

June 16, 2025

TO: Chad Ranney, State Budget Director

FROM: Douglas Huntsinger, Indiana Criminal Justice Institute Executive Director
Sheryll Espinas, Indiana Criminal Justice Institute Chief Financial Officer

RE: FY26 Spending Plans & Strategic Spending Reduction Plans

Dear Mr. Ranney,

On behalf of the Indiana Criminal Justice Institute (ICJI), we respectfully submit the agency's FY2026 Strategic Spending Reduction Plan review. ICJI remains committed to responsible financial management while fulfilling its mission of improving public safety, strengthening victim services, enhancing criminal and juvenile justice systems, advancing traffic safety initiatives, and administering critical federal and state funding streams throughout Indiana.

In developing this plan, ICJI has carefully reviewed all funding sources, contractual obligations, staffing levels, and operational priorities. The agency continues to pursue long-term cost-saving opportunities while preserving both federally and state-mandated programs and ensuring full compliance with statutory requirements, audit standards, and grant regulations.

FY2026 Strategic Spending Plan Reduction Plan

I. FY2026 Spending Plan Reserve Target Achievement Measures

The Indiana Criminal Justice Institute will closely monitor agency expenditures to ensure they align with the FY26 Strategic Spending Plan and reserve targets. The Fiscal Division will conduct monthly reviews to analyze spending by fund code, division, and major cost categories. Any deviations from the plan will be promptly flagged, investigated, and addressed. Key areas, such as IOT charges, payroll, contractual obligations, and discretionary spending will be closely monitored against the spending plan/budget to facilitate timely corrective actions. Division leaders will actively participate in reviewing their divisions' variances against the budget to ensure alignment with the spending targets for Fiscal Year 2026.

II. Agency Financial Management Circular (FMC) Compliance

The Indiana Criminal Justice Institute (ICJI) ensures compliance with the State Budget Agency's Financial Management Circulars (FMCs) by integrating them into its fiscal

operations and oversight processes. The Fiscal Division monitors updates to the FMC and incorporates them into the agency's internal procedures. Compliance includes key areas such as personnel management, fiscal accountability, procurement, contract oversight, and federal grant administration. The ICJI regularly collaborates with the SBA budget analyst for clarification and ensures consistent and accurate application of the FMCs' guidance. The Fiscal Division reviews the internal controls to ensure compliance and adjusts the current processes to address the oversight agencies' recommendations. Additionally, ICJI does timely drawdown of funds from federal grantors, ensures timely collection of receivables, and supports effective financial management.

III. Cost Saving Identified

The Indiana Criminal Justice Institute (ICJI) is conducting a study exploring potential cost-saving measures for reimbursing forensic medical exams under IC 16-21-8. ICJI is committed to ensuring that providers are reimbursed for these services. The lack of a statutory cap results in significant variations in the charges submitted by hospitals/medical providers, which differs from reimbursement practices in many other states. Establishing a cap could save the state \$1-\$2 million. This study aims to establish a sustainable reimbursement framework that continues to support victims of sexual assault while producing greater predictability and cost stability for the state.

IV. Opportunities to Prioritize Federal Funding

The Indiana Criminal Justice Institute is eligible for various federal grant programs and prioritizes using federal funds before utilizing state resources, all in full compliance with federal regulations and restrictions on supplanting. We maximize the use of federal administrative funds by ensuring that personnel costs are accurately charged to the specific federal programs they support. Employees charged their time based on the actual work performed, and related expenses, such as IOT costs, are proportionally allocated between federal and state programs based on work performed. This approach ensures compliance with federal cost principles while optimizing the use of available federal resources.

V. State Match Required Federal Grants Anticipated in FY2026

- Residential Substance Abuse Treatment (RSAT) for State Prisoners Program
- STOP Violence Against Women Formula Grant Program
- Title II Formula Grants Program
- IIJA NHTSA (National Highway Traffic Safety Administration) 402, 405b, 405c, and 405d

VI. Agency Staffing Plan

As part of transferring the Indiana Commission to Combat Substance Use Disorder to the Indiana Criminal Justice Institute (ICJI), the Executive Director is conducting a comprehensive review of workloads across divisions to assess staffing needs and identify

potential efficiencies. While this analysis is still in progress, any existing ICJI positions are not anticipated to require reclassification or upgrades. However, the three PCNs transferring with the Commission—funded through opioid settlement dollars—may require reclassification to align with ICJI’s organizational structure and operational needs. No final determinations have been made at this stage, and the review remains ongoing.

VII. Open Contract Analysis

The Indiana Criminal Justice Institute (ICJI) reviewed its professional services contracts to identify potential cost savings. The majority of ICJI’s contracts are entirely federally funded and tied directly to required program operations, including law enforcement training and traffic safety initiatives:

- **Dedicated Training Resources, LLC:** Drug Recognition Expert (DRE) training for law enforcement.
- **Alliance Sport Marketing, LLC:** Traffic safety media campaigns.
- **Penrod Traffic Safety Consulting, LLC:** Traffic safety consulting services.
- **Unified Group Services Inc.:** Negotiates discounted rates for forensic medical exams required under IC 16-21-8-5. This contract presents the most viable long-term savings opportunity. ICJI is exploring collaboration with the Indiana Department of Health (IDOH), which also contracts with this vendor, to leverage additional discounts or coordinated purchasing.
- **Indiana Monitoring and Review, LLC:** Grant compliance monitoring; its elimination would negatively impact federally required oversight capacity.

ICJI also maintains various QPA and subscription-based services (e.g., IntelliGrants, Hannah News, Westlaw, SurveyMonkey), which may offer future cost-sharing opportunities with other state agencies. No immediate reductions have been identified at this time, but ICJI will continue evaluating potential efficiencies as part of its ongoing contract management process.

VIII. New or Renewed Procurement and Technology Needs Anticipated in FY2026

The Indiana Criminal Justice Institute (ICJI) anticipates the following procurement and technology needs for FY2026 to support both federally-mandated and state-mandated program requirements:

- **BCforward** provides ongoing technical support for the existing Victim Compensation Claim System (VCC), which remains in operation to process outstanding claims and meet audit look-back obligations. This system supports state statutory obligations related to sexual assault claims and federally funded victims of crime programs that require audit compliance. ICJI is currently contracting with BondiTech LLC to modernize and replace this platform, as recommended by the Indiana Office of Technology (IOT), to improve efficiency, data integrity, and compliance. An MOU with IOT will govern project

management and risk management throughout the development of the new VCCS platform.

- **Agate Software** provides hosting, technical support, and system maintenance for IntelliGrants, which is ICJI's primary grants management system. IntelliGrants remains essential for administering federal and state grant programs, ensuring compliance with Uniform Guidance and state fiscal policies, maintaining audit readiness, managing subrecipient awards, and fulfilling required reporting. ICJI is engaged in ongoing discussions regarding the future full transition to **eCivis**. These discussions include evaluating whether system enhancements within eCivis would meet ICJI's grant management, reporting, and compliance needs.

No immediate opportunities have been identified to reduce or eliminate these technological needs without negatively impacting federally or state-mandated program operations and compliance. ICJI continues to evaluate opportunities for coordination with IOT and other state agencies to maximize long-term efficiency and system effectiveness.

IX. Capital Plan Analysis

The Indiana Criminal Justice Institute (ICJI) urgently needs a new Victim Compensation Claim System (VCCS) in FY2026. This system is used by victims of crimes and sexual assault, as well as service providers, to submit compensation claims. The current platform is outdated, lacks essential functionality, and poses significant reliability and security risks. Following a recommendation from the Indiana Office of Technology (IOT), the agency has completed the competitive bidding process and has selected a vendor to implement a secure, cloud-based solution. The new system will improve operational efficiency, enhance data protection, and prevent delays in claim processing, ensuring that victims receive timely support. This investment directly supports ICJI's mission to improve the administration of Indiana's criminal justice system and effectively manage both state and federal funds as the State Administering Agency.

X. FMC or State Policy Exception Requests & Justifications

The Indiana Criminal Justice Institute (ICJI) annually requests an exemption from the Statewide Cost Allocation Plan (SWCAP) to preserve critical funding for victim services.

- **Fund 38410 -Victims of Violent Crime Administration:** This fund supports forensic medical exams and counseling services for victims of sexual assault. ICJI submits annual augmentations to meet obligations to hospitals and medical providers. A SWCAP exemption ensures that limited resources remain focused on direct services to victims.
- **Fund 39010-Domestic Violence Prevention and Treatment:** This fund supports domestic violence prevention and treatment centers throughout Indiana by providing emergency shelter, case management, advocacy, and 24-hour crisis response. Exempting this fund from SWCAP allows for the full allocation of resources to survivor support and the sustainability of essential local services.

Additionally, ICJI is in communication with the eCivis team regarding a full system transition to eCivis, based on the ongoing updates and enhancements to the platform.

Thank you for your consideration of this submission. ICJI remains committed to prudent fiscal responsibility while maintaining full program integrity. Please let us know if any additional information or clarification is needed.

Sincerely,

A handwritten signature in black ink, appearing to read "Douglas H. Huntsinger", with a long horizontal flourish extending to the right.

Douglas Huntsinger
Executive Director



State of Indiana

State Budget Agency
State House #212
Indianapolis, IN 46204
317-232-5610

Mike Braun, Governor
Chad Ranney, Director

Approved Fiscal Year 2026 Strategic Spending Reduction Plan

Agency Name: Indiana Criminal Justice Institute

Pursuant to applicable state budgeting and financial management guidelines, the undersigned hereby affirm that the Fiscal Year 2026 Strategic Spending Reduction Plan submitted for the above-named agency has been reviewed and is approved for implementation. This approval signifies the plan submitted is in alignment with agency priorities, applicable legal requirements, and available funding levels.

Chad E. Ranney

Chad E. Ranney

State Budget Director

Date: 7/29/25

Jennifer Ruth Green

Jennifer Ruth Green

JENNIFER-RUTH GREEN

Secretary of Public Safety

Date: 29 JUL 25

Douglas W. Huntsinger

Douglas W. Huntsinger

Executive Director

Date: 07/29/2025

Ensuring that Indiana's priorities are funded today and tomorrow.