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

State Fiscal Year 2025
Emerging Adult Reentry Initiative
Availability of Grant Funds

Posted September 16, 2024

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

SFY25 Emerging Adults Reentry Initiative
Availability of Grant Funds (AGF)

Applications Due: October 11, 2024

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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 $5.9 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 2025 General Appropriation Act, Chapter 126 of the Acts of 2024.

State Legislation governing these funds-*Fiscal Year 2025 General Appropriation Act, Chapter 126 of the Acts of 2024*

*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 6 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 and training to grantees, including program design, technical assistance and program evaluation, and to provide **training** and technical assistance to any other organization or institution working on emerging adult justice initiatives; provided further, that contracts for grantees may be awarded for periods of not more than 5 years grantee; and provided further, that not later than March 3, 2025, 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 grant recipient; (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 16, 2024
Deadline for Questions	September 27, 2024
Application Due	October 11, 2024
Award Notification	December 2024
Tentative Performance Period	January 1, 2025 – December 31, 2025

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 **$5.9 million** in **FY25 Emerging Adults Reentry Initiative** grant funds will be made available to not more than **six (6) non-profit organizations**. 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 awardees 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

Only one (1) application per organization is permitted for submission. The 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. If a nonprofit organization is providing pre-release services, participation should be limited to inmates with a year or less remaining from their confinement release date.

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, 2025, and end on December 31, 2025.**

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 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; or
c) the Results First Clearinghouse Database at http://www.pewtrusts.org/en/research-andanalysis/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.

5. Memorandum of Understanding

   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**.
   - 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.
   - All parties must determine best policy/practice for providing appropriate data to OGR including enrollment information, participant information and other data needed in accordance with legislative intent (see **Appendix A: Reentry Performance and Outcome Measures** for the minimum information required for tracking program participants).

2.3.2 Procurement

   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

Office of the State Auditor
Massachusetts State House, Room 230
Boston, MA 02133
617-727-2075
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 **September 27, 2024.** Submit questions via email to: Victoria.J.Gouveia@mass.gov . Responses to all questions will be posted no later than **October 4, 2024,** at: https://www.mass.gov/info-details/emerging-adult-reentry-initiative . *Responses will not be provided for questions submitted after September 27, 2024.*

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 Summary:** 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. This description should include the sources or methods used for assessing the problem, and identify the problem's impact on reducing recidivism. Support your statements with statistical or other factual information or relevant literature and cite references where possible.

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. Submit the signed MOU(s), marked as **Attachment C**, with the completed application.
4. Describe your program's eligibility parameters. Please note that emerging adults are defined as individuals between the ages of 18 and 25. The MA DOC and/or Sheriffs must commit to working with the MA Parole Board to assist with identifying eligible program participants.
5. 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. All parties (including agency associated with the MOU) 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).
6. 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?
7. 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, <u>realistic</u>, and must be <u>attainable</u> 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. This narrative should give an overall description and justification of all cost categories requested on the Budget Excel Worksheet (refer to **Attachment A**). Applicants should use this section to further describe why there is a need for each category included in the budget. Reviewers need to see how budget items correlate to the need and program activities as described in the Program Narrative section.
- 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 <u>both</u> the summary sheet and detail worksheets when submitting your application response. *(See Table below for Allowable Cost Category Definitions)*
  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. These costs include facility and building maintenance/expenses, telephone and utility expenses, depreciation and interest expenses, general supplies not specific to the project at task, rental and lease costs for property, and/or administrative salaries and associated benefits for administrative employees whose work benefits the entire organization such as but not limited to CEOs, CFOs, CIOs, Treasurers, Secretaries, or Directors. These costs should not be included as the base to be applied against an indirect rate in the cost category above.
  <u>**NOTE:**</u> Per Chapter 126 of the Acts of 2024 – administrative costs **cannot exceed 7.5% of the total allocation.**

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 <u>the current de minimis rate of modified total direct costs.</u>
Effective October 1, 2024…15% de minimis rate: The new version of the OMB Uniform Guidance raises the guaranteed de minimis rate for indirect costs from 10% to 15% of modified total direct costs.

Unallowable Costs
No grant funds may be spent for the following:
- Food or beverages for programming, trainings, conferences, or staff meetings;

- o Please note if you are a non-profit providing 24/7 residential services as a part of your program, food is allowable for participant meals only. This can be calculated by $72.75 per week ($291 per month) per participant and cannot exceed 10% of your total budget.
- Prizes/rewards/entertainment/trinkets (or any type of monetary incentive);
- Gift cards;
- Clothing;
  - o Please note if you are a non-profit providing 24/7 residential services as a part of your program, a one-time allowance of up to $150 for each newly enrolled program participant will be considered allowable. Allowance must be provided within 30 days of enrollment. Eligible items must be purchased by program staff and detailed receipt must be submitted with the Quarterly Report.
    - ▪ Allowable clothing items include socks, shirts, pants, shoes, undergarments, outerwear, professional attire, hats and gloves. *Detailed receipt must be submitted with Quarterly Report.*
- Construction, office furniture, or other like purchases;
- No purchasing or leasing of vehicles;
- Insurance
- 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	- Eligible costs include the <u>employer share</u> of the following: ✓ Life insurance ✓ Health insurance ✓ Social security costs ✓ Pension costs ✓ Unemployment insurance costs ✓ Workers compensation insurance - 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.
Consultants/Contract Costs	- Consultant or contractor fees - 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. - Budget should reflect the hourly rate and estimated amount of hours per contractor/consultant.
Technology/Equipment	- Tangible non-expendable personal property having a useful life of more than one year; cost based on classification of equipment.
Travel Costs	- Travel directly related to the purpose of the grant. - 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.
Supplies	- Supplies required for program (e.g., pens, pencils, postage, training materials, copying paper, and other expendable items such as books, ink, etc.).
Administrative Costs	- Administrative Costs are not to exceed 7.5% of the total award and cannot be included in the base to determine indirect costs.
Indirect Costs	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. Please refer to your federally approved indirect rate for more guidance on which expenses can be included in your indirect cost categories. - 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. For more information on the de minimis rate, please refer to the Office of Management and Budget (OMB)'s Uniform Guidance.

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

Submit [online application](#) including all required Attachments by **4:00 p.m**. on **Friday, October 11, 2024**.

- *Emailed submissions will not be accepted. Please let OGR know if you have any questions regarding the online application. All questions can be directed to victoria.j.gouveia@mass.gov.*

SECTION 4 - AWARD DETERMINATION AND NOTIFICATION

4.1 Application Review Process

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 2024.

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.

- **Justification for participant eligibility**
  The target population, program strategy, strategy outcomes and funded partners will be evaluated to determine if target population to be served aligns with the requirements including emerging adult age, release date, criminogenic needs, etc.

Applications will be subject to a **competitive peer review process** 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.

All proposals will be numerically assessed based on the following factors:

- **Applicant and Program Information**: completion of all information in the applicant information and program information sections, including contact information, descriptions of organizational qualifications and experience, and a brief program summary. (10 points)
- **Needs Assessment**: a clear statement of the problem and the need for the proposed program (25 points)
- **Program Description**: including strength of partnership with DOC and/or selected Sheriff's office and program description (25 points)
- **Goals, Objectives, Timeline, and Performance Measures**: realistic, thorough, and achievable goals, objectives, timelines, and activities, as well as a clear description of proposed performance measures and data collection methods use for reporting progress and performance metrics: (20 points)
- **Budget**: is reasonable and cost-effective, demonstrating allowable costs, compliance with state rules and direct support of proposed strategy/activities (20 points)

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.

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
These measures need to be tracked on an ongoing basis and reported quarterly.			
1	Number of individuals referred to the program	A. Report the unduplicated count of program participants who were referred to the program during the reporting period. B. Of those referred, report the number individuals that were eligible for enrollment in the program during the reporting period.	A. Number of individuals referred to the program during the reporting period B. Number of individuals who were eligible for enrollment during the reporting period
2	Number of participants served by program	Report the unduplicated count of program participants who received grant-funded services This count includes: A. participants who received grant-funded services in the current reporting period who were carried over from the previous reporting period.	A. Number of participants who received grant-funded services in the current reporting period who were carried over from the previous reporting period B. Number of participants who began receiving grant-funded

#	Outcome Measure	Definition	Data Grantee Reports
		B. participants who began receiving grant-funded services during the current reporting period (i.e., new admissions). *Program records are the preferred data source.*	services during the current reporting period (i.e., new admissions)
3	Types of services provided to participants	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 educational services is included in each of those service categories). *Program records are the preferred data source.*	A. Number of participants receiving case planning and management services B. Number of participants receiving family support services (e.g., counseling, mediation) C. Number of participants enrolled in job readiness services D. Number of participants receiving mental health services E. Number of participants receiving substance use/abuse services F. Number of participants receiving job readiness services G. Number of participants receiving educational services H. Number of participants receiving employment training services I. Number of participants receiving housing support services J. Number of participants receiving other services

2. **Aggregate Demographic Data to Report:**

#	Outcome Measure	Definition	Data Grantee Reports
These measures are tracked on an ongoing basis and reported quarterly. Report demographic information on NEW participants who received grant-funded services during the reporting period.			

#	Outcome Measure	Definition	Data Grantee Reports
1	Number of program participants served by Ethnicity	Report the number of new program participants served, by ethnicity, during the reporting period.	A. Number of "Hispanic or Latino" B. Number of "Non-Hispanic or Latino" C. Number of "Unknown"
2	Number of Program Participants Served by Race	Report the number of new program participants served, by race, during the reporting period.	A. Number of "Native American or Alaska Native" B. Number of "Asian" C. Number of "Black or African American" D. Number of "Native Hawaiian or Other Pacific Islander" E. Number of "White" F. Number of "More than one race" G. Number of "Other" H. Number of "Unknown"
3	Number of Program Participants Served by Gender	Report the number of new program participants served, by gender, during the reporting period	A. Number "Male" B. Number "Female" C. Number "Nonbinary" D. Number of "Transgender" E. Number "Other" F. Number "Uknown"
4	Number of Program Participants Served by Age at Program Entry	Report the number of new program participants served, by age at program entry, during the reporting period.	A. Number "18 years old" B. Number "19 years old" C. Number "20 years old" D. Number "21 years old" E. Number "22 years old" F. Number "23 years old" G. Number "24 years old"

#	Outcome Measure	Definition	Data Grantee Reports
			H. Number "25 years old"
			I. Number of "Unknown"

3. Aggregate Outcome Data to Report:

#	Outcome Measure	Definition	Data Grantee Reports
	These measures are tracked on an ongoing basis and reported to the TA provider. Report 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.		
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 have **successfully** 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. *Program records are the preferred data source.*	A. Number of program participants who exited the program either successfully or unsuccessfully during the reporting period. B. Number of program participants who exited the program successfully, having completed all program requirements, during the reporting period.

#	Outcome Measure	Definition	Data Grantee Reports
2	Employment Status at Program Exit	A. The number of participants who secured employment at program exit. Full-time employment is defined is defined by employer, typically 35 to 40 hours per week. B. Regular part-time employment is defined as working at least half-time, but less than full-time. 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. D. Self-report or staff ratings are the most likely data sources for unemployed.	A. Number of program participants employed full-time at program exit B. Number of program participants employed part-time at program exit C. Number of program participants who had temporary employment at program exit D. Number of program participants who were unemployed at program exit
3	Housing Status at Program Exit	The number of participants who secured housing at program exit. 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. 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.	A. Number of program participants who were in temporary housing at program exit B. Number of program participants who were in stable housing at program exit
4	Educational Attainment at Program Exit	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. Self-report or staff ratings are the most likely data sources.	A. Number of program participants who obtained high school diploma at program exit B. Number of program participants who obtained a GED and/or HiSET at program exit C. Number of program participants who obtained an advanced

#	Outcome Measure	Definition	Data Grantee Reports
			degree at program exit

4. Recidivism Data to Report:

#	Outcome Measure	Definition	Data Grantee Reports
1	Recidivism	Report **the number of program participants who received grant-funded services** during the reporting period that recidivated during the reporting period. 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.	A. Number of program participants served during the reporting period that recidivated within 3 months of start date B. Number of program participants served during the reporting period that recidivated within 6 months of start date C. Number of program participants served during the reporting period that recidivated within 1 year of start date D. Number of program participants served during the reporting period that recidivated within 2 years of start date

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.	
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.	

#	Variable	Definition	Format/Response Options
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	**White:** A person having origins in any of the original peoples of Europe, the Middle East, or North Africa. **Black:** A person having origins in any of the black racial groups of Africa. **Asian:** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent**. Native American or Alaskan Native:** 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. **Native Hawaiian or Pacific Islander:** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. **Other:** A person who does not fall into one of the categories listed above. **More than one race:** A person who identifies with more than one race. **Refuse to Answer:** A person who refuses to provide a racial background. **Unknown:** A person who is unsure of their racial background	Options: W - White B - Black (African American) A - Asian I - Native American or Alaskan Native (American Indian or Native Alaskan) HP – Native Hawaiian or Other Pacific Islander O – Other M – More than one race RA – Refused to Answer U – Unknown (unsure of racial background)
9	Hispanic_Ethnicity	A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term, "Spanish origin", can be used in addition to "Hispanic or Latino".	Yes, No, Unknown
10	PCF_Number	The number assigned to an individual by the Massachusetts Probation Department; listed on the Board of Probation (BOP) report.	

#	Variable	Definition	Format/Response Options
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;
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_Arraignment_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_Arraignment_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
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	Board of Probation CARI data	Leave blank if no new conviction

#	Variable	Definition	Source	Format/Response Options
		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.		
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 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 incarceration

#	Variable	Definition	Source	Format/Response Options
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