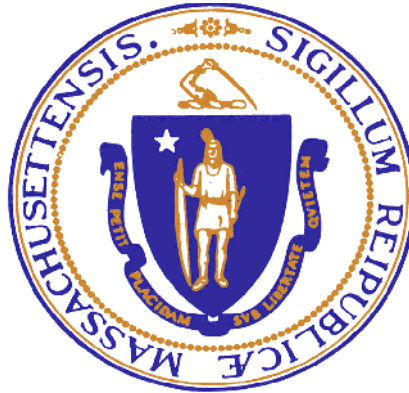


**Commonwealth of Massachusetts  
Executive Office of Public Safety and Security  
Department of Correction  
Massachusetts Probation Service  
Notice of Funding Opportunity**



**Solicitation for Supporting  
Successful Reentry**

**Charles D. Baker  
Governor**

**Karyn E. Polito  
Lieutenant Governor**

**Terrence M. Reidy  
Secretary**

**Carol A. Mici  
Commissioner**

**Executive Office of Public Safety and Security  
Department of Correction  
Massachusetts Probation Service  
Notice of Funding Opportunity – ARPA Funds**

**July 5, 2022**

**Funding Availability**

Through this Notice of Funding Opportunity (NOFO), the Massachusetts Department of Correction, in conjunction with the Massachusetts Probation Service, is seeking proposals for reentry services that prioritize communities with high concentrations of individuals who returned to the community from a state prison or county correctional facility during the governor’s March 10, 2020 declaration of a state of emergency. The Department has identified Suffolk County as receiving the highest number of returning citizens since the commencement of the pandemic, however statewide services are sought. After review of all submissions and awarding of monies, funds shall be made available for multi-year grants for, but not limited to: (1) support for pay-go capital projects to expand physical capacity of existing residential programs; (2) programming that supports case management, job training and transitional employment; (3) specialized services for emerging adults; (4) support programs for survivors of the sex trade; and (5) regional reentry centers; provided further, that funds shall be awarded to at least 1 organization with experience serving transgender and other LGBTQ individuals returning from state prisons or county correctional facilities for the purpose of providing residential reentry to transgender and other LGBTQ individuals.

**Competitive Grant Process**

Agencies/Service Providers may seek multi-year grants that address core needs of returning citizens including housing, programming, and occupational training. The Department acknowledges that safe and consistent housing is the primary support which returning citizens require in order to best address secondary and tertiary core needs. Residential treatment programs for those with behavioral health treatment needs, substance use disorders, sex offense behavior or other high-risk behaviors as well as programming that supports effective reintegration utilizing evidence-based practices are sought. Career services and job skill training are also considered.

While determinations of awards will be made by the Strategic Sourcing Team based on the proposal, the following are guidelines for the **potential** grant award amounts:

\$10,000 to \$100,000	
\$100,000 to \$500,000	
\$500,000 and above	Maximum 5 awards

## Overview and Purpose

### Eligible Applicants

For the purpose of this NOFO, for profit and non-profit organizations that support state reentry initiatives are eligible to apply.

<b>NOFO Posted</b>	<b>7/5/2022</b>
<b>Question Submission Deadline</b>	<b>7/19/2022 by 3:00pm*</b>
<b>Answer Submission Deadline</b>	<b>7/25/2022 by 3:00pm**</b>
<b>Application Due Date</b>	<b>8/5/2022 by 3:00pm</b>
<b>Award Notification to EOPSS</b>	<b>On or around 8/31/2022</b>
<b>Award Announcements</b>	<b>On or around 9/30/2022</b>

\* Questions to be submitted by email to [Thomas.Preston@doc.state.ma.us](mailto:Thomas.Preston@doc.state.ma.us) with the Subject Line "ARPA 2048 Inquiry"

\*\* Answers will be posted on Mass.Gov

## Priorities & Scope of Services

**Transitional and Emergency Housing:** The Department of Correction, in conjunction with Massachusetts Probation Service, seek supportive transitional housing for historically challenging to house returning citizens including individuals designated as seriously mentally ill, individuals with a history of sex offense behavior, individuals with a history of intentional fire setting and individuals identifying as gender non-conforming. Housing shall be safe and stable with minimal financial impact on the resident in order to support reintegration efforts including ongoing healthcare, behavioral health treatment and occupational training. Housing that incorporates comprehensive case management and programming with qualified professional staff will be prioritized for funding. Requests for capital improvement funds shall include specific information about the requested improvement

Agencies/service providers seeking funding for housing of returning citizens must clearly outline the number of those to be served annually, delineating any specific population for which they which to serve.

**Programming:** The Department of Correction, in conjunction with Massachusetts Probation Service, seek service providers to address the reintegration and rehearsal needs of special population returning citizens. As outlined above, individuals designated as seriously mentally ill, individuals with a history of sex offense behavior, individuals with a history of intentional fire setting and individuals identifying as gender non-conforming encompass special populations for which specialized supportive programming is sought. In addition, evidence-based practices for LGBTQ, survivors of human trafficking and sexual exploitation, and emerging adult populations (ages 18-24) shall be given priority in funding.

**Career Services:** The Department of Correction, in conjunction with Massachusetts Probation Service, seek agencies/service providers with whom to partner to offer effective job training and career services. Placement support subsequent to specific training is considered a requirement for any effective job training provider seeking funding.

Funding will be prioritized to support projects that address the following:

- (1) support for pay-go capital projects to expand physical capacity of existing residential programs;
- (2) programming that supports case management, job training and transitional employment;
- (3) specialized services for emerging adults;
- (4) support programs for survivors of the sex trade;
- (5) regional reentry centers;
- (6) organization with experience serving transgender and other LGBTQ individuals returning from state prisons or county correctional facilities for the purpose of providing residential reentry to transgender and other LGBTQ individuals.

### **Effectiveness Criteria**

Applicants should review these documents during the preparation of their applications. Priority consideration will be given to proposed projects that meet one or more of the six identified areas above.

While these state priorities and projects in these areas will receive preference, The Department of Correction and Massachusetts Probation Service recognize that applicants will have additional priorities unique to their jurisdiction, and we will do our best to accommodate those needs as well.

### **Evaluation Criteria**

The Strategic Sourcing Team will review applications submitted for completeness, adherence to grant guidelines, and anticipated effectiveness of the proposed investments. Multiple agencies/service providers will be chosen for funding based on specific criteria including, but not limited to, demonstrated proficiency in providing service to underserved populations engaged with the criminal justice system, references and clarity of proposal. Quality requirements include measurability and sustainability. Delineated performance measures shall be submitted with the proposal for consideration by the Department of Correction in conjunction with Massachusetts Probation Service.

### **Application Submission**

Proposals must be prepared and submitted using the Application form. Only this form may be used by applicants; proposals submitted in other formats will not be reviewed or considered for funding. Do not submit unnecessary pages.

Additional documentation that helps support the need for the project may be submitted along with the proposal. Examples of supporting documentation include, but are not limited to, program fliers, outcome data; and a letter(s) of partnership support from a partnering agency or agencies.

**One Electronic Application must be submitted no later than 3:00 p.m. on August 5, 2022.** Electronic submissions must be emailed to [Thomas.Preston@doc.state.ma.us](mailto:Thomas.Preston@doc.state.ma.us)

### **Completing the Application**

- All applicants must use the Application form. Applications must not be:

- Altered other than to increase available space for text, or to remove extra spaces that are not needed.
  - Written with any font smaller than 11 pt.
- Agencies may submit more than one project but, each project must be submitted as a separate application and projects must be ranked in priority order.

## Evaluation Criteria

Proposals will be evaluated based on the Evaluation Criteria listed below. It is important that proposals clearly and completely address these requirements.

### a. Agency Information (10 points maximum)

### b. Project Description (45 points maximum):

Not to exceed three pages, the applicant must include the following items in this section:

- The applicant must present a clearly written description of the project(s) with a detailed project scope that meets the criteria above.
- Expected outcomes must be clearly described and measurable within the performance period.
- Related initiatives within your organization (if applicable).
- A brief narrative identifying how the project(s) will be sustained by the organization in the future.
- A brief description of how this project(s) will be managed, including key roles and responsibilities, and identification of key personnel.
- A usage plan for equipment and owners of the proposed assets to be procured (if applicable).
- It is important for applicants to address **all** questions completely within this section. The narratives should be clearly written without typographical and grammatical errors.

### c. Funding Priorities (20 points maximum):

A detailed description of how the proposed project(s) supports the reentry of persons since March 20, 2020 shall be included.

### d. Milestones (10 points maximum):

A detailed timeline that illustrates how the project(s) will be completed within the performance period (prior to 2026), to ensure adequate goals and resources are in place for completion of the proposed project(s).

### e. Budget Narrative & Budget Details (15 points maximum):

A brief narrative of what the proposed budget entails (including how the budget was determined and cost-effectiveness), as well as an accurate budget breakdown by cost category, cost, and description of expenditure.

**Additional Consideration – Past Performance:** Proposals will be evaluated based on the applicant's demonstrated capability to execute the proposal. In evaluating applicants under this factor, will consider the information provided by the applicant and may also consider relevant information from other sources including references.

## Additional Application Guidance

### Specificity

To the extent applicable, follow the "Who, What, When, Where, Why, and How" approach.

- **Who** (specifically) will benefit from this proposal, and who will implement the project?
- **What** (specifically) is being proposed, and what will be the outcome? (Define the project and its scope.)
- **When** will the project begin and end?
- **Where** will any equipment be located and/or where will project activities be focused?
- **Why** is this project important? How was this determined?
- **How** will the project be implemented?

Please note that these questions above are provided as a general guide to assist applicants so that sufficient detail and specificity is included.

**Commonwealth of Massachusetts**  
**Executive Office of Public Safety and Security**  
**Department of Correction**  
**Massachusetts Probation Service**  
Solicitation for Supporting Successful Reentry Application

SECTION A - Agency Information & Point of Contacts:

Agency Name			
Project Manager		Fiscal Manager	
Email Address		Email Address	
Phone #		Phone #	
Mailing Address		Vlailing Address	
Fax #		Fax #	
UEI #		<i>*SAM</i> Expiration Date	

Project Title			
Project Costs		Priority (1,2,3)	
Start Date		End Date	

## SECTION B - Project Description

Please provide a clear and comprehensive project description that includes responses to each of the following 8 areas (*maximum 3 pages*):

1. Describe the proposed project:
2. Describe the need for the proposed project and the gap(s) that it will fill:
3. Describe the expected outcomes of the project and how they will be measured:
4. Describe this project's coordination with related initiatives within your organization (if applicable):
5. How will this project be sustained by the organization in the future:
6. Describe how this project will be managed (i.e., key roles and responsibilities, and subject matter expertise required by this project, including at least the project manager and the contracts management structure):
7. If applicable, describe the usage plan for equipment:
8. If applicable, identify the owners of the proposed assets to be procured:

## **Section C: Funding Priorities**

A detailed description of how the proposed project(s) supports the reentry of persons since March 20, 2020 shall be included.





SECTION D- Milestones

List the milestones for this project. Milestones must directly relate to project objectives listed above and include (if applicable) procurements and exercises. Milestones must have an estimated start/end date (in MM/YYYY format) and be listed sequentially (minimum of 5, maximum of 10).

Milestones can begin no sooner than . All projects must be completed by .

	Milestone	Task/Activity	Start Date	Completion Date
1				
2				
3				
4				
5				
6				
7				

#### SECTION E - Budget Narrative

For each cost category (including personnel) that has an associated funding request for this project, please provide a brief narrative describing what the budget element entails and how the budgeted amount was determined. Also, please describe other sources of funds that will be sought, or that have been secured (maximum 1 page).

1. Planning:
2. Organization:
3. Equipment:
4. Training:
5. Exercises:
6. Construction and Renovation Maintenance:
7. Management & Administration:
8. Consultant/Contractor:
9. Other (please describe):

SECTION F— Budget Detail

Please complete the Budget Detail below, inserting additional rows if needed.

Description of Each Proposed Expenditure	AEL # (as applicable)	For Equipment, Fixed or Portable	Quantity	Total Cost
TOTAL				

THIS SIGNATURE PAGE MUST BE SIGNED AND MAILED WITH YOUR  
HARD COPY APPLICATION

Signature Page

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*The following must be completed and signed by the Chief Executive Officer (agency head) on behalf of the Agency submitting this application.*

Chief Executive Officer

As the Chief Executive Officer for this agency, I am requesting funds for the Homeland Security State Share Grant award from the Executive Office of Public Safety and Security. I have reviewed and approve the content contained in this application being submitted for consideration of funding.

Chief Executive Officer Name-Printed \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

# Federal Funding Accountability and Transparency Act (FFATA) Compliance Form

In order to comply with the Federal Funding Accountability and Transparency Act (FFATA) EOPSS must report award information for all recipients of federal awards as directed. Information provided will be made publicly available on USA Spending <http://www.usaspending.gov/> per the Transparency Act requirement.

Please complete Section 1 (Award information); Section 2 (Compensation); if applicable, Table 1 (Names/Salary) and Section 3 (Certification).

## Section 1 Award Information

Agency Name	
City	
Zip + 4 (required)	
*Is this address a confidential location?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Nine-digit DUNS Number	
Program Source (federal award #)	

## Section 2 Compensation

In certain instances FFATA requires information be collected pertaining to executive compensation. The names and salaries of the five highest paid executives must be provided if the answer is yes to each of these three criteria:

1. More than 80% of organization annual gross revenues are federal funds. Yes ☐  
No x If yes, proceed to question 2. If no, stop, proceed to Section 3.
2. Federal fund revenue exceeds twenty five million dollars.  
Yes ☐ No x If yes, proceed to question 3. If no, stop, proceed to Section 3.
3. Compensation information is not publicly available via federal tax filings, Securities and Exchange Commission (SEC) reporting, or any other source. (if other please indicate: \_\_\_\_\_)  
Yes ☐ No x If yes complete Table 1. If no, stop, proceed to Section 3.

**Table 1. Names and salary of your organization's top five executives**

	First and Last Name	Title	Annual Salary
1			
2			
3			
4			
5			

## Section 3 Certification

I certify that the above information is true and accurate.	
Authorized official signature	Date
_____	_____
Authorized official printed name	Title

\*If you are operating a confidential program with grant funds please ensure the address on file with the Comm. of MA is a PO Box.