

FY 2019 Orientation Webinar

Second Chance Act

Improving Reentry for Adults with Co-occurring Substance Abuse and Mental Illness

This presentation was prepared by The Council of State Governments (CSG) Justice Center, in partnership with the U.S. Department of Justice's Bureau of Justice Assistance. Presentations are not externally reviewed for form or content. The statements reflect the views of the authors and should not be considered the official position of the CSG Justice Center, the members of The Council of State Governments, or the Bureau of Justice Assistance.

Speakers

Andre Bethea, Policy Advisor, Bureau of Justice Assistance, U.S. Department of Justice

Danielle Brooks, Turn Around Program Coordinator, Presteria Center, West Virginia

Jodi Cain-Mallett, Program Director, New Beginnings Program, Louisiana Department of Public Safety & Corrections

Jennifer Lewis, State policy Advisor, Bureau of Justice Assistance, U.S. Department of Justice

Alexis Lacy, Project Manager, Behavioral Health, The Council of State Governments Justice Center

Sarah Wurzburg, Deputy Program Director, Behavioral Health, The Council of State Governments Justice Center

Agenda

❖ Introductions

- ❖ Overview of the SCA Co-occurring (CSAMI) Grant
- ❖ Post-Award Grant Management Introduction
- ❖ CSAMI Planning & Implementation Guide & Technical Assistance Resources
- ❖ Grantee Experiences
- ❖ Questions & Answers

The U.S. Department Bureau of Justice Assistance

Mission

BJA provides leadership and services in grant administration and criminal justice policy development to support local, state, and tribal law enforcement in achieving safer communities.

The logo for the Bureau of Justice Assistance (BJA) features the letters "BJA" in a large, bold, dark blue font. The letters are stylized, with the "B" and "J" having a slight overlap. A thin red horizontal line is positioned directly beneath the letters.

**Bureau of Justice Assistance
U.S. Department of Justice**

www.bja.gov

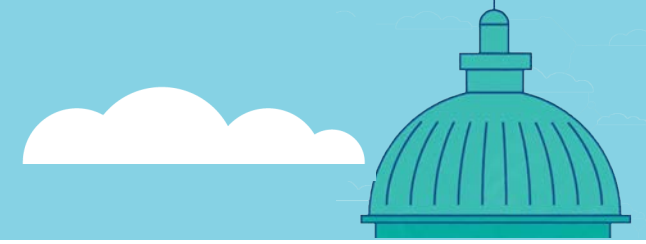
The CSG Justice Center

- ❖ National nonprofit, nonpartisan organization
- ❖ Membership association representing state officials in all three branches of government
- ❖ Develops research-driven strategies and tools to increase public safety and strengthen communities



**Justice
Center**

The Second Chance Act



- ❖ The Second Chance Act supports state, local, and tribal governments and nonprofit organizations in their work to reduce recidivism and improve outcomes for people leaving incarceration.
- ❖ The Second Chance Act has supported over \$400 million in reentry investments across the country.

- ❖ **Delivers** technical assistance (TA) and training for Second Chance Act grantees
- ❖ **Advances** the knowledge base of the reentry field
- ❖ **Promotes** what works in reentry and successes of grantees
- ❖ **Facilitates** peer networks and information exchange
- ❖ **Provides** information for people returning to communities and their families

Latest News and Resources in Reentry



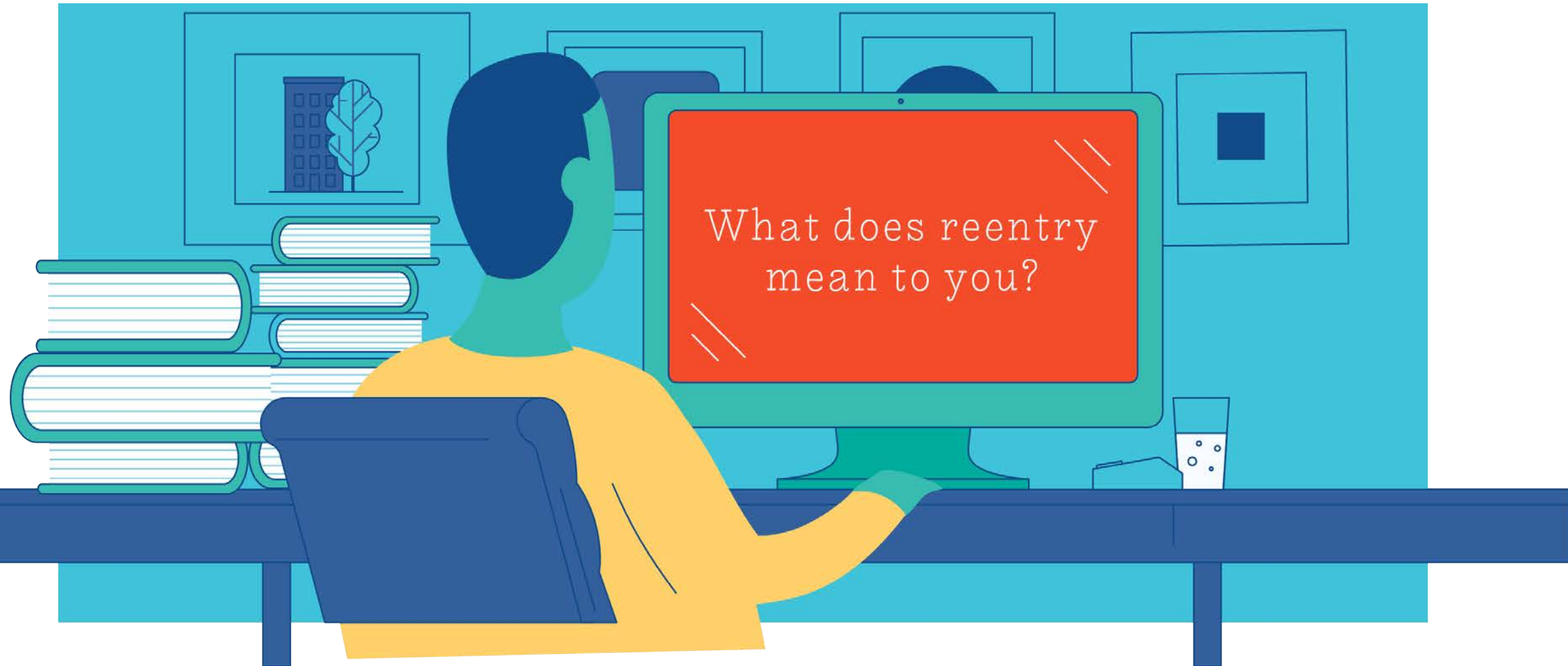
National Criminal Justice Initiatives Map



Directories for State and Local Reentry Services



www.NationalReentryResourceCenter.org

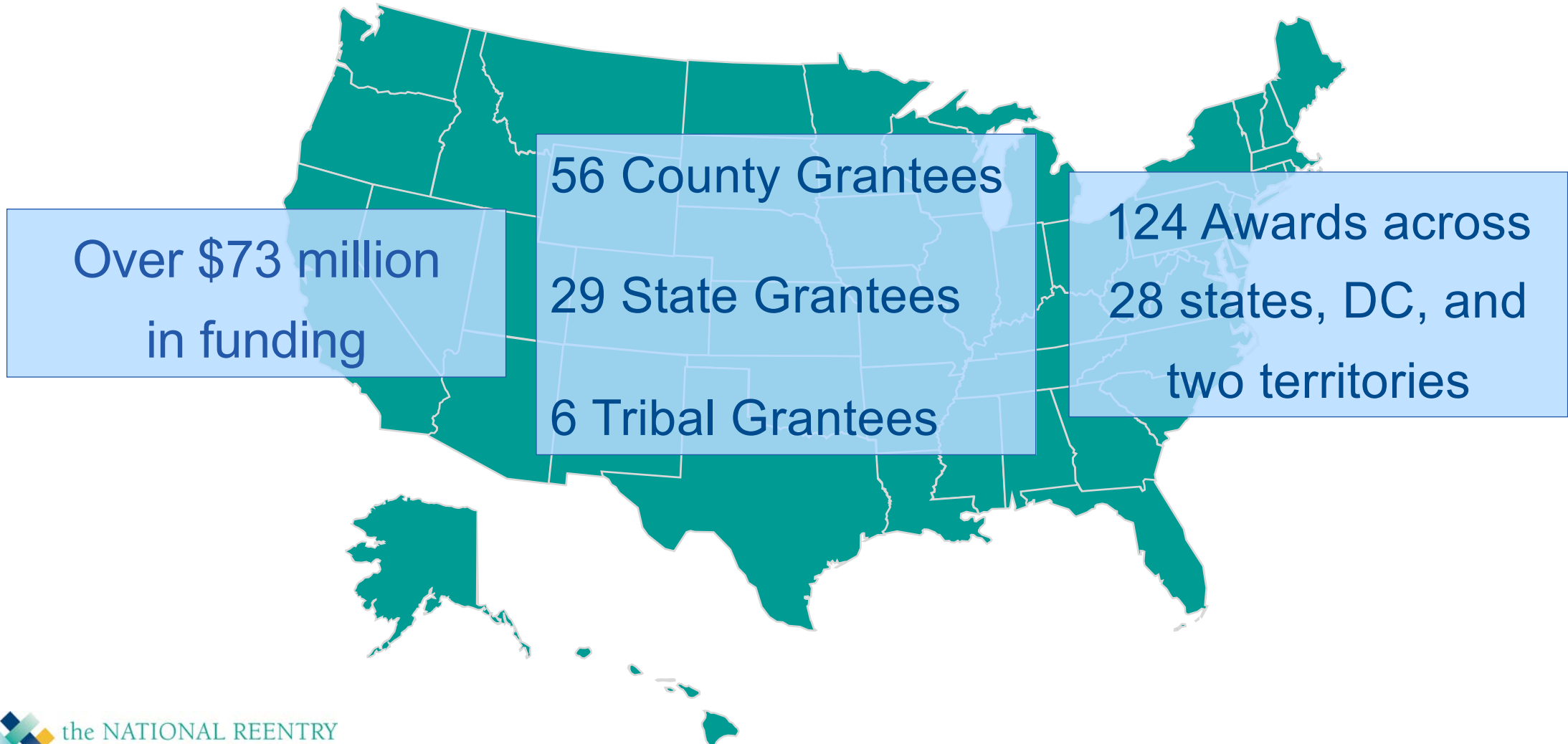


December 17,
2019

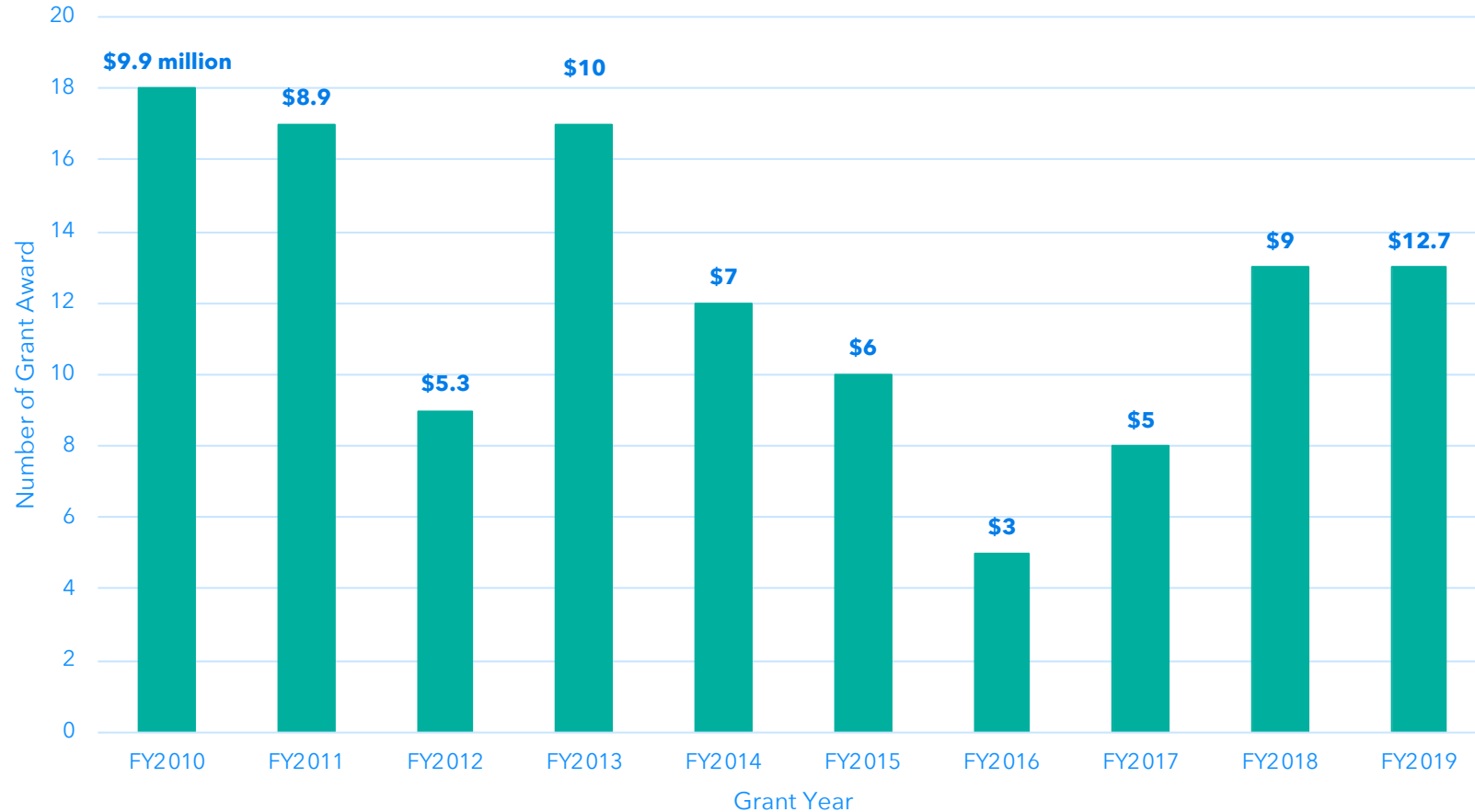
Agenda

- ❖ Introductions
- ❖ **Overview of the SCA Co-occurring (CSAMI) Grant**
- ❖ Post-Award Grant Management Introduction
- ❖ CSAMI Planning & Implementation Guide & Technical Assistance
- ❖ Grantee Experiences
- ❖ Questions & Answers

SCA CSAMI Reentry Grants: By the Numbers

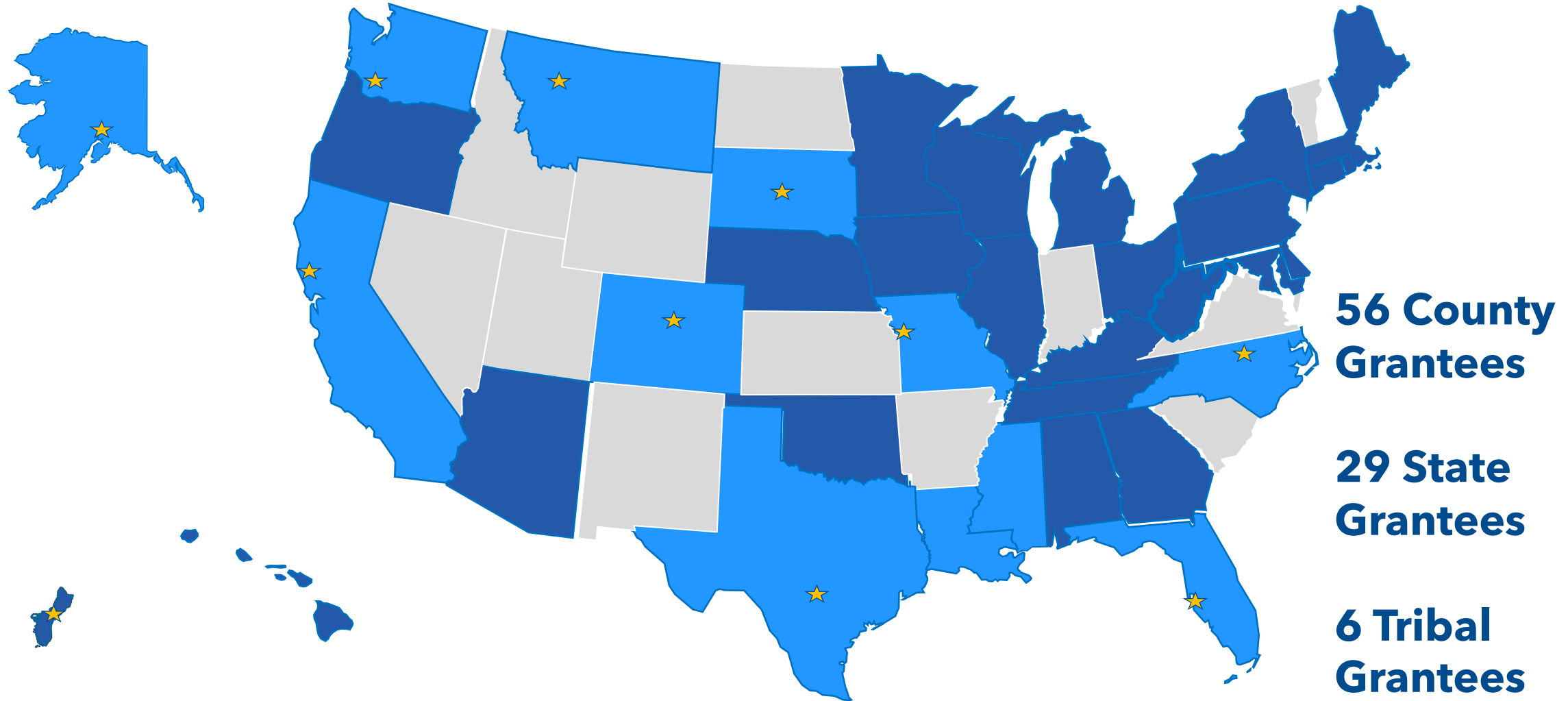


SCA CSAMI Grant Program: Over \$73 Million Awarded



SCA Adult CSAMI Grant Program

124 Awards Across the Nation



FY2019 CSAMI Grantees

State

- ❖ Alabama Board of Pardons & Paroles
- ❖ Hawaii Department of Health
- ❖ Puerto Rico Department of Correction and Rehabilitation
- ❖ Mississippi Department of Corrections

Local

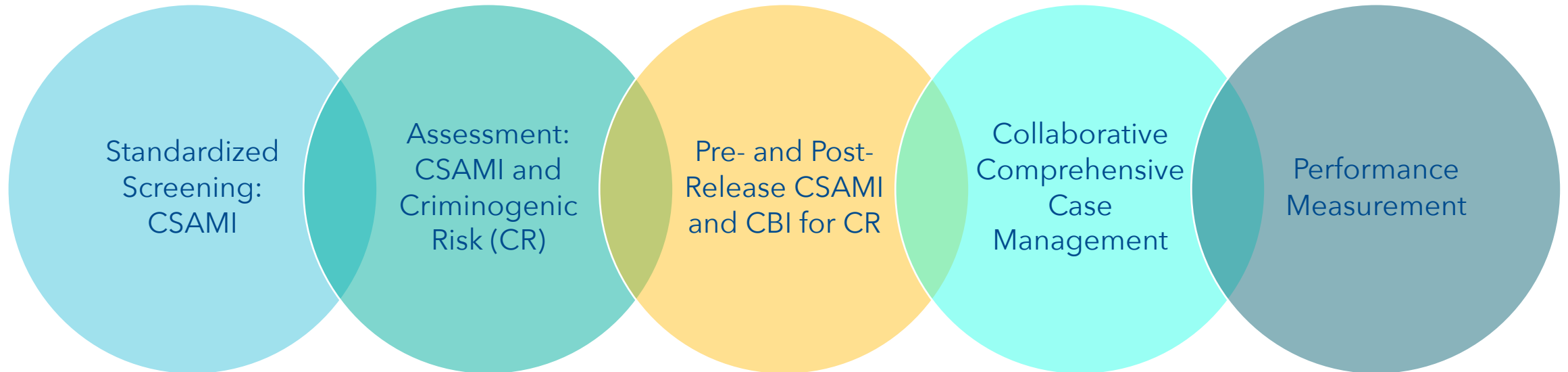
- ❖ Alameda County Health Care Services Agency
- ❖ County of Fulton
- ❖ County of Los Angeles
- ❖ County of Weber
- ❖ Douglas County, NE
- ❖ Erie County, NY
- ❖ Miami-Dade County
- ❖ Pacific County Sheriff's Office
- ❖ Pima County

Grantee Contacts

- ❖ Bureau of Justice Assistance
 - ❖ Funder, State Policy Advisor
 - ❖ Budget and Grant Adjustment Notices
- ❖ National Reentry Resource Center
 - ❖ Training and Technical Assistance
 - ❖ American Institutes for Research (AIR)
- ❖ Booz Allen Hamilton
 - ❖ Performance Measurement Tool

Program Goals & Objectives

The purpose is to improve provision of services to offenders with co-occurring substance abuse and mental illness (CSAMI) when they leave incarceration to reenter the community, which in turn will help to reduce recidivism and promote public safety.



Planning Phase

- ❖ Grantees will receive intensive technical assistance, up to \$150,000 to complete and submit a required Planning and Implementation (P&I) Guide
- ❖ The Guide is provided by the BJA technical assistance provider—the National Reentry Resource Center (NRRC)
- ❖ The P&I Guide must be completed in coordination with the technical assistance provider and receive final approval by BJA.
- ❖ Grantees will have *12 months* to complete the Planning and Implementation Guide.
- ❖ A completed guide must include:
 - ❖ A description of the plan for standardized screening and assessment and of the collaborative comprehensive case plan process.
 - ❖ A performance measurement and evaluation plan, to include solutions to be tested, evaluation metrics, documentation of research base for proposed

Planning Phase

1. Complete and Submit Planning and Implementation Guide
2. Convene Advisory Group Meetings
3. Convene Planning Meetings
4. Outline Screening and Assessment Processes
5. Create Case Management Protocols

Planning Phase

6. Build Information-Sharing Protocols
7. Select and Incorporate Evidence-Based Practices (EBPs) To Address Criminogenic Risk, Mental Illness, and Substance Abuse
8. Provide evidenced-based pharmacological drug treatment services
9. Select Recovery Support Services Options
10. Begin Performance Measurement and Plan for Evaluation

Implementation Phase

1. Continue Leadership Engagement
 - Provide regular updates on program implementation progress and data.
 - Work with leadership
2. Conduct Screening for CSAMI
 - Use a validated CSAMI screening tool(s)
 - Monitor the screening process
 - Put in place quality assurance mechanisms
3. Conduct Assessments
 - Use criminogenic risk and needs assessment tools
 - Assess for CSAMI
 - Collection of other relevant assessment from correctional or behavioral health provider

Implementation Phase

4. Provide Collaborative Comprehensive Case Plans

- Utilization of criminogenic risk and CSAMI assessment information to develop the case plan.
- Meetings among partners to connect pre- and post-release CSAMI

5. Engage in Information Sharing with External Agencies

- Monitoring of information-sharing policies and procedures to ensure effective case management.
- Continued refinement of information-sharing protocols.

6. Use of Evidence-based Practices (EBPS) for Criminogenic Risk, Mental Illness, and Substance Abuse

- Provide evidence-based CSAMI treatment practices and services **pre-and post-release**.
- Provide evidence-based pharmacological drug treatment services or medication-assisted treatment (MAT).
- Provide cognitive behavioral interventions that address criminogenic risk and needs
- Provide training for staff and continued monitoring for the implementation

Implementation Phase

7. Support a Comprehensive Range of Recovery Support Services.

8. Provide a clear Logic Model

9. Provide Performance Measurement and Evaluation.

- Follow and refine the plan for performance measurement that clearly outlines who is responsible for data collection, input, and analysis.
- Hire a third-party independent evaluator to perform an evaluation of services provided through this grant and design an outcome study, potentially using random control trials where feasible, and connect the data from participants (offenders) to the overall recidivism.
- Work closely with an identified research or evaluation partner to meet on a regular basis
- Develop processes for continuous quality improvement for monitoring the implementation of screening, assessment, case plans, and EBPs.
- Focus on the ability to collect pre- and post-release data on initiation, engagement, retention, and continuity of care.
- Demonstrate that baseline recidivism data exists for the target population and that there is a mechanism to track recidivism data for the cohort going forward

SCA CSAMI Award Information



- ❖ Each award is up to \$1,000,000
- ❖ 48-month period of performance, to begin on October 1, 2019.
- ❖ There is a cost sharing or match requirement with the grant

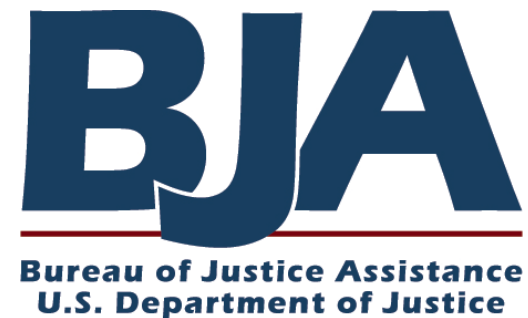
Agenda

- ❖ Introductions
- ❖ Overview of the SCA Co-occurring (CSAMI) Grant
- ❖ **Post-Award Grant Management Introduction**
- ❖ CSAMI Planning & Implementation Guide & Technical Assistance Resources
- ❖ Grantee Experiences
- ❖ Questions & Answers

BUREAU OF JUSTICE ASSISTANCE

POST-AWARD GRANT MANAGEMENT INTRODUCTION (2019)

Jennifer Lewis, State Policy Advisor



Special Conditions

Special conditions are terms and conditions that are included with the award.

- ❖ Special conditions are additional requirements covering areas such as programmatic and financial reporting, prohibited uses of Federal funds, consultant rates, changes in key personnel, and proper disposition of program income.
- ❖ There are several mandatory special conditions that will be included on any DOJ award. A list of all the mandatory OJP special conditions are available at the following link - <https://ojp.gov/funding/Explore/LegalOverview2019/MandatoryTermsConditions.htm>

Withholding Special Conditions

Additional withholding special conditions - These conditions place holds on funds for overdue reports and/or pending budget approval, other program requirements including documentation that was missing or incomplete during grant application review.

Planning/Action Plan requirement - Many of your awards have built in a planning period, leading to the development of a Planning and Implementation Guide or Action Plan. This comprehensive project plan is developed with your National Reentry Resource Center (NRRC) technical assistance coach and program partners. Therefore these awards also include a related withholding special condition limiting spending until the required planning documents are submitted and approved.

It is important to work with your State Policy Advisor to remove any active withholding special conditions before your agency can to expend, obligate or draw down award funds.

Progress Reporting Requirements

Quarterly Performance Metric Tool

(PMT) Programmatic reports: **Submitted
in PMT ONLY!**

PMT Website - <https://bjapmt.ojp.gov/>

Reporting Period

Due Date

January 1 - March 31

April 30

April 1 - June 30

July 30

July 1 - September 30

October 30

October 1 - December 31

January 30

Progress Reporting Requirements

Semi-Annual Grants Management System (GMS) Programmatic reports:
Submitted in GMS

GMS Website - <https://grants.ojp.usdoj.gov>

- ❖ January 30 and July 30
- ❖ Upload PDF versions of your PMT to the report in GMS- **The systems are not linked**
- ❖ Requires responses to BJA Seven Narrative Questions
- ❖ **FINAL PROGRESS REPORTS: If your grant requires an evaluation as part of the project you must attach the evaluation report under the Final Progress Report in GMS.**

NOTE: GMS automatically freezes grant funds for delinquent reports. It is important to submit reports on time. Late reports also influence how your award is risk assessed by OJP.

Federal Financial Reports SF-425

<u>Reporting Period</u>	<u>Due Date</u>
January 1 - March 31	April 30
April 1 - June 30	July 30
July 1 - September 30	October 30
October 1 - December 31	January 30

- ❖ Submitted in GMS: <https://grants.ojp.usdoj.gov>
- ❖ No activity? Enter 0.
- ❖ FFR Training and Technical Assistance Guide
<https://ojp.gov/funding/Implement/Resources/FederalFinancialReportUserGuide.pdf>
- ❖ For help with Federal Financial Reports, please contact OCFO Customer Service by phone at 1-800-458-0786 (option 2), or by email at ask.ocfo@usdoj.gov.

Grants Financial Management Training

- ❖ Completion of this required training (FY 16 and beyond) for award POCs and Financial POCs must be finished within 120 days of award acceptance. Failure to comply will result in a withholding special condition.
- ❖ Grants Financial Management Online Training - 24 module training emphasizing the basics of federal grants management. For information on the online training go to: <https://onlinegfmt.training.ojp.gov/>
- ❖ The required training is also offered an in person format. For more information please go to: <https://gfmts.training.ojp.gov/index.html>
- ❖ Recertification is required, to remain in compliance with the financial management training must be successfully completed every (3) three years.

Grant Adjustment Notices (GANs)

- ❖ A GAN is used to request project changes and/or corrections.
- ❖ Once OJP makes a decision regarding the proposed change, the grantee is notified by GMS via e-mail. This is why you need to have the correct person assigned as Point of Contact in GMS.
- ❖ GANs are submitted and approved through GMS. GAN types include:
 - Budget Modifications
 - Change of Scope
 - Project Period
 - Point of Contact Information
 - Removal of Special Conditions
 - Sole Source (Non competitive procurement contract >\$250,000)
 - Program Office Approval
 - Costs Requiring Prior Approval (e.g. consultant rates >\$650 per day)
- ❖ GANs will not be approved if the grantee is delinquent on financial or programmatic reporting.

Important Links

- ❖ BJA Grant Writing and Management Academy (five online training modules for the life of the grant including managing federal funds, strategic planning, and budgets):
<https://www.bja.gov/gwma/index.html>
- ❖ Grants Management System (GMS): <https://grants.ojp.usdoj.gov/>
 - ❖ GMS FAQs https://grants.ojp.usdoj.gov/gmsexternal/gmsHelp/gms_faq.htm
 - ❖ GMS Training Tool: <http://www.ojp.gov/gmscbt/>
 - ❖ GMS Help Desk: 1-888-549-9901
- ❖ BJA Performance Tools (PMT): <https://bjapmt.ojp.gov/>
 - ❖ PMT Help Desk: 1-888-252-6867
- ❖ OJP award great online resources:
 - ❖ OJP Grants 101: <http://www.ojp.gov/grants101/>
 - ❖ OJP Funding Resource Center <http://ojp.gov/funding/index.htm>
 - ❖ Post Award Instructions
<https://ojp.gov/funding/Implement/Resources/PostAwardInstructions.pdf>
- ❖ OJP Standard Forms & Instructions: <https://ojp.gov/funding/Apply/forms.htm>

Agenda

- ❖ Introductions
- ❖ Overview of the SCA Co-occurring (CSAMI) Grant
- ❖ Post-Award Grant Management Introduction
- ❖ **CSAMI Planning & Implementation Guide & Technical Assistance Resources**
- ❖ Grantee Experiences
- ❖ Questions & Answers

Transition of the NRRC

The role of the NRRC will remain the same as the work transitions to the American Institutes for Research (AIR)

How is the P&I Guide Used?

- ❖ To assist grantees in ensuring a plan is in place for implementation
- ❖ Identification of things grantee is doing well
- ❖ Challenges or areas the grantee is working on
- ❖ To develop a TA plan with your TA provider to target assistance
- ❖ Aids the grantee in focusing on areas of need
- ❖ Creates opportunities for discussion with other CSAMI grantees
 - ❖ Peer to peer learning
- ❖ Enables ideas and best practices to be exchanged
- ❖ BJA utilizes this to understand the grant programs

P&I Guide Sections

- ❖ Section One: Getting Started and Identifying Goals
- ❖ Section Two: Defining or Refining Your Target Population
- ❖ Section Three: Identifying Evidence-Based Services and Support
- ❖ Section Four: Collaborative Comprehensive Case Plans and Post-Release Supports
- ❖ Section Five: Quality Assurance Processes
- ❖ Section 6: Data Collection, Performance Measurement, and Program Evaluation
- ❖ Section Seven: Sustainability
- ❖ Appendix: Fy2019 SCA CSAMI Resource Appendix

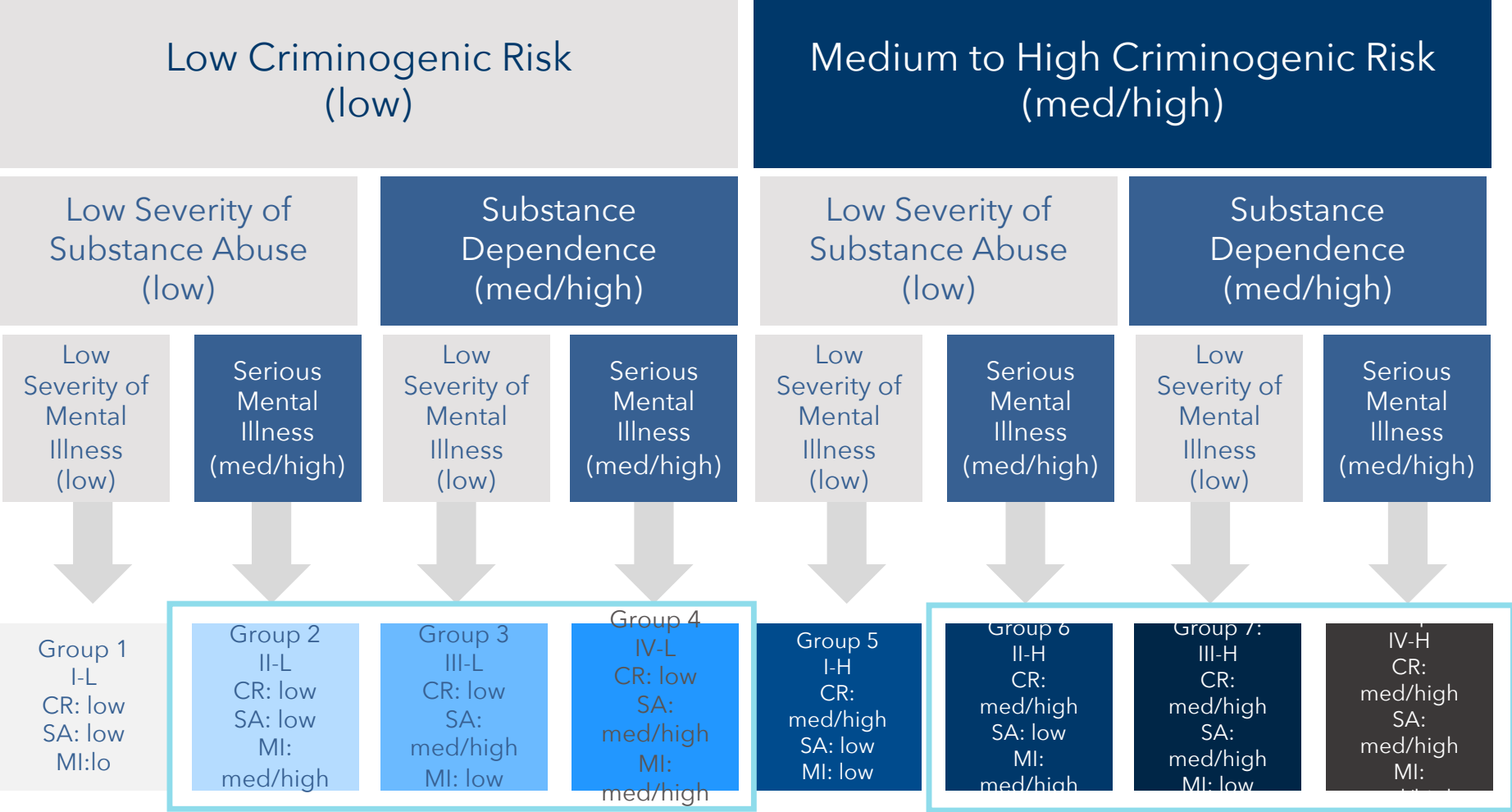
Web-Based Tool for Case Planning

The screenshot shows the website for the National Reentry Resource Center. The header includes the logo and navigation links: 'the NATIONAL REENTRY RESOURCE CENTER', 'NRRC Home', 'Topics', 'Resources', 'Second Chance Act Grant Program', and 'In the News'. The main heading is 'Collaborative Comprehensive Case Plans', with a sub-heading 'Addressing Criminogenic Risk and Behavioral Health Needs'. A note states: 'Note: This site provides tools and resources to assist in developing and implementing collaborative case plans, including the "Developing Collaborative Comprehensive Case Plans" webinar, which offers tips on how to get the most out of this site.' Below this, a paragraph explains the 'Criminogenic Risk and Behavioral Health Needs framework' and its use by federal grantees. Three navigation buttons are visible: 'What are Collaborative Comprehensive Case Plans?', 'How are Collaborative Comprehensive Case Plans Implemented?', and 'What Other Resources Should Be Considered?'. At the bottom, there is a video player with a play button and a title 'ADULTS WITH BEHAVIORAL HEALTH NEEDS UNDER'.

Collaborative Comprehensive Case Plans (CC Case Plans):

- Online tool that helps behavioral health and criminal justice professionals integrate the risk/needs information gathered from assessments into case plans that engage the person reentering the community.
- <https://csgjusticecenter.org/nrrc/collaborative-comprehensive-case-plans/>

Behavioral Health/Criminal Justice Framework



Lead Case Planner

1. Interagency Collaboration and Information-Sharing
2. Staff Training
3. Screening and Assessment
4. Case Conference Procedures
5. Participant Engagement
6. Prioritized Needs and Goals
7. Responsivity
8. Legal Information
9. Participant Strengths
10. Gender Considerations



LEAD CASE PLANNER PROFILE: CORRECTIONAL FACILITY

Franklin County Sheriff's Office

Franklin County, Massachusetts

NOTABLE FEATURES

- The Franklin County Sheriff's Office in Greenfield, Massachusetts was a Second Chance Act Reentry Program for Adults with Co-occurring Substance Use and Mental Disorders grantee in Fiscal Year 2013
- Jurisdiction geography: **Rural; 71,372 residents**
- Size of correctional facilities and populations incarcerated: 250 men

Agenda

- ❖ Introductions
- ❖ Overview of the SCA Co-occurring (CSAMI) Grant
- ❖ CSAMI Planning & Implementation Guide & Technical Assistance Resources
- ❖ Grantee Experiences
- ❖ Questions & Answers

Grantee Experience

FY17 SCA Co-occurring Category 2 (local) Grantee: City of Huntington, West Virginia

- **Danielle Brooks**, Turn Around Program Coordinator, Prestera Center, West Virginia



Grantee Experience

FY18 SCA Co-occurring Category 1 (state) Grantee: Louisiana Department of Public Safety & Corrections

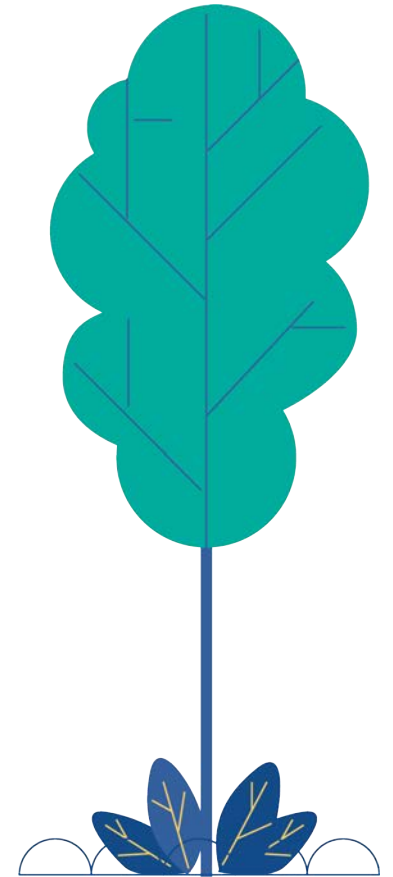
- **Jodi Cain-Mallett**, Program Director, New Beginnings Program, Louisiana Department of Public Safety & Corrections

Agenda

- ❖ Introductions
- ❖ Overview of the SCA Co-occurring (CSAMI) Grant
- ❖ CSAMI Planning & Implementation Guide & Technical Assistance
- ❖ Grantee Experiences
- ❖ Questions & Answers

Additional Resources

- ❖ [The National Reentry Resource Center \(NRRC\)](#)
- ❖ [Collaborative Comprehensive Case Plan Web-based Tool](#)
- ❖ [Behavioral Health Framework for Adults Under Correctional Supervision](#)
- ❖ [Process Measures at the Interface Between Justice and Behavioral Health Systems: Advancing Practice and Outcomes](#)



Financial Information

- ❖ DOJ Grants Financial Guide:
<https://ojp.gov/financialguide/DOJ/index.htm>
- ❖ DOJ Grants Financial Management Training is available at:
<https://ojp.gov/financialguide/DOJ/index.htm>



Questions

Andre Bethea

Policy Advisor

Bureau of Justice Assistance

Office of Justice Programs, U.S. Dept. of Justice

Andre.Bethea@usdoj.gov

Jennifer L. Lewis (financial, grants management)

Policy Advisor

Bureau of Justice Assistance

Office of Justice Programs, U.S. Dept. of Justice

Jennifer.L.Lewis@usdoj.gov



Thank you!

Join our distribution list to receive National Reentry Resource Center updates!

csgjusticecenter.org/subscribe

For more information, contact info@nationalreentryresourcecenter.org