



the NATIONAL REENTRY  
RESOURCE CENTER

— *A project of the CSG Justice Center* —

# **Second Chance Act Grants: Guidance for Mentoring Grant Applicants**

Brought to you by the National Reentry Resource Center and the  
Bureau of Justice Assistance, U.S. Department of Justice

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# The Second Chance Act

- Public Law 110-199 signed into law on April 8, 2008
- Authorizes \$165 million for prisoner reentry programs in fiscal years 2009 and 2010, including \$15 million for mentoring grants to nonprofit organizations
- Purpose: to help states and communities reduce recidivism



# Second Chance Act – Funding Status

The FY2011 omnibus appropriations bill has yet to be enacted, however the Bureau of Justice Assistance is cautiously optimistic that Congress will provide some level of continuing support for Second Chance Act programs.

Please subscribe to the NRRC newsletter (at <http://www.nationalreentryresourcecenter.org/account/subscriptions>) to receive updates on the funding status for this and other SCA grant programs as they become available.

# Adult Mentoring Grants to Nonprofit Organizations

- This solicitation was released on February 9, 2011.
- Applications are due on **April 21, 2011**.
- The solicitation and Frequently Asked Questions (FAQs) are available at the following websites:

<http://www.ojp.usdoj.gov/BJA/grant/11SecondChanceMentoringSol.pdf>

<http://www.ojp.usdoj.gov/BJA/grant/11SCAMentoringFAQ.pdf>

# Eligibility

- Applicants are limited to nonprofit organizations and federally recognized Indian tribes (as determined by the Secretary of the Interior). Applicants must adhere to all of the eligibility and funding requirements of the Second Chance Act and any additional requirements that may be established through appropriations measures.
- Note - This solicitation provides funding for adult mentoring reentry projects. For those interested in submitting applications for specific “juvenile” related mentoring reentry projects, please visit the OJJDP web site at [www.ojjdp.gov](http://www.ojjdp.gov).

# Goals and Objectives

- Goals - To promote more effective and successful reentry for offenders through the establishment and maintenance of pre- and post-release mentoring relationships.
- Objectives - To establish or improve the administration of mentoring programs, including the expansion of mentoring strategies and program design; enhance and improve the organizational capacity, system efficiency, and cost effectiveness of mentoring programs through training and technical assistance and other strategies, and; improve outcomes for offenders in mentoring programs by establishing and strengthening collaborative community approaches.

# Solicited Categories

- In FY 2011, two categories of mentoring programs are solicited.
  - Category 1 solicits applications that propose to provide mentoring to adult offenders generally.
  - Category 2 solicits applications that propose to focus on a specific subset of adult offenders who are also fathers and mothers, and particularly those non-custodial parents who may otherwise be disengaged from responsible parenting altogether.
  - **Note - Applicants may apply under Category 1 or Category 2, but not both.**

# Category 1: Specific Requirements

- **Both pre- and post-release services** that include mentoring offenders in a pre-release setting during incarceration, through transition back to the community, and post-release.
- Transitional services to assist in the reintegration of offenders into the community. Applicant agencies/organizations are expected to demonstrate their capability to deliver or broker the provision of transitional services proposed to be offered in conjunction with the core mentoring component.
- Training of mentors: Training for mentors is essential in order to provide the necessary context for success. Projects **must** have a training component, which must be offered to potential and active mentors.

# Category 1: Target Population

- The target population must be a specific subset of the population aged 18 or 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.
- Applicants must justify in the proposal the reason for selecting this target population and provide data to support its decision.
- Applicants should provide the likely minimum number of offenders the project will serve and provide evidence to show that they will have that many offenders released from prison/jail during the timeframe.

# Category 1: Priority Consideration

- Include a plan to implement activities that have been demonstrated effective in facilitating the successful reentry of offenders.
- Include a plan/strategy for recruiting, training, and supervising/monitoring volunteer mentors. Applicants are strongly encouraged to consult [www.mentoring.org](http://www.mentoring.org) as a resource to create a quality mentoring program. While focused primarily on youth mentoring, this web site may be a useful resource.
- Discuss the role of local governmental agencies, other nonprofit organizations, and community stakeholders that will collaborate on project implementation.
- Provide a description of the research- or evidence-based methodology to be utilized in the delivery of mentoring and other proposed transitional services.

# Category 1: Priority Consideration

- Provide a description of how the project could be broadly replicated if demonstrated to be effective.
- Include a discussion of the role of state or local corrections departments, community corrections agencies, and/or local jail systems in ensuring successful reentry of offenders into their communities and how mentoring/transitional/training services provided under this project will be integrated into the overall reentry strategy of the state, local, or tribal prison or jail housing the target population.
- Include a plan to promote the sustainability of the project once federal funding ceases.
- Provide for an independent evaluation of the project that includes, to the maximum extent feasible, random assignment of offenders to program delivery and control groups (as per the Second Chance Act, Section 211).

# Category 2: Specific Requirements

- **Both pre- and post-release services** that include mentoring offenders in a pre-release setting during incarceration, through transition back to the community, and post-release.
- Applicants must demonstrate and document an established collaborative relationship with a correctional agency/facility/institution (a letter of commitment or memorandum of understanding must be included with the application).
- Transitional services to assist in the reintegration of offenders into the community. Applicant agencies/organizations are expected to demonstrate their capability to deliver or broker the provision of transitional services proposed to be offered in conjunction with the core mentoring component.

# Category 2: Specific Requirements

- Projects must have a training component, which must be offered to potential and active mentors. The content should be designed to minimally address the following:
  - Enhance their knowledge of the criminal justice system as a whole, the corrections and reentry process, and of offender issues generally.
  - Acquaint them with appropriate governing policy and procedures of the correctional agencies/facilities referring clients.
  - Develop or improve skills such as interpersonal communication to enhance their effectiveness as mentors.
  - Increase awareness and sensitivity of victim-related issues.
  - Provide information on available transitional services and referral procedures to other agencies/organizations.
  - Develop or enhance the level of professionalism and adherence to accepted ethical standards of practice.
  - Ensure the safety of mentors.

# Category 2: 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 and who are also parents of minor children.
- 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. Applicants may choose to specifically target offenders with special needs, such as parents who are:
  - Pregnant or parenting a very young child (those with children under the age of 6 may require additional support services).
  - Non-custodial parents (those with child support obligations may require additional support services).
  - Single parents with parental rights and responsibilities.
  - Returning to a specific community or neighborhood or zip code that, because of economic or social conditions, may put offenders at higher-risk for reoffending.

# Category 2: Priority Consideration

- Include a plan to implement activities that have been demonstrated effective in facilitating the successful reentry of offenders (see [www.nationalreentryresourcecenter.org](http://www.nationalreentryresourcecenter.org)) (as per the Second Chance Act, Section 211).
- Include a plan/strategy for recruiting, training, and supervising/monitoring volunteer mentors. Applicants are strongly encouraged to consult [www.mentoring.org](http://www.mentoring.org) as a resource to create a quality mentoring program. While focused primarily on youth mentoring, this web site may be a useful resource.
- Discuss the role of local governmental agencies, other nonprofit organizations, and community stakeholders that will collaborate on project implementation.
- Provide a description of the research- or evidence-based methodology to be utilized in the delivery of mentoring and other proposed transitional services.

# Category 2: Priority Consideration

- Provide a description of how the project could be broadly replicated if demonstrated to be effective.
- Include a discussion of the role of state or local corrections departments, community corrections agencies, and/or local jail systems in ensuring successful reentry of offenders into their communities and how mentoring/transitional/training services provided under this project will be integrated into the overall reentry strategy of the state, local, or tribal prison or jail housing the target population.
- Include a plan to promote the sustainability of the project once federal funding ceases.
- Provide for an independent evaluation of the project that includes, to the maximum extent feasible, random assignment of offenders to program delivery and control groups (as per the Second Chance Act, Section 211).

# Amount and Length of Award

Awards under this program will be made for a period of 24 months with the possibility of no-cost extensions. Contingent upon the availability of funds and the number of offenders projected to be served, awards of up to \$300,000 will be made.

Under the FY 2010 Adult Mentoring Program, 50 awards were made totaling 13,968,291. Pending the uncertainty and outcome of the FY 2011 appropriations process anticipated in March 2011, BJA may make the same number of awards or less under this program.

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

# Selection Criteria

- Statement of the Problem (20%)
- Program Design and Implementation (30%)
- Capabilities/Competencies (30%)
- Impact/Outcomes, Evaluation, and Sustainment, and Plan for Collecting the Data Required for this Solicitation's Performance Measures (10%)
- Budget (10%)

# Statement of the Problem

- Describe the problems with individuals returning to the community.
- Indicate the jurisdiction or tribal community to be served.
- Include details on the target population, the number of individuals returning to the community, and describe the number and type of individuals in facilities.

# Statement of the Problem

- Summarize the basic components of the state, local, or tribal reentry initiative as currently being implemented.
- Describe the existing continuum or menu of services (pre- and post-release) available to offenders corresponding to the individual's risk and need assessment.
  - Such services might include: 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.
- Describe how the mentoring program proposed in the project application will interface with the existing reentry process.

# Program Design and Implementation

- Describe in detail how the Specific Requirements for the category for which you are applying (specified on pages 5-6 and 8-9 of the solicitation) will be met.
- Describe in detail how the Priority Considerations for the category for which you are applying (specified on pages 7-8 and 10-11 of this solicitation) have been met.

# Capabilities/Competencies

- Describe the organizational structure, capabilities, and competencies of the applicant nonprofit organization/agency. This should include a historical perspective on how the organization is positioned to provide mentoring and transitional services throughout the entire reentry process from pre-release to post-release community support.
- Describe the management structure and staffing of the project, identifying the agency responsible for the project and the grant coordinator. BJA strongly encourages applicants to hire a full-time coordinator with a documented history of working with offenders. The management and organizational structure described should match the staff needs necessary to accomplish the tasks outlined in the project implementation plan.

# Impact/Outcomes, Evaluation, and Sustainment, and Plan for Collecting the Data Required for Performance Measures

- Describe the process for assessing the project's effectiveness.
- Identify goals and objectives for program development, implementation, and outcomes.
- Describe how performance will be documented, monitored, and evaluated, and identify the impact of each 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.

# Impact/Outcomes, Evaluation, and Sustainment, and Plan for Collecting the Data Required for Performance Measures (continued)

- Discuss how this project 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 project for as long as they are actively involved.

# Budget

- **There is no match requirement under this solicitation.**
- Provide a proposed budget and budget narrative that are cost-effective, complete, and allowable.
- Applicants must budget funding to travel to Department of Justice-sponsored grant meetings. Applicants should estimate the costs of travel and accommodations for three staff to attend two meetings in Washington D.C.

# Performance Measures

Grantees will be required to provide data that measure the results of their work related to the following objectives:

- Establish or improve the administration of mentoring programs, including the expansion of mentoring strategies and program design.
- Enhance and improve the organizational capacity, system efficiency, and cost effectiveness of mentoring programs through training and technical assistance and other strategies.
- Improve outcomes for offenders in mentoring programs by establishing and strengthening collaborative community approaches.

# Contact Information

## **Technical Assistance Contact Information**

For technical assistance with submitting the application, contact the Grants.gov Customer Support Hotline at 1-800-518-4726 or via e-mail to [support@grants.gov](mailto:support@grants.gov).

Note: The Grants.gov Support Hotline hours of operation are 24 hours, 7 days a week, except federal holidays.

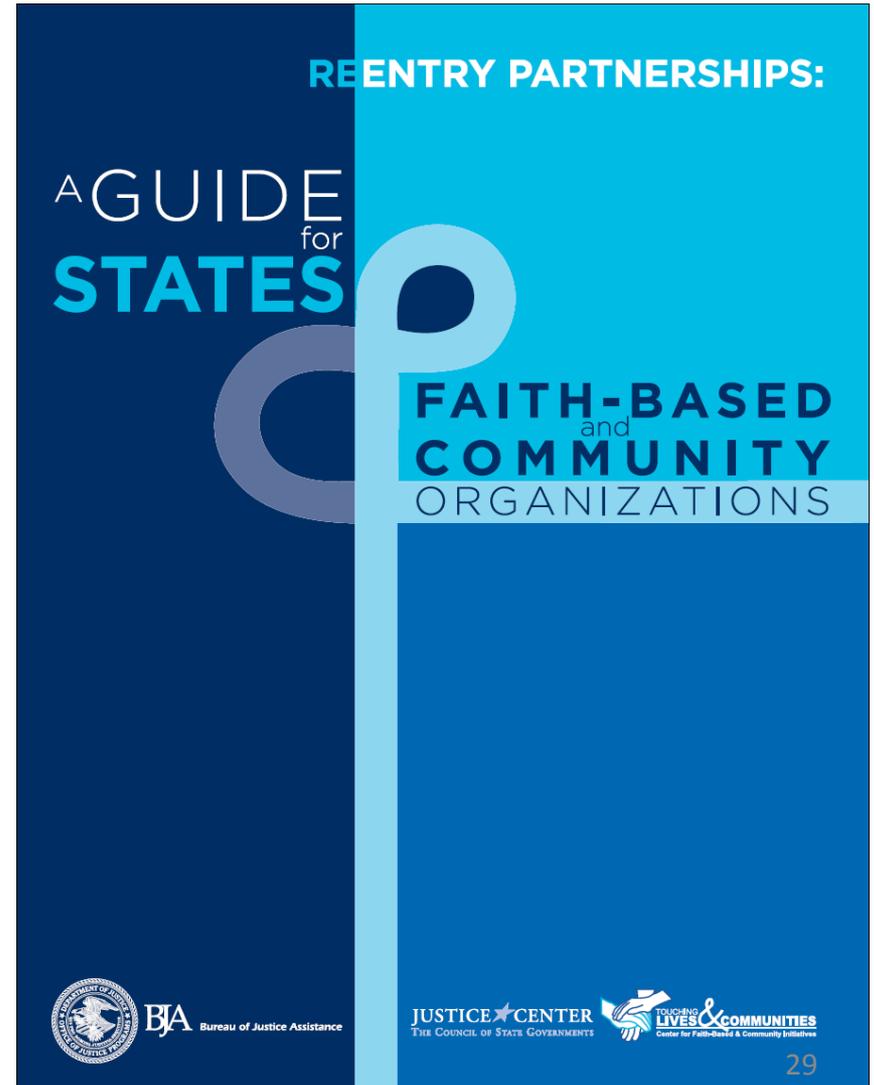
## **Solicitation Contact Information**

For assistance with the requirements of the solicitation contact the BJA Justice Information Center at 1-877-927-5657. The BJA Justice Information Center hours of operation are 8:30 a.m. to 5:00 p.m. eastern time and 8:30 a.m. to 8:00 p.m. eastern time, Monday through Friday, on the solicitation close date.

# Resources and Tools

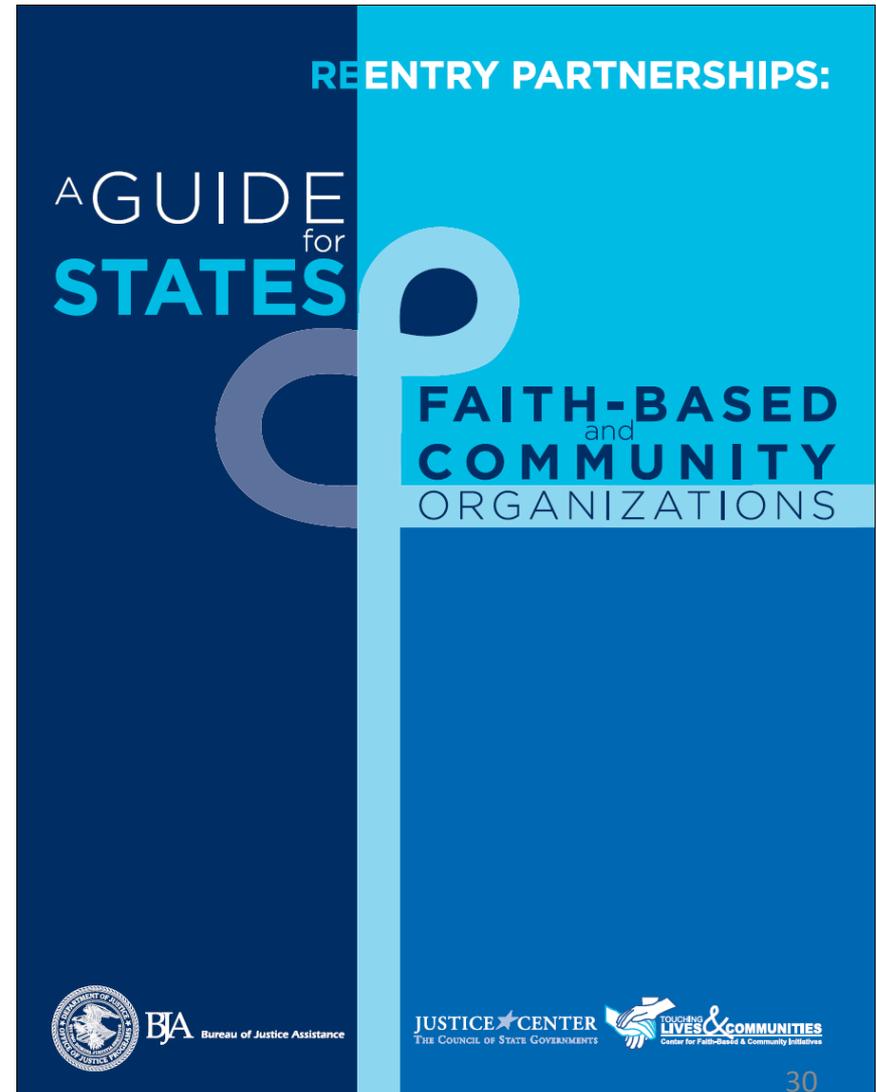
*Reentry Partnerships:  
A Guide for States &  
Faith-Based and  
Community  
Organizations*

Available at  
[www.nationalreentry  
resourcecenter.org](http://www.nationalreentryresourcecenter.org)



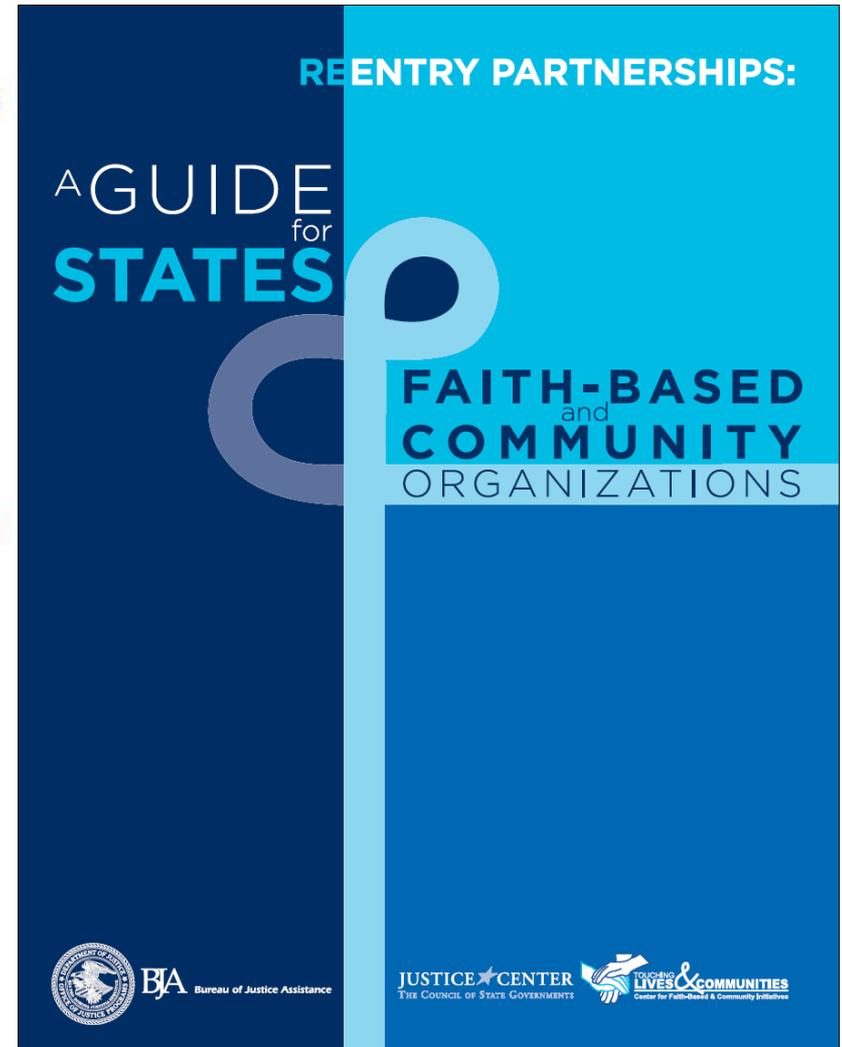
# Common Obstacles to Collaboration

1. Fragmented networks
2. Complicated processes for funding procurement
3. Distinct values, goals, and institutional cultures
4. Divergent target populations for reentry programs/initiatives
5. Rigorous standards for tracking data and reporting outcomes



# Policy Goals & Recommendations

- GOAL **1** | Build and Sustain Comprehensive Networks with Faith-Based and Community Organizations
- GOAL **2** | Simplify Pathways to Funding for Reentry Initiatives
- GOAL **3** | Recognize and Understand Distinct Organizational Cultures
- GOAL **4** | Tailor Responses to the Population Who Will Be Served by a Reentry Initiative
- GOAL **5** | Ensure Accountability for the Efficient Use of Funds and Gather Critical Data



# Questions and Answers



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