

# Grant Announcements—Due May 1, 2018

- Innovations in Supervision Initiative: Building Capacity to Create Safer Communities <https://www.bja.gov/funding/InnovSupervision18.pdf>
- Second Chance Act Comprehensive Community-based Adult Reentry Program <https://www.bja.gov/Funding/CommunityReentry18.pdf>

# Winning Grants!

(W-GRANTS)

Implementation & Organizational Capacity

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# Features of W-Grants!

- Clear Problem—Why are You Concerned about the Problem at Hand and What Have You Tried?
- Clear Aims—What are You Trying to Accomplish?
- Clear Design—How is Your Approach Going to Achieve the Desired Outcome(s)?
- Clear Steps—How are You Going to Put Your Plan Into Action?
- Clear Feasibility—Can the Agency Do This Initiative?
- Clear Measures—How Do You Know When You Are Making Progress?
- Partners—“It Takes A Village” including a Research Partner

# Key Sections

- Background of the Problem
- Project Design
- **Implementation**
- **Capabilities and Competencies**
- **Plan for Collecting Data Required for this Solicitation**
- **Budget**

Refresher

Background of the Problem

15% Of Value

# Background of the Problem

- **Clear Problem—Why are you concerned about the problem at hand and what you have tried?**
- **Clear Aims—What are you trying to accomplish?**
- **Significance—How will this initiative improve outcomes such as recidivism?**
- **15% of the proposal value**
- **Limit to no more than 4 pages**

# Design of Your Project

40% Of Value

# Project Design

- Clear Aims—What are you trying to accomplish?
- Clear Design—How is your approach going to achieve the desired outcome(s)?
- Clear Steps—How are you going to put your plan into action?
- 40% of value of the proposal
- ~10 Pages



# Pillars of Design

Target Population

Core Features

Staffing

Assessment

Evidence  
Informed/Based  
Practices used

Length (Dosage)

Noncompliance  
Management

Continuum of  
Care

Leadership

Training/Skill  
Building

Relationship to  
Other CJ/TX  
Agencies

# Capabilities and Competencies

30% Of Value

# Capabilities

- Capacity
  - Who is the applicant organization?
  - What are the innovations that your agency has implemented in the last five years?
  - How does this project tie into your goals/mission?
- Competence
  - Organizational structure for the proposed project
  - Staffing, including key qualifications (reference the appendices)
  - Overview of Timeline

# Organizational Structure

## Who Will Lead the Efforts

Key Staff

Quality Assurance

Evaluator

Partners/Council

What Will They Do?

Who will make sure they do it?

How will you measure fidelity?

Who?

Role?

Reentry/LE/Others

# Staffing and Leadership

- What unit is responsible for the project?
  - Daily oversight, role in the agency
  - Link to design
- Staff Development, Training, Efforts
  - How will staff be trained? Review for quality?
  - How will fidelity be managed?
  - Partnerships with vendors, other agencies to address quality issues

# Staff Recruitment and Training

The MC will recruit, screen, train, match, supervise and support volunteer mentors. Potential mentors are required to submit an application, complete a screening process and background check, provide references, and interview. Volunteer mentor applicants with previous justice system involvement must be off probation/parole and able to demonstrate stability and positive life changes. New mentors must complete a preservice 6-hour training which covers program overview and goals, local criminal justice system and practices, best practices in trauma informed care, roles and responsibilities, interpersonal and cultural competency skills, safety, conflict resolution, boundaries, and what to do if the relationship becomes strained. Current mentor/mentee matches tell their stories during the orientation to enhance mentors' understanding of the barriers faced by the returning citizens and the mentor's role in supporting and holding their mentee accountable for positive behavioral changes. Monthly support group or training meetings are held for mentors and facilitated by speakers with expertise in topics such as understanding mental health needs, effects of trauma, substance use recovery, and probation requirements. The CJC MC and CM are available to the mentor as questions arise.

Hope Network West Michigan dba Work Force Development

# Timeline...Be sure to Add

- An action plan consisting of:
  - problem analysis
  - program and evaluation model
  - summary of strategies and intended outcomes
  - research base for proposed strategies
- Will be completed as a collaboration among agency, research partner (if applicable), and technical assistance provider
- Mid-term analysis and research report (at 18 months)
- Final analysis and research report

# Sample Timeline

Hidalgo County Emerging Adult Caseload and Specialty Court Project Timeline

Task	Lead	Months After Award																		
		1-3	4-6	7-9	10-12	13-15	16-18	19-20	21-24	25-29	30-32	33-36	37-40	41-43	44-46	47-49	50-52	53-55	56-58	59-60
<b>Implementation</b>																				
Issue contract: ACE! & Expert Consultant	HCAP	X																		
Human Subject Applications	Lerch/ACE!	X	X																	
Identify Officers for HCAES	HCAP	X																		
<b>Training</b>																				
Develop Curriculum	Sheidow HCAP	X	X																	
Deliver Training	Sheidow			X	X															
Develop Policies and Practices for Specialty Caseload/Court	HCAP Lerch Sheidow		X	X																
Modify RNR toolkit for EA	HCAP ACE!		X	X																
Coach Officers/Judge	Sheidow					X	X	X	X	X	X	X	X							

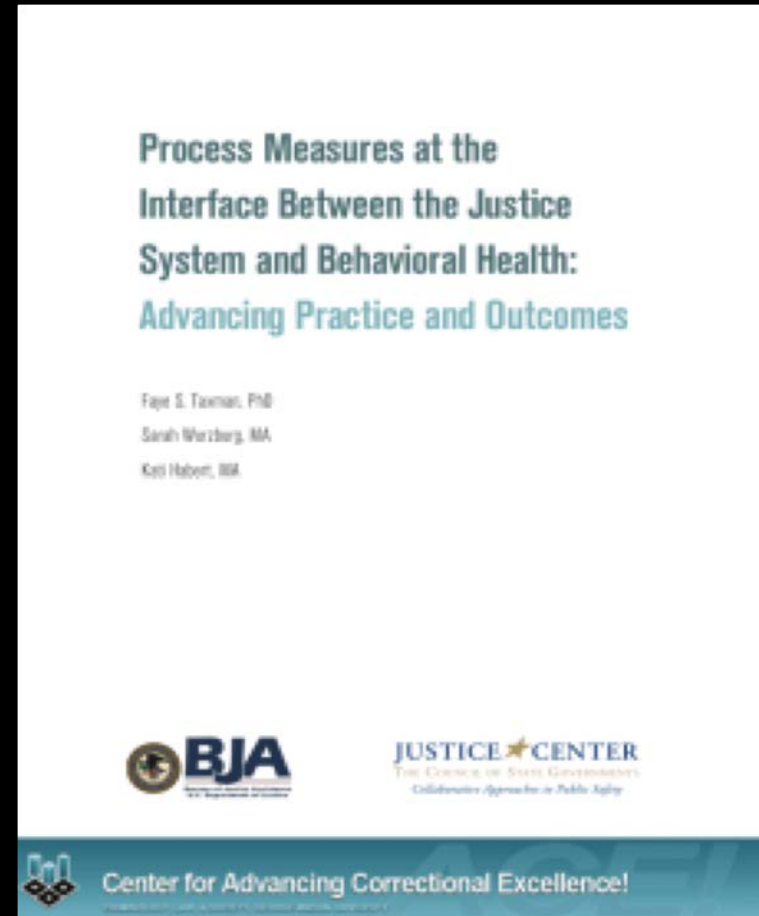


# Plan for Collecting Data Required for the Solicitation

5% Of Value

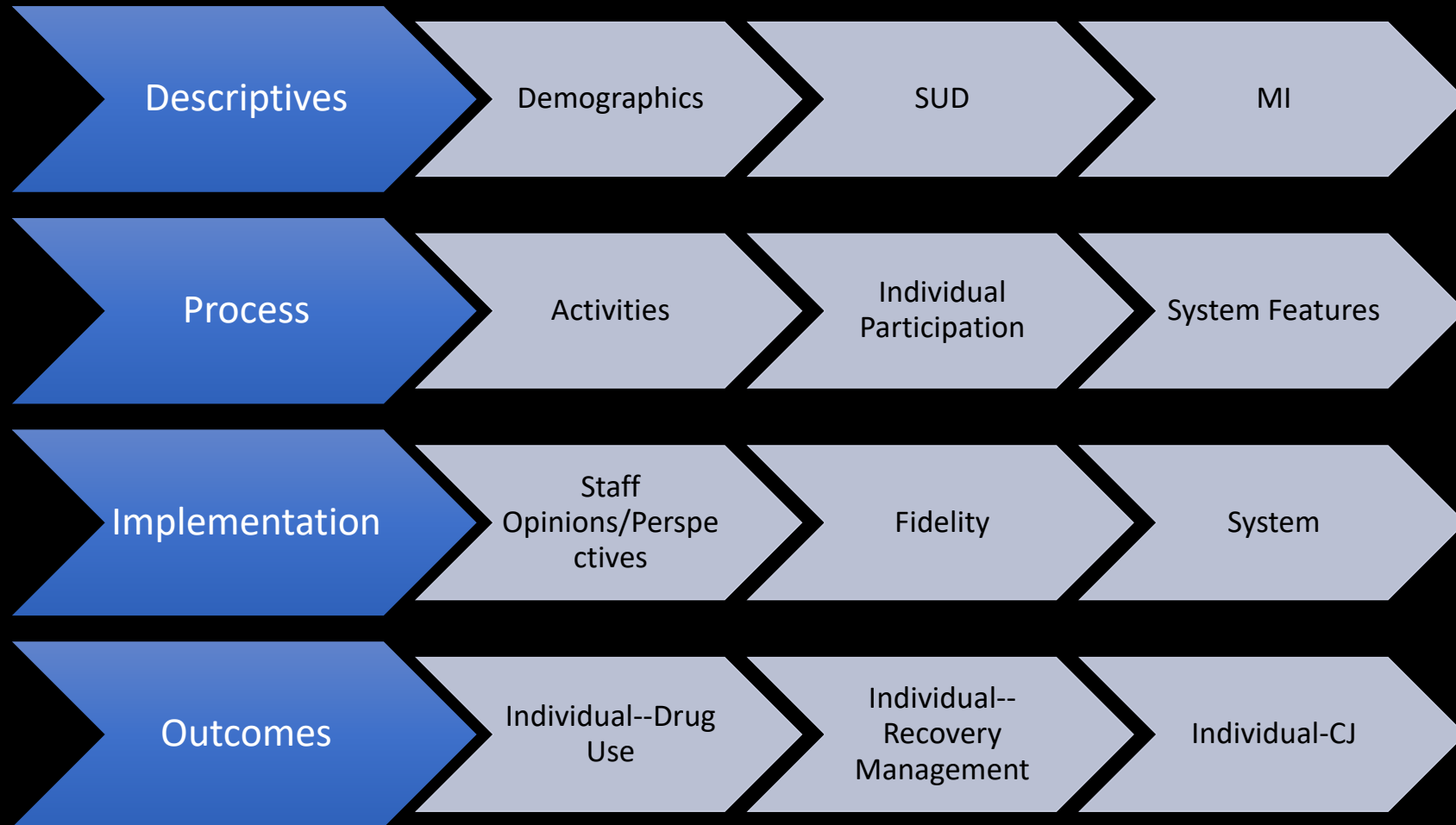
# MEASURES

- Descriptives
- Process
- Implementation
- Outcomes



<https://csgjusticecenter.org/substance-abuse/publications/process-measures/>

# Types of Measures



# Data Sources

- Define Management Information Systems
- Define how recidivism will be measured
- Define what original data, if any, will be collected
- Identify the person(s) that will handle the data

# Data Collection

## **Plan for Collecting the Data Required for this Solicitation's Performance Measures**

*Collection and Reporting of Performance Metrics* - Project effectiveness will be assessed through the collection and reporting of the required performance metrics data and stored in a centralized database repository at the DOC. Assessments and inventories will be conducted by project partners that will include members of the Governance Board. Results of the assessments will be collected and stored within both the files of the inmate/parolee, the DOC's Statistical analysis and reporting office's database. Project effectiveness will be measured in terms of general adherence to program interventions, TPV and CPV rates, prevalence of absconding from supervision, employment, recidivism and fee repayment,

*Additional Performance Metrics* - Information will be collected from inmates while they are under the care and custody of the DOC. While incarcerated, all information will be collected and communicated within a centralized repository managed by the DOC's Statistical analysis and reporting office. Upon parole release, all data within both the treatment and comparison groups will be collected by PBPP and transmitted to the DOC's Statistical reporting office.

# Budget

10% Of Value

# Stay Within the Solicitation Budget

- Complete Budget Detail Worksheet
- Include one annual travel to DOJ-sponsored meetings
- Make sure the budget is complete
- Make sure the expenses are allowable
- Have a Budget Narrative that describes:
  - Role of all staff that are being requested
  - Fringe benefit rates
  - Travel expenses
  - Consultants
  - Other direct expenses

# RFP Nuisances

- Risk-Need Assessment Tool—*which one?* How long has the agency used it?
- Evidence-based supervision or treatments—*which ones?*
- Supervision requirements
- Partnerships—*who?*
  - Research Partner—length of time work with the partner, other projects
  - Involvement in agency efforts
- Why federal assistance?
- **Read carefully the RFP to outline what needs to be included!**



# Look for Any Priority Considerations

- **Innovative Supervision: Strategies to reduce violent recidivism**
  - Describe how this group will be identified
  - Demonstrate access to, and use of, data and law enforcement input
- **Reentry:**
  - **Target high-risk individuals with violent offense convictions**
  - **Randomization and plan for independent evaluation**
  - **Involve crime victims and their families, law enforcement, individuals who have been incarcerated, and their families**
  - **Work with local reentry council or task force**
  - **Serve rural population (Category 2)**

# Requirements

- What are the areas covered in a grant proposal?
- Length: 15 Pages
- Number each page # of 15
- 12 font size, double spaced
- Appendices (tuck in the goodies)

# APPENDICES: INNOVATIONS IN SUPERVISION

- a. Timeline/Project Plan outlining key tasks, benchmarks, and persons or entities responsible
- b. Letter From Community Supervision Agency Executive demonstrating agency commitment to the project and to the recommended research partnership.
- c. Letter From Lead Agency (applicable only if the supervision agency is not the lead agency) demonstrating commitment to the project and to the recommended research partnership
- d. Letter From Research Partner, if applicable, demonstrating commitment to the project
- e. Letters of Support From All Other Key Partners (if applicable) detailing the commitment to work with the applicant to promote the mission of the project.
- f. Assurance To Collect and Submit Recidivism Indicator Data
- g. Position Descriptions for key roles
- h. Résumés or Curricula Vitae (CVs) for key personnel
- i. Examples of Work Products, including policy briefs, reports, websites, etc.
- j. Applicant Disclosure of Pending Applications

# APPENDICES: REENTRY

- a. MOA or MOU with correctional partners
- b. MOA or MOU with law enforcement
- c. Timeline/Project Plan with project goals, objectives, activities, expected completion dates, responsible person or organization
- d. Position descriptions
- e. Letters of Support from Key Partners detailing the commitment to work with the applicant to promote the mission of the project
- f. Letter from Research Partner demonstrating commitment to the project
- g. Applicant Disclosure of Pending Applications
- h. Research and Evaluation Independence and Integrity