PROPOSAL SUBMITTAL FORM

Agency Information

Agency Name: Lexington Rescue Mission

Mailing Address: P.O. Box 1050, Lexington, KY 40588

Street Address: 444 Glen Arvin Avenue, Lexington, KY 40508

Phone: (859) 381 - 9600

Is your Agency registered with the IRS as a 501(c)3 organization? ☑ Yes ☐ No
*Note: Agencies **must** be registered with the IRS as a 501(c)3 organization to be eligible for ESR Program funding.*

Does your agency have a Silver Seal of Transparency or higher profile on GuideStar.org? ☑ Yes ☐ No
*Note: Agencies **must** have a Silver Seal of Transparency or higher profile with GuideStar.org to be eligible for ESR funding.*

Website Address: www.lexingtonrescue.org

Agency Representative *(typically the Executive Director - Name, Title, Phone, Email)*:
Jim Connell, Executive Director, (859) 948-4576, jim@lexingtonrescue.org

Person Completing Application *(Name, Title, Phone, Email):*
Kim Livesay, Director of Development, (859) 381-9600, ext. 227, kim@lexingtonrescue.org

Program Information

Name of program for which funds are being requested: **Breaking Chains**

Total Funding Amount Requested: $ **$70,000**

RFP #3-2020 PROPOSAL SUBMITTAL FORM

- **Save this PDF formatted Proposal Submittal Form to your hard drive before beginning to enter responses in it to ensure your responses are saved to the form.**
- **LIMIT RESPONSES IN TEXT BOXES TO 250 WORDS**
- **REMINDER: All proposals must be written in a clear and concise manner, as there will be no follow-up or clarifications to proposer's submittal form once the evaluation process begins.**

5.1 Program Proposal & Design

5.1.1 Needs Statement—Purpose of the Program Proposal / Problem Statement **15 Points**

Using local data, provide a description of the problem in Fayette County. Identify the specific population your program is targeting (i.e. age, geographical region, economic status, etc.) and explain why. Discuss whether this population is under-served or at-risk. Describe your understanding of the local system of services addressing this problem, obstacles and/or opportunities your clients face, and how your agency fits within this system of services.

Kentucky has the 9th highest incarceration rate in the country, incarcerating 869 people per 100,000 residents. Today, the state's prison population has surged to over 23,000 people. However, there are only 11,700 prison beds in Kentucky. To alleviate crowded prisons and save money, the state has moved more than half of its prisoners into county jails. Now, jails are overflowing, and unfortunately, have few of the educational and vocational programs available to inmates in prison, leaving people ill-prepared to make a successful transition back to the community.

As the prison population continues to climb, more inmates are also being released early. According to the KY DOC, an average of 998 ex-offenders re-enter Fayette County each year. These ex-offenders often lack the skills they need to find housing, secure a job, stay clean, pay debts, and rebuild relationships with family. Without support, guidance and hope for the future, they are very likely to return to the same destructive cycles of criminal behavior and go back to prison. Currently, 41% of men and women released from incarceration will be re-arrested within two years in Kentucky. The cost of housing one state prisoner is $16,681 annually.

Lexington Rescue Mission is working to break this cycle of crime and incarceration and keep our community safer by partnering with the justice system and building relationships with inmates prior to their release, training them in the skills they need to be successful and providing support to help them make a smooth transition back into our community.

5.1.2 Service Delivery Model **15 Points**

What steps will you take or what activities will you provide to assist clients in achieving these goals? Describe each "unit of service" you will provide for clients and how often and how long this service will be provided (e.g. a one-time three-hour training; a weekly one-hour support group for 12 weeks; one 30-minute health exam twice a year; 1-3 hour advocacy services as needed; etc.) How will these services address the problem as identified in the Needs Statement above? Be specific.

LFUCG grant funds will be used to pay for a 1.0 FTE Case Manager and a .5 FTE Volunteer Coordinator.

The Case Manager meets individually with inmates in our program while they are incarcerated and after they are released to assist them in making a smooth transition back into the community (see eligibility requirements in 5.1.3). Each client meets with a Case Manager at a frequency informed by their risk/needs/responsivity assessment, typically for an hour every week, every other week, or every month. Each case management session is a "unit of service." The Case Manager assists clients in creating a transition plan, including setting goals and strategies for finding housing, securing employment or furthering education, maintaining financial stability, building a community support system, and strengthening family relationships. Case management provides the support, encouragement, and accountability they need to achieve their goals. Duration depends upon the length of time needed for clients to achieve their goals, with the average client completing three months of case management. In 2019, the Case Manager met with 80 men and 22 women. Of these clients, 39 were assisted in obtaining housing, 21 completed an accountability group, 15 were reconnected with family, and 45 found employment or enrolled in school. Nearly 95% maintained their freedom.

The Volunteer Coordinator recruits, trains, and manages volunteers who teach classes in Fayette County Detention Center and Blackburn Correctional Complex and serve as mentors to clients both prior to release and afterwards to help them as they acclimate back into society.

5.1.3 Client Eligibility and Requirements **5 Points**

What eligibility requirements must clients meet to qualify for services? What are the expectations of clients while receiving services? (e.g. client must pay $30 fee for each class; client must remain sober; client is responsible for chores; nothing other than participation in services; etc.)

Clients who receive support from the Case Manager position and from the volunteers secured by the Volunteer Coordinator must be at least 18 years old and currently incarcerated in Fayette County or on probation or parole in Fayette County. We expect clients to commit to finishing the class in which they volunteered to participate, and to meeting with the Case Manager on the frequency schedule recommended by their risk/needs/responsivity assessment.

Although our classes are faith-based, we do not discriminate in providing services. All are welcome to participate, regardless of their religious affiliation. Additionally, there are no fees to participate in this program.

Outside of this grant, we also provide services to inmates in the Woodford County Detention Center, Jessamine County Detention Center, and Northpoint Training Center. However, these funds will only be used to serve the inmates at Fayette County Detention Center, Blackburn Correctional Complex, Dismas Charities, and ex-offenders in Fayette County.

5.1.4 Evidence-Based/Best Practice **10 Points**

Describe the evidence-based or promising practice model on which this service approach is based. Provide particular sources that indicate what you are doing is best-practice.

Breaking Chains incorporates the eight principles of evidence-based correctional practice that are demonstrated to reduce recidivism, as defined in A Guide to Evidence-Based Prisoner Reentry Practices (Glassheim, 2011). These principles include:

1) Assessing risk and criminogenic needs. Our case manager will use a validated criminogenic risk/needs/responsivity assessment at intake to determine the level of service needed to prevent the ex-offender from recidivating.
2) Enhancing intrinsic motivation to encourage positive behavior change. Our Case Manager has completed training in Motivational Interviewing and incorporates this evidence-based practice into his case management with offenders.
3) Targeting interventions based upon risk and need. The Case Manager will use the results of the risk/needs/responsivity assessments to help develop each individual transition plan in concert with the client.
4) Providing Life-Skill Training. Our classes provide employment and relapse prevention training to men and women who are incarcerated in FCDC.
5) Increasing Positive Reinforcement. Breaking Chains has a fund set aside to use for incentives such as gift cards for clients who make progress on their goals.
6) Engaging ongoing support in natural communities. Our classes work to promote family reunification and strengthening, and we offer an educational and support group through our monthly meetings of Bluegrass Families of the Incarcerated.
7) Measuring Success. We measure clients' success in achieving their goals in Charity Tracker, our client database.
8) Providing Measurement Feedback. See answer to question 5.2.3

5.2 Program Measures & Evaluation

5.2.1 Service Efficacy & Desired Outcomes **10 Points**

What do you hope to help your clients achieve? What are some examples of goals you will set with clients? What is your service philosophy in terms of helping your clients achieve these goals? Describe how you define "successful" completion of services. (e.g. service is complete if: client remains for entire three-hour training; client continues services until judge orders otherwise; etc.) What percentage of clients meet that criteria for success?

Breaking Chains' goal is to reduce our client recidivism rate - the re-arrest rate within two years - to 20%, less than half the state average, by reaching out to those who are currently and formerly incarcerated and equipping them with the skills they need to live healthy, productive lives in our community upon their release. The goals we set with clients focus on key areas such as family reunification, stable employment and/or education, accountability, and obtaining housing. Some examples of common goals include: 1) Active engagement with their family and setting up child support payments; 2) Employment in a non-temporary job or enrollment in a college or technical program; 3) Completion of six months to a year of an accountability group such as AA or NA; 4)Payment of rent or mortgage for their housing.

Our service philosophy is to develop individual transition plans with the client, based upon their specific needs and personal goals. By taking this client-centered approach, we are able to build upon their intrinsic motivation and support them in their efforts to reach their full potential. Successful completion of services is when clients achieve at least one of their re-entry goals.

In 2019, 672 people attended our classes and 102 people met with the Case Manager. He assisted 39 people in obtaining housing, 21 people in completing an accountability group, 15 people in reconnecting with family, and 45 people in securing employment. 97 of these 102 ex-offenders (95%) maintained their freedom and met our definition of success.

5.2.2 Client Empowerment & Community Impact **10 Points**

Describe what meaningful difference these services make in the lives of people served. What value is added to the community? Provide examples. (e.g. client demonstrates change in attitude; client has behavior change; etc.)

We provide the support clients need to successfully re-enter the community. Ex-offenders face an uphill battle upon release -- finding housing and employment, paying legal fees and child support, maintaining sobriety, and reunifying with family -- and they often have little help in the process. The situation is exacerbated by their criminal records preventing them from accessing the housing and jobs they so desperately need. By walking alongside them and providing the support and accountability they need, we help ensure they accomplish their goals and become productive citizens and taxpayers.

Daryl is one of these clients. From a young age, he was surrounded by alcohol, drugs and bad influences that eventually led him to prison. He worked on a plan with our Case Manager, setting goals for employment, family reconciliation and sobriety. After prison, he came to live at our transitional house for men to receive additional support and accountability. Six months ago, he was hired at a local manufacturer. He has been a model employee, never missing work and learning to negotiate his employer's expectations. He also now works at Lexington Rescue Mission as a house coordinator and is working to re-establish a relationship with his 12-year-old daughter.

Our program's impact on Daryl and many others ensures they do not revert back to former criminal activities, making our community a safer place to live. We are also saving taxpayer money by lowering the number of people being re-arrested, processed by our criminal justice system, and housed in our jails.

5.2.3 Data Assessment & Quality Improvement **10 Points**

While it doesn't have to be complicated, evaluation is more than saying "we provided this many 'units of service.'" How will you know if your services have been effective? How does this relate to the desired outcomes for your clients? How will the information gathered be used to improve your services in the future? Be specific (for example, data collection may be through focus groups, pre-and post-tests, client satisfaction surveys, etc.), and also **be specific regarding sampling size and frequency of evaluation.**

Our objective is to reduce the client recidivism rate - the re-arrest rate within two years -- to 20%, less than half the state average. We have developed a strong partnership with the U.S. Department of Probation and Parole so we are typically notified as soon as one of our clients is re-arrested. Additionally, re-arrest data is tracked though the Kentucky Offender Online Lookup (KOOL), operated by Kentucky Department of Corrections. KOOL specifies the last 10 convictions of each offender so we can note specific offenses. The KOOL database is queried quarterly for the names of clients who we are no longer able to contact, and data related to re-arrests is recorded in their case file.

Additionally, we track through case management any progress made on all clients' individual goals related to family engagement, obtaining employment or furthering education, attending meetings, and securing stable housing. All client data is recorded in Charity Tracker, our client database. Quarterly, the Program Director runs reports to track progress on our objectives and reports them to the Chief Operating Officer.

Using our partners in the criminal justice system and the KOOL database, we have found that of the 102 individuals served by our Case Manager last year, 5 had been re-arrested (5%). We will continue to track these clients over the next year to get their two-year recidivism rate. We will use this baseline data to determine the factors that lead to re-arrest and how we can improve our services to further prevent recidivism.

5.3 Capacity & Sustainability

5.3.1 Staff Qualifications & Experience **5 Points**

Provide information on the key/primary individuals that will be involved in the provision of services and demonstrate that they have the capacity to address the stated need. List each position by title and name of employee, if available. Describe the anticipated roles and responsibilities for each person as it relates to this project. Describe the experience, expertise, and capacity of each individual to address the proposed activities.

Julius Johnson is our Director of Reentry Services. He is responsible for setting goals and objectives, measuring outcomes, building partnerships, and supervising program staff. Julius has a bachelor's in Sociology from UK and is completing his master's in Community and Leadership Development. Prior to starting at the Mission in 2015, he worked for Lexington Leadership Foundation's Fatherhood Initiative and Urban League of Lexington. As an ex-federal inmate, Julius has experienced many of the struggles clients face during and post-incarceration and serves as an inspiration to them. This year, he was accepted into Just Leadership USA's (JLUSA) Leading with Conviction leadership training program. Julius has also served on the ONE Lexington Team, the 2020 On the Table Committee, and as a street outreach worker with the Safety Net Initiative.

Tim Robbins has worked as our Re-Entry Case Manager since July 2017. He also worked as a jail counselor for Clearfield-Jefferson Mental Health in Dubois, PA, for three years, teaching classes, completing intakes on all new inmates, and providing counseling. After that, he worked as a mental health therapist for three years at Brookville Behavioral Health in Brookville, PA, where he was assigned a heavy caseload of former inmates. He also spent seven years as a mobile crisis coordinator and worked with convicted sex offenders. Tim has his MA in Christian Ministry from Regent University, and he has completed training in The Genesis Process, Dialectical Behavioral Therapy, and Motivational Interviewing.

The Volunteer Coordinator will be hired upon notice of the grant award.

5.3.2 Partnership & Resource Leverage **5 Points**

How do your programs and services support our community's comprehensive response to the identified priority area of Community Wellness & Safety? Does your organization have any formal agreements or informal working relationship with other local service programs?

What role does your governing board members, volunteers, and / or donors play in facilitating viable service delivery and program administration? Does your program have any major civic benefactors or corporate sponsors? Describe other secured funding sources and committed operational resources your organization has allocated for the proposed program.

Lexington Rescue Mission is actively involved in the Bluegrass Reentry Council and partners with Fayette County Detention Center, Blackburn Correctional Complex, U.S. Probation and Parole, and Dismas Charities to provide a comprehensive system of care for men and women leaving incarceration. Our work complements their efforts to ensure offenders successfully transition back into the community, and this grant ensures we are able to provide the one-on-one support their case workers are often hard pressed to give to each client.

Additionally, we partner with the Homeless and Housing Coalition of Kentucky, which provides an AmeriCorps VISTA member to coordinate our re-entry volunteers. This is our last year of eligibility for this program, which is why we are requesting funds for a Volunteer Coordinator. We also partner with Mission Behind Bars and Beyond, which trains our volunteers to serve as teams of mentors for offenders upon their release. Furthermore, we lead Bluegrass Families of the Incarcerated, which provides support and education to family members of people who are incarcerated. Over the last three years, Julius Johnson, our Director of Re-Entry Services, served on the Executive Team for the ONE Lexington Neighborhood Engagement Team, addressing crime in the city of Lexington.

We have over 75 volunteers who teach classes in jails and prisons and mentor ex-offenders. Breaking Chains is supported by the Carson-Myre Foundation ($25,000), the Mennonite Central Committee ($5,000) and individual donors across the community, who contribute more than $50,000 to make this program possible.

5.3.3 Outreach & Inclusion Strategy **15 Points**

Demonstrate how the program will ensure services are available and accessible by all potential participants, especially related to language barriers for persons with limited English proficiency; persons with physical or other disabilities; and persons impacted by poverty and economic distress.

Has your organization enacted any policies (or employs any standard operating procedures) to ensure equitable service opportunity and / or benefit program to a diverse cross-section of the greater community?

Lexington Rescue Mission is committed to making sure our services are equally accessible to all potential participants, and we have adopted a Non-Discrimination Policy that meets HUD standards. While we are a faith-based ministry, our services are open to all clients regardless of their religious affiliation.

Our case management is offered in jail and prison to ensure accessibility for incarcerated clients, as well as in the community for those who have been released. Our Case Manager also takes clients from Dismas Charities to obtain IDs every week as an outreach effort. Outside the jail and prison, the Case Manager typically meets with clients in his office, located at 629 North Broadway. This building is on a LexTran bus line and is accessible to those with physical disabilities, meeting the requirements of the Americans with Disabilities Act. As a former therapist, our Case Manager is well-trained to serve men and women with mental illness as well.

Additionally, he maintains a flexible work schedule to accommodate clients' needs, particularly being able to meet with clients who are working or who encounter disruptions in their scheduled plans. Our services are free-of-charge to clients to ensure that they are easily accessible to everyone regardless of income. Erica Dominguez, our Director of Outreach Services, is fluent in Spanish and is available to translate or provide case management to clients who are Spanish speakers. We will engage Access Language Solutions to ensure we can communicate effectively with clients whose primary language is not English or Spanish.

6.0 Program Budget Summary Form Instructions

Proposal Submittal shall be considered incomplete and shall be rejected without completed Budget Summary Form. *(Including total amount of ESR grant request.)* **The Program Budget will be the same for both FY21 and FY22; there will be no increases in award for Year 2 of the grant.**

For organizations requesting funding for more than one program in this RFP, combine into a single Program Budget narrative for the proposal.

Please note that the Program Budget will be part of the grantee agreement with LFUCG and regular tracking and expenditure reporting will be required.

To ensure readability and uniformity, please use the Program Budget form included. Provide brief line-item detail as specified in each section below and verify all calculations.

This section provides a summary of the total proposed Program Budget for FY 2021. It requests the allocation of all projected funding amounts (City and non-City sources) for anticipated FY 2021 program expenditures.

Total Program Budget

Column A should reflect projected expenditures for the entire program (not just the proposed LFUCG ESR grant funding request portion). When the chart is completed this column should equal ESR Grant Funding Request plus other/non-ESR program funding. (A=B+C)

ESR Grant Funding Request

Column B is the grant amount being requested from this RFP to support this program's services to eligible Fayette County Participants.

Non-LFUCG Program Funding

Column C is the non-LFUCG ESR funding that is allocated to the Total Program Budget (A-B = C).

This form is for the budget for the PROGRAM applying for ESR funds, not the total agency budget.

For each category identify the amount requested and the amount to be leveraged through other programs or organizations (if applicable).

Staff Salaries – Identify the number of Full-time position salaries allocated to the program, and part-time positions allocated to the program, and the amounts of each allocated to Columns A, B, & C.

Consultant Services – In the "List Details" box, **briefly** describe any expenses associated with providing expanded supportive services or other services for which the organization intends to contract with another entity. Any of these expenses to be provided by the proposing organization should be included in other line items.

Space/Facilities – In the "List Details" box, **briefly** list the basis of the allocation of rental costs, utilities, janitorial costs, and any other facility costs for the Program. Identify any office or program space in an LFUCG owned building, and any other costs (rent, monthly utilities, etc.) reimbursed to LFUCG.

Scholarships/Stipends – In the "List Details" box, **briefly** list the type of scholarships or stipends, and include the number of people or organizations to receive funds.

Operating Expenses – In the "List Details" box, **briefly** list the costs associated with expenses, supplies, utilities, and any other expense associated directly with the operation of the project.

Other – In the "List Details" box, **briefly** list any other costs for the Program not covered above.

PROGRAM BUDGET SUMMARY

Agency Name **Lexington Rescue Mission**

Program Name **Breaking Chains**

FY 2021 (July 1, 2020--June 30, 2021) Total Program Budget

	# of Employees:	Column A Total Program Budget [= B+C]	Column B ESR Grant Funding Request	Column C Non-ESR Program Funding [A-B]
1. Staff Salaries for Program				
Full-Time (FTE)	2	110,141	50,000	60,141
Part-Time	1	23,391	20,000	3,391
Total Salaries		133,532	70,000	63,532
3. Consultant Services	$	0		
list details				
4. Space/Facilities	$	5,375		5,375
list details		Utilities: $1,325; Telephone: $3,800; Security: $250		
5. Operating Expenses	$	15,590		15,590
list details		Mileage: $5,635; Class curriculum: $3,150; Client Assistance: $5,000; Office equipment and supplies: $725; Travel: $245; Postage: $115; Food: $500; Mission vehicle oil and gas: $20; Miscellaneous: $200.		
6. Scholarships / Stipends	$	5,400		5,400
list details - numbers & amounts		AmeriCorps VISTA fee for a full-time Re-Entry Volunteer Coordinator (finishing one-year term in July 2020): $5,400		
7. Other	$	4,328		4,328
list details		Indirect expenses (organizational expenses that affect all of the Mission's programs and are allocated across each service division), such as general liability, credit card fees, IT, etc.		
8. TOTAL FY21 PROGRAM BUDGET *(Program budget will be the same for FY22; no increase in award for Year 2 of the grant)*	$	164,225	70,000	94,225

Cost per Program Participant: $ 212

I understand that this document in its entirety is incorporated into my grant Agreement with the Lexington-Fayette Urban County Government.

Authorized Representative *(typed name)*: Jim Connell

Title: Executive Director **Date**: 4/2/2020