Guidelines

Background & Authority

The ICCB is soliciting interest by colleges in providing services to the soon to be opened Illinois Department of Corrections (IDOC) facility, Pinckneyville Correctional Center, located at: 5835 State Route 154, Pinckneyville, IL 62274, in Rend Lake College’s (RLC) district.

This application is due to the ICCB no later than **December 21, 2017**. Contract start date will be negotiated between IDOC and the community college.

According to **Section 1501.307 Cooperative Agreements and Contracts** decisions about the provision of instruction at the IDOC falls first and primarily to the home district within which the facility resides. However, in this instance, RLC has opted to forego providing services. As such, under the authority of **Section 1501.307 Cooperative Agreements and Contracts, g), 3)** of the ICCB administrative rules this decision falls to the ICCB:

3) If a district in which military installations, correctional institutions, or other state or federal institutions are located elects not to provide previously approved units of instruction to these institutions, any other college may apply to the ICCB to do so. If more than one college applies, the ICCB will select a college using the following criteria:

A) The proximity of the college to the institution.

B) The availability at the college of the instructional units needed by the institution.

C) The cost of providing the instructional units for the institution.

D) The college's past experience in offering similar units of instruction.

Note that the ICCB staff will make recommendations in close consultation with the IDOC. Colleges should not enter into an agreement directly with the IDOC without first seeking and obtaining approval from the ICCB. Issues that may affect transition of services between institutions will be considered as decisions are finalized to ensure as seamless a transition as possible in the event that providers are changing.

Agreements entered into between the IDOC and the approved college, for new offerings, should be no less than five years in length.

As a reminder, while colleges may claim credit hour reimbursement against this grant, the reimbursement received will be factored into the final agreement and will be considered program income against the grant. For example, if a college receives a contract for $300,000 and then submits $100,000 in credit hour claims to the ICCB, the IDOC is actually only going to provide the college with $200,000. These withholdings are not subject to the lag time associated with credit hour grant reporting and will be required per fiscal year. Finally, credit hours claimed in this way are not eligible to be included in Equalization calculations.

Pinckneyville Correctional Center

The mission of Pinckneyville Correctional Center, as a medium security adult male facility, is to provide for the protection of the public through the humane and secure incarceration of adult male offenders, based upon the foundation of legislative and judicial decisions. The institution's administration is committed toward instilling responsibility and mature decision making in its offenders. By providing extensive and high-quality educational programs, work assignment opportunities, leisure time activities and religious avenues, the goal of the facility is to go far beyond the minimum necessities of food, sanitation, clothing, housing and medical services to the offenders of the facility. The administration and staff of the facility strive to maintain a clean and safe environment for the offender population, encouraging a positive adjustment while acquiring employment skills and educational advancements that will lend to rehabilitation and reduced recidivism. Security measures are maintained to a strict degree to further ensure the safety of the community, offenders and staff. New reentry programming has been established to further encourage the successful transition of its offenders as productive citizens within communities through structured programming.

The center is comprised of 19 buildings, totaling 434,000 square feet, contained on 148 acres of land. The institution consists of five X-design housing units, four of which are strictly dedicated for general population and one which uses two wings housing general population and two wings dedicated as segregation. The center has living accommodations built to American Disabilities Act (ADA) specifications, meeting the needs of its disabled population. A total of 64 beds are reserved for inmates, who are qualified individuals with a disability.

Application

1. Please fill out the application on the next two pages and submit it to:

Natasha A. Allan

Associate Director for Career and Technical Education

Illinois Community College Board

401 East Capitol Avenue

Springfield, IL 62701-1711

[P]: (217)785-0139

[E-mail]: [natasha.allan@illinois.gov](mailto:natasha.allan@illinois.gov)

1. Applications should be submitted no later than **December 21, 2017**.
2. Feel free to attach additional documentation as deemed necessary. Note that any narrative provided is limited to a total of three (3) pages.

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| Proposal | | | | | | | | | | | | | |
| **COLLEGE PROPOSING TO OFFER SERVICES** | | | |  | | | | | | | | | |
| **IDOC Institution** | | | | Pinckneyville Correctional Center | | | | | | | | | |
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| **College Contact**  Name/Title | | | |  | | | | | | | | | |
| Telephone/Email | | | |  | | | | |  | | | | |
| Criteria for Consideration: | | | | | | | | | | | | | |
| 1. **Please describe the geographic proximity of the institution to the IDOC facility in question.** | | | | | | | | | | | | | |
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| 1. **Please describe the ability to provide programming in the two areas identified by the IDOC that will be offered at the Pinckneyville Correctional Center.** | | | | | | | | | | | | | |
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| 1. **Does your college have current approved programs in the areas identified?** | | | | | | | | | | | | | |
| Construction Occupations  YES NO | | | Culinary Arts  YES NO | | | | Custodial Maintenance  YES NO | | | | Horticulture  YES NO | | |
| 1. **Please describe the college's past experience in offering similar units of instruction.** | | | | | | | | | | | | | |
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| 1. **Complete the attached budget. Provide an estimated annual cost for starting up these programs at the IDOC.** *Note: These amounts will be considered preliminary.* | | | | | | | | | | | | | |

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| Budget | | |
| **Budget Category** | **$ Amount** | **Description** |
| Personnel  (Salaries & Wages) |  |  |
| Fringe Benefits |  |  |
| Travel |  |  |
| Equipment |  |  |
| Supplies |  |  |
| Contractual Services |  |  |
| Training & Education |  |  |
| Other  (requires Prior Approval) |  |  |
| Indirect Costs/General Administration  (may not exceed 5%) |  |  |
| **Total Cost** |  |  |