

for Continuation Grants of 20% of the total amount projected to be available for all Project Grants in FY 2004. Grantees should accordingly be aware that the award of a grant to support a project does not constitute a commitment to provide continuation funding. No grant awarded in FY 2004 will be continued for more than five years.

An applicant for a Continuation Grant must submit a letter notifying the Institute of its intent to seek such funding no later than 120 days before the end of the current grant period. The Institute will then notify the applicant of the deadline for its Continuation Grant application.

Matching Requirements

With the exception of JBE TA grantees, grantees that can demonstrate a financial hardship, and Scholarship recipients, all grantees must provide match, including cash match, for any Institute grant. The matching requirements are summarized below:

State and local units of government. The Guideline requires these grantees to provide matching support equal to 50% of a new SJI-funded project. For example, if a State court system receives a \$100,000 grant from the Institute, it must provide a \$50,000 match. A State or local unit of government must provide at least 20% of the required match for a new grant (\$10,000 in the example) in the form of cash rather than in-kind support (e.g., the value of staff time contributed to the project).

All other grantees. All other grantees must contribute a match of 25% to a new SJI-funded project. For example, if a non-profit organization receives a \$100,000 grant from SJI, it must provide a \$25,000 match. A non-profit must provide at least 10% of the required match for a new grant (\$2,500 in the example) in the form of cash.

The amount and nature of unrequired match contributed by applicants will continue to be factors the Board of Directors considers in making grant decisions. Applicants may request a waiver of the match requirement, the cash match requirement, or both. See section VIII.A.8.c.

Continuation Grants. Under section VIII.A.8., all grantees are required to assume a greater share of project support over time. State and local units of government are required to provide match equaling at least 50% of the amount provided by SJI in the first year of the project, 60% in the second year, 75% in the third year, 90% in the fourth year, and 100% in the fifth year. For example, if SJI awards a State court

court would be required to provide \$50,000 in match. If the second-year grant is also \$100,000, the court would be required to provide \$60,000 in match. A court that wished to limit its second-year contribution to \$50,000 could ask SJI for a reduced amount, i.e., \$83,333, in order to meet the 60% requirement.

All other grantees must provide match equaling at least 25% of the amount provided by SJI in the first year of the project, 30% in the second year, 37.5% in the third year, 45% in the fourth year, and 50% in the fifth year. For example, if SJI awards a non-profit organization \$100,000 for the first year of a grant, the organization would be required to provide \$25,000 in match. If the second year grant is also \$100,000, the court would be required to provide \$30,000 in match. An organization that wished to limit its second-year contribution to \$25,000 could ask SJI for a reduced amount, i.e., \$83,333, in order to meet the 30% requirement.

Absent extraordinary circumstances, no SJI grant awarded in FY 2004 will continue for more than five years.

Solutions Project

In FY 2003, the Institute allocated approximately \$800,000 to support the Solutions Project, a process that will draw on State and local court initiatives to identify and exchange promising solutions to the most critical problems facing the courts, and define a national agenda to improve the quality of justice in State courts nationwide.

Nearly \$400,000 of the allocation was awarded in amounts up to \$20,000 to 20 States. A list of the States receiving those grants and a description of their projects may be found on the Institute's Web site (<http://www.statejustice.org>). At its meeting in November, the Board approved the remaining \$400,000 of FY 2003 money (as well as a conditional grant of \$400,000 from FY 2004 money) for a National Solutions Project that will be carried out under a cooperative agreement among SJI, the National Center for State Courts (NCSC), and the Center for Effective Public Policy (CEPP).

The National Project will include five phases:

(1) *Definition of key problem areas.* Project staff will identify five priority areas of focus by reviewing the professional literature, drawing on the 20 States' experiences with their Solutions Project grants, surveying the members of the Conference of State Court Administrators (COSCA), convening a focus group of COSCA members, and consulting with the project advisory committee.

(2) *Identification and synthesis of information on solutions.* Staff will identify and catalog existing information on solutions to the five problem areas selected, then seek additional solutions from COSCA members, NCSC's Knowledge and Information Service, JERITT, and other court support organizations. This information will be supplemented by the experiences of the Project's technical assistance sites and "community of practice" members (see 3–5 below). Staff will create and maintain a current catalog of solutions and resources, and prepare practice briefs for each of the five focus topics.

(3) *Technical assistance (TA) to implement solutions.* The Project will provide on-site TA to help implement solutions in an anticipated 40 courts or court systems. The application process for obtaining TA will be announced shortly.

(4) *Intensive technical assistance to partner courts.* Five partner courts will be selected for intensive TA to be provided by CEPP. Intensive TA will require the host court to enter into a partnership with CEPP by committing significant leadership resources and staff time to the effort. Intensive TA will include a quarterly on-site visit over the course of a year, expert consultant services in the focus area, assistance in forming a "court working team" to lead the implementation effort, a full-day retreat for the team, team members' attendance at a national workshop for the intensive sites, and membership in a national "community of practice" including web conferences and other on-line services.

(5) *Information dissemination.* NCSC will establish a Solutions web page on its Internet site that will be accessible through other court-related Web sites, host the national communities of practice, and periodically update the national court community about Project developments. The communities of practice will enable court practitioners working in a specific area to share their experiences and knowledge with each other.

Response to Comments

Of the 11 comments received, 8 addressed the Proposed Guideline's intent to reduce the allocations reserved for the Institute's 3 small grant programs: TA Grants, JBE TA Grants, and Scholarships. On the basis of the comments, the Final Guideline restores the allocations for the TA Grant program and Scholarships to their prior levels (\$300,000 and \$200,000, respectively). In response to a comment, the Board of Directors also approved expanding the