

COMMUNITY-BASED TRANSITIONAL SERVICES FOR FEMALE OFFENDERS
ADMINISTRATIVE OFFICE OF THE NINETEENTH JUDICIAL CIRCUIT
EXHIBIT A: PROGRAM NARRATIVE
AGREEMENT NUMBER #407107

I. SUMMARY OF PROGRAM

The Nineteenth Judicial Circuit has a unified structure of administration, led by a single Chief Judge and Court Administrator. The Administrative Office has six divisions with each division supporting the overall vision, mission, goals and objectives of the Circuit Court as outlined in the Court's Strategic Plan. It is important to note that each division is committed to total quality programming and service to the Court, citizens of Lake County, clients/offenders and other users of our system.

The Adult Probation Services Division operates a Pretrial Services Unit, conducts Pre-sentence Investigations, administers a Public Service Work Program and supervises over 5,542 felony, misdemeanor and supervised supervision offenders through standard field, DUI, special caseload, sex offender, domestic violence and intensive probation units. Currently there are 1,113 women offenders comprising 20% of the overall caseload.

The Psychological Services Division provides fitness and mental health evaluations for the courts at the pre-trial level and works with the Adult Probation Services Division to provide diagnostic services, consultation, crisis intervention, referral, and treatment services for probationers. The Psychological Services Division provided evaluation for 580 offenders, 159 of whom were women, and individual therapy for approximately 121 offenders in fiscal year 2008. Approximately 76 of these offenders were women.

As a means of addressing the needs of these women we propose to contract with a specialized treatment provider to conduct an educational group to provide these women offenders with information on the causes, effects and treatment of posttraumatic stress. The goal of this group will be to assist these offenders in understanding both their own need for treatment and to assist them in more effectively linking with existing treatment providers.

II. REVIEW OF PROGRESS MADE

Formulation of this program began in 2003. In fact, the Lake County Board approved matching funds for the Women's Trauma Group on November 21, 2003. Initially the grant was conceptualized as being a sole-source-provider contract, however it was determined that we had to go through a competitive bidding process. The RFP for the first group was issued on January 22, 2004. This process required a pre-proposal meeting for all interested service providers, which was held on February 5, 2004. This

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meeting was well attended. However, at the February 19th deadline, we received only two proposals for the program. The internal decision-making process was followed by some further complications in the contract process. The agreement with the Illinois Criminal Justice Information Authority was finally signed on April 26, 2004.

Following the finalization of the paperwork, the service provider, LaCasa, was contacted and an initial meeting occurred on May 6, 2004. At that meeting a great deal was accomplished. The LaCasa staff involved in the program and the Adult Probation and Psychological Services Division staff were able to meet, in some instances for the first time. A schedule was set for the first group including both the group sessions and the ancillary meetings. It was determined that the probation officer training would be held on July 15, 2004. Mechanisms for supplying the trainers with information about the needs of the probation officers were discussed and a schedule for supplying this feedback was determined. Questions about paperwork and confidentiality issues were resolved. A number of tasks were divided between the participants to insure that the group would begin on time and the division of responsibility was clarified. Future meetings were set and lines of communication were established. One problem encountered was that many of the LaCasa staff were leaving the area to participate in training just prior to the beginning of the group. However, they were willing to be as flexible as possible to facilitate the start of the group. A second meeting was scheduled for May 21, 2004 to discuss referrals for the group. At that time, the group was re-named the Women's Specialized Services Group both because of concerns that referring to it as the "trauma group" would unnecessarily place a negative label on the women and because of our hope that ultimately this program will be only one part of a variety of services we can offer to women.

Due to timing issues, the initial group was held prior to the first training session for probation officers. Because of this, there appeared to be a number of resulting problems. It was difficult to get sufficient referrals for the initial group. Once the referrals were made, the probation officers had difficulty supporting the need for the group. This resulted in poor attendance for the initial group. Ultimately, twenty-three women were referred to the first group, which began on June 2, 2004 and fifteen completed the program. Further, the service provider was highly resistant to the idea of a mandated group. A presentation had been made to the judges on April 20, 2004 about this program. They were supportive of the program and suggested that the program could be ordered by the court. Given the difficulties encountered during the first group, this solution was considered.

In addition, a second problem became increasingly apparent, not only in terms of this program, but also in terms of other programs being implemented in the department. This was the increasingly apparent philosophical dichotomy between those officers who believed that their primary function was to carry out the court's sentence as a punitive function and those who saw their role as rehabilitative as well. It is our assumption that the probation officers will arrive at a greater understanding of their female probationers as a result of having participated in this training and that this will result in a reduced resistance to having their probationers participate in the program. Future trauma and PTSD training for the probation officers will be investigated with a variety of providers pending the RFP County and Illinois Justice Authority approval process. The support of the probation officers is crucial to the success of the program since many of the participants are initially resistant to participating. This resistance appears to diminish quickly; however, the women must attend to gain a benefit from the group.

Another expected problem with the group was the resistance and absenteeism of the probationers. The women were resistant to attending a free educational group on this topic. This is likely due to their issues of trauma and how to resolve this within themselves and due to concerns about the level of personal information they would be required to reveal. Once in the group, the women were reassured and all were glad they had attended.

Possible solutions to these issues have been an ongoing challenge. One strategy, individual meetings with group members prior to the beginning of the group, had a positive effect on getting those women referred by their probation officers to attend the group. However, referrals remained low in proportion to the number of women on probation. In the summer of 2009 a new strategy to increase referrals was attempted. In the month prior to the beginning of group a series of e-mails was sent to all probation officers with the heading "Did you know"? The body of the e-mail was brief, with the intention that the officer would not have to open the e-mail to read it. A recognizable logo was included with each e-mail. These e-mails contained either a sentence or two regarding symptoms of Posttraumatic Stress Disorder or information about how to refer a woman for group. The start date for the next group and contact information was included in each e-mail. The facilitators received positive feedback on this strategy and, in addition to the individual pre-group meetings, resulted in a high level of referrals. It remains to be seen if this will be effective on a continuing basis.

In 2005, due to internal staffing problems with LaCasa, and the number of creative gender specific community agencies, probation determined it would be in the programs' best interest to re-bid the contract for the group. Before sending out the bid proposals for the group we examined the positive and negative aspects of the four previous groups facilitated by LaCasa. In terms of the women's attendance and participation in the groups:

- Some women were very satisfied with the information they received and with the group experience but did not want further assistance.
- Some women attended the group and believed they had received more education on trauma but did not want further assistance
- Other women who sporadically attended and participated in the group had needs far exceeding the informational level of the group particularly around safety plans for themselves and their children. These women became difficult to find after the group's closure and due to being homeless, or simply whereabouts unknown, or they incurred other technical violations and arrests.
- Other women participated and attended each session and in fact attended other cycles of the group but in the aftercare process refused to attend other recommended support groups, or counseling.

Therefore, the parameters of the group were adjusted during the extension period to address these issues. The new contract eliminated training for probation officers and focused on expanding the scope of the group services. The group itself became smaller, [reduced from 25 women to 15] to allow for better information processing and more individual attention from the group facilitator. Each cycle of groups became longer, [lengthened from 6 to 8 sessions] to allow for additional instruction and improve linkage to follow up services. Finally more attention was given to outreach services during the group itself for

crisis situations, housing, and other emergency services.

On March 18, 2005 the RFP was submitted to the Illinois Justice Authority after it was updated and revised. On March 22, 2005 the RFP was posted in Lake County for vendor bids on the Community Based Transitional Services for Female Offenders grant. Lake County Probation Officials and a representative from Central Services held a pre-proposal meeting on March 31, 2005 with vendors to review, discuss, and clarify any issues prior to submitting a proposal. Seven service providers attended this meeting. Kids Hope United was selected to facilitate the groups and aftercare services due to their expertise, background, abilities, and qualifications with abused women in the court system. This contract was signed on May 26, 2005.

A pre-group orientation meeting was held on August 3, 2005 by Probation and Psychological Services to meet with participants before the commencement of the program. The purpose of this orientation meeting was to resolve previous issues of absenteeism, tardiness, transportation issues, clarification of program rules, and signature of releases. This enabled the facilitators to begin promptly with the content and schedule of their presentations. In addition, a seasoned probation officer volunteered to supervise a gender specific caseload and many of the women were referred to this group to intensify services. This group began on August 10, 2005 and completes on October 5, 2005. The positive aspects of this group are that the content stressed in groups was education and not therapy and provided information not treatment. When women experienced crisis in their lives, follow up services were immediately implemented and resolved the immediate problems and the women continued to attend group. More information on community services, employment and school information, and free medical services were supplied at each session to the participants to assist their immediate needs. To facilitate further program content, the TSI testing was considered to be given either before or after the 7th week of group. Due to low educational levels and the guardedness of the women, the test was given during the group by the facilitators and Probation which led to worthwhile discussions on symptoms of trauma. In spite of the utilization of a pre-group orientation meeting, four women failed to attend any sessions due to homelessness and substance abuse. Solutions to these issues are an ongoing struggle.

Following a series of well-received groups, Kids Hope United informed us of their intention to withdraw as our service provider due to changes in staffing and due to the difficulty of servicing our client population. This coincided with the expiration of the original grant and the requirement that a new RFP be issued. At that time, another service provider was chosen, Nicasa, a regional chemical dependency treatment provider. The staff provided by Nicasa has extensive background in Posttraumatic Stress Disorder treatment. In addition, Nicasa provides gender-specific treatment in local communities and is therefore particularly attuned to women's issues.

Previously, the timing of the group was limited due to problems with limited availability of appropriate space in which to hold the group. In September of 2007, the Adult Probation Division and the Psychological Services Division moved to their new facility at 215 W. Water Street in Waukegan. This facility provides 3 group rooms with ample space for all programs being run by both divisions. Timing of the group is now limited only by the availability of the provider's staff.

A final problem that we have continually attempted to address is the need that some probationers may

have for child-care while attending the group. At this time, child-care is simply not possible. We have neither the space nor the personnel to achieve this goal. However, this is an issue that continues to be a problem for our probationers and therefore is a problem for us. We continue to search for possible responses to this problem and are hoping that our increased contact with women's service agencies will allow us to identify possible resources to address this need.

From inception, the goal of the program was to meet a significant need of the participants that was not being filled by existing services. As a result, rather than viewing ourselves as defining the purpose of the group, we have attempted to build a flexible, organic, evolving model, which is responsive to the participant's needs. In doing this, our understanding of the lives and challenges facing the women probationers has grown immensely. Our definition of appropriate, helpful and attainable goals has changed as well. At the outset, we believed, as we continue to believe, that their life histories of repetitive trauma have significantly influenced the development of criminal behavior in our women probationers. These experiences continue to influence their behaviors and keep them from achieving their goals. This is repeatedly supported by research in the fields of both criminal justice and psychology. Because we continually solicit feedback from the participants we have come to understand that their needs are more complex and extensive than we had initially anticipated. Throughout the history of this program, the participants have, without exception, indicated that the educational information provided by the group is extremely helpful and the support provided by the group is extraordinary. These needs are expressed both verbally and in written form in the weekly feedback forms collected by group facilitators. As this program progressed, it became clear that these women probationers shared more than traumatic personal histories.

In 2007, an analysis of these feedback forms revealed that the participants also had significant needs for safety, education, employment, housing, food, medical care, psychiatric care and child care. Unable to address these basic needs, there is no hope for the participants to respond to the program by continuing on with long-term trauma treatment as we had expected them to do. The lack of these basic resources also prevents the women probationers from successfully completing their probationary terms. Given these parameters, the focus of the program has expanded to better encompass the needs of the women. While the basic curriculum remains intact, the number of sessions has been increased from 8 to 10 sessions. This allows extra time for community speakers to come into the group to present information on available resources for housing, jobs, education, medical care, domestic violence safety and whatever issues are most pressing for the particular group. In 2007, the weekly feedback form was expanded to allow for more immediate and individualized responses to the participant's needs. In addition to the group form, an individual form is now given to each participant every week. The participant is asked for specific contact information and can expect an immediate response if she is in need of assistance or a referral for a particular service. In addition, the Psychological Services Division's group and individual therapist, Shaakira Ford, has begun to offer a parenting group, which also assists probationers with needs in this area. Responses from the participants indicate that the information and support they receive from the group has a stabilizing effect which then allows them to achieve stabilization in other areas of their life. This stabilization provides a base from which they may choose to approach long-term trauma treatment in the future. However, if they do not choose to do so, they have, in any case, achieved a significant improvement in the quality of life for themselves and their families.

In 2009, another analysis was undertaken. At that time, it became clear that a significant focus for the participants is problems in romantic/ sexual relationships. Though clinical and probation staff have strong preferences that the participants abstain from these relationships because they are typically fraught with problems at best and significant danger at worst, this analysis makes clear that the participants' focus on this aspect of their lives is significant. In March of 2009, the results of this analysis were shared with the service providers. A decision was made to incorporate more information regarding the role of problematic relationships in exacerbating posttraumatic symptoms and in supporting substance abuse and other problems for the women.

Given the original grant's expiration on September 30, 2007, Probation has attempted to look at other funding sources but there is much debate on the best approaches to use with women around the issues of trauma. Many available programs have not been endorsed. Psychological Services and Probation have investigated the "Moving On" cognitive curriculum through the National Institute of Corrections. Initially, this program appeared to be prohibitively expensive and did not appear to be a viable option. Fortunately, training became available and the Moving On program has been successfully initiated. Two probation officers were trained to facilitate Moving On groups. From that humble beginning, our Moving On program has grown to include 8 probation officers trained in cognitive programming to facilitate groups. Since 2006, 33 probationers have graduated from the program. Lake County has attempted to find other ways of getting staff trained on the Moving On program but the cost and logistics of the training is prohibitive during this budget period. At the same time, we recognize that Moving On is not a substitute for specific trauma education provided by therapists. Currently, Moving On or Thinking For A Change appears to be an excellent second-stage group for severely traumatized women. Probation has discussed this issue with the Administrative Office of Illinois Courts and they are considering funding solutions during this period of "Evidence Based Practices". Probation investigating other approaches, devise with the current facilitators other strategies to assist women experiencing trauma and collaborate with other gender specific programs that are also facilitating groups on trauma. Finally, Psychological Services, and Probation will add the educational information on trauma to our current Women's Cognitive Group to facilitate the "What Works" approach when the grant expires.

During 2006, the Women's Specialized Services Group was fortunate to be the focus of a study funded by the Illinois Justice Authority and conducted by Loretta J. Stalans, Ph.D., Magnus Seng, Ph.D and Arthur Lurigio, Ph.D. of Loyola University. The outcome of this study was encouraging. They found that women in the program, when compared to a matched control group, were more likely to complete substance abuse treatment. Women in the program were significantly more likely to participate in mental health treatment and they were more likely to improve their employment status. Dr. Stalans also noted the likelihood that the program had a "stabilizing influence" on the participants. However, approximately one half of the women who had completed the program had not finished their probationary terms. Because of this, key outcome data on recidivism was not available. As a result, Dr. Stalans proposed a longer term impact study which was funded and was implemented. The purpose of this study is to further examine outcomes of the program and to examine recidivism which will now be more feasible since approximately 87% of the clients who participated in the original study will have completed probation. In addition it should be noted that we believe that the program is successful in terms of less tangible, more difficult to measure, but very significant achievements. However, we are aware that we cannot measure each woman who leaves an abusive relationship or does not enter into one.

We cannot count the times a participant decides not to allow her children to watch inappropriate material on television because of information she learned in class. We do not know when one of our graduates recalls a "warning signal" and decides to stay with friends rather than leave a gathering with an unsafe companion. These are victories nonetheless. We were led to believe that we would have the results of Dr. Stalan's study, which has been completed, by this time. Subsequently, Lake County, along with most other counties in this country, has been faced with significant budgetary problems. Because of this, we remain uncertain about the availability of funding for various programs, but continue to be dedicated to supporting Evidence Based Practices. As a result, a recidivism study was undertaken in the summer of 2009. We have found positive results based on descriptive statistics. However, further, in-depth statistical analysis is being undertaken and is not yet available. Given our commitment to Evidence Based Practices, we continue to gather information to determine if we have a solid basis with which to request local funding of this program.

During the last two years Lake County Probation and Psychological Services have attended the following trainings in order to seek other approaches to gender specific programming:

- April 10, 2008 Gendered Justice: Reclaiming the Health of Court Ordered Girls held at Rush University Medical Center in Chicago. Stephanie Covington, Presenter
- May 12, 2009 Female Offenders and Trauma held in Sycamore, Illinois and sponsored by Administrative Office of Illinois Courts. Howard Levine, Presenter
- July 31, 2009 Women, Substance Abuse, and Mental Health held in Gurnee and sponsored by Lake County Behavioral Health. Linda Lewaniak, Presenter

In addition to the above trainings, the Administrative Office of Illinois Courts has recognized the need for training officers on women in the court system and post traumatic stress disorder and will be providing other forums in 2010.

III. STATEMENT OF PROBLEM

Currently there are 1,113 women on probation in Lake County. Many women offenders have a triage of issues involving safe housing, substance abuse, caretaker of their children, mental health and abuse.

According to the National Institute of Correction's report, Gender Responsive Strategies, Research, Practice and Guiding Principles for Women Offenders, "Women face circumstances that tend to be specific to their gender such as sexual abuse, sexual assaults, and domestic abuse" (Bloom & Owens 2002).

Psychological Services in the 19th Judicial Circuit has assisted probation officers in assessments for women offenders to identify problem areas, provided diagnostic testing, and assisted in intervention and referral procedures.

It is our perception from this experience and offenders' self-reporting of their trauma, that a large percentage of women who are on probation in Lake County are survivors of sexual and physical abuse or other significant traumas. This perception is supported by data collected by the Bureau of Justice Statistics (1999) "that 44% of women under correctional authority reported that they were physically or sexually assaulted during their lives. 69% of women reported an assault that occurred before age eighteen." It should also be noted that a more recent study conducted by the Bureau of Justice Statistics found that up to 75% of women in local jails have symptoms of mental illness and 75% of these possibly mentally ill were also substance abusers (James & Glaze 2006). A majority of these women have had little or no access to services prior to entering the criminal justice system.

Most women offenders are nonviolent and their crimes are typically less threatening to community safety than men. Of the 1,113 women on probation in Lake County, the most common offenses are theft, traffic offenses, Driving under the Influence, and drug cases. This follows the common theme from the National Institute of Corrections (Bloom, Owens, Covington June, 2003) that women's most common pathways to crime involve survival efforts that result from abuse, poverty, and substance abuse. Further, it appears that for many female offenders, their relationships with family members and significant others are their initial pathways to criminal involvement and substance involvement (Bloom et al., supra at 79). This leaves them with few or no resources in the community to assist them.

It is crucial for probation officers to understand the unique characteristics of the female offender population in order to recognize signs and symptoms of abuse and appropriate gender specific referrals to treatment. Since much of the research, theory, and programming for women offenders have been gathered by the National Institute of Corrections within the last ten years, the entire Probation Department should be trained

on gender specific treatment casework strategies specifically focused on trauma and abuse. This training took place on July 15, 2004 and when officers referred their clients to this program they learned more clinical ways of working with their clients.

In 2001, Lake County Probation began cognitive behavioral "Thinking for a Change" groups on high risk offenders developed by the National Institute of Corrections that focuses on the offender's behavior, feelings, and interpersonal skills while providing problem solving and social skills interventions, in order to restructure decision making processes. This program is held mainly at the Probation Department and has been successful in looking at other alternatives for high-risk cases. Offenders are interested in exploring solutions to their faulty decision-making on an outpatient basis. The Women's Thinking For a Change group that is held at the Probation Department has shown the magnitude of the problems that women probationers are experiencing and the need for further gender-responsive linkages to trauma treatment. In May, 2005 a seasoned probation officer volunteered to supervise a gender specific caseload to determine the methods and approaches of service delivery to multi-problem women and their children. Subsequently a second officer volunteered to take on a gender-specific caseload. In 2008, a third officer was added to the gender-specific programming.

Frequent referrals have been made to community agencies specializing in the treatment of traumatized women, but when this treatment was not ordered our probationers frequently did not follow through with recommendations. Other reasons have been problems with agency intake procedures, probationers' lack

of motivation, lack of understanding by offenders that they need this treatment, and offenders' focus on fulfilling other requirements of the court orders within their probationary periods. Also, trauma groups in existing women's services in substance abuse programs [NICASA's Women's Services, Lake County Women's Residential Services, Haven, Samaritan House], abuse shelters [Safe Place], and other public assistance centers provide services to clients while they are in their program but offenders lose this treatment continuity when they are released.

The lack of trauma treatment was highly problematic for many reasons. In 2008, 133 women were revoked for technical violations, new arrests or had their probation unsuccessfully terminated or had warrants issued. Many of these women had no treatment following their abuse episodes nor do they have any understanding of the impact these occurrences have had on their lives. This lack of trauma treatment is likely to contribute to their relapse in substance abuse programs or failure on probation. Lack of appropriate trauma treatment also places women in unsafe relationships and severely affects their children's lives and continues the cycle of violence.

In addition, traumatized women probationers are frequently in need of other types of treatment, such as substance abuse treatment, mental health treatment, anger management treatment and parenting. It has been our observation that when placed in mixed gender groups for substance abuse treatment, these traumatized women are quickly identified by fellow male clients as vulnerable targets for inappropriate relationships. Because of their vulnerabilities, they tend to engage in relationships which are generally not mutually supportive and do not lead to sobriety. These relationships are not sanctioned by the treatment groups or by self-help groups but continue to occur. Because of this, we prefer to place traumatized women in gender-specific chemical dependency treatment. Other needed linkages with treatment are similarly complex due to the women's difficulty with transportation, organization, dangerous relationships, prioritization and problem solving. Due to the complexity of women's issues, and past problems of referral linkages we continue to investigate and institute programming that is more likely to ensure better outcomes for women offenders and their children through training and better linkage alternatives.

IV. GOALS, OBJECTIVES and PERFORMANCE INDICATORS

The mission of the Circuit Court of Lake County is to serve the public and this is accomplished by providing a fair and responsive system of justice to lead Lake County in the 21st century. Part of the mission of the Adult Probation Department is to maximize the permanent rehabilitation of offenders. The mission of Psychological Services is the commitment to provide ongoing education to the Adult Court Services staff regarding psychological, rehabilitation, and other resource issues.

It is our aim to provide the necessary resources by a psycho-educational trauma group for women offenders who are survivors of sexual and physical abuse or other significant trauma in their lives.

Given that it is statistically likely that 70 to 90% of the women currently on probation have been the victims of significant trauma, it is likely that a high proportion of these women in need of assistance have

not been identified. Research from the National Institute of Corrections indicates that this estimate of the number of women that are likely to have been victims of trauma may actually be an underestimate due to the issues of trauma being under-reported.

Goal 1: To provide a psycho- educational group for probationers.

Objectives:

1. To provide 2 groups of 15 women each in a 12 month period.
Performance Indicator: number of groups, number of probationers attending.

Goal 2: The psycho-educational group will provide the group participants with information on the causes, effects, and treatment of trauma in their lives and the treatments available to them.

Objectives:

- 1 100% of the probationers will identify having posttraumatic symptoms through their responses on the Trauma Symptom Inventory (TSI), administered at the end of the 4th session.
Performance indicator: Number of Trauma Symptom Inventories completed.
- 2 100% of the probationers completing the group will request referrals for further treatment.
Performance indicator: Number of referrals for services.

Goal 3: The Probation Services Department will monitor the successful linkage of these probationers with existing community services.

Objectives:

1. All group members will be surveyed after completing the group. Performance indicator: The number of probationers in the group. The number of probationers surveyed.
2. 25 percent of all group members completing the group will still be in treatment after 2 months. Performance indicator: The number of probationers in the group. The number of probationers still in treatment.
- 3 All group members will be surveyed at the completion of their probation. Performance indicator: number of probationers in continued treatment, number of probationers completing treatment.

V. PROGRAM STRATEGY

Almost all funding will be allocated for client treatment. The group itself will continue to be ten weeks long. This will allow time for processing of information needed by the traumatized women who have had difficulty with some topics in the previous shorter group format. It is hoped that linkages will be better facilitated as well by allowing more time for planning for these linkages. This psycho-educational group will have no more than 15 participants led by 2 professional therapists. It is hoped that this number of participants will also facilitate the level of information processing, reduce absenteeism, and improve the linkages. Each weekly session will be 2 hours in duration. Two groups will be offered per year. Participants will be given education on the effects and symptoms of trauma, coping strategies, relationships, safety and recognizing the need for treatment and treatment options. An educational segment focusing on discussing all aspects of trauma, safety plans and providing safety for children will continue in response to needs identified by the 2004-2005 group participants. Time will also be available to address all other areas of concern raised by the probationers depending on the make-up of the particular group. In the past, current issues, such as stalking, kidnapping, and emotional blackmail, which were not initially specifically addressed in the curriculum needed to be addressed in response to the immediate needs of the participants as well as the expected issues of domestic violence, sexual abuse and environmental violence. In addition to pre and post-tests for the group members, each group member will take the Trauma Symptom Inventory (TSI) mid-group to assist in appropriately making individualized referral recommendations for mental health treatment specific to trauma care. The results of this testing will be shared with each probationer individually during the group session following the testing. A final group satisfaction survey will also be administered and will include the opportunity for both anonymous feedback and will allow the probationers to request more information about specific services. Group leaders will work closely with liaison staff from Adult Probation, Psychological Services, and the participant's probation officer to insure that each group member receives appropriate treatment referral and linkage services.

At the end of each group, each probationer will be asked if they would like a referral for further services. At the same time, each probationer will receive a recommendation regarding their need for further services based on their TSI score and consultation with the group leaders, probation officers and liaison staff. Linkage information will be provided to the participants at that time, should they wish to pursue these treatment recommendations. These contacts will consist of crisis intervention assistance, more immediate referral processing and examination of the referrals and interventions to resolve problems with child care, transportation, housing, and other concerns which may prevent the participant from following through with treatment recommendations. All treatment recommendations will be for available community resources that provide treatment to the participants at no cost or very low cost. Group participants' recommendations will also be given to their probation officers to follow up with as a means of reinforcing the message of concern and support for treatment.

All group participants will be monitored to determine if they complete treatment in existing community treatment programs. Those who complete treatment will be compared to women who do not participate in the group and to those group members who refuse further services to determine if treatment has improved their rate of successful completion of probation. It is our belief that traumatized women who receive greater levels of therapeutic support are more likely to successfully navigate the probation system and may be less likely to return to the system in the future.

VI. IMPLEMENTATION SCHEDULE

Task #1

Upon notification by the Illinois Criminal Justice Authority and approval of Agreement 407107 by the Lake County Board, staff will prepare a new RFP for gender-specific trauma programming for Women Offenders.

<u>Date Begun</u>	<u>Date Completed</u>	<u>Personnel Responsible</u>
Sept. 15, 2009	Sept. 30, 2009	Mary Figeas, Kathy Grzanich, Marci Jumisko, Resource Coordinator

Task #2

Secure a qualified service provider for trauma treatment through RFP.

<u>Date Begun</u>	<u>Date Completed</u>	<u>Personnel Responsible</u>
Oct. 1, 2009	December 30, 2009	Mary Figeas, Kathy Grzanich Marci Jumisko, Resource Coordinator, Central Services

Task #3

Probation Officers will search their caseloads and Psychological Services will make recommendations on their assessments for appropriate women offenders for the trauma educational group and referrals will be supplied.

<u>Date Begun</u>	<u>Date Completed</u>	<u>Personnel Responsible</u>
December 30, 2009	January 15, 2010	Probation Officers, Assistant Directors Psychological Services

Task #4

Probation and Psychological Services will meet with participants individually to discuss program rules,

sign releases and answer questions, and concerns.

Date Begun

One week after the participants are referred by their probation officer

Date Completed

One week after the participants are referred by their probation officer.

Personnel Responsible

Mary Figeas, Kathy Grzanich

Task #5

Probation and Psychological Services will meet with the Contracted Facilitators to discuss the referrals and identify any issues or problem areas that may arise for the psycho-educational group of women offenders.

Date Begun

January 15, 2010

Date Completed

January 30, 2010

Personnel Responsible

Mary Figeas, Kathy Grzanich
Contracted Facilitators

Task #6

Session 1 of the Psycho-Educational Group

Format

- Introduction of Contracted Facilitators by Probation & Psychological Services.
- Session 1 Topic: Create a Safe Environment and trauma services in Lake County are presented.
- Rules of Program, Group Goals, objectives, and confidentiality.
- Methodologies of pre and post testing questionnaires, and the Trauma Symptom Inventory tests are discussed.
- Evaluation of session #1 will be completed by participants

Date Begun

One month after last meeting with Service Provider, Probation, and Psychological Services

Date Completed

One month after last meeting with Service Provider, Probation, and Psychological Services

Personnel Responsible

Mary Figeas, Kathy Grzanich, Contracted Facilitators

Task #7

Session 2 of the Psycho-Educational Group

Format

- Session 2 Topic: The Language of Trauma is presented.
- Evaluation of session #2 will be completed by participants

Date Begun

One week after last meeting with Service Provider, Probation, and Psychological Services

Date Completed

One week after last meeting with Service Provider, Probation, and Psychological Services

Personnel Responsible

Mary Figeas, Kathy Grzanich, Contracted Facilitators

Task #8

Session 3 of the Psycho-Educational Group

Format

- Session 3 Topic: Reconnecting With Self and the Connection between the effects of Trauma and Current problematic Areas are presented.
- Evaluation of session #3 will be completed by participants

Date Begun

One week after last meeting with Service Provider, Probation and Psychological Services

Date Completed

One week after last meeting with Service Provider, Probation, and Psychological Services

Personnel Responsible

Mary Figeas, Kathy Grzanich, Contracted Facilitators

Task #9

Session 4 of the Psycho-Educational Group

Format

- Session 4 Topic: Personal Safety and Understanding Personal Safety Needs in Relationships, environments, and the Community are presented.
- Evaluation of session #4 will be completed by participants
- Psychological Services will discuss with participants about the Trauma Symptom Inventory test to be administered today.

Date Begun

One week after last meeting with Service Provider, Probation, and Psychological Services

Date Completed

One week after last meeting with Service Provider, Probation, and Psychological Services

Personnel Responsible

Mary Figeas, Kathy Grzanich, Contracted Facilitators

Task #10

Session 5 of the Psycho-Educational Group

Format

- Session 5 Topic: Sharing and Honoring Your Feelings are presented.
- Evaluation of session #5 will be completed by participants
- Psychological Services will discuss individually with participants the results of the Trauma Symptom Inventory test taken last week to provide immediate service linkage if needed.

Date Begun

One week after last meeting with Service Provider, Probation, and Psychological Services

Date Completed

One week after last meeting with Service Provider, Probation, and Psychological Services

Personnel Responsible

Mary Figeas, Kathy Grzanich, Contracted Facilitators

Task #11

Session 6 of the Psycho-Educational Group

Format

- Session 6 Topic: Celebrating Now and Recognizing the Changes in Knowledge, Skills, Behaviors, Attitudes, Thoughts, and Feelings associated with Trauma are presented.

- Evaluation of session #6 will be completed by participants

Date Begun

One week after last meeting with Service Provider, Probation, and Psychological Services

Date Completed

One week after last meeting with Service Provider, Probation, and Psychological Services

Personnel Responsible

Mary Figeas, Kathy Grzanich, Contracted Facilitators

Task #12

Session 7 of the Psycho-Educational Group

Format

- Session 7 Topic: The Journey Continues and how trauma has impacted the participant is presented.
- Evaluations of session #7 will be completed by participants
- Psychological Services will administer the Trauma Symptom Inventory test to the participants

Date Begun

One week after last meeting with Service Provider, Probation, and Psychological Services

Date Completed

One week after last meeting with Service Provider, Probation, and Psychological Services

Personnel Responsible

Mary Figeas, Kathy Grzanich, Contracted Facilitators

Task #13

Session 8 of the Psycho-Educational Group

Format

- Session 8 Topic: Reaching Out for Help and Understanding the importance of Self-Care is presented.
- Evaluations of session #8 will be completed by participants
- Psychological Services will administer the Trauma Symptom Inventory test to the participants

Date Begun

One week after last meeting with Service Provider, Probation, and Psychological Services

Date Completed

One week after last meeting with Service Provider, Probation, and Psychological Services

Personnel Responsible

Mary Figeas, Kathy Grzanich, Contracted Facilitators

Task #14

Session 9 of the Psycho-Educational Group

Format

- Session 9 Topic: Looking Forward and Reconnecting with Community, Family, and Personal Support is presented.
- Evaluations of session #9 will be completed by participants.

Date Begun

One week after last meeting with Service Provider, Probation, and Psychological Services

Date Completed

One week after last meeting with Service Provider, Probation, and Psychological Services

Personnel Responsible

Mary Figeas, Kathy Grzanich, Contracted Facilitators

Task #15

- Psychological Services and Adult Probation will meet with Contract Facilitators about referral recommendations and community support services for the group participants for next week's final educational group.
- Referral paperwork will be completed for participants

Date Begun

Within 4 days after meeting with Service Provider, Probation, and Psychological Services

Date Completed

Within 4 days after meeting with Service Provider, Probation, and Psychological Services

Personnel Responsible

Mary Figeas, Kathy Grzanich, Contracted Facilitators, Lake County Adult Probation Officers

Task #16

Session 10 of the Psycho-Educational Group

Format

- Group Facilitators will meet with the participants to explain recommendations for ongoing treatment.
- Psychological Services will meet with participants to provide feedback on Trauma Symptom Inventory
- Overall program evaluations will be completed by participants
- Final Group Session: Session 10 Topic: From Wordless to Words -Process ending of Group and associated Issues of Loss and Grief is discussed. Closure activities and certificates are presented.

Date Begun

One week after last meeting with Service Provider, Probation, and Psychological Services

Date Completed

One week after last meeting with Service Provider, Probation, and Psychological Services

Personnel Responsible

Mary Figeas, Kathy Grzanich, Contracted Facilitators

Task #17

Probation and Psychological Services will meet with the Contracted Facilitators to discuss issues from the previous group, review positive and negative aspects of participant's evaluation of the program and devise better practices for the next group. The next start date of the educational group will be formulated.

Date Begun

One week after last meeting with Service Provider, Probation, and Psychological Services

Date Completed

One week after last meeting with Service Provider, Probation, and Psychological Services

Personnel Responsible

Mary Figeas, Kathy Grzanich, Contracted Facilitators

Task #18

Probation and Psychological Services will contact the assigned Probation Officer as well as the participants to ensure referral linkages are made to community programs.

Date Begun

One month after the end of the last educational group

Date Completed

One month after the end of the last educational group

Personnel Responsible

Mary Figeas, Kathy Grzanich

Task #19

Program referrals by Probation Officers and Psychological Services as outlined in Task #3 will commence for the next psycho-education group.

Date Begun

Ongoing

Date Completed

Ongoing

Personnel Responsible

Probation Officers, Assistant Directors, Psychological Services

Task #20

Probation and Psychological Services will meet with participants in a pre-orientation group as outlined in Task #4.

Date Begun

Ongoing

Date Completed

Ongoing

Personnel Responsible

Mary Figeas, Kathy Grzanich

Task #21

Probation and Psychological Services will meet with the Contracted Facilitators Counselors to discuss the referrals and identify any issues or problem areas that may arise for the educational group of women offenders as outlined in Task # 5.

Date Begun

One month from the completion of the last educational group

Date Completed

One month from the completion of the last educational group

Personnel Responsible

Mary Figeas, Kathy Grzanich, Contracted Facilitators

Task #22

Probation and Psychological Services will track statistics and complete required data reports as required by the granting agent.

Date Begun

Oct. 1, 2009

Date Completed

Ongoing

Personnel Responsible

Mary Figeas, Kathy Grzanich

Task #23

The Administrative Services division will complete the fiscal reporting as required by the granting agent.

Date Begun

Oct. 1, 2009

Date Completed

Ongoing

Personnel Responsible

Marci Jumisko

**EXHIBIT B: BUDGET
IDENTIFICATION OF SOURCES OF FUNDING**

Implementing Agency: Lake County/Administrative Office of the 19th Judicial Circuit
Agreement #: 407107

	<u>SOURCE</u>	<u>AMOUNT</u>
Federal Amount:	Justice Assistance Grant (JAG) (FFY07)	\$20,000
	Subtotal:	\$20,000
Match:	Lake County/Administrative Office of the 19th Judicial Circuit	\$6,667
	Subtotal:	\$6,667
Over Match:	Lake County/Administrative Office of the 19th Judicial Circuit	\$0
	Subtotal:	\$0
	GRAND TOTAL	\$26,667

EQUIPMENT Item	Cost per Unit	# of Units	Pro-rated Share	Federal Amount	Match Contribution	Total Cost
Not Applicable	\$ -			\$ -	\$ -	\$ -
	\$ -			\$ -	\$ -	\$ -
	\$ -			\$ -	\$ -	\$ -
	\$ -			\$ -	\$ -	\$ -
	\$ -			\$ -	\$ -	\$ -
	\$ -			\$ -	\$ -	\$ -
	\$ -			\$ -	\$ -	\$ -
	\$ -			\$ -	\$ -	\$ -
	\$ -			\$ -	\$ -	\$ -
	\$ -			\$ -	\$ -	\$ -
TOTAL EQUIPMENT COST				\$ -	\$ -	\$ -

Budget Narrative for Equipment. Please give a brief description for each line of the Equipment Budget.

Not Applicable

COMMODITIES Item	Cost / Month	# of Months	Federal Amount	Match Contribution	Total Cost
Trauma Symptom Inventory (TSI) tests	\$ 267.00	1	\$ 200.00	\$ 67.00	\$ 267.00
	\$ -		\$ -	\$ -	\$ -
	\$ -		\$ -	\$ -	\$ -
	\$ -		\$ -	\$ -	\$ -
	\$ -		\$ -	\$ -	\$ -
	\$ -		\$ -	\$ -	\$ -
	\$ -		\$ -	\$ -	\$ -
TOTAL COMMODITIES COST					\$ 267.00

Budget Narrative for Commodities. Please give a brief description for each line of the Commodities Budget.

Trauma Symptom Inventory (TSI) is a 100-item clinically-normed and validated test that will be used to evaluate posttraumatic stress in the female probationers. It is anticipated that additional testing materials will cost up to \$267 during the proposed grant period.

TRAVEL	Cost/Mile	# of Miles/mo	# of Months	Federal Amount	Match Contribution	Total Cost
Not applicable						
Program Staff Mileage*	\$ -			\$ -	\$ -	\$ -
Client Transportation	\$ -			\$ -	\$ -	\$ -
Conference Travel**	Cost/ person	# of people	# of days	\$ -	\$ -	\$ -
Airfare	\$ -			\$ -	\$ -	\$ -
PerDiem	\$ -			\$ -	\$ -	\$ -
Lodging	\$ -			\$ -	\$ -	\$ -
Other (Specify)	\$ -			\$ -	\$ -	\$ -
TOTAL TRAVEL COST				\$ -	\$ -	\$ -

* State rate is calculated at \$.505/mile. If agency rate is lower use that lower rate.

** Out of State Travel requires prior Authority approval.

Budget Narrative for Travel. Please give a brief description for each line of the Travel Budget.

Not applicable

CONTRACTUAL	Cost/month	Dollar/hour	# of hours per month	Pro-rated Share	Federal Amount	Match Contribution	Total Cost
Cellular Service	\$ -				\$ -	\$ -	\$ -
Telephone Service	\$ -				\$ -	\$ -	\$ -
Pager service	\$ -				\$ -	\$ -	\$ -
Conference Registration Fees	\$ -				\$ -	\$ -	\$ -
Provider of Psycho-educational groups	\$ 5,280.00			5 months	\$ 19,800.00	\$ 6,600.00	\$ 26,400.00
Other (Specify)	\$ -				\$ -	\$ -	\$ -
Use Boxes Below for Contractual Personnel					\$ -	\$ -	\$ -
		\$ -			\$ -	\$ -	\$ -
		\$ -			\$ -	\$ -	\$ -
		\$ -			\$ -	\$ -	\$ -
TOTAL CONTRACTUAL COST					\$ 19,800.00	\$ 6,600.00	\$ 26,400.00

Budget Narrative for Contractual. Please give a brief description for each line of the Contractual Budget.

We will work with a service provider to offer two 10-week psycho-educational groups to up to 33 women offenders. The target group size is 15 participants per group, but the groups may start with a larger number of participants. The groups will continue to increase the awareness of posttraumatic stress and provide support to adult females on probation. Pricing based on current costs with our current vendor is as follows: psycho-educational groups at \$80/participant/2-hour session x 10-week duration x 33 participants = \$26,400.

	Federal Amount	Match Contribution	Total Cost
GRAND TOTAL			
PERSONNEL SERVICES	\$ -	\$ -	\$ -
EQUIPMENT	\$ -	\$ -	\$ -
COMMODITIES	\$ 200.00	\$ 67.00	\$ 267.00
TRAVEL	\$ -	\$ -	\$ -
CONTRACTUAL	\$ 19,800.00	\$ 6,600.00	\$ 26,400.00
TOTAL COST	\$ 20,000.00	\$ 6,667.00	\$ 26,667.00

All procurements must be competitive