

SFY2025 Application & Renewal Form

Please submit to CLJTherapeuticCourtsApplications@courts.wa.gov

SECTION 1 – CONTACT INFORMATION

Please enter contact information for person(s) completing this application or renewal

1. Court Name
2. Court Mailing Address
3. Applicant Name
4. Applicant Email
5. Applicant Phone

Please enter contact information for signing agent(s) or person(s) who can authorize acceptance of funds, if approved

6. Signatory Name
7. Signatory Email
8. Signatory Phone

SECTION 2 – PROGRAMMATIC DETAILS

1. Please select the category that best represents your request. Please select only one for each application

New Therapeutic Court

- Program Type (e.g. Community Court, Veteran’s Court, Mental Health/Behavioral Health Court, SUD/Drug Court etc.):

Existing Therapeutic Court, adding a new court/program type

- New Program Type:

Existing Therapeutic Court, but not currently funded through the AOC CLJ Therapeutic Court Program

Existing Therapeutic Court, exists under the CLJ Therapeutic Court Funding administered by the AOC and are renewing funding agreement

- **STOP HERE and COMPLETE SECTION 4 ONLY**

2. Please briefly describe the following:

a) The number of participants you currently serve or plan to serve in a contract year (July – June)

b) Referral process (how do/will participants enter the program)

c) Entry Criteria (allowable legal charges, must have a diagnosis, etc.)

- d) Risk-Needs Assessment Tools – if no tools are being used, please describe which one you may utilize (see [resources pgs. 9-10](#))
- e) Please describe any formal agreements your court has with behavioral health agencies that provide evidence-based treatment and intervention (e.g. Moral Reconciliation Therapy (MRT), Acceptance and Commitment Therapy, etc. See [resources pgs. 9-10](#)) *Please note: if chosen for funding, evidence-based and/or best practice standards will be required.*
- f) Substance use testing process

SECTION 3 – ADMINISTRATIVE DETAILS

This section is to inform the AOC of the possible technical assistance or training opportunities we can provide. A “no” answer will not jeopardize a funding decision.

Please answer the following questions **using 350 words or fewer**.

1. Does your program track data? If yes, how is it tracked? What data do you track?
As a requirement of this funding source, courts must complete the Washington Therapeutic Court Evaluation and Review (WATER) tool. *Support from the AOC will be provided.*

2. Has your program built and implemented a policies and procedures manual? If so, please include it with your application. If not, when do you anticipate completion? *The AOC can support you in the completion of this requirement.*

3. Equity and inclusion means ensuring equitable access, services, and outcomes for all sociodemographic and sociocultural groups. Does your program have a diversity, equity, and inclusion plan? If so, please include it with your application. If not, describe your intention to create a plan and please include a timeline. *The AOC will require that courts receiving funding under this program develop an equity and inclusion plan tailored to their therapeutic court program.*

4. Please list community partners (e.g. behavioral health agencies, law enforcement, social services agencies, etc.) your court collaborates with or plans to collaborate with to address the needs of your target population. Please include copies, if available, of the Memorandums of Understanding (MOUs) or letter of support.

5. What sources of funding currently contribute to the operations of your therapeutic court?

6. Have you submitted application for other funding? If yes, please state the funding source, the dollar amounts awarded or sought, the operations supported, and when/if the funding begins.

- No
- Yes, already awarded funds
- Yes, we have an application under consideration

SECTION 4 – EXISTING THERAPEUTIC COURTS

Please provide your budget with justification below or attach to this application.

Answer the following question **using 600 words or fewer**.

1. What steps have to taken to improve your best practices during the SFY2024 contract?



WASHINGTON ADMINISTRATIVE OFFICE OF THE COURTS
APPLICATION AND CONTRACT RENEWAL
FOR SF2025 STATE FUNDING

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