, through the PMT, will assign each subgrantee a unique user login and password. The subgrantees' project director or designated staff will then be responsible to log onto the PMT database and submit reports on a quarterly basis.

The subgrantees deadline to submit reports to the SAA are as follows:

<u>Quarter Ending</u>	<u>Reports Due</u>
September 30	October 15
December 31	January 15
March 31	April 15
June 30	July 15

A semi-annual report from the subgrantees is due on January 15 and July 15. The semi-annual report includes the following questions:

- What were your major accomplishments during this reporting period?
- What goals and objectives were accomplished during this reporting period, as they relate to your grant application?
- Describe the project activities, as stated in your application that occurred during the reporting period.
- Please report on all performance indicators, as state din your application.

- What problems/barriers did you encounter, if any, within the reporting period that prevented you from reaching your goals or milestones?
- Is there any assistance that CPJAD can provide to address any problems/barriers identified?
- Are you on track to fiscally and programmatically complete your program as outlined in your grant application?
- What major activities are planned for the next 6 months?
- Based on your knowledge of the criminal justice field, are there any innovative programs/accomplishments that you would like to share with CPJAD?
- Based on your knowledge, are there any gaps/needs you see in the criminal justice system that should be addressed?

Once reports are submitted, the SAA will review the data and submit a report to BJA.

Additionally, the SAA will ensure that any law enforcement agency receiving sub awarded JAG funding will submit quarterly accountability metrics data related to training on use of force, racial and ethnic bias, de-escalation of conflict, and constructive engagement with the public that officers have received.

All current members of a law enforcement task force funded with JAG are required to complete BJA's Center for Task Force Integrity and Leadership trainings online every four years. The certificate of completion is kept on file at the Department of the Attorney General.

The Department coordinates data collection and submits required DRCA program data to BJA on a quarterly basis.