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PUBLIC NOTICES

**LAW AND PUBLIC SAFETY
OFFICE OF THE ATTORNEY GENERAL**

41 N.J.R. 4130(a)

Notice of Availability of Funds

Comprehensive Jail-Based Reentry Strategies

Take notice that, in compliance with [N.J.S.A. 52:14-34.4](#), the Department of Law and Public Safety, Office of the Attorney General, hereby announces the notice of available funds for the below grant program.

A. Name of program: Comprehensive Jail-Based Reentry Strategies

B. Purpose: In concert with the American Recovery and Reinvestment Act of 2009 (ARRA or Recovery Act) and the Edward Byrne Memorial Justice Assistance Act Grant Program (JAG Recovery), funding is being made available for comprehensive jail-based reentry strategies that will be implemented at the county level to address the reintegration needs of offenders returning to communities from local jails, and to build a long-term reentry infrastructure that will diminish the dependence of county jails on public safety dollars by building a community-based system of wrap around services, health care continuity and evidence-based community supervision.

The goals and intent of the program are (1) implementation of reentry strategies that will reduce recidivism rates among individuals returning to their communities at the completion of a jail sentence or pending disposition; and (2) to improve the health conditions of individuals cycling in and out of New Jersey's jails and enhance public safety. Primarily, this funding is being made available for implementation of models that are evidence-based, holistic, and utilize wrap around services to address the multiple needs of offenders (that is, mental health and health diagnosis, substance abuse problems, poor employment skills/difficulty identifying job opportunities, housing, child support, parenting, among others). Specifically, grant funding will be made available for programs that utilize either, or, a combination of:

1. Day reporting centers that focus on risks/needs assessments, connections with and to community-based service providers and can provide other support to returning offenders that facilitate their employment, or, for those that are unemployable due to medical/mental health and other conditions,

by helping them apply for Disabled Medicaid, Supplemental Security Income (SSI) or Social Security Disability Insurance (SSDI) and/or any other applicable public assistance programs;

2. Discharge planning for inmates that address issues including, but not limited to, the continuity of health care, mental health screening, referrals to community providers of mental health and health care, substance abuse treatment, housing assistance, connections to social services and qualification for government assistance programs, employment and job training resources, placement and other areas important for successful reentry;

3. Discharge planning that ensures continuity of health care for inmates from jail to their communities by implementing a coordinated jail-based health care continuum of care; and/or

4. Discharge planning that enrolls inmates in public health insurance and/or other public assistance programs to help provide treatment upon release prior to release.

All applicants are encouraged to:

-- Develop a County Re-Entry Task Force if one is not already in place. The County Re-Entry Task Force should incorporate and include as many governmental agencies, non-profit organizations and other local community groups as possible. The Task Force's focus should be consistent with a holistic approach to re-entry that emphasizes programs, services, training and assistance for returning offenders;

-- Collaborate and integrate services with established, or emerging, reentry service delivery systems, including, using existing wrap-around services and data collection systems;

-- Utilize an electronic health record and practice management system that allows jails and community health programs to share health information, upon consent, about their inmate-patients and coordinate across service settings;

-- Partner with local and State agencies such as the board of social services, one stop career centers, probation, parole, county jails, community service health care providers, local law enforcement, municipal and superior courts. Partnerships shall be evidenced by a signed Memorandum of Understanding;

-- Implement a quality assurance and evaluation protocol that ensures that the project is executed as proposed and that changes to the approach are made as necessary to improve the efficacy of service delivery;

-- Select applicants that will work with detainees in jail who are (1) pending disposition or sentenced to community supervision (2) frequently cycle in and out the institution, and/or (3) have the most serious health, mental health, and substance abuse problems.

-- Priority consideration will be given to grant applications that meet as many of the following criteria:

a. A reentry strategic plan that describes the applicant's long-term strategy for working with the ex-offender population;

b. Articulates and shows the role of local governmental agencies, nonprofit organizations, and

community stakeholder within a broader reentry policy;

- c. A description of the evidence-based methodology and outcome measures the applicant will utilize;
- d. A description of how the project could be broadly replicated in other counties or Statewide;
- e. Documentation that reflects explicit support of the chief executive officer of the county and/or any other local-level officials, agencies or offices that will be involved in the proposal;
- f. An extensive discussion of the role of state corrections departments, community corrections agencies, and/or local jail systems in assisting the ex-offender population;
- [page=4131] g. Extensive evidence of collaboration with state and local government agencies;
- h. A plan for the analysis of the statutory, regulatory, rules-based, and practice-based hurdles that exist in working with the ex-offender population;
- i. Documentation reflecting the establishment of a Reentry Task Force;

In addition, applications must include letters of support from corrections officials and any other personnel within the criminal justice system (that is, municipal prosecutors, judges, probation and/or parole officers, etc.) who will play a role in the implementation of the proposal or who are expressing support for the concept as well as those who plan to participate on a newly developed County Re-Entry Task Force.

C. Available funding: A total of \$ 1,000,000 will be offered to support this program. Funds will be awarded on a competitive basis. Geographic distribution will be taken into account in the selection of projects. Applicants can apply for up to \$ 125,000. A second year of funding may be awarded contingent upon the successful achievement of stated goals and objectives and strict adherence to all subgrant requirements. No agency will be awarded a total of more than \$ 250,000 over a two-year period. The Division of Criminal Justice reserves the right to decline any and all applications for funding and to award grants in amounts that may be other than requested.

No matching funds are required.

D. Organizations which may apply for funding under this program: Organizations eligible to apply include: county/local governmental entities responsible for the operation of jail facilities and the care, oversight and detention of incarcerated individuals. Governmental entities may submit proposals that incorporate identified non-governmental resources the entity anticipates utilizing provided such usage is consistent with all relevant federal, state and local contracting and bidding procedures.

E. Qualifications needed by an applicant to be considered for funding: Applicants must comply with all program and ARRA requirements.

I. A DUNS number is required. A DUNS number is used to track Federal assistance applicants, recipients, and subrecipients. For further information visit on-line at <http://www.dnb.com/us>.

II. A current and active status Central Contractor Registration (CCR) is required. CCR is the Federal

government's database for standard information about Federal financial assistance applicants, recipients, and subrecipients. For further information visit on-line at <http://www.ccr.gov>.

III. A demonstration of the capacity to account for and report on all JAG Recovery funds separate and apart from all other grant funds that agency receives.

(See <http://www.ojp.usdoj.gov/recovery/solicitationrequirements.htm> and the JAG Recovery Program Administration and Funding Guidelines).

A. Agency must demonstrate it possesses the financial capacity to segregate, account, report and track all JAG Recovery funds.

B. Agency must demonstrate the capacity to comply with strict ARRA reporting requirements (monthly reporting by the seventh day of the following month).

C. The information from these reports will be posted quarterly on public websites. Applicants may expect that the information posted will identify subgrantees as delinquent in their reporting.

D. Provide monthly JAG Performance Measures due by the seventh day of the following month. For additional information, please visit the following website: www.ojp.usdoj.gov/BJA/grant/JAG_Measures.pdf.

E. Selected applicants must attend a mandatory training on ARRA reporting requirements.

IV. Non-Supplanting. Grant funds must be used to supplement existing state and local funds for program activities and must not replace those funds that have been appropriated for the same purpose. See the OJP Financial Guide (Part II, Chapter 3). For additional information visit: <http://www.ojp.usdoj.gov/recovery/supplantingguidance.htm>.

V. Compliance with other Office of Justice Programs (OJP) Recovery Act Requirements available online at: <http://www.ojp.usdoj.gov/recovery/solicitationrequirements.htm>.

VI. Agencies are not eligible if debarred or suspended from doing business with any unit of government. Applicants must be in good standing with all State and Federal agencies with which they have had an existing grant or contractual relationship.

VII. Where appropriate, all applicants must hold current State licenses, permits, and certificates and conduct employee background check, as required.

F. Procedures for eligible organizations to apply: Application packages are available from the New Jersey Division of Criminal Justice. Contact Connie Schwedes, Program Analyst, at schwedesc@njdcj.org or 609-292-6766 during business hours, Monday through Friday, between the hours of 9:00 A.M. and 5:00 P.M. A full description of the procedures necessary for applicants to follow in requesting funding under this grant will be provided to all interested parties.

All applicants shall comply with the State of New Jersey JAG Recovery Grant Program Administration and Funding Guidelines and submit a completed application including letters of support and memoranda of agreement by January 4, 2010.

G. Technical Assistance: Applicants are permitted, but are not required, to receive technical assistance in drafting their proposals. Scoring of applications is not predicated on whether, or how much, technical assistance was provided.

Technical assistance to all interested applicants is available from the Community Oriented Correctional Health Services (COCHS), a non-profit organization established to help communities around the country connect the health care provided in local correctional centers with health care provided in the community. COCHS can provide assistance in areas including, strategies for creating relationships between community health centers and correctional facilities, developing satellite health center sites within correctional facilities, organizing offender health and post-release services in health centers near the offender's residence, extending health screening to the pre-arraignment process, installing electronic medical records systems, legal and marketing assistance, model policies and procedures, performance standards and targeted clinical quality improvement.

COCHS outreach and assistance is being made available at COCHS's discretion and is not within the control or purview of the New Jersey Department of Law and Public Safety. Applicants are not required to utilize this technical assistance as part of their grant application.

Technical assistance is also available from the New Jersey State Parole Board (SPB). The SPB, as directed by its Chairman or her designee, will make available to any interested applicant, technical assistance regarding SPB's Community Resource Center (CRC) model. The CRC model was formerly known as SPB's Day Reporting Center (DRC) model. This technical assistance is offered to the extent that operational effectiveness and efficiencies of SPB allow. SPB currently operates, under contract, 11 full-service CRCs throughout the State. Each of these non-residential centers is a multi-service facility providing a range of programmed instruction to assist in the successful and sustainable re-entry of all offenders under parole supervision. Under various contracts, this level of service provision has been operational for more than eight years.

Technical assistance by SPB is offered for this model, which includes working with the contracted providers who manage parolees at the facilities, providing reporting to the supervising authority, developing metrics and performance benchmarks established with the providers and demonstrating progress in parolee rehabilitation through participation in programs and services at the CRCs. State Parole Board assistance is being made available through a separate grant to that agency. Applicants are not required to utilize this technical assistance as part of their grant application.

The following scored program components must be included in the grant application:

1. Problem Statement/Needs Assessment - Five percent

Clearly state the problem/need that will be addressed with grant funds. Include statistics and factual information to substantiate the need and selection of the proposed program. Describe the impact of the problem on the community and any steps that have been taken to address the problem. Identify gaps in services and additional resources that are needed to resolve the problem.

2. Goals, Objectives, Action Strategy - 30 percent

[page=4132] State the goal(s) of the program. List clear and measurable objectives to achieve each goal, describing specific approaches that will be taken to resolve the problem and expected outcomes.

Fully describe the implementation process and use of evidence based practices or promising approaches.

Include the following points in the action strategy: target population of program; anticipated number of persons to be served by project; selection process for participation in program; screening and assessment protocols, treatment or case management plans, community standard of care or best practice, major activities that will be implemented; program and/or benefits eligibility process; personnel and resources needed for program; time frame for project implementation.

Describe and demonstrate the effectiveness of the applicant's plan for placing and retaining inmate-patients into employment and how this information will be documented. Jail-based health care proposals should describe how the following will be provided: clinical screening; comprehensive medical, psychiatric, substance abuse evaluations; treatment planning; treatment, medication management; health education; facilitating enrollment in public health insurance, completing SSI/SSDI applications and applications for disabled Medicaid; signing consent forms to release information and share that information among health and other providers during incarceration. Describe re-activating public health insurance, ensuring continuity of care in the community, securely transferring medical records, facilitating access to medications upon discharge, ensuring compliance with clinical appointments, arranging transportation for health care appointments, removing barriers to participation, coordination with criminal justice agencies, as appropriate, coordination with HMOs including their care management services as appropriate, provision of health education, access to job placement and retention services, coordination with the local reentry service delivery system and services upon release to the community

3. Planning, Management Structure and Background - 30 percent

Describe the experience/capacity of your agency to implement your proposed reentry program. Provide information regarding the implementation process for your project. Describe the community partnerships that will be involved, contributions of partnering agencies, and coordination with other programs. Clearly articulate the role of all partners and stakeholders and include signed Memoranda of Understanding memorializing the roles and responsibilities of each partner or stakeholder. Outline the management structure; identify the Project Director and other key individuals who will be directly involved in the operation of the project. Explain roles, functions and membership of the advisory board/committee as well as the role inmate-patient. Discuss your organization's cultural competence and cultural proficiency regarding minorities, economically disadvantaged, non-English speaking individuals and others.

4. Data Collection/Performance Measures/Evaluation - 20 percent

Describe and demonstrate the methods that will be used to measure the progress and assess the impact of the project as well as regular reporting on the progress of the project. Identify ongoing self assessments, compliance with contractual requirements, information technology resources, including medical records transfer, confidentiality of inmate-patient information (that is, medical and behavioral history), and personnel responsible for collecting health records. Describe how general discharge planning, medical discharge procedures, the use of assessment, screening and other protocols will be synthesized into a single treatment/discharge plan and how this information is shared with the inmate-patient. Include a sample mental health, medical and substance abuse evaluation and legal payment systems process. (Subgrantees will be required to collect and report specific data).

5. Program Budget - 15 percent

Submit a budget form that identifies line items for each part of the program, its expected cost and any outside funding being provided. Submit a separate narrative, listing funds requested for program implementation and how those funds will be spent. The narrative must clearly show how each budget item is related to the objectives and activities of the project.

JAG grant funds cannot be used directly or indirectly for security enhancements or equipment for non-governmental entities not engaged in criminal justice or public safety. Nor may JAG funds be used directly or indirectly to provide for any of the following matters unless BJA certifies that extraordinary and exigent circumstances exist, making them essential to the maintenance of public safety and good order:

- Vehicles (excluding police cruisers), vessels (excluding police boats), or aircraft (excluding police helicopters);
- Luxury items;
- Real estate;
- Construction projects (other than penal or correctional institutions); or
- Any similar matters.

H. Address of the State agency receiving the proposal:

Connie Schwedes, Program Analyst
New Jersey Division of Criminal Justice
Richard J. Hughes Justice Complex
25 Market Street
PO Box 85
Trenton, New Jersey 08625

The PO Box must be included when mailing applications via regular mail. Failure to include the PO Box will result in the return of application to the applicant.

I. Deadline by which proposals must be submitted: All proposals must be mailed and post marked no later than 5:00 P.M., January 4, 2010.

J. Date by which notices shall be mailed of approval or disapproval of proposals: Approximately 60 days after the proposal submission deadline.