



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

Restorative Justice Availability of Grant Funds

Terrence M. Reidy, Secretary
Kevin Stanton, Executive Director



*Office of Grants & Research
Justice and Prevention Division*

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.

*Priority will also be given to SFY23 awardees

Applicant Eligibility

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



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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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Key Dates

Deadline for Questions

September 29th

email all questions to Emily.Fontaine@mass.gov

Applications Due

- October 13, 2023

Award Notification

- November 2023

Performance Period

- December 2023 - June 30, 2024



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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 7 months of funding. If awarded, projects are expected to start December 2023 and end on June 30, 2024. No extensions will be permitted.



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Application Requirements

Online Application Form

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.

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. Please see AGF for submission procedures. One online application form and one hard copy must be submitted.**



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Application Requirements

Online Application Form

Program Narrative

A. Statement of the Problem/Needs Assessment

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

B. Program Description

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 A)

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 7 months of funding.



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Budget Requirements

Budget Narrative and Excel Workbook (Attachment A)

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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Application Submission

Step 1: Electronic Submission

[Online Application Form](#)

Submit your online application form no later than **Friday, October 13, 2023 at 4:00 p.m.**

Submission of the online form alone will not be accepted as an application submission. All applicants are required to also submit a signed hard copy of the complete application.

Step 2 : Hard Copy Submission : Upon submission of your online application, the grant contact will receive an email confirmation with the PDF attachments of the online submission. Please print these attachments and obtain the signature of the Senior Agency Official on the hard copy application.

Applicants must submit by mail:

- The complete, printed, signed application
- Budget Worksheet (Summary and Detail sheets)
- Attachment B: Subrecipient Risk Assessment Form
- Additional Attachments: 501(c)(3) as proof of non-profit status

Online applications must be **submitted no later than 4:00 p.m. on Friday, October 13, 2023** and hard copy of application and documents must be postmarked on or before this date and mailed or hand delivered to:

Office of Grants and Research
35 Braintree Hill Office Park, Suite 302
Braintree, MA 02184
Attention: Emily Haines, Program Coordinator
Emily.fontaine@mass.gov



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OGR Contact Information

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