TAD New Program Implementation Timeline

December 2026 - July 2027

The following criteria should be included in all implementation timelines for new programs:

- Hire and onboard new staff (if applicable)
- Develop program policy and procedure manuals
- Create participant handbooks and related orientation materials
- Draft all required program documents for review
- Submit program documents to DOJ for approval
- Present and obtain approval from the local CJCC (if applicable)
- Set up internal workflows, referral processes, and communication protocols
- Conduct staff trainings and finalize operational readiness steps

Program Type: **Click or tap here to enter text.**

Month	Planned Activities
December 2026	• Obtain CJCC approval (meeting minutes/letter); finalize program design elements consistent with Wisconsin Diversion Standards (post-charge). • Convene multidisciplinary planning team (DA, defense, court, jail, DOC, treatment providers, CJCC). • Draft outline of Policy & Procedures Manual, Participant Handbook, Gift Card Policy; build Project Design Table. • Map referral pathways from jail, judges, DA, defense; define eligibility screening flow using ORAS-CSST and ORAS-MST
January 2027	• Identify Diversion Court Team Members. • Train team on Diversion Standards and CORE Reporting; set up CORE/MIS access. • Finalize Deferred Prosecution Agreement (DPA) template with DA. • Establish data sharing & confidentiality policies per Diversion Standards; begin provider MOUs/contracts.

February 2027	• Complete Policy & Procedures Manual and Participant Handbook; finalize Gift Card Policy. • Formalize ORAS implementation protocols (ORAS-CSST and ORAS-MST) — confirm trained assessors & workflow. • Establish random testing protocol aligned to Diversion Standards Appendix A (valid methods, chain of custody, contested positive verification). • Submit required program documents to WI DOJ for review/approval.
March 2027	• Team trainings: incentives/sanctions matrix; equity reviews; restorative justice; overdose education for recovery housing partners (if used). • Pilot referral workflow (2–3 cases); ensure pretrial conditions align with diversion goals. • Refine data entry timeliness (≤48 hours) and quality checks for CORE
April 2027	• Go-live countywide: activate referral sources (jail, judges, DA, defense). • Begin monthly CJCC oversight meetings; launch quarterly equity dashboards (referrals/admissions/completions/terminations by demographic
May 2027	• Ongoing operations; fidelity monitoring to standards; start participant feedback surveys; adjust programming by responsivity factors. • Continue staff coaching on ORAS-driven case planning.
June 2027	• Internal QA review; prepare mid-year WebGrants status report & submit financial claims (reimbursement basis). • Plan limited training travel within state rates and eligible limits for diversion programs
July 2027	• Operational milestone: ≥10 active participants (ramping toward 15 by year-end). • Standardize DPA completion packet process; schedule external evaluation scoping with DOJ/BJIA (as directed)