



The [U.S. Department of Justice, Office of Justice Programs' Bureau of Justice Assistance](#) is pleased to announce that it is seeking applications for funding of demonstration projects under the Second Chance Act Prisoner Reentry Initiative. This program furthers the Department's commitment to providing services and programs to facilitate inmates' successful reintegration into society.

Second Chance Act Prisoner Reentry Initiative FY 2009 Competitive Grant Announcement

Eligibility

Applicants are limited to state and local government agencies and federally recognized Indian tribes.

(See "Eligibility," page 2)

Deadline

Registration with [Grants.gov](#) is required prior to application submission.

All applications are due by 8:00 p.m. e.t. on April 20, 2009.

(See "Deadline: Applications," page 1)

Contact Information

For assistance with the requirements of this solicitation, contact: Dr. Gary L. Dennis, Senior Policy Advisor, at 202-305-9059 or gary.dennis@usdoj.gov.

This application must be submitted through [Grants.gov](#). For technical assistance with submitting the application, call the [Grants.gov](#) Customer Support Hotline at 1-800-518-4726 or send an e-mail to support@grants.gov. The [Grants.gov](#) Support Hotline hours of operation are Monday-Friday from 7:00 a.m. to 9:00 p.m. e.t.

Grants.gov announcement number: BJA-2009-2095

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Second Chance Act Prisoner Reentry Initiative CFDA #16.202

Overview of the Second Chance Act Prisoner Reentry Initiative

The Second Chance Act of 2007 ([Pub. L. 110-199](#)) provides a comprehensive response to the increasing number of people who are released from prison and jail and returning to communities. There are currently over 2.3 million individuals serving time in our federal and state prisons, and millions of people cycling through local jails every year. Ninety-five percent of all prisoners incarcerated today will eventually be released and will return to communities. The Second Chance Act will help ensure the transition individuals make from prison or jail to the community is safe and successful. Section 101 of the Act authorizes grants to state and local governments and federally recognized Indian tribes that may be used for demonstration projects to promote the safe and successful reintegration into the community of individuals who have been incarcerated.

Deadline: Registration

Registering with Grants.gov is a one-time process; however, processing delays may occur and **it can take up to several weeks for first-time registrants to receive confirmations/user passwords.** The Office of Justice Programs (OJP) highly recommends that applicants start the registration process as early as possible to prevent delays in submitting an application package to our agency by the application deadline specified. The registration process for organizations involves these steps: (1) obtain a Data Universal Numbering System (DUNS) number; (2) register your organization with the Central Contractor Registration (CCR) database; (3) register with Grants.gov's Credential Provider and obtain a username and password; (4) register with Grants.gov to establish yourself as an Authorized Organization Representative (AOR); and (5) the E-Business Point of Contact (POC) assigns the "Authorized Applicant Role" to you. For more information about the registration process, go to www.grants.gov. **Note: Your CCR must be renewed once a year. Failure to renew the CCR may prohibit submission of a grant application through Grants.gov.**

Deadline: Applications

The due date for applying for funding under this announcement is 8:00 p.m. e.t. on April 20, 2009.

Within 24-48 hours after submitting your electronic application, you should receive an e-mail validation message from Grants.gov. The validation message will tell you if the application has been received and validated or if it has been rejected, and why.

Important: You are urged to submit your application at least 72 hours prior to the due date of the application to allow time to receive the validation message and to correct any problems that may have caused the rejection notification.

If you experience unforeseen Grants.gov technical issues beyond your control, you must contact OJP staff **within 24 hours after the due date** and request approval to submit your application. At that time, OJP staff will require you to e-mail the complete grant application, your

DUNS number, and provide a Grants.gov Help Desk tracking number(s). After OJP reviews all of the information submitted as well as contacts Grants.gov to validate the technical issues reported by the applicant, OJP will contact you to either approve or deny the request.

To ensure a fair competition for limited discretionary funds, the following conditions are not valid reasons to permit late submissions: (1) failure to begin the registration process in sufficient time; (2) failure to follow Grants.gov instructions on how to register and apply as posted on its web site; (3) failure to follow all of the instructions in the OJP solicitation; and (4) technical issues experienced with the applicant's computer or information technology (IT) environment.

Notifications regarding known technical problems with Grants.gov are posted on the OJP funding web page: www.ojp.gov/funding/solicitations.htm.

Eligibility

State and local government agencies and federally recognized Indian tribes are eligible to apply under this program. Applicants must adhere to all of the eligibility and funding requirements of the Second Chance Act. In order to be eligible to apply for funding, the jurisdiction preparing the application must have developed a reentry strategic plan which includes a detailed implementation schedule as well as extensive evidence of collaboration with key public and private stakeholders. Applicants must also have established a Reentry Task Force comprised of specific justice system and community representation.

American Indian Tribes and Alaska Native Tribes and/or Tribal Organizations: All tribal applications must be accompanied by a current authorizing resolution of the governing body of the tribal entity or other enactment of the tribal council or comparable government body. If the grant will benefit more than one tribal entity, a current authorizing resolution or other enactment of the tribal council or comparable government body from each tribal entity must be included. If the grant application is being submitted on behalf of a tribal entity, a letter or similar document authorizing the inclusion of the tribal entity named in the application must be included.

The Second Chance Act Prisoner Reentry Initiative-Specific Information

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

The Second Chance Act Prisoner Reentry Initiative strengthens jurisdictions characterized by large numbers of returning offenders. Within the context of this initiative, "reentry" is not envisioned to be a specific program but rather an evidence-based process that begins with initial incarceration and ends with successful community reintegration, evidenced by lack of recidivism. This process includes the delivery of a variety of evidenced-based program services in both a pre- and post-release setting designed to ensure that the transition from prison or jail to the community is safe and successful.

Per the Second Chance Act, funded demonstration projects should use validated and dynamic assessment tools to determine the risks and needs of offenders. Projects should also provide offenders in prisons or jails with all necessary services, including: (1) educational, literacy, vocational, and job placement services to facilitate reentry into the community; (2) substance abuse treatment and services that represent a full continuum of treatment services during

incarceration and in a community-based setting upon release; and (3) coordinated supervision and comprehensive services for offenders upon release from prison or jail, including housing and mental and physical health care to facilitate reentry into the community, and which, to the extent applicable, are provided by community-based entities to include faith-based community organizations (including coordinated reentry veteran-specific services for eligible veterans).

Funded demonstration projects must also provide services that: (1) encourage offenders to develop safe, healthy, and responsible family relationships and parent-child relationships, and involve the entire family unit in a comprehensive reentry process; (2) encourage the involvement of prison or jail mentors in the reentry process and enabling those mentors to remain in contact with offenders while in custody and after reentry into the community; (3) provide victim-appropriate services, encouraging the timely and complete payment of restitution and fines by offenders to victims, and providing services such as security and counseling to victims upon release of offenders; and (4) protect communities against dangerous offenders by using validated assessment tools to assess the risk factors and treatment needs of returning inmates and developing or adopting procedures to ensure that dangerous felons are not released from prison prematurely.

Allowable uses of funds to enhance a successful transition from incarceration to the community may include pre-release assessment and case planning, mentorship, housing, education, substance abuse treatment, mental health treatment, services to enhance family reunification, job training and readiness, and post-release case management and supervision. As required by the Second Chance Act, demonstration projects must have as a goal the reduction of recidivism by 50 percent within a five-year period.

BJA and the Office of Juvenile Justice and Delinquency Prevention (OJJDP) are collaborating closely on the Second Chance Act implementation. OJJDP hopes to issue a solicitation soon for a Second Chance Act demonstration initiative focused on juvenile populations. BJA and OJJDP will continue to collaborate to ensure that both juvenile and adult reentry efforts are supported. Similarly, both BJA and OJJDP are working with the National Institute of Justice in support of the research and evaluation activities called for in the Act.

For more information on BJA's implementation of the Second Chance Act initiatives and Frequently Asked Questions, visit BJA's Second Chance Act web page at www.ojp.usdoj.gov/BJA/grant/SecondChance.html.

Logic Model

A Second Chance Act Prisoner Reentry Initiative Logic Model illustrating the interrelationship of national inputs, activities, outcomes, outcome measures, and expected long-term impacts is included as Appendix 1.

Target Population

The target population for the initiative must be a specific subset of the population of individuals aged 18 and older convicted as an adult and imprisoned in a state, local, or tribal prison or jail. For federally recognized Indian tribes, the individuals may be housed in a tribal, regional, county, or local jail pursuant to state or tribal law. Applicants must identify and define the specific subset of offenders, or combination of subsets, that are proposed to be the target population of their project. For example, jurisdictions may choose to specifically target offenders who are:

- A specific demographic or set of demographics (age, gender, etc.).

- Returning to a specific community or neighborhood or zip code.
- Housed in the same facility.
- Assessed/classified as high risk.
- Determined to have the most likelihood of successful reentry.

Applicants must justify in the proposal the reason for selecting this target population and provide data to support its decision.

In identifying a specific target population, applicants should keep in mind issues such as the ability to adequately populate the project at a level necessary for cost-effectiveness and to support future research and evaluation needs, and the ability to provide a consistent application of needed resources, i.e., services like substance abuse or mental health treatment during the reentry process. Once an offender has been selected to begin the reentry process defined by the scope of a particular demonstration project, the ability to “track” the progress of the offender for a period of up to three years must be reasonably anticipated and a plan described in the application.

Definition of Recidivism

For purposes of the initiative, recidivism is defined as “a return to prison and/or jail with either a new conviction or as the result of a violation of the terms of supervision within 12 months of initial release.” The Second Chance Act requires that recidivism be a measure of success in funded programs.

Specific Requirements of the Second Chance Act Prisoner Reentry Initiative

As required by the Second Chance Act, all applications must provide or address the following:

- A reentry strategic plan that describes the long-term strategy, including measurable annual and five-year performance outcomes, and incorporates a detailed reentry implementation schedule and sustainability plan for the program.
- The role of local governmental agencies, nonprofit organizations, and community stakeholders that will be coordinated by, and that will collaborate on, the offender reentry strategy of the applicant, and certification of the involvement of such agencies and organizations. Participants in the creation of the reentry strategy should include representatives from the fields of public safety, corrections, housing, health, education, substance abuse, children and families, victims’ services, employment, and business.
- A description of the evidence-based methodology and outcome measures that will be used to evaluate the program and a discussion of how such measurements will provide valid measures of the impact of the program.
- A description of how the project could be broadly replicated if demonstrated to be effective.
- Documentation that reflects explicit support of the chief executive officer of the applicant agency(ies).
- An extensive discussion of the role of state corrections departments, community corrections agencies, and/or local jail systems in ensuring successful reentry of offenders into their communities.
- Extensive evidence of collaboration with state and local government agencies overseeing health, mental health, housing, child welfare, education, substance abuse, victims services, and employment services, and with local law enforcement agencies.
- A plan for the analysis of the statutory, regulatory, rules-based, and practice-based hurdles to reintegration of offenders into the community.

- Documentation reflecting the establishment of a Reentry Task Force to examine ways to pool resources and funding streams to promote lower recidivism rates for returning offenders and minimize the harmful effects of offenders' time in prison or jail on families and communities of offenders by collecting data and best practices in offender reentry from stakeholder agencies and organizations. The task force shall be comprised of relevant state, tribal, territorial, or local leaders and representatives of relevant agencies, service providers, nonprofit organizations, and other key stakeholders.

In addition, applications must include letters of support from corrections officials responsible for facilities or offenders to be served through this project (see page 9).

Priority consideration will be given to grant applications that:

- Focus their program on geographic areas with a disproportionate population of offenders released from prisons or jails.
- Include input from nonprofit organizations, in any case where relevant input is available and appropriate, consultation with crime victims and offenders who are released from prisons and jails and coordination with families of offenders.
- Use validated and dynamic assessment tools at intake to determine the risk and needs of offenders, demonstrate effective case assessment and management abilities to provide a comprehensive and continuous reentry process, including, but not limited to, planning while offenders are incarcerated, pre-release transition housing, establishing pre-release planning procedures to ensure eligibility of an offender for federal or state benefits upon release, ensuring that offenders obtain all necessary referrals for reentry services, and delivery of continuous and appropriate drug treatment, medical care, job training and placement, educational services, or any other service or support needed for successful reentry.
- Provides for a review the process by which the applicant adjudicates violations of parole, probation, or supervision following release from prison or jail, taking into account public safety and the use of graduated, community-based sanctions for minor and technical violations of parole, probation, or supervision (specifically those violations that are not otherwise, and independently, a violation of law).
- Provides for an independent evaluation of the reentry process that include, to the maximum extent possible, random assignment and controlled studies to determine the effectiveness of the process developed within the scope of the project.
- Target high-risk offenders for participation in the reentry process through validated assessment tools.

Amount and Length of Awards

Awards under the initiative will be for a period of 12 months with the ability for no-cost extensions. A grantee may be eligible for continued funding for an additional two years contingent upon the availability of funds and demonstration of adequate progress toward meeting established goals of the program. Contingent upon the availability of funds and the number of offenders projected to be served, awards of up to \$750,000 will be made.

Limitation on use of award funds for employee compensation; waiver: No portion of any award of more than \$250,000 made under this solicitation may be used to pay any portion of the total cash compensation (salary plus bonuses) of any employee of the award recipient whose total cash compensation exceeds 110 percent of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (The salary table for SES employees

is available at www.opm.gov.) This prohibition may be waived at the discretion of the Assistant Attorney General for the Office of Justice Programs. An applicant that wishes to request a waiver should include a detailed justification in the budget narrative of the application. The justification should include: the particular qualification and expertise of the individual, the uniqueness of the service being provided, the individual's specific knowledge of the program or project undertaken with the grant funds and a statement explaining that the individual's salary is commensurate with the regular and customary rate for an individual with her/his qualifications and expertise, and for the work that is to be done.

Match Requirement

As required by the Second Chance Act, a grant made under this program may not cover more than 50 percent of the total costs of the project being funded. The applicant must identify the source of the 50 percent non-federal portion of the budget and how match funds will be used. The recipient of a grant must provide 25 percent of the total project cost in cash match, and 25 percent of the total project cost may be matched by making in-kind contributions of goods or services that are directly related to the purpose for which the grant was awarded. Federal funds received and cash match provided by the grantee shall be used to supplement, not supplant, non-federal funds that would otherwise be available for the activities funded under this section. **The applicant must identify the source of the 25 percent non-federal cash portion of the budget and how both cash and in-kind match funds will be used.**

The formula for calculating match is:

$$\frac{\text{Award amount}}{\text{Federal Share}} = \text{Adjusted Project Costs}$$

$$\text{Recipient's share} \times \text{Adjusted Project Cost} = \text{required match}$$

Example: For a federal award amount of \$500,000, match would be calculated as follows:

$$\frac{\$500,000}{50\%} = \$1,000,000 \quad 50\% \times \$1,000,000 = \$500,000 \text{ match}$$

Performance Measures

To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, applicants who receive funding under this solicitation must provide data that measure the results of their work. In addition, applicants must discuss their data collection methods in the application. Performance measures for this solicitation are as follows:

TP = Target Population

Program Goal	Performance Measures	Data Grantee Provides
Increase public safety and reduce recidivism.	Percent decrease in recidivism rates for the target population (TP) since the beginning of the initiative.	Number of new offenders added to the TP this quarter. Total number of TP in the initiative. Number of TP released this quarter.

		<p>Total number of TP released since the beginning of the initiative.</p> <p>Number of TP resentenced to prison with a new conviction this quarter.</p> <p>Total number of TP resentenced to prison with a new conviction since the beginning of the initiative.</p>
	Percent reduction in the crime rate.	<p>Total number of crimes reported during this quarter.</p> <p>Total population for the area that the TP is returning to (i.e., statewide, county, city, neighborhood).*</p> <p>*Requested to produce a crime rate .</p>
	Percent increase in employment among TP from the previous reporting period.	<p>Number of TP who found employment this quarter.</p> <p>Total Number of TP who are employed.</p>
	Percent increase in TP enrolled in educational programs.	<p>Number of TP who have enrolled in an educational program this quarter.</p> <p>Total Number of TP who are currently enrolled in an educational program.</p>
	Reduction in the number of violations of conditions of supervised release.	<p>Number of TP who have violated the conditions of their release this quarter.</p> <p>Total number of TP who have violated the conditions of their release since the beginning of this initiative.</p>
	Percent increase in the number of TP who fulfilled their child support obligations.	<p>Total number of TP that are required to pay child support.</p> <p>Number of TP who paid their child support this quarter.</p>
	Increased number of TP who have obtained housing.	<p>Number of target population who found housing this quarter.</p> <p>Total Number of TP who have housing since the beginning of this initiative.</p>
	Increase in the number of TP who participate in substance abuse services.	<p>Number of TP who were assessed as needing substance abuse services this quarter.</p> <p>Total number of TP who have been assessed as needing substance abuse services since the beginning of this initiative.</p> <p>Number of TP who enrolled in a substance abuse program this quarter.</p> <p>Total Number of TP enrolled in a</p>

		substance abuse program since the beginning of this initiative.
	Percent increase in TP who participate in mental health services.	<p>Number of TP who were assessed as needing mental health services this quarter.</p> <p>Total number of TP who have been assessed as needing mental health services since the beginning of this initiative.</p> <p>Number of TP who enrolled in a mental health program this quarter.</p> <p>Total number of TP enrolled in a mental health program since the beginning of this initiative.</p>
	Percent reduction in drug usage among TP during the reporting period.	<p>Total number of TP re-assessed regarding substance use during the reporting period.</p> <p>Total number of TP re-assessed as having <i>reduced</i> their substance use during this reporting period.</p>
	Percent reduction in alcohol abuse and consumption among TP during the reporting period.	<p>Total number of TP re-assessed regarding alcohol use during the reporting period.</p> <p>Total number of TP re-assessed as having <i>reduced</i> their alcohol use during this reporting period.</p>

How To Apply

DOJ participates in Grants.gov—a “one-stop storefront” that provides a unified process for all customers of federal grants to find funding opportunities and apply for funding.

Grants.gov Instructions: Complete instructions can be found at www.grants.gov.

If you experience difficulties at any point during this process, please call the Grants.gov Customer Support Hotline at **1-800-518-4726**, Monday-Friday from 7:00 a.m. to 9:00 p.m. e.t.

Note: OJP’s Grants Management System (GMS) does not support Microsoft Vista or Microsoft 2007. Therefore, OJP will not review any application whose attachments are in Microsoft Vista or Microsoft 2007 format. GMS downloads applications from Grants.gov and is the system in which OJP reviews applications and manages awarded grants. Applications submitted via GMS must be in the following formats: Microsoft Word (*.doc), WordPerfect (*.wpd), Microsoft Excel files (*.xlm), PDF files (*.pdf), or Text Documents (*.txt). GMS is not yet compatible with Vista and cannot yet process Microsoft Word 2007 documents saved in the new default format with the extensions of “.docx.” Please ensure the documents you are submitting in Grants.gov are saved using “Word 97-2003 Document (*.doc)” format. In addition, GMS does not accept executable file types as application attachments. These disallowed file types include, but are not limited to, the following extensions: “.com,” “.bat,” “.exe,” “.vbs,” “.cfg,” “.dat,” “.db,” “.dbf,” “.dll,” “.ini,” “.log,” “.ora,” “.sys,” and “.zip.”

CFDA Number: The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.202, titled “Prisoner Reentry Initiative Demonstration Grant” and the funding opportunity number is BJA-2009-2095.

A DUNS number is required: The Office of Management and Budget requires that all businesses and nonprofit applicants for federal funds include a DUNS (Data Universal Numeric System) number in their application for a new award or renewal of an award. Applications without a DUNS number are incomplete. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving federal funds. The identifier is used for tracking purposes and to validate address and point of contact information for federal assistance applicants, recipients, and subrecipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, simple, one-time activity. Obtain one by calling 1-866-705-5711 or by applying online at www.dnb.com/us/. Individuals are exempt from this requirement.

Central Contractor Registration (CCR) is required: In addition to the DUNS number requirement, OJP requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the Central Contractor Registration (CCR) database. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and subrecipients. Organizations that have previously submitted applications via Grants.gov are already registered with CCR, as it is a requirement for Grants.gov registration. Please note, however, that applicants must update or renew their CCR at least once per year to maintain an active status. Information about registration procedures can be accessed at www.ccr.gov.

What an Application Must Include

Standard Form 424

Program Narrative (Attachment 1)

The program narrative must respond to the solicitation and the Selection Criteria (1-3, 5) in the order given. The program narrative must be double-spaced, using a standard 12-point font (Times New Roman is preferred) with 1-inch margins, and must not exceed 15 pages. Please number pages “1 of 15,” “2 of 15,” etc. Submissions that do not adhere to the format will be deemed ineligible.

Budget and Budget Narrative (Attachment 2)

Applicants must provide a budget that is complete and allowable. Applicants must submit a budget worksheet and budget narrative in one file. A budget detail worksheet form is available on OJP’s web site at www.ojp.usdoj.gov/funding/forms/budget_detail.pdf.

Project Timeline, Position Descriptions, Strategic Plans, and Letters of Support (Attachment 3)

Attach a *Project Timeline* with each project goal, related objective, activity, expected completion date, responsible person, or organization; *Position Descriptions* for key positions; *Reentry Strategic Plan*; and *Letters of Support* from all key partners, detailing the commitment to work with Prisoner Reentry Initiative partners to promote the mission of the project.

The Letter of Support from the lead organization responsible for the operational aspects of the project must include (1) certification that the lead agency has consulted with other local parties,

and (2) the following statement: “The agency agrees to provide individual criminal history information for all participants to evaluators, unless prohibited by law. These data will be provided in response to periodic requests from the grantees and evaluator throughout the period of performance of this project to capture both criminal history prior to the program enrollment and subsequent recidivism.”

Selection Criteria

1. Statement of the Problem (20 percent out of 100)

Describe the problems with returning adult (aged 18 or over) offenders to the community. Indicate the jurisdiction or tribal community to be served, include details on the target population, the number of offenders returning to the community, and describe the number and type of offenders in facilities. Summarize the basic components of the state or local collaborative and the continuum of services corresponding to the individual’s risk and need assessment, including how offenders risk and need assessments are currently implemented; transition plans; pre- and post-release programs and services such as job development, cognitive behavioral therapy, life skills (including financial training), education, mental health and substance abuse treatment, and family counseling; transitional and permanent housing links; ongoing offender behavior assessments; and data collection and analysis for future efforts.

2. Program Design and Implementation (40 percent out of 100)

Describe in detail how the nine program-specific requirements specified on page 4 of this solicitation have been met.

Describe the proposed plan to implement the critical elements of the reentry strategy, including assessment and planning activities; pre-release services; transition planning; and post-release supervision and services. Describe how the applicant will establish or empower an existing Reentry Task Force to examine ways to pool resources and funding streams (see page 4) and provide for an analysis of the data so that it can be utilized to further inform the project. Provide a list of the government and community agencies that comprise the Reentry Task Force.

Describe proposed ongoing activities of the Reentry Task Force to analyze current systems to screen and assess the offender population. Demonstrate how the implementation plan will be developed, executed, monitored, and evaluated. Indicate how the plan will ensure that a reasonable number of eligible offenders will be identified to populate the initiative providing adequate numbers for both evaluation purposes as well as cost/benefit analysis. This plan must reflect reentry as an evidenced-based process and not a program; however, proposed services to be delivered must be clearly tied to a comprehensive service delivery approach.

3. Capabilities/Competencies (20 percent out of 100)

Describe the management structure and staffing of the project, identifying the agency responsible for the project and the grant coordinator. Demonstrate the capability of the Reentry Task Force and collaborative partners to implement the project, including gathering and analyzing information, developing a plan, and evaluating the program. The management and organizational structure described should match the staff needs necessary to accomplish the tasks outlined in the implementation plan.

4. Budget (10 percent out of 100)

Provide a proposed budget and budget narrative that are cost-effective, complete and allowable. The budget must indicate how the 50 percent federal funds, the 25 percent cash match, and the 25 percent in-kind match will be allocated in the overall budget.

5. Impact/Outcomes, Evaluation, Sustainment, and Description of the Applicant's Plan for the Collection of the Data Required for Performance Measures (10 percent out of 100)

Describe the process for assessing the initiative's effectiveness (see Performance Measures). Identify goals and objectives for program development, implementation, and outcomes. Describe how performance will be documented, monitored, and evaluated, and identify the impact of the strategy once implemented. Outline what data and information will be collected and describe how evaluation and collaborative partnerships will be leveraged to build long-term support and resources for the program. Discuss how this effort will be integrated into the state and local justice system plans or commitments, how the program will be financially sustained after federal funding ends, and the expected long-term results for the program. Describe the strategy/methodology for tracking offenders assigned to the reentry process for a period of up to three years after their release from prison or jail.

Review Process

OJP is committed to ensuring a standardized process for awarding grants. The Bureau of Justice Assistance (BJA) reviews the application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with program or legislative requirements as stated in the solicitation.

Peer reviewers will be reviewing the applications submitted under this solicitation as well. BJA may use either internal peer reviewers, external peer reviewers, or a combination of both to review the applications under this solicitation. An external peer reviewer is an expert in the field of the subject matter of a given solicitation who is NOT a current U.S. Department of Justice employee. An internal reviewer is an expert in the field of the subject matter of a given solicitation who is a current U.S. Department of Justice employee. Applications will be screened initially to determine whether the applicant meets all eligibility requirements. Only applications submitted by eligible applicants that meet all other requirements (such as timeliness, proper format, and responsiveness to the scope of the solicitation) will be evaluated, scored, and rated by a peer review panel. Peer reviewers' ratings and any resulting recommendations are advisory only. In addition to peer review ratings, considerations may include, but are not limited to, underserved populations, strategic priorities, past performance, and available funding.

After the peer review is finalized, the Office of the Chief Financial Officer (OCFO), in consultation with BJA, conducts a financial review of all potential discretionary awards and cooperative agreements to evaluate the fiscal integrity and financial capability of applicants; examines proposed costs to determine if the budget and budget narrative accurately explain project costs; and determines whether costs are reasonable, necessary, and allowable under applicable federal cost principles and agency regulations. OCFO also reviews the award document and verifies the OJP Vendor Number.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final grant award decisions will be made by the Assistant Attorney General, who may also give

consideration to factors including, but not limited to, underserved populations, strategic priorities, past performance, and available funding when making awards.

Additional Requirements

Successful applicants selected for award must agree to comply with additional applicable requirements prior to receiving grant funding. We strongly encourage you to review the list below pertaining to these additional requirements prior to submitting your application. Additional information for each can be found at www.ojp.usdoj.gov/funding/other_requirements.htm.

- Civil Rights Compliance
- Funding to Faith-Based Organizations
- Confidentiality and Human Subjects Protection
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) Compliance
- DOJ Information Technology Standards
- Single Point of Contact Review
- Non-Supplanting of State and Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of Justice Programs [Financial Guide](#)
- Suspension or Termination of Funding
- Non-Profit Organizations
- For-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act (FFATA) of 2006

Appendix 1

Second Chance Act Prisoner Reentry Initiative Logic Model

Goal(s): Increase Public Safety and Reduce Recidivism by 50 percent over 5 years

INPUTS	ACTIVITIES	OUTCOMES	OUTCOME MEASURES	LONG TERM OUTCOMES/IMPACT*
<ul style="list-style-type: none"> ■ Support of the Chief Executive officer of the state, unit of local government, territory, or Indian Tribe ■ Extensive description of the role of state corrections departments, community corrections agencies, juvenile justice systems, and/or local jail systems – that will ensure successful reentry ■ Extensive evidence of collaboration with state and local government agencies, as well as stakeholder groups. ■ Analysis plan for: statutory, regulatory, rules-based, and practice-based hurdles to reintegration of offenders ■ Target Population (TP): High-Risk Offenders ■ Risk and Needs Assessments ■ Reentry Task Force membership ■ 5-year Reentry Strategic Plan ◇ Plan to follow and track TP 	<ul style="list-style-type: none"> ■ Develop and coordinate a Reentry Task Force ■ Administer validated assessment tools to assess the risk factors and needs of returning inmates ■ Establish pre-release planning procedures ■ Provide offenders with educational, literacy, and vocational services ■ Provide substance abuse, mental health, and health treatment and services ■ Provide coordinated supervision and comprehensive services for offenders upon release from prison or jail ■ Connect inmates with their children and families ■ Provide victim appropriate services 	<ul style="list-style-type: none"> ■ A reduction in recidivism rates for the target population ■ Reduction in crime ■ Increased employment opportunities 	<ul style="list-style-type: none"> Number of new offenders added to the TP this quarter Total number of TP in the initiative Number of TP released this quarter Total number of TP released since the beginning of the initiative Number of TP resentenced to prison with a new conviction this quarter Total Number of TP resentenced to prison with a new conviction since the beginning of the initiative Total number of crimes reported during this quarter Total population for the area that the TP is returning to (i.e., statewide, county, city, neighborhood) Number of TP who found employment this quarter Total Number of TP who are employed Number of TP who have enrolled in an educational program this quarter 	<ul style="list-style-type: none"> ■ Increase public safety ■ Reduce Recidivism by 50 percent over 5 years

<ul style="list-style-type: none"> ◇ Sustainability Plan ◇ Plan to collect and provide data for performance measures ■ Pre- and post-release programming ■ Mentors ■ Provide a 50 percent match [only 25 percent can be in-kind] 	<ul style="list-style-type: none"> ■ Deliver continuous and appropriate drug treatment, medical care, job training and placement, educational services, and housing opportunities ■ Examine ways to pool resources and funding streams to promote lower recidivism rates ■ Collect and provide data to meet performance measurement requirements 	<ul style="list-style-type: none"> ■ Increased education opportunities ■ Reduction in violations of conditions of supervised release ■ Increased payment of child support ■ Increased housing opportunities ■ Increased participation in substance abuse services ■ Increased participation in mental health services 	<p>Total number of TP who are currently enrolled in an educational program</p> <p>Number of TP who have violated the conditions of their release this quarter</p> <p>Total number of TP who have violated the conditions of their release</p> <p>Total number of TP that are required to pay child support</p> <p>Number of TP who paid their child support this quarter</p> <p>Number of target population who found housing this quarter</p> <p>Total number of TP who have housing</p> <p>Number of TP who were assessed as needing substance abuse services this quarter</p> <p>Total number of TP who have been assessed as needing substance abuse services</p> <p>Number of TP who enrolled in a substance abuse program this quarter</p> <p>Total number of TP enrolled in a substance abuse program</p> <p>Number of TP who were assessed as needing mental health services this quarter</p> <p>Total number of TP who have been assessed as needing mental health services</p> <p>Number of TP who enrolled in a mental health program this quarter</p> <p>Total number of TP enrolled in a mental health program</p>	
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