

Commonwealth of Massachusetts  
Executive Office of Public Safety & Security  
Office of Grants & Research  
Notice of Availability of Grant Funds



State Fiscal Year 2024  
Emerging Adult Reentry Initiative  
Availability of Grant Funds  
September 19, 2023

Maura T. Healey  
Governor

Kimberley L. Driscoll  
Lieutenant Governor

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Executive Director

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

**SFY24 Emerging Adults Reentry Initiative**  
**Availability of Grant Funds (AGF)**

Applications Due: October 18, 2023

**Overview: Emerging Adults Reentry Initiative**

The Office of Grants and Research (OGR), a state agency that is part of the Executive Office of Public Safety and Security (EOPSS), will make available up to \$5.1 million in funds for reentry programming with the goal of reducing recidivism and increasing public safety for pre- and post-release offenders currently within and/or outside the prison walls. This initiative is being supported by state funds authorized in the Fiscal Year 2024 General Appropriation Act, Chapter 126 of the Acts of 2023.

**State Legislation governing these funds-*Fiscal Year 2023 General Appropriation Act, Chapter 126 of the Acts of 2023***

8000-0655 *For a grant program to be administered by the executive office of public safety and security for emerging adults re-entry programs to reduce recidivism among individuals between the ages of 18 and 25, inclusive, who are returning to the community from state prisons and county correctional facilities; provided, that the secretary of public safety and security shall distribute funds through a competitive grant program; provided further, that grants shall be awarded to applicants that: (i) are community-based nonprofit programs; (ii) have a demonstrated commitment from the department of correction or a sheriff's office to work collaboratively to deliver services in their respective facilities; (iii) provide both pre-release and post-release services to individuals between the ages of 18 and 25, inclusive, who are returning to the community from state prisons and county correctional facilities including, but not limited to, probationers and parolees; (iv) provide a continuum of programming from state prisons or county correctional facilities into the community; (v) provide pre-release services for all participating individuals that include transition plans, education programs, workforce readiness and life skills programs and counseling; (vi) provide post-release services that include case management for not less than 12 months after participating individuals have been released; and (vii) provide a plan for ensuring that proposed programs shall be implemented with adherence to a research-based, evidence-based or evidence-informed program design; provided further, that not more than 7 grants shall be awarded; provided further, that not more than 7.5 per cent of the total appropriation in this item shall be used to provide administrative support to grantees, including program design, technical assistance and program evaluation; provided further, that contracts for grantees may be awarded for periods of not more than 5 years; and provided further, that not later than March 1, 2024, the executive office shall submit a report to the house and senate committees on ways and means that shall include, but not be limited to, the: (a) successful grant applications and the services they provide; (b) amount of funds awarded to each grantee; (c) criteria used to evaluate grant applications; (d) number of participants served by each program and the communities they are returning to; and (e) outcomes and recidivism rates of the participants in each of the programs, prior appropriation continued.*

## SECTION 1 - IMPORTANT HIGHLIGHTS

### 1.1 Key Dates

Activity	Dates
AGF Posted	September 19, 2023
Deadline for Questions	October 2, 2023
Application Due	October 18, 2023
Award Notification	December 2023
Tentative Performance Period	January 1, 2024 - December 31, 2024

### 1.2 Funding Overview

OGR expects to award six (6) awards for programmatic services and one (1) award for research which is a separate AGF to accompany this opportunity. Approximately **\$5.1 million** in **FY24 Emerging Adults Reentry Initiative** grant funds will be made available to not more than **six (6) non-profit organizations**. An applicant should not seek more than **\$1,000,000** in funding. Each award will support programs that serve participants from one or more MA Department of Correction (DOC) and/or Sheriff's facilities. This is a competitive award process; OGR may award full funding, partial funding, or no funding.

Preference will be given to previous applicants that can demonstrate in their application specific evidence of programmatic success. Including data specific to the areas and facilities they serve, specific evidence of success and objectives met from previous funding.

All funding decisions are made at the discretion of the Executive Director of OGR and Secretary of Public Safety and Security.

### 1.3 Applicant Eligibility

An **applicant must be a nonprofit 501(c)(3) organization** and provide a memorandum of understanding (MOU) from the Sheriff's Office(s) and/or the MA DOC validating an applicant's collaborative relationship (include any previous collaborative relationship) and attesting to such future collaboration as it relates to the submitted application. A nonprofit who does not submit a MOU will not be considered for funding. Each award will support programs that serve participants from one or more MA DOC and/or Sheriff's facilities.

## SECTION 2 - GRANT COMPLIANCE DETAILS

### 2.1 Fund Disbursement

Funds will be disbursed to selected awardees upon contract completion. Awardees will be required to submit quarterly financial and programmatic reports throughout the duration of this award. Details about this process will be addressed in greater detail after award notifications are made.

## 2.2 Project Duration

Applicants must apply for up to approximately 12 months of funding. The anticipated funding cycle for projects will begin on or about **January 1, 2024, and end on December 31, 2024.**

## 2.3 Grant Recipient Requirements

Recipients must abide by the grant requirements below and the OGR Subrecipient Grant Conditions which will be provided at the time of contracting.

### *Grants Management*

- Submission of satisfactory and timely quarterly progress reports and quarterly financial reports with all required back-up documentation.
- Cooperation during OGR monitoring endeavors, including site visits and desk reviews.
- All costs paid with grant funds must be direct and specific to the execution of the funded program.
- No consultant or trainer may be paid more than \$650 for an eight-hour workday or \$81.25/hour without the prior written approval from OGR. Requests for a waiver of this requirement with documented justification must be made in writing at the time of application.

### *Other Requirements*

- In addition to the requirements set forth above, subrecipients will be required to agree to and abide by all state rules, regulations, and conditions pertaining to the receipt, administration, and management of grant funding.
- OGR subgrant conditions must be signed by an authorized official and dated at the time of award.

### *Equipment and Technology*

- Equipment costs are allowable with the prior approval of OGR. Equipment having a useful life of more than one year or a current per-unit fair market value of \$5,000 or more must be tracked. In addition, during the period of the contract with OGR, insurance on the equipment is allowable. A subrecipient shall use and manage equipment in accordance with their own procedures if the equipment is used for reentry services for the targeted program participants only.
- Subrecipients are responsible for replacing or repairing the property, which is willfully or negligently lost, stolen, damaged, or destroyed. Any loss, damage, or theft of the property must be investigated and fully documented and made part of the official project records. A copy of the report must be forwarded to the OGR.

### 2.3.1 Grants Management

Applicant must be a community-based nonprofit organization and may submit proposal(s) for the Emerging Adults Reentry Initiative which meets the following criteria:

1. Proposed program is an evidence-based program or practice, as defined by the criteria in the **Definition for Research/Evidence-based Programs and Practices** section below.

2. The program provides pre- and post-release reentry services for emerging adults (specifically tailored to the needs of individuals 18-25 years of age) returning to Commonwealth cities and towns from state prison or a county correctional facility.
3. Have a demonstrated commitment from the MA DOC and/or Sheriff's Office to work collaboratively to deliver services in their respective facilities. Commitment may be demonstrated with a signed Memorandum of Understanding (**MOU**) that must be submitted with the application.
4. Provide a continuum of programming from the state prison and/or county correctional facility into the community.
5. Provide pre-release services to participating individuals that include transition plans, education programs, workforce readiness and life skills programs and counseling.
6. Provide post-release services that include case management for not less than 12 months after participating individuals have been released.
7. Provide a plan for ensuring that proposed programs shall be implemented with adherence to a research-based or evidence-based program design.

### **Definition for Research/Evidence-based Programs and Practices**

A program or practice with levels of effectiveness determined as a result of rigorous evaluation such as randomized controlled trials, statistically controlled evaluations that incorporate strong control or comparison group designs, or a single large multi-site randomized study. Typically, these programs have specified procedures that allow for successful replication.

Programs may include practices such as screening, assessment, case management, monitoring service delivery, referring, and linking clients to services, and other activities targeted to reduce recidivism. For programs, applicants are expected to focus on treatment needs that are driving an individual's criminal behavior, such as criminal thinking and poor impulse control. Programs should target their resources solely on the specific factors of an offender's behavior and cognition that are related to risk for recidivism.

### **Resources for Research/Evidence-Based Program or Practice**

To assist in determining project activities for this initiative, applicants are encouraged to visit:

- a) the National Institute of Corrections' *What Works in Reentry Clearinghouse* website at: <https://whatworks.csgjusticecenter.org/>;
  - b) the Office of Justice Programs' National Institute of Justice's *Crimesolutions.gov* website at [www.crimesolutions.gov](http://www.crimesolutions.gov); or
  - c) the Results First Clearinghouse Database at <http://www.pewtrusts.org/en/research-and-analysis/issue-briefs/2014/09/results-first-clearinghouse-database>
- Applicants may use the clearinghouse database to identify the evidence-based program or practice for which they are seeking funding to implement or expand.

### **Related Program Requirements**

1. Progress Reporting and Performance and Outcome Measures  
Subrecipients will be required to demonstrate progress toward meeting proposed goals and objectives through quarterly financial and programmatic reports submitted to OGR.

Subrecipients must provide data in response to the performance metrics outlined in **Appendix A: Reentry Performance and Outcome Measures**.

2. Program Fidelity

Grant recipients will be required to demonstrate efforts to ensure program fidelity. Program fidelity is defined as staying true to the original program design, and not changing or adapting evidence-based programs or practices during implementation.

3. Implementation Oversight and Fidelity Monitoring

To ensure proper implementation, grant recipients should establish strong monitoring systems for all funded programs, including those administered by vendors. This monitoring should ensure that evidence-based programs or practices:

- Are carried out with fidelity to their design;
- Incorporate the elements that are critical to their effectiveness; and
- Use information gathered through monitoring to make any necessary adjustments.

4. Technical Assistance

An Emerging Adults Reentry Program Technical Assistance Provider will also be selected to work directly with recipients of the Emerging Adults Reentry Program. Grant recipients will receive direct assistance and support from the TA Provider on effectively implementing their program, tracking progress and reporting outcomes and performance. By entering into an agreement with OGR, successful awardees consent to sharing data with OGR's selected research partner.

**2.3.2 Procurement**

- Applicant must agree to collaborate with MA DOC and/or Sheriff's Office(s) to deliver services in their respective facilities. Commitment may be demonstrated with a signed Memorandum of Understanding (**MOU**), for each site, that must be submitted with the application. The MOU(s) must be signed and dated by an authorized official, no more than 30 days prior to date of application submission, from both the applicant nonprofit organization and the MA DOC and/or Sheriff's Office, and included with the application as **Attachment C**.
- Procurement of services, equipment and supplies must follow M.G.L. Ch. 30B for local units of government and non-profit entities, and the Operational Services Division (OSD) Purchasing Guide for state agencies. Local units of government must ensure that subcontracts with private organizations have provisions ensuring any goods and services provided by the subcontractor are consistent with M.G.L. Ch. 30B procedures.
- It is the responsibility of the recipient to report alleged waste, fraud or abuse including any alleged violations, serious irregularities, sensitive issues or overt or covert acts involving the use of public funds in a manner not consistent with related laws and regulations or appropriate guidelines for purposes of the grant. Reports should be made to the Offices of the Massachusetts Inspector General or State Auditor:

Office of the Inspector General  
John W. McCormack State Office Building  
One Ashburton Place, Room 1311  
Boston, MA 02108  
800-322-1323  
[IGO-FightFraud@state.ma.us](mailto:IGO-FightFraud@state.ma.us)

Office of the State Auditor  
Massachusetts State House, Room 230  
Boston, MA 02133  
617-727-2075  
[Auditor@SAO.state.ma.us](mailto:Auditor@SAO.state.ma.us)  
<https://www.mass.gov/how-to/report-waste-and-abuse>

## SECTION 3 - APPLICATION PROCESS

### 3.1 Application Questions and Instructions

#### Application Questions

OGR will accept written questions regarding this AGF until **October 2, 2023**. Submit questions via email to: [victoria.j.gouveia@mass.gov](mailto:victoria.j.gouveia@mass.gov). Responses to all questions will be posted no later than **October 6, 2023** at: <https://www.mass.gov/service-details/justice-and-prevention-grants>. *Responses will not be provided for questions submitted after October 2, 2023.*

#### Application Instructions

The [online application](#) must be completed as outlined here. Submission of all attachments will be completed through the online application.

To provide OGR the best opportunity to fairly evaluate requests for funding, applicants are encouraged to be clear and concise in their application.

#### 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 evidence-based program or practice on which your program is based.
- **Program Abstract:** not to exceed 250 words summarizing the program activities.
- **Agency Official Signature:** agency representative, must sign and date.

## 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.

1. Describe the need, nature, and extent of the problem to be addressed and the problem's effect or consequences for the community and the target population and its impact on reducing recidivism. Support your statements with statistical or other factual information or relevant literature and cite references where possible. The sources or methods used for assessing the problem should also be described.
2. Describe the target population and geographic area served by the program or practice using demographic and other data where possible. Cite references whenever possible or applicable.
3. Identify how the proposed program or practice is supported by research that demonstrates its level of effectiveness as an evidence-based program or practice (cite references).
4. Specify the program model or design and the goals and objectives of the program (program logic model).
5. Identify the risk/needs assessment tool and protocol you will use to select participants for the proposed program or practice. Please include who will be responsible for screening, the elements to be included in the screening instrument, where in the process it will take place, and how the results of the assessment will be used. Attach any screening instruments that will be used by the program.
6. Explain how fidelity to the evidence-based program or practice is measured.
7. Provide an estimate of the number of participants expected to be served by the proposed program or practice and how you arrived at, or why you are using that particular number.
8. Current Emerging Adult Reentry Initiative grant recipients that are requesting continuation funding must provide evidence of success of grant programming, which will include data and evidence of success for multi-year funded programs and evidence of preliminary success from single year grant recipients.

### 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.

1. Clearly describe the evidence-based program or practice you intend to either implement or expand. If expanding, please describe any previous success implementing the model thus far.



2. Describe the activities to be conducted **and how they will address the needs/gaps stated in Section A: Statement of the Problem/Needs Assessment.**
3. Describe collaborations with MA DOC and/or Sheriff's Office(s), as well as the MA Parole Board and MA Probation Service. Applicants must submit Memoranda of Understanding (**MOUs**), signed by the authorized signatory of the applicant organization and the superintendent of the targeted MA DOC and/or Sheriff's Office facilities. Each MOU must outline the respective roles and responsibilities of the applicant and their partner facility. The MA DOC and/or Sheriffs must commit to working with the MA Parole Board to assist with identifying eligible program participants. All parties must agree to track the participant identifiers, program data, and participation dates so that follow-up recidivism rates may be measured, in accordance with legislative intent (see **Appendix A: Reentry Performance and Outcome Measures** for the minimum information required for tracking program participants). Submit the signed MOU(s), marked as **Attachment C**, with the completed application.
4. Program participants returning to the community must be objectively assessed for the risk of reoffending using a valid and reliable instrument. Releasing agency and program must use the information and data gained from inmate assessments to guide decision-making about individualized reentry plans for each offender. Identify the details of the risk assessment tool and protocol you will use to satisfy this requirement (e.g., who will be responsible for the assessment, the elements to be included in the assessment instrument, when it will take place, and how the results will impact decisions). Attach any risk assessment instruments that will be used by the program.
5. Describe what post-release services, including case management, that will be provided for participating individuals for at least 12 months after the individual's release. Who will be providing case management? How often will case management be provided? (i.e., one-on-one sessions monthly, weekly check-ins, etc.) How will this information be tracked to guarantee a minimum of 12 months of service is provided?
6. Describe what, how, where and when information will be collected for quarterly submission of progress on achieving goals and objectives and measuring performance (see **Appendix A: Reentry Performance and Outcome Measures**).

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

Applicants must clearly state the goals and objectives of what will be achieved with this funding.

Goals: Goals are broad statements that describe the program's intentions and desired outcomes. They suggest the desired end to which the program is directed. The goals of your program should be clearly stated, realistic, and must be attainable and measurable. *In stating your goals, be careful to describe the desired end and not the means to the end.*

Objectives: Objectives describe the activities that support the program's goal(s). They describe intermediate results or accomplishments to be achieved by the program in pursuing its goal(s). The objectives must be measurable and "SMART":

- Specific (what will be done?)
- Measurable (how will we know it's done?)
- Achievable (can we do it?)
- Relevant (why should it be done?)
- Time-oriented (when will it be done?)

The more specific your objectives are, the easier it will be to determine if your program has achieved them. Use numbers wherever possible.

Activities and Timeline: List the programmatic activities to be carried out within the proposed program period. Please include:

- Start and end dates and list of major tasks/activities for implementing your program;
- When and where program components will take place;
- Who will carry out the activities and a description of how long it will take to complete each activity;
- Who the program will serve; and
- Identification of program personnel involved and their duties. If the position is vacant, a description of the position and information pertaining to how and when the job will be filled must be included in the application.

Performance Measures: Realistic and adequate performance measures have been developed and may be found in **Appendix A: Reentry Performance and Outcome Measures**. In this section, applicants are expected to explain their plans to collect data and measure their program's progress. List the performance measures that will demonstrate progress toward achieving each of your goals. Performance measures provide program administrators with answers to critical questions regarding the operation of their programs. The purpose of developing performance measures is to determine the extent to which the program's funded activities have achieved the program's goals. Specifically, by collecting data and measuring progress, program administrators will be able to identify and document:

- The program's success/failure at meeting its goals and objectives;
- Whether the program is serving the intended target population (e.g., number of program participants who completed the substance abuse treatment program);
- Whether the volume of program participants is what was originally intended;
- Whether the program components were implemented as originally planned;
- Problems encountered in implementing the program; and
- Whether the program is achieving its desired impact.

Clearly explain data collection methodology, frequency, and analysis in relation to your program's performance measures, and how this strategy will be integrated into your overall program operations.

**3.2.2 Budget Narrative and Budget 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 12 months* of funding.
- Applicants must also complete a Budget Excel Workbook (Refer to **Attachment A**). Please be sure to complete both the summary sheet and detail worksheets when submitting your application response. (See Table below for Allowable Cost Category Definitions)
- Applicants must identify costs as either Programmatic or Administrative within the **Attachment A**.
  - **Administrative** costs are those expenses incurred by grant recipients or sub- recipients in support of the day-to-day operations of their organization. These overhead costs are the expenses that are not directly tied to a specific program purpose

**NOTE:** Per Chapter 126 of the Acts of 2023 – administrative costs **cannot exceed 7.5% of the total allocation.**

- **Programmatic** costs are costs that are tied directly to the delivery of a particular project, service, or activity undertaken by a Grantee to achieve an outcome intended by the funding program.

**Indirect Cost Rate Agreement**

Applicants may charge indirect costs through the use of an indirect cost rate that has been federally approved. Please include a copy of a current, signed federally approved indirect cost rate agreement. Applicants that have never received a federally approved indirect cost rate may elect to charge a de minimis rate of 10% of modified total direct costs which may be used indefinitely.

**Unallowable Costs**

No grant funds may be spent for the following:

- Food or beverages for programming, trainings, conferences, or staff meetings;
- Prizes/rewards/entertainment/trinkets (or any type of monetary incentive);
- Gift cards;
- Clothing;
- Construction, office furniture, or other like purchases;
- Vehicles, including insurance and/or leasing costs;
- Luxury items;
- Real estate.

**Definitions of Each Budget Cost Category**

Allowable Budget Cost Categories	Definitions and Documentation Requirements
Personnel Costs	- Full- or part-time regular salaried employees working on the grant.
	- A copy of staff resume(s) and/or job descriptions must be included in the applicant’s response.

Fringe Benefit Costs	<ul style="list-style-type: none"> <li>- Eligible costs include the <u>employer share</u> of the following: <ul style="list-style-type: none"> <li>✓ Life insurance</li> <li>✓ Health insurance</li> <li>✓ Social security costs</li> <li>✓ Pension costs</li> <li>✓ Unemployment insurance costs</li> <li>✓ Workers compensation insurance</li> </ul> </li> <li>- Cost amounts for direct fringe benefits can be either actual costs or rates per employee calculated by the fiscal or human resource unit in your organization (rate computations must be included). - Include copy of approved rate agreement in the application response.</li> </ul>
Consultants/Contract Costs	<ul style="list-style-type: none"> <li>- Consultant or contractor fees</li> <li>- The maximum rate for consultants is \$650 for an eight-hour day or \$81.25 per hour (excluding travel and subsistence costs). Any request for compensation over \$650 per day requires prior written approval by OGR. Requests for a waiver of this requirement, with documented justification, must be made in writing at the time of application.</li> </ul>
Equipment	<ul style="list-style-type: none"> <li>- Tangible non-expendable personal property having a useful life of more than one year; cost based on classification of equipment.</li> </ul>
Travel Costs	<ul style="list-style-type: none"> <li>- Travel directly related to the purpose of the grant.</li> <li>- In-state travel costs associated with the grant shall include mileage rates not to exceed \$0.62 per mile, as well as the actual costs of tolls and parking. Note that no grant funds may be spent for out-of-state conference fees, out-of-state travel, or out-of-state lodging without prior written approval from OGR.</li> </ul>
Supplies	<ul style="list-style-type: none"> <li>- Supplies required for program (e.g., pens, pencils, postage, training materials, copying paper, and other expendable items such as books, ink, etc.).</li> </ul>
Other Costs	<ul style="list-style-type: none"> <li>- Items (e.g., rent costs, telephone costs, training material costs)</li> </ul>
Indirect Costs	<p>Federally negotiated and approved rate for costs that are not readily assignable to a particular project, but are necessary to the operation, maintenance of the organization and performance of the project. Include a copy of the federally approved rate with the proposal. Applicants must include a copy of the federally approved rate with the proposal. If applicants do not have a federally approved rate, they can use the de minimis rate of 10%.</p>

**3.2.3 Subrecipient Risk Assessment Form (Attachment B)**

Complete this form by following the instructions within the attachment.

**3.2.4 Signed MOU (Attachment C)**

See MOU (p.2, p. 4, p. 5, and p. 8) for further instructions.

### 3.2.5 Additional Material

Applicants may attach any additional material that will be helpful to reviewers, including but not limited to cooperative agreements or letters of support to demonstrate collaboration or evidence of strategic, analytic, technical and research support related to community reentry.

Applicants should be aware that award determinations will be based primarily on the required information provided in the application. Please note that additional material will not necessarily be factored into the scoring of the application.

### 3.3 Submission Process and Deadline

Please review the following instructions carefully as there are two separate steps involved in submitting the Application, Budget, and other documents: (Online Submission and Hard Copy Submission)

Please Note: The application and attachments are to be submitted electronically via the online application form. Emailed submissions will NOT be accepted.

\*This AGF and all other required documents can also be found on our website:

<https://www.mass.gov/info-details/emerging-adults-reentry-initiative>

#### Step 1: Online Submission

All applicants are required to submit the online Application via the link below:

<https://www.cognitofirms.com/maofficeofgrantsandresearchogr/sfy24emergingadultreentryinitiativeapplication>

Submission of the online form alone will not be accepted as an application submission. All applicants are also required to 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 Official on the hard copy application.

Applicants must submit by mail:

- o The complete, printed, signed application
- o Budget Worksheet (Summary and Detail sheets)
- o Risk Assessment Form
- o Federally Approved Indirect Cost Rate Agreement, if indirect costs are included in budget

Online applications must be submitted no later than **4:00 p.m.** on **October 18, 2023** and hard copy of application and documents must be postmarked on or before this date and mailed to:

Office of Grants and Research  
35 Braintree Hill Office Park, Suite 302  
Braintree, MA 02184

**Attention: Victoria Gouveia**

**3.4 Proposal Review Process**

Award amounts will be determined based on total amount requested, availability of funds, applicant's compliance with application process, and satisfactory review and approval of proposed projects and requested budgets.

Applications will be subject to a competitive review process. Each application will be evaluated based on the following:

- **Relevancy of applicant qualifications and experience.**  
The applicant's demonstrated knowledge of and past professional experience providing reentry services shown to reduce recidivism amongst the 18-25 years of age population, will help to determine the applicant's capacity to support the Emerging Adults Reentry Initiative.
- **Justification of the partnership and collaboration.**  
Evidence of existing or proposed partnerships between the applicant and community reentry programs will be used to determine if the proposed partnership will result in productive and effective efforts that help reduce the recidivism amongst the 18-25 years of age population.
- **Consistency between the proposed budget and strategy.**  
The proposed Budget will be evaluated to ensure that the approved cost categories are comprised of items which ensure proper implementation and maximum effectiveness of the proposed strategy.

**SECTION 4 - AWARD DETERMINATION AND NOTIFICATION**

All final funding decisions are at the discretion of the Secretary of Public Safety and Security and Executive Director of OGR. It is anticipated that grant awards will be announced in December 2023.

Applications will be reviewed by three peer reviewers, scored, and assessed for completeness, clarity, and reasonableness of all required components. OGR will make its best efforts, to the extent possible, to award funds that can benefit all areas of the Commonwealth but that will be contingent upon the number of proposals received, and the quality and location of services to be rendered.

Grant applications will be subject to a **competitive peer review process** and all proposals will be numerically assessed based on the following factors:

- **Project Narrative** including statement of the problem, needs assessment, applicant experience/capability, strength of partnership with DOC and/or selected Sheriff's office and program description: (30 points)

- Realistic, thorough, and achievable **goals, objectives, timelines, and activities:** (15 points)
- Description of proposed **performance measures** and **data collection methods** used for reporting of progress and performance metrics: (15 points)
- Reasonable and cost-effective **budget** demonstrating allowable costs, compliance with state rules and direct support of proposed strategy/activities: (30 points)
- Ability to follow **Submission Procedures** (adherence to rules and guidelines for submitting this grant such as blue ink signatures, submitting required attachments, not exceeding page limits, completed **Applicant Information** and **Program Information** sections, etc.): (10 points)

## Appendix A: Reentry Performance and Outcome Measures

Program participants are defined as young adults between the ages of 18 and 25 who are returning to the community from state prisons and county correctional facilities.

### 1. Aggregate Program Data to Report:

#	Output Measure	Definition	Data Grantee Reports
<b>These measures need to be tracked on an ongoing basis and reported annually.</b>			
1	Number of individuals referred to the program	<p>A. Report the unduplicated count of program participants who were referred to the program during the reporting period.</p> <p>B. Of those referred, report the number individuals that were eligible for enrollment in the program during the reporting period.</p>	<p>A. Number of individuals referred to the program during the reporting period</p> <p>B. Number of individuals who were eligible for enrollment during the reporting period</p>
2	Number of participants served by program	<p>Report the unduplicated count of program participants who received grant-funded services</p> <p>This count includes:</p> <p>A. participants who received grant-funded services in the current reporting period who were carried over from the previous reporting period.</p> <p>B. participants who began receiving grant-funded services during the current reporting period (i.e., new admissions).</p> <p><i>Program records are the preferred data source.</i></p>	<p>A. Number of participants who received grant-funded services in the current reporting period who were carried over from the previous reporting period</p> <p>B. Number of participants who began receiving grant-funded services during the current reporting period (i.e., new admissions)</p>
3	Types of services provided to participants	<p>For each service category, report the number of program participants that received grant-funded services during the reporting period. An individual should only be counted once in each service category that applies; the same individual can be counted in multiple service categories (e.g., an individual who receives family support services and</p>	<p>A. Number of participants enrolled in a Cognitive Behavioral Therapy program (such as T4C)</p> <p>B. Number of participants enrolled in family support services</p> <p>C. Number of participants enrolled in job readiness services</p>

		educational services is included in each of those service categories). <i>Program records are the preferred data source.</i>	<p>D. Number of participants enrolled in mental health services</p> <p>E. Number of participants enrolled in substance use/abuse services</p> <p>F. Number of participants enrolled in educational services</p> <p>G. Number of participants enrolled in employment training services</p>
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## 2. Aggregate Demographic Data to Report:

#	Outcome Measure	Definition	Data Grantee Reports
<b>These measures are tracked on an ongoing basis and reported annually. Report demographic information on participants who received grant-funded services during the annual reporting period.</b>			
1	Number of program participants served by Ethnicity	Report the number of program participants served, by ethnicity, during the reporting period.	<p>A. Number of "Hispanic or Latino"</p> <p>B. Number of "Non-Hispanic or Latino"</p> <p>C. Number of "Unknown"</p>
2	Number of Program Participants Served by Race	Report the number of program participants served, by race, during the reporting period.	<p>A. Number of "American or Alaska Native"</p> <p>B. Number of "Asian"</p> <p>C. Number of "Black or African American"</p> <p>D. Number of "Native Hawaiian or Other Pacific Islander"</p> <p>E. Number of "White"</p> <p>F. Number of "More than one race"</p> <p>G. Number of "Other"</p> <p>H. Number of "Unknown"</p>



#	Outcome Measure	Definition	Data Grantee Reports
3	Number of Program Participants Served by Gender	Report the number of program participants served, by gender, during the reporting period	A. Number "Male" B. Number "Female" C. Number "Transgender" D. Number of "Nonbinary" E. Number "Other" F. Number "Unknown"
4	Number of Program Participants Served by Age at Program Entry	Report the number of program participants served, by age at program entry, during the reporting period.	A. Number "Under 18 years old" B. Number "18-25 years old" C. Number "26-30 years old" D. Number "Over 30 years old" E. Number of "Unknown"
5	Educational Status at Program Entry	The number of participants who had their high school diploma, GED or HiSET, or advanced degree at program entry. If participant earned more than one, report the highest level of education.  Self-report or staff ratings are the most likely data sources.	A. Number of program participants who had a high school diploma at program entry B. Number of program participants who had a GED and/or HiSET at program entry C. Number of program participants who had an advanced degree at program entry

**3. Aggregate Outcome Data to Report:**

#	Outcome Measure	Definition	Data Grantee Reports
<p style="color: red;">These measures are tracked on an ongoing basis and reported annually. Include information on participants that receive grant-funded services during the reporting period and exited the program during the reporting period. Please do not count an individual more than once. Information reported here should be based on their most recent exit from the program during the annual reporting period.</p>			
1	Number of participants exiting the program	A. Report the number of participants who have exited the program either successfully or unsuccessfully during the reporting period.  B. Report the number of participants who	A. Number of program participants who exited the program either successfully or unsuccessfully during the reporting period.

#	Outcome Measure	Definition	Data Grantee Reports
		<p>have <b>successfully</b> fulfilled all program obligations and requirements. This does not include participants who are still in ongoing programs. Program obligations will vary by program but should be a predefined list of requirements or obligations that clients must meet before program completion.</p> <p><i>Program records are the preferred data source.</i></p>	<p>B. Number of program participants who exited the program successfully, having completed all program requirements, during the reporting period.</p>
2	Employment Status at Program Exit	<p>A. The number of participants who secured employment at program exit. Full-time employment is defined as working at least 35 to 40 hours per week.</p> <p>B. Regular part-time employment is defined as working at least half-time, but less than full-time.</p> <p>C. Temporary employment is often given to cover for absent employees, temporary vacancies, or to fill gaps in a company's workforce. Employment can be through a temporary staffing agency or directly through the company. Temporary employment may be full or part-time.</p> <p>D. Self-report or staff ratings are the most likely data sources for unemployed.</p>	<p>A. Number of program participants employed full-time at program exit</p> <p>B. Number of program participants employed part-time at program exit</p> <p>C. Number of program participants who had temporary employment at program exit</p> <p>D. Number of program participants who were unemployed at program exit</p>
3	Housing Status at Program Exit	<p>The number of participants who secured housing at program exit.</p> <p>A. The number of participants who were in temporary housing at program exit. Temporary housing includes communal setting such as foster or group home, transitional housing program or shelter.</p> <p>B. The number of program participants who were in stable housing at program exit. Stable housing includes owning/renting apartment, room or house; living in the home or apartment of a parent, relative, friend or guardian.</p>	<p>A. Number of program participants who were in temporary housing at program exit</p> <p>B. Number of program participants who were in stable housing at program exit</p>

#	Outcome Measure	Definition	Data Grantee Reports
4	Educational Attainment at Program Exit	<p>The number of participants who earned their high school diploma, GED or HiSET, or advanced degree at program exit. If participant earned more than one, report the highest level of education.</p> <p>Self-report or staff ratings are the most likely data sources.</p>	<p>A. Number of program participants who obtained high school diploma at program exit</p> <p>B. Number of program participants who obtained a GED and/or HiSET at program exit</p> <p>C. Number of program participants who obtained an advanced degree at program exit</p>

#### 4. Recidivism Data to Report:

#	Outcome Measure	Definition	Data Grantee Reports
1	Recidivism	<p>Report <b>the number of program participants who received grant-funded services</b> during the reporting period that recidivated during the reporting period.</p> <p>Recidivism should be defined by at least one of the following measures determine by training and technical assistance provider based on the data available: arrest (or arraignment), conviction, incarceration and/or parole or probation violation that resulted in reincarceration.</p>	<p>A. Number of program participants served during the reporting period that recidivated within 3 months of start date</p> <p>B. Number of program participants served during the reporting period that recidivated within 6 months of start date</p> <p>C. Number of program participants served during the reporting period that recidivated within 1 year of start date</p> <p>D. Number of program participants served during the reporting period that recidivated within 2 years of start date</p>

In order to report recidivism outcomes, grantees must track the following:

#### Individual-level Data:

#	Variable	Definition	Format/Response Options
1	Correctional_ID_Number	Unique identifier used by correctional authority to identify inmate, also known as commitment number or booking number. Assigned to inmate at time of commitment.	

#	Variable	Definition	Format/Response Options
2	Admission_Date	Most recent date of admission into correctional authority as a sentenced offender. If individual served time in jail prior to admission, use jail admission date. If individual was admitted on a parole or probation violation, use effective date of return.	mm/dd/yyyy (e.g. 04/05/2022)
3	First_Name	First name of program participant as referenced on court Mittimus.	
4	Last_Name	Last name of program participant as referenced on court Mittimus.	
5	DOB	Date of birth of program participant referenced on court Mittimus.	mm/dd/yyyy (e.g. 05/19/1973)
6	Sex	Sex of program participant as defined by the participant.	Male, Female, Transgender, Nonbinary, Other
7	Gender	Gender of program participant as reported by the participant.	Male, Female, Transgender, Nonbinary, Other (e.g. refers to self as "they")
8	Race	<p><b>White:</b> A person having origins in any of the original peoples of Europe, the Middle East, or North Africa. <b>Black:</b> A person having origins in any of the black racial groups of Africa.</p> <p><b>Asian:</b> A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent.</p> <p><b>Native American or Alaskan Native:</b> A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment. <b>Native Hawaiian or Pacific Islander:</b> A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.</p> <p><b>Other:</b> A person who does not fall into one of the categories listed above.</p> <p><b>Refuse to Answer:</b> A person who refuses to provide a racial background.</p> <p><b>Unknown:</b> A person who is unsure of their racial background</p>	<p>Options:  W - White  B - Black (African American)  A - Asian  I - Native American or Alaskan Native  (American Indian or Native Alaskan)  HP - Native Hawaiian or Pacific Islander  O - Other  RA - Refused to Answer  U - Unknown (unsure of racial background)</p>
9	Hispanic_Ethnicity	A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of	Yes, No, Unknown

#	Variable	Definition	Format/Response Options
		race. The term, "Spanish origin", can be used in addition to "Hispanic or Latino".	
10	PCF_Number	The number assigned to an individual by the Massachusetts Probation Department; listed on the Board of Probation (BOP) report.	
11	SID	Fingerprint based identification number, sometimes called FBI# or SID#	
12	Program_Start_Date	Date when participant started the program	mm/dd/yyyy (e.g. 04/05/2022)
13	Program_Facility	Name of state or county correctional facility where participant is housed on program start date. Includes day reporting, halfway house, or other types of community correctional programs.	
14	RRA_Tool	Name of assessment tool used to measure participant's risk to recidivate	
15	RRA_Score	The participant's risk to recidivate assessment score	
16	Prison_Exit_Date	Date released from correctional authority by discharge from sentence, sentence expiration, court release, or parole release. Offender can be released to probation supervision.	Mm/dd/yyyy (e.g. 05/30/2022)
17	Release_Security_Level	Security level of offender at time of prison exit. Participant can be housed in minimum security facility but offender security level is pre-release; offender can be housed in medium security facility but security level of offender is maximum (held in segregation).	Specify security level used by correctional authority to designate person's particular housing situation.
18	Release Facility	Name of correctional facility at time of release from prison or county corrections. Includes day reporting, halfway house, or other types of community correctional programs.	
19	Release_Type	Type of release from correctional authority	Specify release type: Released to parole supervision; Released to probation supervision; Released to parole and probation supervision; Released without parole or probation supervision;

#	Variable	Definition	Format/Response Options
20	Program_Exit_Date	Date when participant exited program whether or not exit was terminated early.	mm/dd/yyyy (e.g. 11/25/2022)
21	Program_Exit_Reason	Reason for exit from program whether or not exit was considered a successful or an unsuccessful outcome.	

**Recidivism Data:**

#	Variable	Definition	Source	Format/Response Options
1	New_Arrestment_Date	Date of the first arraignment following the participant's prison exit date regardless of the outcome of the arraignment, or if the individual appeared in court or did not show.	Board of Probation CARI data	mm/dd/yyyy (e.g. 04/05/2022); leave blank if no new arraignment
2	New_Arrestment_Offense	The first offense listed for the arraignment should be categorized into an Offense Category as referenced below: Offense Drug - Massachusetts General Law (MGL) Chapter 94C Offenses; Offense Other - Miscellaneous offenses that are not clearly categorized into one of the other offense categories of Person, Property, Sex or Drug; Offense Person - Crimes Against the Person primarily MGL Chapter 265 offenses including assault and battery, kidnapping, manslaughter and murder; Offense Property - Crimes Against Property primarily MGL Chapter 266 offenses including arson, burglary and fraud; Offense Sex - Sex Offenses Against the Person consist of MGL Chapter 265 (Crimes Against the Person) and Chapter 272 offenses (Crimes Against Chastity, Morality, Decency and Good Order). Includes rape, unnatural acts, and indecent assault and battery on a child under 14.	Board of Probation CARI data	Leave blank if no new arraignment

#	Variable	Definition	Source	Format/Response Options
3	New_Conviction_Date	Date of the first conviction following participant's prison exit date regardless if the individual appeared in court or did not show.	Board of Probation CARI data	mm/dd/yyyy (e.g. 05/20/2022); leave blank if no new conviction
4	New_Conviction_Offense	The first offense with a conviction finding (sentenced, time served, commitment, fine, probation/suspended sentence, guilty/guilty filed) following the participant's prison exit date. The first offense listed for the conviction should be categorized into an Offense Category as referenced below: Offense Drug - Massachusetts General Law (MGL) Chapter 94C Offenses; Offense Other - Miscellaneous offenses that are not clearly categorized into one of the other offense categories of Person, Property, Sex or Drug; Offense Person - Crimes Against the Person primarily MGL Chapter 265 offenses including assault and battery, kidnapping, manslaughter, and murder; Offense Property - Crimes Against Property primarily MGL Chapter 266 offenses including arson, burglary, and fraud; Offense Sex - Sex Offenses Against the Person consist of MGL Chapter 265 (Crimes Against the Person) and Chapter 272 offenses (Crimes Against Chastity, Morality, Decency and Good Order). Includes rape, unnatural acts, and indecent assault and battery on a child under 14.	Board of Probation CARI data	Leave blank if no new conviction
5	New_Incarceration_Date	Date of the first incarceration following participant's prison exit date. Incarceration can be to a state, county or federal correctional facility for a new offense or a violation of parole or probation.	Board of Probation CARI data	mm/dd/yyyy (e.g. 05/20/2022); leave blank if no new incarceration
6	New_Incarceration_Offense	The first offense listed on the booking document for which incarcerated following the participant's prison exit date. The first offense listed for the incarceration should be categorized into an Offense Category as referenced below: Offense Drug - Massachusetts General Law (MGL) Chapter 94C Offenses; Offense Other - Miscellaneous offenses that are not clearly categorized into one of	Board of Probation CARI data	Leave blank if no new incarceration

#	Variable	Definition	Source	Format/Response Options
		the other offense categories of Person, Property, Sex or Drug; Offense Person - Crimes Against the Person primarily MGL Chapter 265 offenses including assault and battery, kidnapping, manslaughter, and murder; Offense Property - Crimes Against Property primarily MGL Chapter 266 offenses including arson, burglary and fraud; Offense Sex - Sex Offenses Against the Person consist of MGL Chapter 265 (Crimes Against the Person) and Chapter 272 offenses (Crimes Against Chastity, Morality, Decency and Good Order). Includes rape, unnatural acts, and indecent assault and battery on a child under 14.		
7	Parole_Violation_Date	Date of the first parole violation following participant's prison exit date. Use the earlier of the parole violation or parole detainer date.	Parole Board or correctional authority	mm/dd/yyyy (e.g. 05/20/2022); leave blank if no parole violation
8	Parole_Violation_Type	Indicate whether the parole violation/detainer was issued for a technical reason (no new arrest) or a technical reason with a new arrest.	Parole Board or correctional authority	Leave blank if no parole violation
9	Probation_Violation_Date	Date of the first probation violation following participant's prison exit date. Use the earlier of the probation violation or probation detainer date.	Board of Probation CARI data	mm/dd/yyyy (e.g. 05/20/2022); leave blank if no probation violation
10	Probation_Violation	Indicate whether the probation violation was for a technical issue or for a technical issue with a new arrest.	Board of Probation CARI data	Leave blank if no probation violation