



Application for the NHTSA/IDS Impaired Driving Treatment Court Foundational Training

Overview

The National Highway Traffic Safety Administration (NHTSA), Office of Impaired Driving and Occupant Protection, Impaired Driving Division, is now accepting applications for the 2024 Impaired Driving Treatment Court (e.g. DWI court) Foundational Training. This is a national training initiative designed to assist communities in developing impaired driving treatment courts (IDTC) or IDTC tracks within their existing treatment court and is conducted in cooperation with Impaired Driving Solutions (IDS) a division of All Rise, formerly the National Association of Drug Court Professionals. Under this initiative, communities will be selected to participate in a facilitated planning process. Participating communities must identify a team of professionals participating in the training. This program was developed as team-oriented training; therefore, individual participation is not permitted.

Cost to Participate

A training team consists of 8-10 people representing various professions, as discussed later in this document. It is recommended that the training teams work with their State Highway Safety Office (SHSO) to determine potential funding to cover travel costs associated with the required team members' participation in this effort. However, this does not preclude teams from using other funding, which should be noted in the application. Travel costs include airfare, lodging, meals, and ground transportation. Communities may also send up to three additional team members beyond the seven who are required to attend; however, these costs will be at the jurisdiction's or funder's expense. Prior permission for the additional people to attend is required. NHTSA covers the cost of the training room and AV costs, along with faculty and training material costs.

NOTE: The SHSO should know that the training will usually occur outside the team's home state. Training programs are held regionally around the country, with every effort made to keep each of the teams in or near their region.

Training Safety Requirements

All attendees must adhere to CDC/state/local safety guidelines and All Rise policy.

Type of Training

3½ Day Foundational Training:

This training is designed for teams not currently operating an IDTC or track, who have extensive staff turnover, or who have not attended an IDS training. Details are as follows:

FOUNDATIONAL TRAINING (3½ DAYS)

Team-oriented, comprehensive training is critical to laying the foundation of an impaired driving treatment court (IDTC) operating under the *10 Guiding Principles of DWI Courts*.

These key issues addressed in the training include the development of:

- Team building
- Target population and eligibility criteria
- Court model
- Identification, referral, screening, assessment, and entry process
- Phases, phase duration, and phase transition criteria
- Supervision and drug testing protocols for each phase
- Comprehensive treatment continuum of care
- Formation of commencement and termination criteria
- Court responses to client behavior through development of incentives, sanctions, and service adjustments
- Long-term sustainability plan that includes traditional and nontraditional funding, community mapping, resource development, evaluation, and monitoring

Although designed for new teams, this training may be open to teams with an operational IDTC but have yet to receive official (NHTSA/ IDS) training OR operational IDTC teams with significant staff turnover. However, this is a planning training and may not benefit all operational IDTCs.

Required Commitment and Participation

Offering training and technical assistance through IDS, NHTSA, and the State Highway Safety Offices (SHSOs) demonstrates a commitment to working with local communities to prevent impaired driving, substance misuse, and crime. NHTSA's investment in this training initiative must be met by the active participation of all approved team members.

Application Process

To participate in IDTC Foundational training, each interested jurisdiction must complete the application by January 26, 2024, and submit it to their State Highway Safety Office for consideration. Each community must also submit a letter of commitment from the presiding judge. IDS expects each community/jurisdiction to honor its commitment to attending training.

Team Composition

To participate in the IDTC training, each community must identify a planning team to include the following:

- Judge
- Prosecutor

- Defense Counsel
- Treatment representative
- Treatment court coordinator/planning coordinator
- Probation/Supervision
- Law Enforcement

NHTSA and IDS expect to serve up to 20 communities/jurisdictions through this training process, utilizing four 3 ½ day foundational trainings. Five teams can be accommodated at each training. Once the capacity of 20 teams has been met, a waitlist is initiated. Waitlisted teams are accepted into training when space becomes available.

Review and Selection Process

Applications are reviewed by NHTSA and IDS staff. NHTSA and IDS staff review the application materials and determine whether a community's needs may be met through participation in this training. Final selections are based on the following:

- The extent of the identified need
- Past training experience
- Geographic diversity
- Status of existing community planning efforts
- Availability of alternative training and technical assistance resources to meet training needs
- Completeness of application (e.g., whether required disciplines are identified)

All decisions regarding a jurisdiction's acceptance into IDTC training are final and are at the sole discretion of NHTSA and IDS. A referral to other sponsored training and technical assistance resources may be provided if a community is not selected to participate in this training. NHTSA and IDS generally assign accepted jurisdictions to trainings on a regional basis. Jurisdictions will be notified of their acceptance or denial of IDTC training by **February 2, 2024**. Communities can expect to begin the initial groundwork in the months leading up to their training program. Communities unable or unwilling to participate in their assigned training track will forfeit their participation. The vacant slot will be offered to the first community on the waitlist.

Additional Team Members

Additional team members (e.g., mental health professionals, and peer recovery support specialists) may attend the training as long as they are participating team members or have a role in providing services to participants. Communities with a team composition of over ten must contact IDS staff to ensure the training space is large enough to accommodate attendees and staff.

Team Member Roles and Responsibilities

Each participating team member must:

- Attend all training sessions.
- Actively participate in all discussions and training breakouts.
- Identify an appropriate substitute if the need arises.
- Complete all homework assignments and respond to all requests for information from IDS staff and representatives.

Each team's treatment court coordinator must serve as the point of contact for all training activities. This duty will include ensuring all relevant information is disseminated to team members timely, responding to requests for information from NHTSA or IDS, and coordinating with all SHSOs.

For More Information

For more information on the Impaired Driving Treatment Court Foundational Training program, go to <https://allrise.org/trainings/dwi-court-foundational-training/>, or contact Julie Seitz, Project Director, IDS (218) 343-2928.

Mail/Fax Applications to:

Your respective **State Highway Safety Office/Governors' Highway
Safety Coordinator**

**Deadline for Application Submission is
January 26, 2024**

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Training Dates/Academy Court Observation:

- ___ April 22 - 25: Asheville, NC
- ___ July 15 - 18: Billings, MT
- ___ October 22 - 25: Fort Collins, CO
- ___ December 9 - 12: Athens, GA

Please select two dates that coordinate with the team's ability to attend the training, noting preference or priority dates.

Jurisdiction Name and State:

Team Point of Contact: (first) _____ (last) _____

Title: _____

Organization: _____

Address: _____

City/State/Zip: _____

Telephone: _____

Email: _____

Check List

Court / Jurisdiction

- Team members selected
- Application filled out
- Letter of commitment attached
- Application submitted to SHSO by **January 26, 2024**
 - o Date: _____
- Application submitted to NHTSA by **January 26, 2024**
 - o Date: _____

I. Statement of Intent

All interested jurisdictions must respond to the following questions. Please attach your narrative response. NHTSA and IDS will assess each question's answers and determine the ability of the training to meet your jurisdiction's needs.

1) Describe your target population and describe the nature and scope of alcohol/drug misuse within that population. *Narrative response required – attach as a separate document. Be sure to include jurisdiction/state in the narrative.*

2) Describe the challenges your current court/case processing system faces and how an impaired driving treatment court can help resolve these issues. *Narrative response required – attach as a separate document. Be sure to include jurisdiction/state in the narrative.*

3) Has your community previously participated in NHTSA training, the Bureau of Justice Assistance (BJA) Drug Court Planning Initiative (DCPI), or similar training?

- Yes. If yes, please list relevant training(s). _____
- No

4) Indicate your team's experience in any treatment court planning or exposure.

- No experience or exposure.
- Limited experience and exposure (e.g., attended annual treatment court conferences and/or read articles).
- Moderate experience and exposure (e.g., visited an operational treatment court).
- Extensive experience and exposure (e.g., visited an operational treatment court, researched the topic extensively, and are ready to implement a pilot program).
- Completed planning and implemented a pilot program or full docket.

5) If you indicated having any experience with the treatment court concept, briefly describe the extent of this exposure. For example, have you identified a steering committee and/or team, held weekly or monthly meetings, and started taking justice-involved individuals? *Narrative response required – attach as a separate document. Be sure to include jurisdiction/state in the narrative.*

6) Which best describes your jurisdiction?

- Rural (less than 50,000 people)
- Urban
- Suburban
- Mixed. Please specify: _____

II. Letter of Commitment

Each participating judge must write and submit a letter of commitment that includes the information listed below. This letter should be included with the application submitted to your State Highway Safety Office.

- An expression of the community's commitment to developing and implementing your impaired driving treatment court (IDTC).
- An expression that the community will seek resources necessary to sustain an operational IDTC that may result from the community's planning efforts.
- The agencies participating in the planning process.
- The expected responsibilities and resources the participating team member agencies will dedicate once the IDTC is operational.
- A clearly stated commitment that approved team members will attend all required trainings in their entirety.

III. Team Roster

Jurisdiction Name and State: _____

Team Point of Contact: (first) _____ (last) _____

Title: _____

Organization: _____

Address: _____

City/State/Zip: _____

Telephone: _____

Email: _____

Enter contact information for each member/agency participating on your team:

Judge

Name _____

Email _____

Organization _____

Prosecutor

Name _____

Email _____

Organization _____

Defense Counsel

Name _____

Email _____

Organization _____

Treatment

Name _____

Email _____

Organization _____

Probation/Supervision

Name _____

Email _____

Organization _____

Treatment Court Coordinator

Name _____

Email _____

Organization _____

Law Enforcement

Name _____

Email _____

Organization _____

Additional Team Member

Name _____

Email _____

Organization _____

Additional Team Member

Name _____

Email _____

Organization _____

Additional Team Member

Name _____

Email _____

Organization _____

FOR STATE HIGHWAY SAFETY OFFICES ONLY

State Highway Safety Office staff will review the applications for their respective state, noting which teams will receive funding from the State Highway Safety Office should they be selected for the training. E-mail the applications by **January 26, 2024** to:

Caroline Cash
National Highway Traffic Safety Administration
Impaired Driving Division
Phone: (202) 366-9712
Email: caroline.cash@dot.gov

State Highway Safety Office Use

- Application received – Date _____
- Approval: (initials) _____
- Forwarded to NHTSA by, _____ – Date: _____