



INDIANA INSTITUTE ON DISABILITY AND COMMUNITY
**CENTER FOR COLLABORATIVE
SYSTEMS CHANGE**

Proposed Scope of Work

Background

The Monroe County Commissioners have been working with other organizations and entities within Monroe County to determine the most effective and efficient way to move forward with the potential building of a new jail and/or facility that could address social determinants that contribute to incarceration. Although it is underdetermined as to whether a new jail will be built, it is necessary to bring clarity to those decision makers involved, as to what, if any, programming, services, and other external facilitators are being utilized by those currently incarcerated, on probation, and recently off probation within Monroe County. As such, it has been requested that data is collected to determine the scope of what is currently being used, where there are gaps, and what are perceived barriers and facilitators for those incarcerated/on probation from utilizing services/programs within the Monroe County Jail and from programs/services within Monroe County. This information will aid in decision making around what, if any, services/programs may be situated within the potential new jail, and/or within the current jail.

Deliverables

The key deliverable will be aggregated anonymous data summary report—currently incarcerated individuals, a sub-set of those currently on probation, and those within six months post-probation—that will provide context for decision makers on what programming/services are utilized, those that are not, and insight into why that may be. Additional recommendations from Center for Collaborative Systems Change (CCSC) will be provided. Furthermore, the following components will be completed:

- Background research on best practices within jail settings to provide programming/service delivery; validated instrumentation for data collection within jail/prison settings; and methods for recruitment/data collection when working with those post-probation
- Securing Indiana University, Bloomington IRB approval
- Development and initial testing of Qualtrics survey provided via Monroe County Jail iPads
- Deployment and implementation of a minimum of 3 rounds of the Qualtrics survey within the jail provided via Monroe County Jail iPads with an anticipated n=100/round (N=300)

- Deployment and data collection of Qualtrics OR paper survey with those individuals currently on probation, with an anticipated N=100
- Deployment and data collection of Qualtrics OR paper survey with those within 6 months post-release, with an anticipated N=50
- With direct involvement of key individuals within the Monroe County Jail, Probation Offices, and local agencies, we will recruit N=25-30 individuals within 6 months post-release for individual interviews
- Dashboard development of results
- Final presentation to Monroe County Commissioners and others as deemed appropriate

Timeline

The proposed timeline will be ongoing from December 2022 to 12 months following Institutional Board Review (e.g. Human Subjects Protections) approval. Completion of the above-described steps centers on the cooperation and assistance of the Monroe County Jail to access individuals currently incarcerated, the Monroe County Probation Office to access individuals currently on probation, and local organizations/agencies within Monroe County to recruit individuals past-probation/incarcerated.

Communication/Oversight

Regular communication will be essential for the completion of the proposed work. A minimum of monthly check-in calls is requested with the Monroe County Commissioners (or a sub group as deemed appropriate) to keep them informed of progress and to allow them to address potential barriers for participant recruitment and/or data collection within the aforementioned affiliated organizations. Monroe County Commissioners (or a sub group as deemed appropriate) will develop contingency plans to navigate potential barriers to the access and recruitment of participants, these will be put into place prior to the start of work. It is imperative that CCSC works closely with the Monroe County Jail to develop the protocol for implementation of the proposed scope of work.

Breakdown of Costs

The following are the proposed costs associated with the study:

- incentives for participation (food/gift cards) for those post-probation/incarceration (~\$25/participant; total **\$2,500**)
- incentives for participation (paid jail iPad time) for those currently incarcerated (\$25/participant; total **\$7,500**)
- incentives for participation (food/gift cards) for those on-probation (\$25/participant; **\$2,500**)

-interview transcription (~\$150/one hour interview; total **\$4,500**)

-Researcher team (salary and fringe for 11 month period) to develop instrumentation, conduct/analyze data, and dashboard development =**\$38,813**

Dr. Allison Howland & Dr. Maggie Walsh (Co-principal investigators)

Meagan Benetti – data analytics and visualization expert

-Hiring of a part time coordinator (29hours/week @\$18/hr + fringe= total **\$27,187**)

Next Steps/Future Projects

Given the uncertainty of what programs, services, agencies are being utilized by those currently with Monroe County Jail, on-probation, and those recently released, it is highly recommended that a subsequent study be conducted to ascertain the state of collaboration, integration, and referrals between Monroe County agencies, services, and programs being utilized by those incarcerated, on probation, and recently released. As such the following additional projects are recommended for additional projects, that may be funded via external grants to be applied for by CCSC.

-Interviews with Monroe County agencies, services, programs, and entities that serve those individuals incarcerated, on-probation, and recently off-probation to determine facilitators and barriers to collaboration.

-Network analysis of Monroe County agencies, services, programs, and entities that serve those individuals incarcerated, on-probation, and recently off-probation to determine levels of collaboration

-Integration of individual level data from intake forms, intake assessments (IRAS), jail services & programming received, re-entry plans and referral coordination (including receipt of community services referred to), court, and probation.