



National Center for State Courts

Illinois Problem-Solving Courts Sustainability Planning

October 22, 2026– ILAPSC Conference

Today's Speakers



Michelle O'Brien, JD—
Principal Court Management Consultant



Lisa M. Williams, MA—
Senior Court Management Consultant



Danielle Young, MPA—
Senior Court Management Consultant

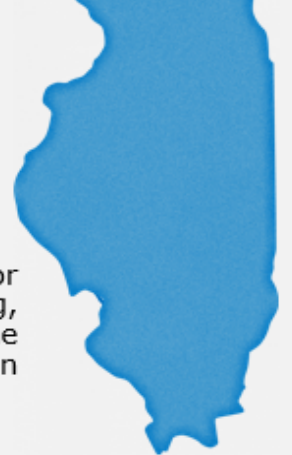


William Blundell—MPA, LCPC
Problem-Solving Courts
Manager AOIC

Illinois Problem-Solving Courts

Sustainability Roadmap

Utilizing 2026-2027 quarterly meetings and incorporating both in-person and virtual interactions for increased learning, NCSC will work with the grant pilot sites on funding, planning, engaging, sharing, and strategizing for their local problem-solving courts through the entire grant period. Further, the below tools and plan will be made available for all Illinois problem-solving courts to engage in sustainability planning starting in October 2026 at the ILAPSC conference through a presentation.



Funding

Agenda:

- ARI Presentation
- ACMHAI Presentation
- Federal Grants
- Overview of Sustainability Roadmap



2026

Jan 20

Recording available



Engaging

Agenda:

- Strong Partnerships
- Working with Leadership and Funders
- Engaging the Community



2026

Apr 23

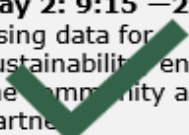
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Planning

Agenda:

- **Day 1: 9:15 —4:00**
- Resource identification; Goal- and mission-setting; and in-house training
- **Day 2: 9:15 —2:00**
- Using data for sustainability planning; engaging the community and partners



2026

Jul 8-9

(In-Person-
Springfield, IL)



Sharing

Agenda:

- 2hr check-in meeting w/ pilot sites (Oct 20 2-5p, room Lydia C, floor 2).
- ILAPSC General Session Sustainability/Resource-Sharing (Oct 22 10a) with roll-out of tools and sharing examples.
- Luncheon for pilot sites 10/23

2026

Oct 21-23

(In-Person East Peoria, IL-
ILAPSC Conference)



Strategizing

Agenda:

- Capacity Building
- Ongoing Training Considerations
- Yearly Partnerships Check Points
- Quarterly (or more) Team Meetings
- Long-Term Planning (3-5 years)

2027

January TBD

(Virtual- 12p-1:30p CT)



TOOLS INTRODUCED:

- FUNDING READINESS CHECKLIST
- 501(C)(3) GUIDE FOR PROBLEM-SOLVING COURTS

TOOLS INTRODUCED:

- STRONG, SUSTAINABLE COMMUNITY PARTNERSHIPS MOU
- RESOURCE IDENTIFICATION GUIDE
- NON-PROFIT BY-LAWS TEMPLATE

TOOLS TO ROLL OUT:

- PROBLEM-SOLVING COURT LOGIC MODEL
- YEAR IN REVIEW TEMPLATE
- ELEVATOR SPEECH GUIDE
- MEDIA ENGAGEMENT GUIDE
- PRESENTATION DECK
- IN-HOUSE TRAINING GUIDE

TOOLS TO ROLL OUT:

- BUILDING A SUSTAINABLE PROGRAM CHECKLIST

TOOLS TO ROLL OUT:

- CAPACITY-BUILDING CONSIDERATIONS
- STRATEGIC PLANNING GUIDE

Learning Objectives

- Learn how to plan and make continuous efforts towards problem-solving court funding sources at the federal, state, and local levels
- Understand how engaging with other programs, community partners, and the public can strengthen sustainability for problem-solving courts.
- Provide a learning opportunity for judicial officers, attorneys, and court professionals to better assist the high-risk, high-need criminal justice population served by problem-solving courts in IL
- Gain access to easy-to-use and customizable tools and templates to ease sustainability planning and actions, including checklists, guides, and templates.

AOIC Sustainability for Problem-Solving Courts

Treatment courts function as a form of sustainability effort as they advance social and economic dimension of sustainability through reduced recidivism and higher treatment retention (Simon, et al, 2024)

AIOC's Sustainability Plan

Sustainability planning should be done as a team

This planning can also help with funding efforts

Sustainability planning is addressed in the certification process

There are additional changes in the updated problem-solving court standards around **sustainability**

How AOIC Can Help

Find opportunities and explain the grant requirements

Research and data

Assist with writing the grant and the grant application and budget

Provide examples of counties with creative solutions and community partners, established 501(c)3s, and great adherence to best practices

Funding

Diversifying funding can help sustain treatment courts with unexpected changes, legislation, and growing needs!

Live Polling

Funding Opportunities

Local

- Association of Community Health Authorities of Illinois (ACMHAI)
- City or County tax or funds
- Community Foundations
- 501(c)3 development or partnership
- Community Development Block Grants (CDGB)
- Local court fees
- Accepting local donations
- In-kind donations of time, space, services, and staff

State

- Adult Redeploy Illinois (ARI) Funds
- Illinois Criminal Justice Information Authority (ICJIA) Grants

Federal

- Bureau of Justice Assistance (BJA)
- SAMHSA
- Justice Assistance Grants (JAG)
- Victims of Crime Act (VOCA)
- Violence Against Women Act (VAWA)

Funding Readiness Checklist

A checklist for teams to go through:

- What to have prepared in advance
- Identify program goals and partnerships
- Discuss state, county, and local funding
- Start writing!



Illinois Problem-Solving Courts Funding Readiness Checklist

To ensure funding readiness for problem-solving courts, follow this checklist to consider approval, materials, staffing, and partnerships needed, when funding solicitations and opportunities become available at the federal, state, or local level.

What to have ready in advance

Being prepared for funding opportunities is a significant first step toward the sustainability of a problem-solving court. Due to lengthy waiting periods, time required for leadership approval, and portal submission requirements for federal grants, having as much done before an opportunity presents itself is helpful.

- ☐ **Ensure all leadership (judiciary and court administrators) are aware and supportive of a funding application**, especially if there is a match (% the court has to agree to provide if an award is received—as this can vary grant to grant) read match information carefully and consult with the court's procurement or fiscal officers.
- ☐ **Determine who can assist with projecting a budget** (especially for federal grants as it can be a cumbersome process).
- ☐ **Learn county processes for registering and applying for grants** (i.e., obtaining the TIN (Taxpayer Identification Number) from the court procurement/fiscal officer).
 - ☐ **Register with [Grants.gov](https://www.grants.gov) to find and apply to federal grants.** Registering will also ensure notifications of new funding opportunities.
 - ☐ **Secure the Courts Federal UEI** (Unique Entity Identifier is a unique 12-character alphanumeric identifier to identify the court/grantee in the federal system). If the court or partner agencies do not have one, register at <https://sam.gov/>.
- ☐ **Start to gather or consider typical grant application materials.**
 - ☐ **Organizational budget and rough outline of program-specific budget.**
 - ☐ **Short biographies and resumes for leaders and key program staff.**
 - ☐ **Support from the Administrative Office of the Illinois Courts (AOIC).**
 - Most treatment-court related federal funding opportunities require a letter of support from the statewide treatment court coordinator.
Contact: wblundell@IllinoisCourts.gov
 - AOIC Probation Services Division has a dedicated Grant Manager who can provide assistance with grants. Contact: lmoores@IllinoisCourts.gov
- ☐ **Identify potential agencies who can provide letters of support to accompany a funding application** (community partners or agencies that you might list in the grant).



Illinois Problem-Solving Courts Funding Readiness Checklist

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Identify program goals and partnerships

Having agreed-upon goals and approved partnerships in advance will make the funding application process much smoother.

- ☐ **Ensure the team has the capacity and time to write and review the grant application sections and budget.** (There are typically tight turnaround windows between initial releases and application deadlines for federal opportunities).
- ☐ **Meet with the advisory board and/or steering committee** (or court leadership) to ensure that the grant aligns with the program's goals and missions.
- ☐ **Meet with the treatment court team to talk about realistic goals for enhancement or expansion** (Does the infrastructure exist to expand or enhance? What could potential barriers be? What partners or resources could assist the team in being successful?).
- ☐ **Read the fine print on funding exclusions** (i.e., some federal grants disallow non-violent offenses, and all exclude funds for marijuana use for any purpose, and some grants are not open to government entities).

Discuss state, county, and local funding options

Explore a variety of funding options with leadership to ensure a diverse and feasible plan.

- ☐ **Meet with leadership and team members to discuss the possibility of utilizing state and county funding sources available to problem-solving courts, such as:**
 - **Adult Redeploy Illinois (ARI) Grants-** <https://icjia.illinois.gov/adultredeploy/grants>
Distributes state funds to local jurisdictions for the development and expansion of prison diversion programs through a grant application process in accordance with the Grants Accountability and Transparency Act guidelines.
 - **Association of Community Mental Health Authorities of Illinois (ACMHAI)-** <https://acmhai.org/> A partnership of organizations committed to the concept of community behavioral health.
 - **Community Development Block Grants (CDBG)-** https://dceo.illinois.gov/communitydevelopment/cdbg_programs.html
Provides federal funding for community-based projects in non-metropolitan areas.
- ☐ **Create a County Mental Health Board governed by the [Illinois Community Mental Health Act \(ACMHAI\)](#), or establish a county behavioral health coordinating council-** [Examples of agendas and reports](#)
- ☐ **Enact a Resolution to authorize collection of \$10 Fee** Pursuant to 55/5-1101(d-5)- [Template from ILAPSC](#)
- ☐ **Discuss ways to partner with local organizations to provide funding that other sources cannot accommodate, such as incentives, food and hygiene products, etc.** (i.e., state and [local health departments](#), food banks, clothing pantries, local [government](#) or [foundation](#) grants, etc.).

Ask the following questions to understand the next steps, adjustments, or requirements.

- ☐ **What gap would this funding fill?** (i.e., expand a program, provide access to treatment that is otherwise not being accessed due to funding, enable preventative education for substance use and mental health in the court system, etc.)
- ☐ **What are the goals** (implement, expand, or improve a program)? **Are the goals aligned with the grantor's goals?** (i.e., does it meet their expectations for previously funded areas or projects?) **Do the goals explain how these funds will benefit the local community?** (i.e., reduced recidivism, increased economic factors: employment, volunteerism, less costs to taxpayers by avoiding lengthy jail, supervision, and/or prison costs).
- ☐ **Who will be on the project team and what will their roles be?**
- ☐ **Does the grant require community partner involvement** (i.e., treatment provider)?
- ☐ **How could the court or community sustain this effort upon completion of the grant?**

Draft the following common sections required for most grant proposals.

- ☐ **Needs Statement** (what are you asking for and why).
- ☐ **Project Description** (goals, methods, activities, timeline).
- ☐ **Evaluation Plan** (who and how you will measure outcomes for your funder).
- ☐ **Budget** (a request and justification for the request).
- ☐ **Sustainability Plan** (how the court/ community/program will step up when the funds scale down or stop at the end of the grant to support the request at hand).
- ☐ **Collect data related to the goals to ensure they are objective and measurable** (i.e., to serve 20 additional participants per year, include statistics on referral outcomes, if there is a waiting list, or provide the number of clients served over the last 2-3 years).

Be mindful of timelines.

- ☐ **Be realistic about deadlines and capacity and update the team, leadership, and partners on the application deadline and intentions.**
- ☐ **Secure someone knowledgeable about the program and grants to review and proofread the grant application.**
- ☐ **Schedule out time for last-minute changes, document uploading time into the system, varying application processes, etc.**



501(c)(3) Guide

A guide for:

- Developing a new 501(c)(3) to support your problem-solving court
- Partnering with an existing non-profit organization
 - OR share a 501(c)3 with another treatment court.
- Maintaining an established 501(c)(3) and/or partnership



Illinois Problem-Solving Courts 501(c)(3) guide

This guide provides help to new and existing problem-solving courts in developing a 501(c)(3) or partnering with an existing 501(C)(3). Additionally, information is provided on how to maintain and sustain both options.

Developing a new 501(c)(3)

It is important to understand what a problem-solving court will solve, what specific things it will fund, and who will make these decisions in the future.

☐ **Develop a mission.**

The mission should accurately describe the population to serve, the services to be provided, and how the funds will be allocated. This process is crucial and ensures that everyone is aligned with the goals and objectives of the 501(c)(3).

☐ **Consult with an attorney.**

Discuss this process with an attorney to ensure laws and proper processes are followed.

☐ **Secure the services of a Certified Public Accountant (CPA).**

A CPA will ideally serve as a volunteer treasurer to assist in the development of bylaws, application with the Attorney General's Office, securing an employer identification number (EIN) from the Internal Revenue Service (IRS), and maintaining proper fiscal records responsibly.

☐ **Identify a board of directors.**

Assemble a group with diverse skill sets, including a lawyer for legal and insurance advice, a treasurer for financial management, and individuals familiar with the program's participants' needs. Consider hardworking and dedicated volunteers who have time to attend meetings, engage in fundraising, and network within the community outside of work hours.

☐ **Select an executive director.**

Look for someone with limited barriers to fundraising and the time and energy to devote to starting and maintaining the day-to-day operations of the non-profit.

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☐ **Select an executive director.**

Look for someone with limited barriers to fundraising and the time and energy to devote to starting and maintaining the day-to-day operations of the non-profit.

- ☐ **Review and share the [Illinois Secretary of State's Guide for Organizing Not-for-Profit Corporations](#).**
- ☐ **Prepare 501(c)(3) bylaws that align with the mission of the non-profit.**
Outline clear roles and responsibilities for each member seat in addition to meeting requirements, voting quorum, board member vacancies, replacement and removal processes, and provisions for legal documentation, fiscal and tax requirements, and records maintenance.
- ☐ **Fill out the required forms with the Illinois Attorney General's Office to submit an application (with the non-profit bylaws) for review and approval.**
- ☐ **Upon approval, set up a non-profit organization bank account** with help from the identified treasurer and legal representative.
- ☐ **Research free fundraising platforms**, such as <https://www.zeffy.com/>, that offer web-based software for receiving donations, ticketing, auctions, and donor management.
- ☐ **Promote the non-profit organization and recognized 501(c)(3) within the community.**
Utilize all forms of media to ensure delivery of services to a broad spectrum of community members to attract diverse donors, volunteers, and re-posting/word of mouth.
- ☐ **Ensure that local court and state policies are followed** to prevent court staff and the judiciary from violating employee policies or judicial ethics during fundraising activities.
- ☐ **Request volunteers to assist in web design.**
Volunteers can greatly assist with websites and social media presence that is professional and well-maintained and also developing attractive flyers, postcards, and letterhead for distribution at community events and for sending to businesses to request support.
- ☐ **Reach out to the local community foundation board** and request a meeting to present the non-profit and provide information for their website and social media presence.

Partnering with an existing 501(c)(3) organization

Identify a local 501(c)(3) non-profit that shares similar goals and is also supportive and understanding of the barriers for justice-involved individuals in recovery.

☐ **Request a meeting with the existing non-profit executive director or board members.**

Taking time to fully explain the problem-solving court's mission, goals, and objectives will add clarity to a partnership. Answer any safety concerns or questions they may have and explain the level of community supervision for court participants and address specific questions regarding mental health and substance use disorders and recovery.

☐ **Discuss what services could be funded through a partnership and ensure understanding of any funding limitations or policies.**

☐ **Discuss how the problem-solving court program can be included in the non-profit.**

For purposes of understanding the budget, tracking participants served, and for what services, or having a non-court employee team member added to the existing board of directors and/or being invited to board meetings (or a portion of the board meetings).

☐ **Provide education to problem-solving court team members on fundraising policies and accepting donations.**

Ensure that the team members and partnering non-profit organizations understand these limitations and policies.

☐ **Discuss options for tracking the partnership.**

Deciding if the problem-solving court or its participants receive earmarked funding from non-profit donations made specifically towards the problem-solving court, or will it all go into one large fund will add clarity to both partners.

☐ **Carefully develop a shared mission statement in writing.**

A written partnership agreement or memorandum of understanding (MOU) to outline the agreed partnership terms to identify who will promote this partnership and how it will be done moving forward.

Maintaining an established 501(c)(3) and/or partnership

Maintaining a nonprofit after its implementation or establishment of a partnership (continuous evaluation of board members, partners, funding strategies, donation processes, and donor communication) can assist with a nonprofit's sustainability.

- ☐ **Continuously assess whether board members or partner organizations are the best fit.**
Ensure board members are capable of fulfilling their duties and responsibilities as outlined, and ultimately benefiting the problem-solving court. Consider advisory or steering committee membership for board members to ensure they are aware of the unique needs and barriers faced by justice-involved participants, as well as the overall needs of the problem-solving court program.
- ☐ **Request that team members familiarize themselves with the services and any eligibility requirements for assistance through the 501(c)(3) to serve participants best and promote the organization within the community.**
- ☐ **Include the 501(c)(3) partner organization or the executive director board member to participate in strategic planning with the problem-solving court.**
- ☐ **Consistently seek new and creative funding to grow the impact of the 501(c)(3).**
Apply for local community foundation grants, partner with other nonprofits and partners for collaborative grant ideas, or participate in Dine to Donate events (i.e., local businesses donate a percentage of their dining or sales one evening to nonprofits). These events typically do not yield significant amounts, but they can add up over time. For Veterans Treatment Courts, present at V.F.W., American Legion, AMVETS, or Disabled American Veterans (DAV), and request a *recurring* donation.
- ☐ **Provide materials that are easy to scan (QR codes) or links to donate electronically,** and ensure that information is easily accessible and presented within the problem-solving court community. Encourage recurring monthly donations.
- ☐ **Consider creating a quarterly or annual newsletter** to keep recurring or large-scale donors informed about the problem-solving court work and the ongoing need for support.
- ☐ **Keep all social media accounts and websites well-maintained and updated with accurate information, including clear donation methods.**

NCSC

National Center for State Courts

300 Newport Ave. | Williamsburg, VA 23185
(800) 616-6164 | ncsc.org

Award #15PBJA-23-GG-04306-DGCT, FY 23 Adult Treatment Court Discretionary Grant Program from the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice.

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By-laws Template

Downloadable template
to develop personalized
by-laws for a non-profit

Review [2024 Guide for
Organizing Not-for-Profit
Corporations](#)

Request that all board
members review and
approve

Have CPA and legal
counsel review before
submitting

NON-PROFIT BYLAWS OF

<<INSERT NAME HERE>>

<<REMOVE UPON FINALIZATION OF BYLAWS>> Note that this is a sample template and courts and non-profit partners should consult an attorney and review the [2024 Guide for Organizing Not-for-Profit Corporations](#) provided by the Illinois Secretary of State.

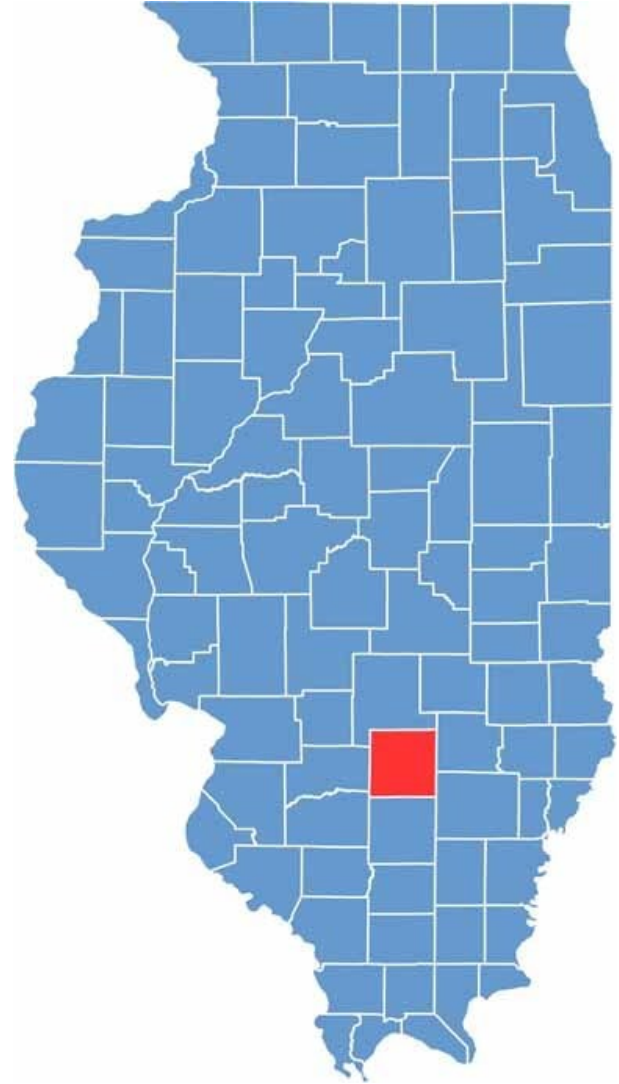
Prepared by: <<INSERT NAME(S)HERE>>

Rev. <<INSERT DATE HERE>>

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Renee Pride (Marion) to share on 501(c)3
revival and housing efforts



Identifying and Using the Resources you Have

Live Polling

Advisory Group (Community Stakeholders)

- The most effective and **sustainable** treatment courts hold advisory group meetings at least quarterly that are open to all interested parties and invite a broad range of potential partners to attend the meetings (Hardin & Fox, 2017).
- Using your advisory group to maintain the interests of your program helps to sustain the program.
 - Ideal opportunity for individuals at the prosecutor's office, public defender's office, private defense bar, local community supervision, and law enforcement agencies to collaborate.

Steering Committee (Partner Agency Leadership)

- **Advocate for continued support and sustainable funding for the program** from policy makers, funding agencies, and other supporters (All Rise, 2026).
- Meet quarterly or at least semiannually to review the program's performance and outcomes, authorize any required changes to its policies and procedures, address access and service barriers, **and commit additional resources or seek additional funding if needed** (Hardin & Fox, 2017).
- **Ensure that the program remains at the forefront of governing officials' minds** (All Rise, 2026).
 - Ideal opportunity **for leadership positions** at the prosecutor's office, public defender's office, private defense bar, local community supervision, and law enforcement agencies to collaborate.

Community Engagement Starting Points

Engage	Build	Develop
Engage local court stakeholders	Build strong and sustainable relationships with community providers in mental health, substance use, peer recovery support, etc.	Develop meaningful relationships with housing, employment, education, basic needs resource agencies

Not sure where to start?

Community Mapping	Touring and Meeting	Teaching
Has your community participated in Sequential Intercept Mapping (<u>SIM</u>)? If so, review the SIM plan for ideas or ask to attend if currently happening	Request a tour or lunch-and-learn with local treatment providers and housing facilities Request judiciary set a meeting with law enforcement, jail liaisons, public defenders office, or attorney generals office leadership	Provide an educational opportunity the benefits attorneys and/or providers (offer general CLE and/or CEU hours) by collaborating with your local bar association or AOIC

Community Engagement Activity



Invite the community to learn about the program (social media, program website, brochures, etc.)



Share success with funders, leadership, legislators (invite to graduations, community events, partner celebrations, etc.)



Use aggregate data to develop community buy-in (success and recidivism rates, participants served, cost savings, stats on resources accessed—employment, housing, civil legal assistance, etc.)

Examples:



Treatment Providers (especially in-patient facilities)–

Schedule lunch-n-learns before court with a provider liaison to learn about new services or policies...or request a tour of any changed areas and attend any open house events held.



Community Volunteer Sites—

Attend a public event and talk to site leadership about the benefits of partnering to benefit the community.

Examples:



Community Service Provider (housing, employment services, etc.)—

Request a tour and any written materials and resources, applications, etc. to have in the courtroom for easy referrals.



Legal Professionals (prosecutors, defense attorneys, defense bar, civil legal attorneys, etc.)

Request to present research, referral processes, program benefits, and best practices to legal professionals to provide in-depth referral information and resources to help them in representing clients and providing resources.

Ongoing Community Engagement



Schedule annual checkpoints and planning meetings with community partners to ensure sustainability and high-quality services and agreements



Update existing MOUs or contracts or develop agreements



Discuss court liaisons in place for the next year and succession planning for changes in staff and training



Share updated program materials (i.e., participant handbooks or forms) with providers

Resource Identification Guides



- Designed to help programs assess both:
Program Needs and **Participant** Needs
- Should be completed annually to account for new or changing resources
- Useful for sustainability planning and strategic planning efforts

Resource Identification Guide Instructions

1. Download the .pptx file to personalize
2. Add program name and/or logo or motto
3. Schedule a team meeting (outside of meeting before court) to review these resource areas and brainstorm
4. Fill out resources across all areas
5. Present the completed forms to the advisory/steering committee or work on further at a team retreat



Illinois Problem-Solving Courts Resource Identification Guide– **PROGRAM** Needs

[Program Name]



Community Partners

Peer Supports

Alumni

Spaces and Donations

Treatment and Recovery Partners

Substance Use

Mental Health

Other Treatment-Specific Providers

In-Kind Resources

Staff Time

Donations for incentives (fish bowl items, gift cards, etc.)

Mentors (VTCs), PRSS, alumni group members, court navigators

Supportive and Safe Community Giveback Sites

Humane Society

Food Bank

Team Training Opportunities

Team Treatment Providers

Chief Community Supervision Officers

Shared Resources

Shared Positions or Spaces

This project was supported by Award #15PBJA-23-GG-04306-DGCT, FY 23 Adult Treatment Court Discretionary Grant Program from the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice.

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Illinois Problem-Solving Courts Resource Identification Guide– PARTICIPANT Needs

[Program Name]



Transportation

Public transit

Personal vehicle maintenance and/or repair

Housing

Recovery/Crisis

Shelter

Short-Term Supportive

Long-Term Housing

Food or Vouchers

Soup Kitchens

Food pantries

Hygiene products

Clothing

Dress for success

Children's clothing

Winter coats

Employment and Job Training

State-based job coaching

Financial literacy assistance

Employers willing to hire participants

Family Services and Pro-social Activities

Life skills

Parenting courses

Home management skills

Sober activities

SAMPLE MEMORANDUM OF UNDERSTANDING

[COUNTY] [PROBLEM-SOLVING COURT]



MISSION STATEMENT

It is the mission of the [COUNTY] [TYPE OF PROBLEM-SOLVING COURT] to enhance public safety and reduce recidivism by diverting persons with behavioral health disorders charged with a criminal offense from the criminal justice system to the [PROBLEM-SOLVING COURT] FOR appropriate treatment and support services. In so doing, the individual's quality of life will be greatly enhanced, public safety will be increased, and a substantial cost savings will be realized as involvement of persons with behavioral health disorders in the criminal justice system will be reduced.

COMPLIANCE

The [PROBLEM-SOLVING COURT] shall be established and operate in compliance with the *Problem-Solving Court Standards* adopted by the Illinois Supreme Court.

CONFIDENTIALITY

All information pertaining to [PROBLEM-SOLVING COURT] participants is strictly confidential. Any information viewed by [PROBLEM-SOLVING COURT] personnel or providers is not to be shared with anyone, not on the Problem-Solving Court team. Records shall be open to inspection by any judge or by any court services officer pursuant to order of the court, but shall not be a public record.

[PROBLEM-SOLVING COURT] participants shall be required to sign consents for release of confidential information forms which comply with 42 U.S.C. 290dd-2 and 42 CFR Part 2, so that relevant information may be shared with appropriate agencies. If a participant refuses to sign the necessary releases, he/she may be ruled ineligible for the [Problem-Solving Court] Program.

All probation files, presentence investigations, computer notes and case notes are considered to be confidential information and are not to be released except by court order or client release of information. Case information may be released to other probation departments when the participant has signed a release specifically authorizing the release of information to other probation departments. All [PROBLEM-SOLVING COURT] material will be protected by federal law, specifically section 543 of the Public Health Service Act, 42 U.S.C. 290dd-2, and its implementing regulation, 42 C.F.R Part 2 (confidentiality of

MOU Template Instructions

- Downloadable template to develop a personalized MOU:
- **Mission Statement**
- **Roles, Responsibilities, and Expectations**
- **Confidentiality**
- Have court administrators review **in advance** of distributing
- Review annually or as members or organizations change

Benefits of an MOU

- **Identifies all team roles and responsibilities** (e.g., judges, attorneys, treatment providers, community supervision/probation officers, case managers, etc.)
- **Indicates what specific information is requested and when** (i.e., updates for court, data entered in the system)
- **Can assist with data collection efforts** if included in the responsibilities outlined in the MOU
- **Addresses Confidentiality of team members**, especially defense attorney and treatment providers
- **Serves as a basis for meeting annually** with team members and partners to review the document for clarification, accuracy, etc.

Elevator Speech

Benefits of an Elevator Speech

- Defense attorneys can easily relay program information to clients
- Prosecutors can easily provide the community with this public safety measure and its statistics and help colleagues make appropriate referrals
- Judicial officers can explain the program within the community and to other legal professionals and community service providers
- Allows peers, alumni, and credible messengers to be informed about the program to recruit services and additional peers to assist with the program



Illinois Problem-Solving Courts Elevator Speech Guide



INTRO = yourself and your role/organization



WHAT = the program does



WHY = why the program is necessary to the community



HOW = we make a difference



RESULTS = share quick data that measures success (recidivism or success rates, number of employed, educated, etc.)



HAND = the person your business card, program brochure, etc.



THANK = the person for their time and listening

Illinois Problem-Solving Courts

Elevator Speech- **EXAMPLE**



My name is Lisa and I am the court coordinator for the BLANK County Problem-Solving Court.



The program assists justice-involved individuals in accessing treatment, services, and support to avoid future criminal involvement.



This helps the community by assisting individuals at a great time of need to reclaim their role in the community as a law-abiding and healthy member.



We do this by assessing each individual, referring to services through an individualized case management and supervision, frequent judicial interaction, and by partnering with community programs!



The BLANK County Problem-Solving Court enjoys an 85% successful graduation rate with only 6% involved in the criminal justice system again after graduating! The program provided housing for 50 individuals and reunited 25 families in BLANK county!



Here is a program brochure, I invite you to attend a court session if you are interested- we have court on the 2nd and 4th Fridays 10:00 a.m.– 12:00 p.m. of each month at the BLANK County Courthouse on Main Street.



Thank you so much for your time! Please tell others about the program--- we are always looking for new partners and volunteers!

Engage the Community

- Social Media
- Press Releases
- Media Resources



Illinois Problem-Solving Courts Media Engagement Social Media Templates

Graduation:

We celebrated our 100th graduate today! We are so proud of our graduates! #TreatmentCourtsWork when you follow best practices and have dedicated, passionate individuals on your side and participants willing to do the hard work! Today we celebrate a % success rate and % rate of participants reoffending. #TreatmentCourtsWork #AllRise #<InsertProgramHashtagHere>

National Treatment Court Month (May):

This National #TreatmentCourtMonth I'm proud to support #<InsertProgramHashtagHere> There are more than 4,000 treatment courts nationwide. Read their stories here : [National Treatment Court Month - All Rise](#) #TreatmentCourtsWork #AllRise #<<InsertProgramHashtagHere>

Speaking Opportunities:

If your organization is looking for a new speaking topic for your next meeting, consider learning more about treatment courts. <Insert Court Name Here> is a <Insert Court Model Here> Treatment Court helping justice-involved individuals reclaim their lives with treatment, accountability and support! For more information visit <Insert website here> or contact, <insert name here> at <insert email address here> or <insert phone number here> #TreatmentCourtsWork #AllRise #<InsertProgramHashtagHere>



Illinois Problem-Solving Courts Media Engagement Social Media Templates– **Community Partner Highlights**

Civil Legal Partners

Many justice-involved individuals need CIVIL legal assistance too! **<Insert Court Name Here>** address all issues our participants face to change their circumstances and **#CommunityLegalAid** helps us do just that! #TreatmentCourtsWork #AllRise **#<InsertProgramHashtagHere>**

Community Partner

<Insert County Here> County community partners are amazing at helping each other! The **<Insert Partner Name Here>** are constantly giving to others and providing many opportunities to **<Insert Court Name Here>** participants for community volunteering and assistance with groceries, clothing and resources! Thank you **<Insert Partner @ or # Here>** for your partnership!



Illinois Problem-Solving Courts Media Engagement

Sample Press Release for Graduation*

**Can be modified for other events or announcements*

<<Insert Program Name Here>> Problem-Solving Court for justice-involved individuals will host a graduation ceremony on **Thursday, <insert date here> at 3:00 p.m.**

This ceremony marks XX graduates having successfully completed the program since it was founded in 20XX. Graduates will be celebrated for their completion of an intensive program of comprehensive treatment, close supervision, and full accountability.

Keynote Speaker- **<insert brief bio here>**

Community Partners -<insert short list of key community partners to be present here>

<Insert Program Name Here> is one of 4,000 Treatment Courts in the United States. Treatment Courts, or Problem-Solving Court as they are called in Illinois, provide justice-involved individuals with the structure, accountability, treatment, and peer support.

The Honorable Judge **<Insert Judge's Name Here>** presides over the court program and works with the Treatment Team (made up of community partners and court employees) to provide increased management and supportive services to participants, resulting in a very successful **X%** recidivism rate among program graduates.

<Insert Program Name Here> 's aims to **<Insert Program Mission Here>**

Event Details:

<insert date here> at 3:00 p.m.

<insert location here> + courtroom #/letter

Contact: **<insert contact here>**, Program Coordinator at **<insert phone and/or email here>**

To respect the privacy of the treatment court participants, video and photographs will only be permitted during this event with prior court approval.

This project was supported by Award #15PBJA-23-GG-04306-DGCT, FY 23 Adult Treatment Court Discretionary Grant Program from the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice.

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Media Resources for Treatment Courts

- [Media Guide for Treatment Courts - All Rise](#)
- [National Treatment Court Month - All Rise](#)
- [Managing the Message During a Crisis - All Rise](#)
- [Sharing Your Story - All Rise](#)



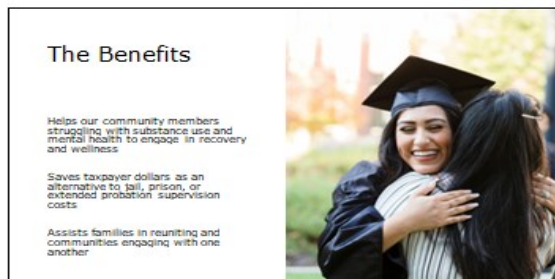
Illinois Problem-Solving Courts Presentation Deck Template



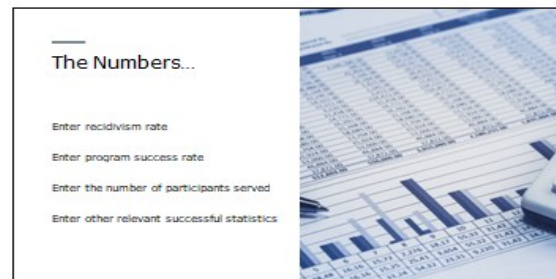
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2



3



4



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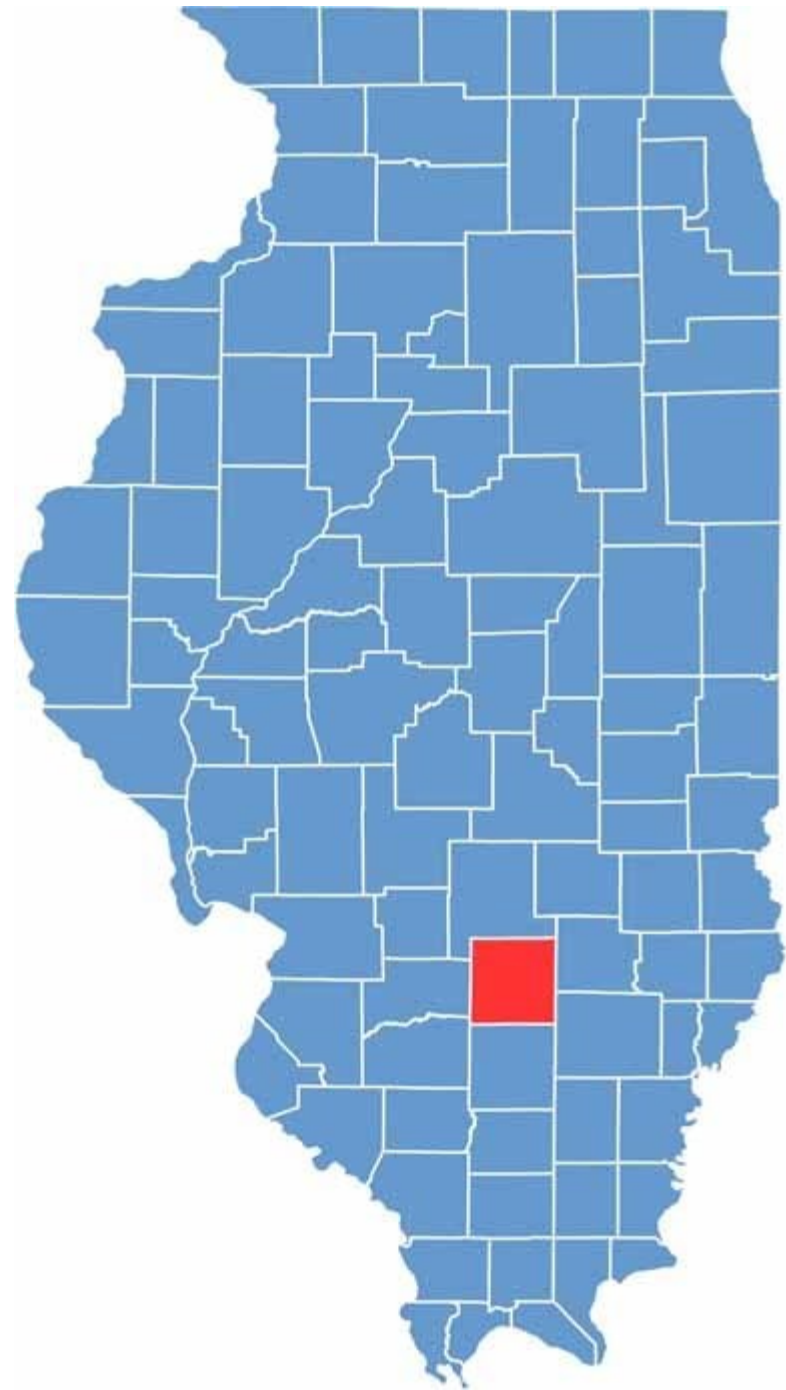
Engaging the Community and Partners

Telling stories of success help ensure continued funding and community support for treatment courts (All Rise Media Guide for Treatment Courts, 2024).

Media can assist treatment courts to educate the public while sharing stories and incorporating a 'Call to Action' (All Rise Media Guide for Treatment Courts, 2024).

Marion Drug Court- Renee Pride

Share how
peers/mentors/501(c)3
volunteers use a post-card to
education the community.



Planning

Live Polling

Goal and Mission Setting

A multisite study determined that courts are over 50% more effective at reducing recidivism and nearly 2/5 times more cost-effective when teams participate in preimplementation training (**including creation of goals and mission-statements**) (All Rise, 2026; Carey, et al, 2008, 2012).

Mission-Building

1. What is the primary purpose?

- Why does the program exist?
- What problem does it aim to solve?
- Who is being helped?

2. Define core values

3. Set SMART objectives (goals)

- (Specific, Measurable, Achievable, Relevant, and Time-bound)

"A mission statement should clarify the **goals** and **values** of the court."

(Marlowe & Meyer, 2017, p. 27)



Illinois Problem-Solving Courts

Logic Model for Goal Setting and Mission Building



Why? (List reason(s) the program wants to achieve goal(s) and/or mission and include benefits to the program or community)	Inputs (List the time, resources, and materials needed to accomplish the goal(s) and/or mission)	Activities (List the internal actions that will be done to accomplish the goal(s) and/or mission)	Short-Term Outcomes (Goal hoped or expected soon)	Mid-Term Outcomes (Goals hoped or expected to happen over time)	Longer-Term Outcomes (End goal(s) – remember to connect to WHY statement(s))
Reason 1:	Time:	Activity 1:	Outcome 1:	Outcome 1:	Outcome 1:
Reason 2:	Resources:	Activity 2:	Outcome 2:	Outcome 2:	Outcome 1:
Benefit 1:	Materials:	Activity 3:			Outcome 2:
Benefit 2:					
Assumptions What can be assumed about the program goal(s) and/or mission? Are the goals grounded in evidence-based research? Do the goals align with community needs?			Potential Barriers/Threats What internal or external barriers or threats might be encountered in achieving the goal(s) and/or mission?		
Assumption 1:			Barrier:		
Assumption 2:			Threat:		

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Illinois Problem-Solving Courts

Logic Model – **EXAMPLE PROGRAM MISSION**



Why?

(List reason(s) the program wants to achieve the goal and include benefits to the program or community)

Reason 1: **To reduce vet/mil criminal justice involvement**

Benefit 1: **Assists other community partners in reaching this population.**



Inputs

(List the time, resources, and materials needed to accomplish the goal)

Time: **Judge time and Courtroom space/time every Friday morning.**

Resources: **Security and Probation Staff; Training**



Activities

(List the internal actions that will be done to accomplish the goal)

Activity 1: **Holding court sessions and –re-court team meetings**

Activity 2: **Education to referral sources about the program**



Short-Term Outcomes

(Goal hoped or expected soon)

Outcome 1:

Reduced vet/mil in jail

Outcome 2:

Decreased wait times for treatment



Mid-Term Outcomes

(Goals hoped or expected to happen over time)

Outcome 1: **Community provider collaboration**



Longer-Term Outcomes

(End goal(s)– remember to connect to WHY statement(s))

Outcome 1:

Reduced recidivism

Outcome 2:

Established community partnerships

Assumptions

What can be assumed about the program goal? Are the goals grounded in evidence-based research? Does this goal align with community needs?

Assumption 1: **We are serving high-risk, high-need veterans in need of treatment and other services.**

Assumption 2: **Due to the high volume of justice-involved veterans in the community, this is a needed service.**

Potential Barriers/Threats

What internal or external barriers or threats might be encountered in achieving the goal(s) and/or mission?

Barrier: **Funding, Judicial Time, or Attorney availability**

Threat: **Community lack of understanding the mission/ research**

Mission-Building (continued...)

4. Get feedback

- Advisory Group, Steering Committee, Court Leadership
- Does the mission make sense to the community?

5. Communicate the mission

- Media Press Release
- Social Media
- Website/Brochure/Flyers

6. Update as needed

Goal-Setting

1. What value does this goal provide to the program?

- Is this a key performance indicator?
- Is there a problem or issue to solve?
- What is the benefit of this goal, if achieved

2. Define goal timelines (using SMART goals)

- Prioritize goals (if multiple)
- Set achievement dates for each goal

3. Define what makes a goal successful

- How is this outcome measured?
- What is its impact on participants?

Goal-Setting (continued...)

4. Get feedback

- Advisory Group, Steering Committee, Court Leadership

5. Obtain or allocate resources

- Does achieving this goal cost money or require increased staff time?
- Are supplies or materials needed?

6. Constantly make new goals based on the research



Illinois Problem-Solving Courts

Logic Model – **EXAMPLE PROGRAM GOAL**



Why?

(List reason(s) the program wants to achieve the goal and what the benefit is to the program or community)

Reason 1: **To identify treatment court participants timely**

Benefit 1: **Aids in quicker connections to treatment and services and more time for assessments for eligibility**



Inputs

(List the time, resources, and materials needed to accomplish the goal(s) and/or mission)

Time: **Court staff, defense, and jail staff time**

Resources: **Training on options for identifying participants**



Activities

(List the internal actions that will be done to accomplish the goal(s) and/or mission)

Activity 1: **Training on identifying participants**

Activity 2: **Education to referral sources about the program**



Short-Term Outcomes

(Goal hoped or expected **soon**)

Outcome 1:

Reduced jail time and wait time to plea in

Outcome 2:

Decreased wait times for treatment



Mid-Term Outcomes

(Goals hoped or expected to happen **over time**)

Outcome 1:

Referral source collaboration



Longer-Term Outcomes

(**End goal(s)** – remember to connect to WHY statement(s))

Outcome 1:

Sustained processes for identifying treatment court participants faster

Assumptions

What can be assumed about the program goal(s) and/or mission? Are the goals grounded in evidence-based research? Do the goals align with community needs?

Assumption 1: **We are serving high-risk, high-need veterans in need of treatment and other services.**

Assumption 2: **Due to the high volume of justice-involved veterans in the community, this is a needed service.**

Potential Barriers/Threats

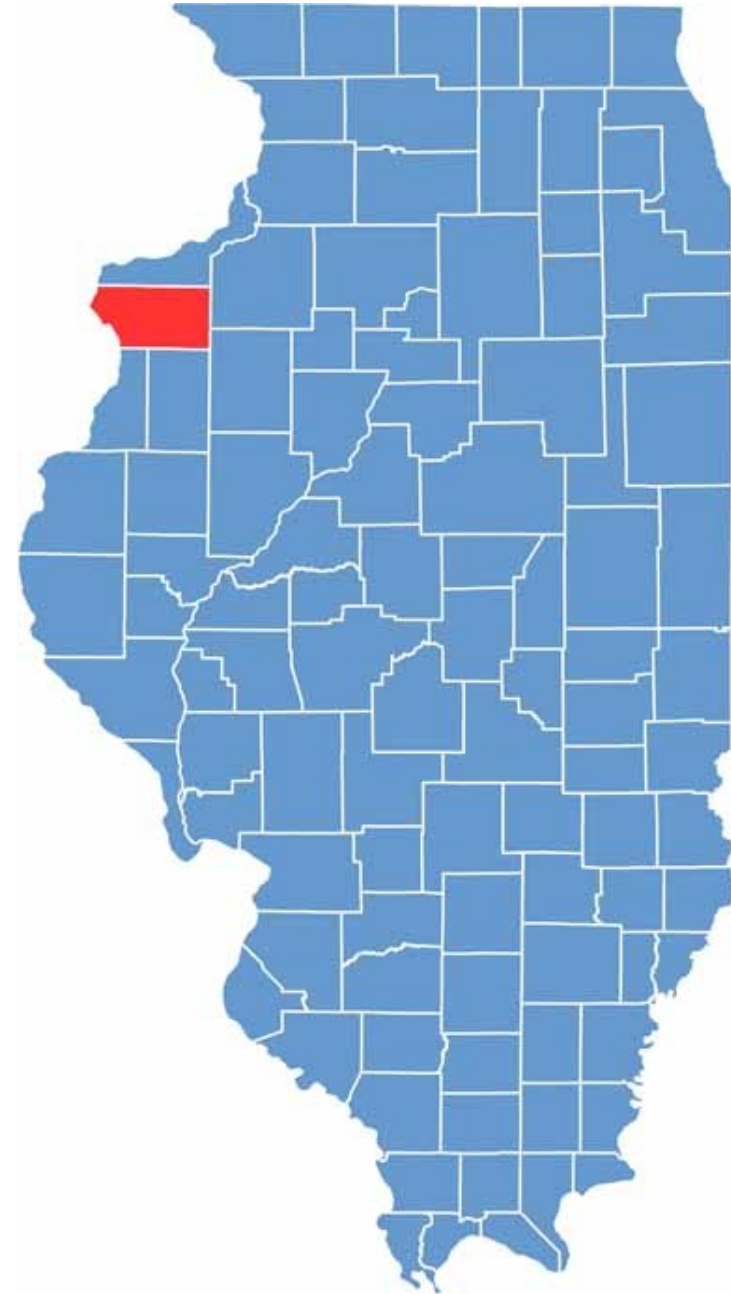
What internal or external barriers or threats might be encountered in achieving the goal(s) and/or mission?

Barrier: **Lack of staff, jail, defense time to train and learn**

Threat: **Continuity of training staff/staff turnover**

Mercer County Drug Court Judge Kauzlarich and Coordinator Janet Dalton

Share how mission-building activity helped them to defend and clarify their purpose in their community.



In-House Training

Program fidelity is essential to sustainability (Harper, 2023).



Illinois Problem-Solving Courts In-House Training Guide

Topics

Trainer(s)

Venue and
Length of
Time

Funding
Amount and
Source

Approval and CE
Hours

Frequency

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Illinois Problem-Solving Courts In-House Training Guide- **EXAMPLE**



Topics	Trainer(s)	Venue and Length of Time	Funding Amount and Source	Approval and CE Hours	Frequency
• Substance relapse and recovery supports	- Community Treatment Provider - Trained Peer Support Specialists	- Treatment Provider Training Room 2 hours	- Cost of coffee and donuts 501©3	- Treatment Provider Director - Judge 501©3 treasurer - CEUs	• Annually
• NEW team member training	Full team	- Courtroom 1 full day	- Cost of lunch - Court training budget	- Court Administrator - Judge - Team Members 501©3 treasurer	• Onboarding
• Veteran mentor volunteer training	- Judge - Mentor Coordinator/ Volunteers - Court Coordinator - Treatment Providers - Peer Support Specialists	- Courtroom 1 full day	- Cost of coffee, donuts, and lunch 501©3	- Court Administrator - Mentor Coordinator - Judge - Coordinator 501©3 treasurer	• 2-3 times per year due to frequent volunteer changes
• Trauma responsivity and practices	- Community Treatment Provider - Judge	- Treatment Provider Training Room 3 hours	- Trauma Trainer Fee \$** 501©3 - Grant funding	- Court administrator and grant administrator 501©3 treasurer - CEUs	• Annually
• Supervision rules	Team PO and/or supervisor and case manager	- Courtroom 2 hours	Free	Supervision director/officer	• Annually <i>(or as policy changes occur)</i>

Local problem-solving courts are required to track team training for certification. This also helps aid sustainability with funder reporting, adherence to best practices in non-certification years and reporting to court leadership or advisory committees.

PSC – TRAINING AND EXPERIENCE

Per the *Illinois Problem-Solving Courts Standards*, the PSC judge should have experience and/or training in a broad range of topics including, but not limited to: (1) criminal law; (2) behavioral health; (3) confidentiality; (4) ethics; (5) evidence-based practices; (6) substance use and abuse; (7) mental illness and (8) co-occurring disorders. Please indicate the training and experience of the PSC Judge in the table below:

PSC JUDGE	EXPERIENCE RELEVANT TO PSC	TRAINING: Include date and topic of training

Per the *Illinois Problem-Solving Courts Standards*, the PSC team shall regularly participate in trainings, webinars, events, and other educational opportunities on topics that are essential to the effective planning, implementation and operation of the PSC and to ensuring that the PSC maintains fidelity to the PSC model. Topics include, but are not limited to, evidence-based screening, assessment and treatment practices, target population, substance use disorder, mental illness, disability, co-occurring disorders, trauma, confidentiality, criminogenic risks and needs, incentives and sanctions, court processes, limited English proficiency and team dynamics. Please indicate the experience and training of each PSC Team member in the table below:

PSC TEAM MEMBER/TITLE	EXPERIENCE RELEVANT TO PSC	TRAINING: Include date and topic of training

Coles-Cumberland Drug Court Judge Bovard

Share how the in-house training guide helped them think up their monthly team share-out sessions.



Using Data to Sustain Programs

Using data to emphasize effective community impact and safety can lead to sustainable funding and resource sustainability.

Goals

- Identify key metrics to report to partners, funders, and the community at large and in a variety of ways.
- Tell a story with your data using visuals and participant testimonials to highlight the data.



Illinois Problem-Solving Courts Year in Review Template

July 1, 2026—June 20, 2027

Program
Name/Logo



52

court sessions
held



29

participants
achieved FT
employment



52

participants
provided Narcan
kits



12

participants
assisted with
securing safe
housing

86

admitted
participants

75

participants
connected with
peer support

1,547

community
volunteer hours
completed

68

successful
graduates

2,000

hours of peer
support contact
with participants

38

participant
referred for
ancillary
services

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Participant Demographics

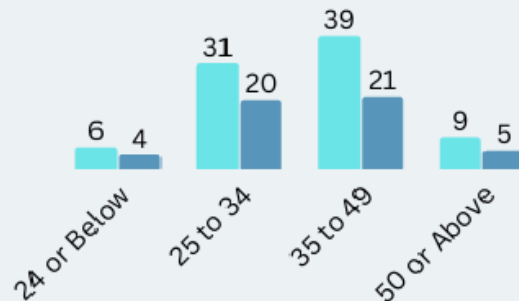
Year 2 Data Review

Referrals and Admissions

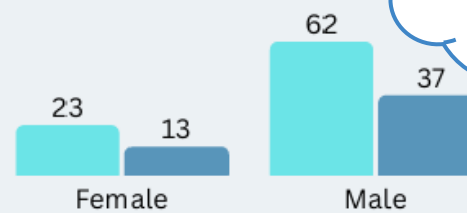
85
Referrals

50
Admissions

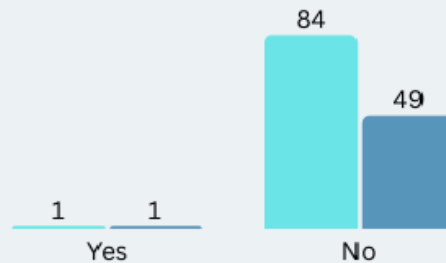
Age at Referral



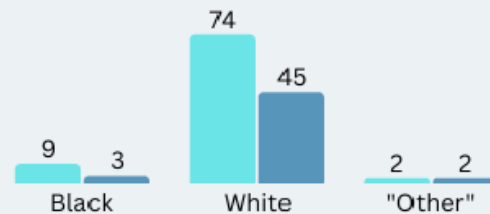
Sex



Hispanic or Latino



Race



"Other": 1 biracial Black & White individual and 1 Native American individual referred and admitted

The program is accepting only 59% of referrals made... what can the program do to ensure referral sources understand program eligibility criteria?

Do non-hispanic, white males usually make up program referrals and admissions?

Participant Demographics

Year 2 Data Review

Completions

23

Completions

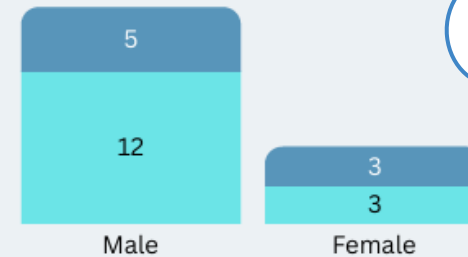
Successful

Unsuccessful

Race

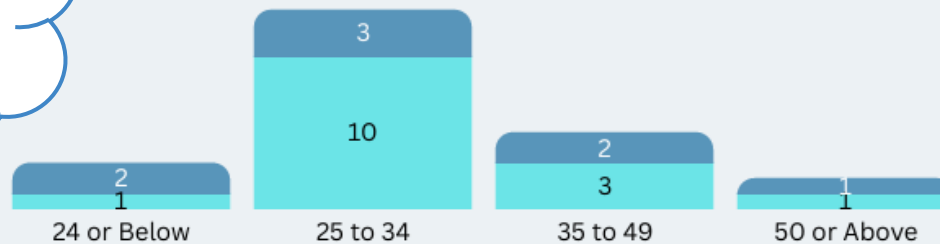


Sex



Why are so few females graduating the program?

Age



What can the program do to improve success in participants under 35 years old?

No Hispanic or Latino individuals completed the program during this time period

Participant Demographics

Year 2 Data Review

Change in Employment, Education, and Housing

23

Completions

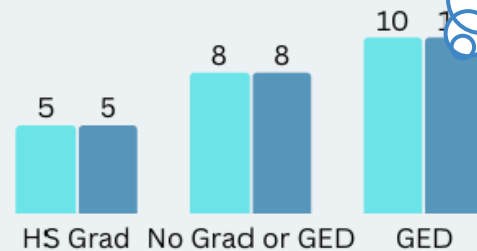
At Admission

At Completion

Employment



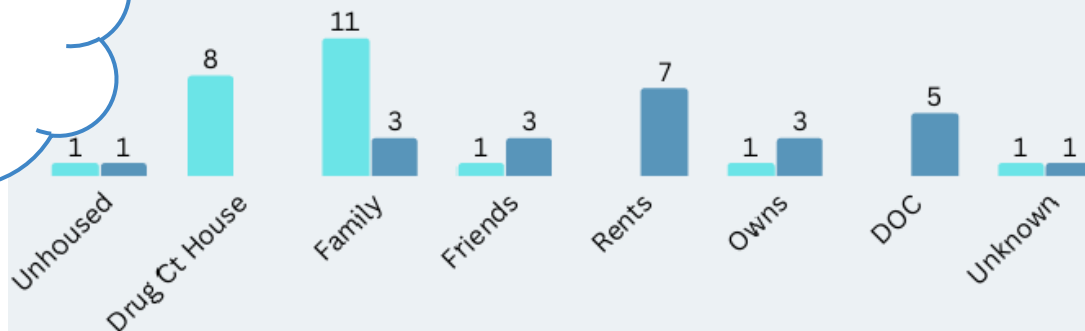
Education



Celebrate the jump from unemployed to employed from admission to completion!

Celebrate housing success by the increase in rentals and owning and decrease in drug court housing!

Housing



The Value of Sustainability

Sustainability Checklist

Sums up all the areas we have discussed today into an easy-to-follow checklist of considerations!

Download and review and reach out with any questions!



Illinois Problem-Solving Courts Building a Sustainable Program Checklist

Following these steps will ensure problem-solving courts are engaging in sustainability planning and actions to secure a successful future for the program.

Leverage Federal, State, and Local Funding Sources

☐ Be aware of federal funding opportunities by regularly checking the following funding sources for new solicitations

- Bureau of Justice Assistance ([BJA](#))
- Substance Abuse and Mental Health Services Administration ([SAMHSA](#))
- Office of Juvenile Justice and Delinquency Prevention ([OJJDP](#))
- State Justice Institute ([SJI](#))
- Office of National Drug Control Policy ([ONDCP](#))

☐ Target state resources

- Apply for Adult Redeploy Illinois ([ARI](#)) Funds for local jurisdictions through implementation, planning, and supplemental award grants in addition to providing training, technical assistance, and development services (TTAD program).
- Community Development Block Grant ([CDBG](#)) (Illinois Department of Commerce and Economic Opportunity).
- Ensure that Medicaid, co-pays, or other payment opportunities are utilized when possible.

☐ Engage with County funding resources

- Enact a Resolution Authorizing Collection of \$10 Fee Under to 55/5-1101(d-5) ([Template from ILAPSC](#)).
- Create a County Mental Health Board (708 Boards governed by the Illinois Community Mental Health Act or 553 and 377 Boards whose statutory authority derives from public health legislation or legislation specific to intellectual and developmental disabilities) [Association of Community Mental Health Authorities of Illinois](#).
- Create a county behavioral health coordinating council ([Examples of agendas, minutes, and reports](#)).
- Apply for community foundation funding/grants (i.e., [Local Government Grants in Illinois | Grant Station](#) and [Top 40 Foundations | The Grantsmanship Center](#)).

☐ Develop or partner with an existing 501(c)(3) non-profit organization

- Lynn Moore (AOIC Grants Manager) can assist courts and 501(c)(3)s in writing grants: L.Moore@IllinoisCourts.gov
- Share aggregate program data with 501(c)(3)s (graduate and success rates and testimonials)
- Be transparent and develop a clear list of allowable expenses that align with the goals/mission of the 501(c)(3) organization to ensure longevity in partnerships.
- Provide allowable fundraising partners with what your program needs in lieu of monetary donations (i.e., hygiene and household items to stock a pantry for participants at the courthouse).

Thank you!

Questions?



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