

Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Office of Grants & Research



Restorative Justice
Availability of Grant Funds
Applicant Webinar
October 24, 2022

Terrence M. Reidy, Secretary
Kevin Stanton, Executive Director



*Office of Grants & Research
Justice and Prevention Division*

Restorative Justice Webinar Agenda

- Introductions
- Purpose
- Eligibility
- Key Dates
- Fund Disbursement
- Application Requirements
 - Application (Attachment A)
 - Budget (Attachment B) - review of allowable and unallowable costs
- **Video Walk-through of Budget Workbook**
- **Application Submission**



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Purpose

\$380,000 is available under this competitive grant process. OGR may award full funding, partial funding, or no funding.

Preference will be given to organizations that

- have adopted and understand restorative justice philosophy,
- are providing services in low-income communities,
- are implementing restorative justice programming
- wish to expand capacity and/or seek training.



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Supported Grant Activities and Services:

Planning: costs associated with meetings, coordination and future implementation of restorative justice programs (e.g., finding community spaces for facilitation, consultations with experienced restorative justice facilitators, holding educational community forums, etc.).

Training: costs associated with hiring restorative justice experts to train staff and participants in such techniques and programming (e.g., hiring experienced restorative justice trainers, etc.).

Programming: costs associated with initiating or expanding restorative justice program capacity, circle participation and the like (e.g., program materials, centerpiece, providing a stipend/fee for speakers such as survivors who are working behind the prison walls to tell their story).

Equipment/Technology: costs associated with the purchasing of technology and equipment that will be used to support staff in community-based restorative justice programs (e.g., laptops, IT support, virtual meeting platforms (e.g., Zoom), etc.).



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Applicant Eligibility

An applicant must be a nonprofit 501(c)(3) organization.

Applicants may apply for either the Individual Option or the Group Option, but not both.

➤ **Individual Applicants**

The Individual Option allows for one individual non-profit 501(c)(3) organization to apply for a single community-based restorative justice grant; maximum award amount of up to \$20,000.

➤ **Group Applicants**

The Group Option allows for two or more organizations to collaborate on a community-based restorative justice award and apply for a maximum award amount of up to \$50,000.



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Key Dates

Deadline for Questions

- November 14th
- email all questions to Daniel.Hudson@mass.gov

Applications Due

- Friday, November 18, 2022

Award Notification

- December 2022

Performance Period

- January 1, 2023 - June 30, 2023



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Fund Disbursement

This is a reimbursement grant. Funds will be disbursed quarterly with the submission of quarterly financial and programmatic reports.

Project Duration

Applicants may apply for up to approximately 6 months of funding. If awarded, projects are expected to start January 2023 and end on June 30, 2023. No extensions will be permitted.



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Application Requirements

Attachment A: Application Template

Section I. Applicant Information

- A. Applicant, agency official, grant and fiscal contact information
- B. Describe your agency's qualifications in implementing successful projects. Include a summary of relevant prior experience in your application.
- C. Provide information about personnel, resources and capacity that qualify the applicant to conduct the proposed activities.

Section II. Program Information

- Program Name
- Program Type: Identify the program or practice on which your application is based.
- Program Abstract: not to exceed 250 words summarizing the program activities.
- **Agency Official Signature(s): agency representative, must sign and date. (If applying as a "Group", Agency Official Signatures will be required for each partner organization.)**



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Application Requirements

1. Attachment A: Application Template

Section III. Program Narrative

A. Statement of the Problem/Needs Assessment (3-page limit)

This section should describe the problem and the need for the proposed program or activity.

B. Program Description (3-page limit)

This section should address both the scope and intent of the program and how it will address the problem or need.

C. Program Goals and Objectives, Activities, Timeline, Performance Measures

Applicants must clearly state goals and objectives of what will be achieved with this funding by including 3 to 4 Goals, with Objectives, Activities and Performance Measures



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Budget Requirements

2. Budget Narrative and Excel Workbook (Attachment B)

This section should reflect the budget necessary to implement the proposed program and achieve its goals and objectives.

Applicants may submit a budget for up to approximately 6 months of funding.

For Individual Applicants:

- Individual applicants must complete a Budget Excel Workbook

For Group applicants:

- Group applicants must complete a Budget Excel Workbook AND partner/sub-awardee budgets.



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Budget Requirements

Budget Narrative and Excel Workbook (Attachment B)

Unallowable Costs:

Prizes/rewards/trinkets, gift cards (or any type of monetary incentive) and Construction, real estate, luxury items and vehicles, including insurance or leasing.

Allowable Costs:

Personnel Costs, Fringe Benefit Costs, Indirect Costs, Consultants, Contracts/Subawards, Equipment/Technology, Travel, Supplies, Other Costs



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Budget Workbook (Attachment B) Walk-through



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Application Submission

Hard Copy Submission

Mail hard copy applications and attachments to the address below. Applications must be postmarked by Friday, November 18, 2022.

Justice and Prevention Division
Office of Grants and Research
Executive Office of Public Safety and Security
Attention: Dan Hudson
10 Park Plaza, Suite 3720-A
Boston, MA 02116

Electronic Submission

Email the following documents, in the listed format, to daniel.hudson@mass.gov no later than Friday, November 18, 2022 at 4:00 p.m.



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Justice and Prevention Division*

OGR Contact Information

Elizabeth Flynn, JPD Division Manager
Elizabeth.m.Flynn@mass.gov

Steve Domings, Fiscal Manager
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Dan Hudson, Grant Coordinator
Daniel.Hudson@mass.gov