



STATE OF MISSOURI
MISSOURI DEPARTMENT OF CORRECTIONS
CONTRACT AMENDMENT

RETURN AMENDMENT NO LATER THAN AUGUST 1, 2018 TO:

Steven W. Beeson
steven.beeson@doc.mo.gov
(573) 526-6590
(573) 522-1562 (Fax)
FMU/PURCHASING SECTION
P.O. BOX 236
JEFFERSON CITY, MISSOURI 65102

DATE	VENDOR IDENTIFICATION	CONTRACT NUMBER	CONTRACT DESCRIPTION
July 26, 2018	Kansas City Metropolitan Crime Commission 3100 Broadway, Suite 226 Kansas City, MO 64111	Amendment 001 SDA48000909	Community Reentry Funding Western Region

CONTRACT SDA48000909 IS HEREBY AMENDED AS FOLLOWS:

Pursuant to paragraph 2.2.3 on page 7, the Missouri Department of Corrections desires to renew the above-referenced contract for the period of July 1, 2018 through June 30, 2019 in the amount of \$50,000.

All terms, conditions, and provisions of the previous contract period, including prices, shall remain and apply hereto.

The contractor shall complete, sign, and return this document as acceptance on or before the date indicated above.

IN WITNESS THEREOF, THE PARTIES HERETO EXECUTE THIS AGREEMENT. *for Housing Assistance*

Company Name: Kansas City Metropolitan Crime Commission

Mailing Address: 3100 Broadway, Suite 226

City, State, Zip: Kansas City, Missouri 64111

Telephone: 816-960-6800 Fax: 816-960-6808

MissouriBUYS SYSTEM ID: 92651

Email: bmayer@kc-crime.org

Authorized Signer's Printed Name and Title: Barry C. Mayer, Vice President

Authorized Signature: Barry C. Mayer Date: 7/26/2018

THIS AMENDMENT IS ACCEPTED BY THE MISSOURI DEPARTMENT OF CORRECTIONS AS FOLLOWS: In its entirety.

Kenny Jones
Kenny Jones, Chairman, Board of Probation and Parole

8-6-18
Date

REQUEST FOR APPLICATION

**Missouri Department of Corrections
Fiscal Management Unit
Purchasing Section
2729 Plaza Drive, P.O. Box 236
Jefferson City, MO 65102**

**Buyer of Record:
Beth Lambert, Purchasing Manager
Telephone: (573) 526-6494
Beth.Lambert@doc.mo.gov**

RFA SDA480-009

**Community Reentry Funding
Western Region & Eastern Region**

**Contract Period: Date of Award through
June 30, 2018**

Date of Issue: May 26, 2017

Page 1 of 55

**Applications Must Be Received No Later
Than:**

2:00 p.m., June 22, 2017

Sealed applications must be delivered to the Missouri Department of Corrections, Purchasing Section, 2729 Plaza Drive, Jefferson City, MO 65109, or P.O. Box 236, Jefferson City, Missouri 65102. The applicant should clearly identify the RFA number on the lower right or left-handed corner of the container in which the application is submitted to the Department. This number is essential for identification purposes.

We hereby agree to provide the services and/or items, at the price quoted, pursuant to the requirements of this document and further agree that when this document is countersigned by an authorized official of the Missouri Department of Corrections, a binding agreement, as defined herein, shall exist. The authorized signer of this document certifies that the awardee (named below) and each of its principals are not suspended or debarred by the federal government.

Program Title: **Second Chance Service Supported Housing & Sex Offender Housing Program**
 Company Name: **Kansas City Metropolitan Crime Commission**
 Mailing Address: **3100 Broadway, Suite 226**
 City, State, Zip: **Kansas City, Missouri 64111**
 Telephone: **816-960-6800** Fax: **816-968-6808**
 Federal EIN #: **44-0540176** State Vendor #: **4405401760-0**
 Email: **bmayer@kc-crime.org**
 Authorized Signer's Printed Name and Title: **Barry C. Mayer, Vice-President**

Authorized Signature: *Barry C Mayer* Application Date: **June 21, 2017**

NOTICE OF AWARD:

This application is accepted by the Missouri Department of Corrections as follows:

In its entirety.

Contract No. **SDA48000909** W-009

Kenny Jones
 Kenny Jones, Chairman, Board of Probation and Parole

11-14-17
 Date

The original cover page, including amendments, should be signed and returned with the application.

REQUEST FOR APPLICATION

**Missouri Department of Corrections
Fiscal Management Unit
Purchasing Section
2729 Plaza Drive, P.O. Box 236
Jefferson City, MO 65102**

**Buyer of Record:
Beth Lambert, Purchasing Manager
Telephone: (573) 526-6494
Beth.Lambert@doc.mo.gov**

RFA SDA480-009

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 Federal EIN #: **44-0540176** State Vendor #: **4405401760-0**
 Email: **bmayer@kc-crime.org**
 Authorized Signer's Printed Name and Title: **Barry C. Mayer, Vice-President**

Authorized Signature: *Barry C Mayer* Application Date: **June 21, 2017**

NOTICE OF AWARD:

This application is accepted by the Missouri Department of Corrections as follows:

Contract No.

Kenny Jones, Chairman, Board of Probation and Parole

Date

The original cover page, including amendments, should be signed and returned with the application.

Application Summary Form

COMMUNITY REENTRY FUND APPLICATION SUMMARY FORM

THIS FORM MUST BE COMPLETED IN ITS ENTIRETY AND SUBMITTED TO BE CONSIDERED FOR AWARD.

<i>Please select geographic area in accordance with the map attached: See Attachment 1</i>		Amount of DOC Funds Requested:
<input type="checkbox"/> Western Region	City/County <u>Jackson</u>	\$ 50,000.00
<input type="checkbox"/> Eastern Region	City/County	

Program Title: Second Chance Housing Program

Does this program complement another application? Yes ___ No X **Name:** _____

Provide a unique name descriptive of service or program for EACH application submitted

Applicant Agency and Address: <u>Kansas City Metropolitan Crime Commission</u> <u>3100 Broadway, Suite 226</u> <u>Kansas City, Missouri 64111</u>	Project Director Name, Phone, Fax & Email: <u>Barry Mayer</u> <u>816-960-6814</u> <u>816-960-6808</u> <u>bmayer@kc-crime.org</u>
<u>Barry C Mayer</u> <u>6/20/17</u> Signature/Title Date	

Anticipated Outputs: (number of offenders supervised by DOC to be served by the proposed project): 40	Estimated Cost per Offender: \$ 1,250.00	# of Paid Staff: 1 # of Volunteers: 0
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Summary of Proposed Project: In a concise manner, provide a summary paragraph of your project.

Second Chance (SC) will work with Missouri Probation and Parole, to assist 40 clients including sex offenders find transitional housing opportunities and other services during the grant period. The SC Housing Program is an established case management driven service, focused on Missouri Offenders, including sex offenders, who are deemed "high risk" to "medium risk" of recidivating. Using Evidence Based Practices, the case manager assists level III offenders with goal setting and achievement, including the acquisition of affordable and desirable transitional or rental housing. The Second Chance Housing Program, launched in August of 2010 with Missouri Reentry Program (MRP) funds, serves Mo P&P clients who sometimes can be considered homeless (streets/ shelters) by area field offices. The Housing Specialist will use these funds to assist participants with rent/deposit predominantly. Participants complete Tenant's Rights and Responsibilities Class and have access to Second Chance Program Services to assist with their secondary goals. Over the last 4 years the program has a goal for all participants to reduce their level of supervision through addressing risk factors, removal of electronic monitoring if warranted and/or a reduction in FRR I Scores. In the last 6 years of providing housing services to Missouri Probation/Parole, SC Housing Program has served 360 clients, 189 or 53% sex offenders.

In-Kind Contributions: Applicant must identify all in-kind contributions which include “contributions other than cash.” While these contributions usually add real value to a project, they do not require an additional cash outlay (e.g. donated labor, materials and services).

Applicants must provide in-kind and identify in-kind contributions their organizations will make to this project and how those contributions will help sustain the project. The funding resulting from an award of the RFA shall be considered seed funding to start initiatives with a strong sustainability plan indicated.

Attach a page identifying in-kind contributions.

The Kansas City Metropolitan Crime Commission offers the administrative structure for all Second Chance Programs as in-kin, including the following: accounting, proper documentation/record keeping for all expenditures, adding new landlords as vendors, releasing checks quickly for rent/deposits, leadership and management from the President, Vice President, Second Chance Director, Second Chance Reentry Network of organized service agencies. Sustainability and support efforts for this position are being provided through the Crime Commissions Mo. State Department of Economic Development Neighborhood Assistance Program tax credit initiative. The Crime Commission has targeted 8 neighborhoods in the inner city that are high crime areas, blighted and the location where many clients and potential clients from Mo P&P District 4, 4West and 4 Central reside. This program provides the Crime Commission an advantage in our fundraising efforts for the next two years and we have identified two Second Chance positions that we want to raise 40% of their salary and fringe for, including the Housing Specialist who is the subject of this RFA and an Employment Specialist. We will be providing funds through our additional fundraising for fringe benefits beyond the 12% provided for in this RFA as in-kind. We also have several private foundation grants pending to Bank of America, United Missouri Bank, Commerce Bank, Spire Energy and H&R Block who have all funded our projects in the past. Office space/rent, technology including telephone service, internet service, copier/scanner services, fax and computers are being provided as in-kin by KCMCC. Additional support from KCMCC includes non-reimbursable travel, training, postage, printing, office supplies, clerical support and class room space.

Checklist for Application Submission

**REQUIRED FORM
COMPLETED FORM TO BE RETURNED
WITH APPLICATION**

Check that all forms and narratives are complete and accurate. Submit the application narrative and forms in the following order to ensure credit for each of the categories as listed below.

NOTE: If narrative is not clearly marked by section, the evaluation team may not score the application.

- 1. **Request for Application Cover Page, including Cover Page(s) for any amendments** (see cover sheet)
- 2. **Checklist for Application Submission**
- 3. **Application Narrative** Not to exceed 10 pages. (see Part Three – Submission Requirements)
- 4. **Preference Points** (see 3.1 g)
 - Is service supported housing proposed? Yes No
 - Are sex offenders to receive rent/housing subsidy? Yes No
- 5. **Funding Sources** The applicant should identify on the Checklist for Application Submission the percentage of the applicant’s total operating revenues which came from the following sources during the last fiscal year. (Total should equal 100%)

 31 % Local government
 11 % State government
 7 % Federal government
 20 % Direct donations from individuals
 9 % Corporate or foundation grants
 12 % Fee and charges for services, products, and sales
 0 % Endowment and interest income
 10 % Fundraisers or special events
 0 % Membership fees
 0 % Other sources (specify: _____)

100% Total

- 6. **Supporting Documentation & Forms**
 - A. Exhibit A – Prior Experience of Applicant (mandatory form)
 - B. Exhibit B – Expertise of Personnel (mandatory form)
 - C. Exhibit C – Legal/Cancellation Actions Against Applicant (mandatory form)
 - D. Exhibit D – Performance Measures (mandatory form)
 - E. Exhibit E – Timeline (mandatory form)
 - F. Exhibit F – Budget Detail Worksheet (mandatory form)
 - G. Exhibit G – Budget Narrative (mandatory form)
 - H. Exhibit H – Missouri Service-Disabled Veteran Business Preference (optional form)
 - I. Exhibit I – Participation Commitment (optional form)
 - J. Exhibit J – Documentation of Intent to Participate for MBE/WBE (optional form)
 - K. Documentation of Nonprofit Corporation under Chapter 355 RSMo. or Section 501(C)(3) of the Internal Revenue Code (documentation needed)

NOTE: Questions relating to the RFA must be directed to Beth Lambert, of the Department of Corrections at either (573) 526-6494 or Beth.Lambert@doc.mo.gov.

Application Narrative

Section

APPLICATION NARRATIVE

Second Chance Reentry Housing Program FY2017-2018

Summary of Project Activities:

The Second Chance Reentry Housing Project will provide intensive housing-focused case management for a minimum of 40 participants. Employing evidenced based practices, the Housing Specialist will work with eligible participants, area landlords, community agencies, and Missouri Department of Corrections (MODOC) to identify and address housing-related barriers and allocate resources for participants. These barriers may include criminal history, lack of financial solvency, outstanding utilities, poor credit, prior evictions, job instability, transportation issues, etc. Careful consideration for housing assistance will be given to participants convicted of a sexual offense as defined in RSMo, or as designated by the Sex Offender Assessment Unit (SOAU), MODOC, Division of Probation and Parole. The intention of this project is to respond to those with critical risk-need factors in the domain of reentry housing.

1. Past Second Chance Housing Project design and implementation with MO P & P

The Second Chance Risk Reduction Center (SC) has over 6 years of experience in reentry housing. This project will continue the fundamental practices, key resources, and vital partnerships that have proven to be successful in experience. Additionally, SC will implement updated resources, staff training, evidence based practices, and client focused housing solutions for the purposes of this project.

2. Project Proposal Design & Services

Participants for the Second Chance Reentry Housing Project will be initially screened and referred through an existing formalized referral system with Missouri Department of Corrections.

An informal recruiting process may occur between established community partnerships; however, referrals must be established with MODOC. Eligible participants will have been assessed by MODOC as level II or III “high-risk”, be on active MODOC supervision in Jackson, Clay or Cass county, have verifiable income, and have housing as their primary reentry goal at the time of intake. Once an individual has been determined eligible, the Housing Specialist will complete an intensive biopsychosocial intake which gathers data across multiple reentry domains. As a component of this project, SC will develop an Outcome Measures Scale. This tool will be adapted from the Colorado Coalition for the Homeless (CCH) Consumer Outcome Scales which has been psychometrically validated for use with homeless individuals and suggested for further research with diverse cultural groups (Cook, Farrell, & Perlman, 2007). Domains will be selected based on criminogenic needs as well as current program focuses. Upon intake, an initial Outcomes Measure Scale assessment will be administered to obtain a baseline score. Participants will be reassessed every 3 months during project enrollment and again upon project exit. Data will then be evaluated compositely at each interval, comparatively across domains and/or time, and cumulatively during the full participant enrollment period. This information will serve as a baseline risk-needs-responsivity assessment, and guide ongoing services. A case management plan (CMP) will be developed in coordination with the Housing Specialist, participant, and MODOC. Services will be housing-focused and may include financial literacy, Tenants Rights and Responsibilities information, application of state and/or federal benefits, financial assistance for rent, deposit, or outstanding utilities, job retention or improvement resources, assistance in obtaining appropriate legal documents, transportation assistance, etc. Ongoing biopsychosocial data will be collected during case management meetings. All data will be gathered and input to Apricot, a case management database which has been fully implemented by the Second Chance

Program. This database is HIPAA compliant, Safe Harbor compliant, UK Data Protection Act compliant, and features SSL encryption. This database will also allow for the tracking of project outputs and evaluation.

The goal common to all participants enrolled in this project is to reduce their risk factors and assist them in obtaining housing at the level they are most prepared to maintain. This may include group homes, recovery housing, and rental housing. This project includes discretionary support funding to assist with rent, deposit, or outstanding utilities, resources to support employment retention or improvement, obtainment of crucial legal documentation, transportation assistance, etc. This allows participants to leave more costly facilities (halfway houses at the expense of the state) or undesirable temporary shelter or family situations that could interfere with their successful reentry. The need for housing is exacerbated by a combination of multiple barriers to re-entry, such as, legislated residency restrictions, disenfranchisement, social alienation and poverty.

3. Amount of contact with project participants

The typical enrollment period for each participant is 9-12 months to allow for adequate time to assist participants in establishing stability, acquiring housing, and maintaining follow up. Services will be provided during ongoing case management meetings which will typically occur on a bi-weekly basis, with a minimum of a monthly basis, depending on client need and availability. These meetings, ranging from 15 minutes to one hour, will primarily occur in the Second Chance office, but weekly contact via phone or email will be acceptable for participants who are actively pursuing their goals. Some meetings may occur in the field. The goal of the case management period is to ensure secure and viable housing for all enrolled in the project within 6 months. Extensions may be provided depending upon the intensity of need and

motivation of the participant. Moreover, those enrolled in the Second Chance Housing project will mandatorily receive Tenant's Rights and Responsibilities information. This provides participants with the basics of being a good tenant as well as their rights as a renter. The inspection of rental properties is also done to insure habitability, safety of the environment and compliance with supervision requirements (predicated on agreement with Probation and Parole) before assisting with rental and deposit payments. Once housing has been obtained, the Housing Specialist maintains a minimum of monthly follow up contact for the duration of 3 months after participant housing has been established. The Housing Specialist may conduct regular home visits and/or phone contacts during the follow up phase. Should circumstances indicate that the client needs further services, such as health care screenings, job readiness assistance, vocational training, etc., referrals will be made to partnering agencies or appropriate projects within the Second Chance Risk Reduction Center.

Cases are reviewed and re-evaluated by the Case Management Team at a monthly staff conference (staffing). The staff conferences will routinely include the SC Housing Specialist and supervising Missouri Probation & Parole Officer. Often others may attend as needed; i.e., other SC Specialists, SC Program Director, Probation & Parole supervisor (and/or Liaisons), Kansas City Police Dept. Liaison, the participant, the participant's support system, and other related parties. The team assists the specialist with the identification of other needed resources and convey the community's overall concern for success to the participant. Staff conferences provide ongoing feedback and evaluation to the participant, the specialist, and Probation & Parole. When the goal of housing has been met and the risk factor has been reduced, staffing's may cease unless a circumstance arises that requires a team approach. Self-determination by the participant will guide the process, with recognition that the placement in housing will be successful only if

he or she is cooperative and committed to a successful law-abiding transition into the community.

3. Audience that will receive Service Supported Housing and Sex Offender Housing

There is a well-documented service gap for offenders seeking housing within Kansas City, Missouri. This specific project serves individuals on active supervision with MODOC Probation & Parole within Jackson, Clay, or Cass county. In addition, participants must be assessed by MODOC as level II or III “high-risk”. Careful consideration for housing assistance will be given to participants convicted of a sexual offense as defined in RSMo, or as designated by the Sex Offender Assessment Unit (SOAU), MODOC, Division of Probation and Parole. These are offenders convicted of a sexual offense as defined in RSMo 589.015, 566, 568 or 573. This may also include offenders sentenced pursuant to RSMo 559.115, with recommended placement in the Sex Offender Assessment Unit indicated on the Sentence and Judgment.

Program Experience and Expertise

The Kansas City Metropolitan Crime Commission is a 501(c)(3) nonprofit organization established in 1949 at the recommendation of a Jackson County Grand Jury. Today, its mission is to advocate, develop strategies and operate innovative programs that bring people and public safety agencies together to power a safer, better greater Kansas City community. KCMCC operates four core programs: The Greater Kansas City Crime Stoppers TIPS Hotline accepts anonymous tips for unsolved crimes in the area and is one of three most successful Crime Stoppers program worldwide; the Surviving Spouse and Family Endowment Fund (SAFE) provides no-strings-attached financial support to family members of first responders who are killed in the line of duty; the Metropolitan Community Service Program (MCSP) coordinates court ordered community service hours and partners with various community agencies to

actively restore the community; and the Second Chance Risk Reduction Center. The Second Chance Risk Reduction Center was launched in 2008 as a public safety strategy to address recidivism and prevent crime. In 2010, the Health Care Foundation of Greater Kansas City, through an Applicant Defined Grant, funded reentry and recidivism research with the University of Missouri-Kansas City and the Kansas City Metropolitan Crime Commission. This collaboration resulted in the study titled: Examining Offender Reentry in Metropolitan Kansas City: A Gaps Analysis. The study set a template for reentry services by prioritizing the most common and critical needs of employment, housing, and substance abuse treatment for released prisoners. The Gaps Analysis was presented publicly and was enthusiastically embraced by public safety agencies throughout the bi-state Greater Kansas City Area.

In direct response to the research highlighting the gap of inequity in available services for high risk offenders, the Second Chance Risk Reduction Center began working collaboratively with Missouri Department of Corrections (MODOC) Probation and Parole in 2010. Utilizing evidence based practices and risk-need-responsivity methods, the primary work of Second Chance is to assist participants in their community reintegration by increasing community support, access to resources, and cognitive retraining.

In October of 2011, the Second Chance Risk Reduction Center initiated its Housing Project with an emphasis on assisting sex offenders. Since then, SC has received over one thousand (1,000) "high risk" referrals from Missouri Probation & Parole, and successfully housed at least 360 persons who did not have a home plan or experienced difficult housing issues, including 189 or 53% of whom are sex offenders. Up to this point, Second Chance participants have demonstrated an encouraging rate of recidivism of 5% while participants are enrolled for program services.

Presently, the Second Chance Risk Reduction Center is staffed by five FTE positions; one program director, one program supervisor, one senior resource specialist, one housing specialist, and one service coordinator. All key personnel possess post-secondary academic degrees and have a combined 60+ years of experience in the social services and criminal justice field. All staff has received Evidence-Based Practices training related to offender reentry case management including motivational interviewing, cognitive behavioral training and trauma informed care. Assigned to administer this project will be SC Housing Specialist, Julie Clark. Ms. Clark possess a Bachelor's Degree in Criminal Justice and has over 24 years of experience in social work and criminal justice, most notably with Missouri Department of Corrections. While employed with MODOC, Ms. Clark was specially assigned a caseload of sex offender clients. Julie has completed Effective Practices in Correctional Settings (EPICS) II, Trauma Informed Care, Sex Offender Journeyman Training, Sex Offender New Manual Training, and Financial Management Training. Within her role as the Housing Specialist, Julie is active in various community groups including the Greater Kansas City Coalition to End Homelessness, MAAC's Community Resource Councils, and the Housing Authority of Kansas City's Program Coordinating Committee. Additionally, Julie serves on multiply sub committees including the Permanent Housing Committee and Housing Locator's Committee.

Prior Experience of Applicant

Exhibit A

EXHIBIT A**SUBMISSION IS MANDATORY****PRIOR EXPERIENCE OF APPLICANT**

The applicant shall copy and complete this form for each reference being submitted as demonstration of the applicant's prior experience. In addition, the applicant is advised that if the contact person listed for the reference is unable to be reached during the evaluation, the listed experience may not be considered.

Organization Name:	Missouri Probation & Parole, Department of Corrections
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	Missouri Probation & Parole, Mo Department of Corrections
Address of Reference Company:	615 E. 13 th Street, Suite 110
	Kansas City, MO 64106
Reference Contact Person Name:	Brent Morris, Regional Administrator
Contact Person Phone #:	816-889-2624
Contact Person e-mail address:	Brent.Morris@doc.mo.gov
Dates of Prior Services:	2017- Community Reentry Funding for Housing \$25,000 2016-Community Reentry Funding for Housing \$50,000
Dollar Value of Prior Services:	\$75,000 (most recent last two years)
Description of Prior Services Performed:	The past six years KCMCC has received community reentry funding for Housing for a total of \$275,000 awarded. A couple years the funding was interrupted by executive decisions but reinstated. Each funding period served 40-50 clients. SC Housing Program has served 360 clients, 189 or 53% sex offenders.


Authorized Signature of Applicant


Date

Applicant's Experience & Expertise
Section

EXPERTISE OF PERSONNEL

Title of Position: Second Chance Risk Reduction Center Housing Specialist	
Name of Person:	Julie Clark
Educational Degree (s): include college or university, major, and dates	Missouri Western State University, Bachelor of Science – Criminal Justice, 1993
License(s)/Certification(s), Number(s), expiration date(s), if applicable:	CPR/Basic Life Support, 2016
Specialized Training Completed. Include dates and documentation of completion for all required training identified in this document:	Offender Re-entry: Best Practice Models for Reducing Recidivism, 2006 Sex Offender Journeyman Training, 2009 Pathways to Change Facilitator Training, 2009 Comprehensive Approaches to Sex Offender Management, 2010 PREA Training, 2012 Sex Offender New Manual Training, 2015 Offender Workforce Development Specialist, 2015 Effective Practices in Correctional Settings (EPICS) II, 2015
Number of years' experience in area of service proposed to provide. Experience in working with offenders?	22+ years social service experience including 19 years' experience with Missouri Department of Corrections, Probation & Parole
Describe person's relationship to applicant. If employee, number of years. If subcontractor, describe other/past working relationships.	Employee of 2 years
Describe this person's responsibilities over the past 12 months.	Provides resource information and referrals to program participants, with a particular focus on those with risk factors related to homelessness; Makes participant referrals to both internal and external programs to reduce risks and achieve goals; Maintains appropriate files, records, and statistics to facilitate good case management and accountability; Maintains appropriate networks and resources to enable the referral of participants to broader community service agencies and advocate for access to these services on behalf of participants; Collaborates with SCP staff to help program participants achieve reentry performance benchmarks.
Previous employer(s), positions, and dates.	State of Missouri - Department of Corrections, Probation and Parole Officer, 1999-2015 Crittenton Behavioral Health Services, Behavioral Health Technician, 1997-2004

Title of Position: Second Chance Risk Reduction Center Housing Specialist	
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Social Work	State of Missouri – Department of Corrections, 1999-2015, Probation and Parole Officer – supervised specialized sex offender case load; worked with various therapists and substance abuse treatment providers to ensure offenders are participating in mandatory substance abuse treatment, domestic violence treatment, and sex offender treatment.
✓ Reentry	State of Missouri – Department of Corrections, 1999-2015, Probation and Parole Officer – supervised specialist sex offender case load; worked with various therapists and substance abuse treatment providers to ensure offenders are participating in mandatory substance abuse treatment, domestic violence treatment, and sex offender treatment. Kansas City Metropolitan Crime Commission – Second Chance Risk Reduction Center, 2015-Present, Reentry Housing Specialist – assists reentry program participants with housing, employment, life skills, and cognitive training. Participants in community wide events in support of reentry and reentry resources.
✓ Counseling	Tarkio Academy – New Frontier's Program, 1995-1997, Juvenile Counselor - Provided individual and group counseling for juvenile sex offenders and violent offenders. Crittenton Behavioral Health Services, 1997-2004, Behavioral Health Technician – Worked with clients with severe mental health issues. Provided individual counseling, life skills training, and facilitated anger management groups.
✓ Criminal Justice	State of Missouri – Department of Corrections, 1998-1999, Probation Officer Assistant – Worked with adult offenders on pre-trial bond supervision. Made recommendations to courts for bond reductions. State of Missouri – Department of Corrections, 1999-2015, Probation and Parole Officer – Developed positive relationships with local law enforcement and Sex Offender Unit to ensure sex offenders are in compliance with supervision and registration requirements. Prepare violations reports and case summary reports to the court regarding offender's progress on supervision.

Title of Position: Second Chance Risk Reduction Center Housing Specialist

<p>✓ Correctional Residential Facilities</p>	<p>State of Missouri – Department of Corrections, 1999-2015, Probation and Parole Officer – Worked with Institutional staff to allow sex offender inmates to participate in the Offering Offenders Alternatives (OOA) prison tour. Encouraged the use of this program among staff.</p> <p>Kansas City Metropolitan Crime Commission – Second Chance Risk Reduction Center, 2015-Present, Reentry Housing Specialist – Participates in pre-release meetings and resource fairs and various state wide institutions.</p>
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Legal Actions
Exhibit C

EXHIBIT C

SUBMISSION IS MANDATORY

LEGAL/CANCELLATION ACTIONS AGAINST APPLICANT

The applicant shall copy and complete this form for each legal action or cancellation of contract brought against the organization in the past 5 years. In addition, the applicant is advised that if such information is obtained by Department that is not included in the application, the application may not be considered.

Organization Name:	Kansas City Metropolitan Crime Commission
Legal/Cancellation Actions Information From:	
Name of Company:	
Address of Company:	
Contact Person Name:	
Contact Person Phone Number:	N/A
Contact Person e-mail address:	
Date(s) of Legal Action or Cancellation:	
Reason for Cancellation of Contract:	
Description of Legal Action:	
Resolution of Legal Action:	

Barry C Meyer
 Authorized Signature of Applicant

6/20/17
 Date

Core Performance Measures

Section

Exhibit D
Performance Measures

Total Number of Clients Agency Proposes to Serve:

Category	Service	Proposed Clients	Outcome	Indicator (How do you know you are achieving the outcome?)
Academic	Financial Literacy	20	Enhanced education	100% of participants who express or display a need for financial literacy will receive appropriate financial literacy information.
	Tenants Rights & Responsibilities	40		100% of participants enrolled in project will receive Tenant's Rights & Responsibilities information.
Basic Needs and Emergency Services	Outstanding Utilities/Utility Deposits	20	Attainment of basic needs	100% of clients who express a need for basic needs/emergency services will have that need addressed.
	Legal Documents	10		
	Assistance with state and/or federal benefits	10		
Employment	Job Retention	20	Improved employment	75% of participants will retain or improve their employment.
	Work Clothing/Equipment	20		
Family	-	-	Increased family support	-
Housing	Rental/Deposit Assistance	40	Attainment of housing	75% of participants will attain secure and viable housing.
	Landlord/Property Referral	40		
Mental Health	-	-	Reduced mental health risks	-
Substance Abuse	-	-	Reduced substance abuse	-
Transportation	Bus Pass(es)	30	Attainment of transportation	100% of participants who express a transportation need will have that need addressed.
Vocational	Licensure/Certification Training/Materials	10	Improved employment	50% of participants enrolled in vocational licensure/certification courses will complete the course.

Timeline
Section

EXHIBIT E

TIMELINE

The applicant shall complete this form to include each detailed step that will need to be taken to implement the project and to provide services during the entire contract period.

Task or Event	Start Date	Date to be Completed	Assigned Personnel
Continuation of similar grant – prepare for start date post award	6/22/17	6/30/17	Tracy Kirksey Addie Vobach Julie Clark
Update Tenants Rights & Responsibilities Curriculum	7/1/17	7/15/17	Julie Clark
Develop Outcome Measures Scale	7/1/17	8/1/17	Tracy Kirksey Addie Vobach
Complete financial literacy training	7/1/17	8/1/17	Julie Clark
Market service availability to probation and parole	7/1/17	6/30/18	Julie Clark
Develop new and/or continue current relationships with area landlords	7/1/17	Ongoing	Julie Clark
Accept referrals for program participation	7/1/17	Ongoing	Julie Clark
Enroll 40 unique participants	7/1/17	6/30/18	Julie Clark
Administer Case Management & necessary services to all participants	7/1/17	6/30/18	Julie Clark
Complete 1 st Quarter Report	7/1/17	10/15/17	Tracy Kirksey Addie Vobach Julie Clark
Complete 2 nd Quarter Report	10/1/17	1/15/18	Tracy Kirksey Addie Vobach Julie Clark
Complete 3 rd Quarter Report	1/1/18	4/15/18	Tracy Kirksey Addie Vobach Julie Clark
Complete 4 th Quarter Report	4/1/18	7/15/18	Tracy Kirksey Addie Vobach Julie Clark

Budget Detail Section

EXHIBIT F

SUBMISSION IS MANDATORY

BUDGET DETAIL WORKSHEET
All Expenses Must Be Reasonable and Necessary

COMPLETED FORM MUST BE RETURNED WITH APPLICATION		
A. Personnel (a breakdown in the number of hours each person is dedicated to the project is to be provided)		
Name/Position	Calculation of Cost	Cost
Julie Clark, Housing Specialist .60 FTE x \$40,685	.60 FTE	\$24,411.00
	Subtotal	\$24,411.00
B. Fringe Benefits (must be capped at 12%)		
Name/Position	Calculation of Cost	Cost
Julie Clark, Housing Specialist \$24,411 x 12%	12%	\$2,929.00
	Subtotal	\$2,929.00
C. Staff Travel (mileage at \$0.37 /mile – Conus rate for any other expenses)		
Purpose of Staff Travel (all staff travel must be for the <u>direct</u> benefit of the offender – include location and type)	Calculation of Cost	Cost
Julie Clark, Housing Specialist serving this client base has been 100 miles per Week x 52 weeks annually 5,200 miles x \$0.37 per mile	\$0.37 per mile	\$1,924.00
	Subtotal	\$1,924
D. Direct Services (i.e. housing rental/lease, GED Testing) ****ALL DIRECT SERVICES MUST BE PROVIDED TO THE OFFENDERS****		
	Calculation of Cost	Cost
40 Clients served x \$518.40 per client	40 x \$518.40	\$20,736.00
Services will be housing-focused and may include financial literacy, Tenants Rights and Responsibilities information, financial assistance for rent, deposit, or outstanding utilities, job retention or improvement resources, assistance in obtaining appropriate legal documents, transportation assistance, etc. Direct service costs will vary per client due to amounts needed for first month rent dependent on landlord negotiations for rent costs. Balances available will be utilized to assist client with transportation (bus passes, etc.), work clothing needs, obtaining legal documents predominantly.		

	Subtotal	\$20,736.00
E. Equipment/Supplies (Direct Services Only)	Calculation of Cost	Cost
Not requested		\$0
	Subtotal	\$0
Summary		
A. Personnel		\$24,411.00
B. Fringe Benefits		\$2,929.00
C. Staff Travel		\$1,924.00
D. Direct Services		\$20,736.00
E. Equipment/Supplies (Direct Services Only)		\$0
	TOTAL PROJECT COSTS	\$50,000.00

By signing below, the applicant hereby declares understanding, agreement and certification of compliance to provide the services or project in accordance with all the requirements and specifications contained herein and in the Terms and Conditions. The applicant further agrees that the language of this RFA shall govern in the event of a conflict of terms with his/her application.

Applicant Company Name Kansas City Metropolitan Crime Commission

Authorized Signature of Applicant Barry C Mayer Date 6/20/17

Printed Name Barry C. Mayer

Budget Narrative Section

EXHIBIT G**SUBMISSION IS MANDATORY****BUDGET NARRATIVE**

Applicant must provide justification and detailed description of all budget items listed in Exhibit E. NOTE: All expenses must be reasonable and necessary.

A. Personnel

Julie Clark, former Mo P&P officer, will be retained to continue to provide Second Chance housing specialist services for clients referred to her by Mo P&P. We are requesting 60% of her salary be covered by this funding. We are currently raising an additional 40% of her salary through Crime Commission fundraising from our Mo Dept. of Economic Development Neighborhood Assistance Program. Second Chance's role in that initiative is to help prevent 128 clients not be arrested over a two-year period. Ms. Clark has had much success working with this project for DOC in the past. Her salary rate is currently \$40,685 annually so x .60 FTE we are requesting \$24,411.00 for one year.

B. Fringe Benefits

Julie Clark's fringe expenses annually are estimated at \$9,719 for health care, FICA and unemployment costs to the Crime Commission. We are requesting 12% of her funded total of \$24,411 or \$2,929.

C. Staff Travel

Julie Clark has been working with Mo P&P clients for the past two years finding them housing solutions and connecting them with other needed services. She is averaging 100 miles per week in that service annually. We are estimating these costs at 52 weeks x 100 miles or 5,200 miles x \$0.37 reimbursement rate = \$1,924.00.

D. Direct Services to the Offenders

Services will be housing-focused and may include financial literacy, Tenants Rights and Responsibilities information, financial assistance for rent, deposit, or outstanding utilities, job retention or improvement resources, assistance in obtaining appropriate legal documents, transportation assistance, etc. Direct service costs will vary per client due to amounts needed for first month rent dependent on landlord negotiations for rent costs. Balances available will be utilized to assist client with transportation (bus passes, etc.), work clothing needs, obtaining legal documents predominantly. The balance of the \$50,000 requested is \$20,736. We would like to use these funds to cover expenses of direct services provided the 40 clients at an average of \$518.40 per client.

E. Equipment/Supplies (Direct Services Only)

None requested.

Current Business Entity Status/EVERify
Exhibit J

EXHIBIT J, continued

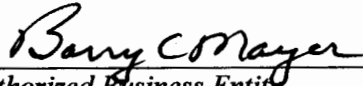
(Complete the following if you DO NOT have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box B, do not complete Box C.)

BOX B – CURRENT BUSINESS ENTITY STATUS

I certify that Kansas City Metropolitan Crime Commission **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530.

Barry C. Mayer

Authorized Business Entity Representative's
Name (Please Print)



Authorized Business Entity
Representative's Signature

Kansas City Metropolitan Crime Commission
Business Entity Name

June 19, 2017
Date

bmayer@kc-crime.org
E-Mail Address

As a business entity, the applicant must perform/provide each of the following. The applicant should check each to verify completion/submission of all of the following:

- Enroll and participate in the E-Verify federal work authorization program (Website: http://www.dhs.gov/files/programs/gc_1185221678150.shtm; Phone: 888-464-4218; Email: e-verify@dhs.gov) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein;

AND

- Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify federal work authorization program. Documentation shall include EITHER the E-Verify Employment Eligibility Verification page listing the applicant's name and company ID OR a page from the E-Verify Memorandum of Understanding (MOU) listing the applicant's name and the MOU signature page completed and signed, at minimum, by the applicant and the Department of Homeland Security – Verification Division. If the signature page of the MOU lists the applicant's name and company ID, then no additional pages of the MOU must be submitted;

AND

- Submit a completed, notarized Affidavit of Work Authorization provided on the next page of this Exhibit.

EXHIBIT J, continued

AFFIDAVIT OF WORK AUTHORIZATION:

The applicant who meets the section 285.525, RSMo, definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now Barry C. Mayer as KCMCC Vice President (Position/Title) first being duly sworn on my oath, affirm the Kansas City Metropolitan Crime Commission is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri for the duration of the contract(s), if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that the Kansas City Metropolitan Crime Commission does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services provided under the contract(s) for the duration of the contract(s), if awarded.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

<u>Barry C. Mayer</u> Authorized Representative's Signature	<u>Barry C. Mayer</u> Printed Name
<u>Vice-President</u> Title	<u>June 19, 2017</u> Date
<u>bmayer@kc-crime.org</u> E-Mail Address	<u>355921</u> E-Verify Company ID Number

Subscribed and sworn to before me this 19th of JUNE, 2017 I am
(DAY) (MONTH, YEAR)
commissioned as a notary public within the County of JACKSON State of
(NAME OF COUNTY)
MISSOURI, and my commission expires on 11-27-20.
(NAME OF STATE) (DATE)

Kendra Meeke 6/19/17
Signature of Notary Date

KENDRA S. MEEKER
Notary Public - Notary Seal
STATE OF MISSOURI
Jackson County
My Commission Expires Nov. 27, 2020
Commission # 16379252

Company ID Number: 355921

THE E-VERIFY PROGRAM FOR EMPLOYMENT VERIFICATION MEMORANDUM OF UNDERSTANDING

ARTICLE I

PURPOSE AND AUTHORITY

This Memorandum of Understanding (MOU) sets forth the points of agreement between the Department of Homeland Security (DHS) and Kansas City Metropolitan Crime Commission (Employer) regarding the Employer's participation in the Employment Eligibility Verification Program (E-Verify). This MOU explains certain features of the E-Verify program and enumerates specific responsibilities of DHS, the Social Security Administration (SSA), and the Employer. E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of the Employment Eligibility Verification Form (Form I-9). For covered government contractors, E-Verify is used to verify the employment eligibility of all newly hired employees and all existing employees assigned to Federal contracts or to verify the entire workforce if the contractor so chooses.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). Authority for use of the E-Verify program by Federal contractors and subcontractors covered by the terms of Subpart 22.18, "Employment Eligibility Verification", of the Federal Acquisition Regulation (FAR) (hereinafter referred to in this MOU as a "Federal contractor with the FAR E-Verify clause") to verify the employment eligibility of certain employees working on Federal contracts is also found in Subpart 22.18 and in Executive Order 12989, as amended.

ARTICLE II

FUNCTIONS TO BE PERFORMED

A. RESPONSIBILITIES OF SSA

1. SSA agrees to provide the Employer with available information that allows the Employer to confirm the accuracy of Social Security Numbers provided by all employees verified under this MOU and the employment authorization of U.S. citizens.
2. SSA agrees to provide to the Employer appropriate assistance with operational problems that may arise during the Employer's participation in the E-Verify program. SSA agrees to provide the Employer with names, titles, addresses, and telephone numbers of SSA representatives to be contacted during the E-Verify process.
3. SSA agrees to safeguard the information provided by the Employer through the E-Verify program procedures, and to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security Numbers and for evaluation of the E-Verify program or such other persons or entities who may be authorized by SSA as governed

Company ID Number: 355921

To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 888-464-4218.

Employer Kansas City Metropolitan Crime Commission	
Barry Mayer Name (Please Type or Print)	Title
Electronically Signed Signature	09/07/2010 Date

Department of Homeland Security – Verification Division	
USCIS Verification Division	
Name (Please Type or Print)	Title
Electronically Signed Signature	09/07/2010 Date

Information Required for the E-Verify Program

Information relating to your Company:

Company Name:	Kansas City Metropolitan Crime Commission
Company Facility Address:	3100 Broadway, Suite 226
	Kansas City, MO 64139
Company Alternate Address:	
County or Parish:	JACKSON
Employer Identification Number:	440540176

Company ID Number: 355921

North American Industry Classification Systems Code:	813
Parent Company:	
Number of Employees:	10 to 19
Number of Sites Verified for:	1
Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:	
<ul style="list-style-type: none">MISSOURI 1 site(s)	

Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name:	Barry C Mayer	Fax Number:	(816) 960 - 6808
Telephone Number:	(816) 960 - 6814		
E-mail Address:	bmayer@kc-crime.org		
Name:	Lee H Ketelsen	Fax Number:	(816) 960 - 6808
Telephone Number:	(816) 960 - 6800 ext. 223		
E-mail Address:	lketelsen@kc-crime.org		

Documentation of Nonprofit Corporation



Department of the Treasury
Internal Revenue Service
P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 4077550282
July 07, 2008 LTR 4168C 0
44-0540176 000000 00 000
00022901
BODC: TE

KANSAS CITY METROPOLITAN CRIME
COMMISSION INC
3100 BROADWAY STE 226
KANSAS CITY MO 64111

10821

Employer Identification Number: 44-0540176
Person to Contact: Barb Herald
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of June 23, 2008, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in August 1950, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(03) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Cindy Westcott
Manager, EO Determinations

STATE OF MISSOURI



John R. Ashcroft
Secretary of State

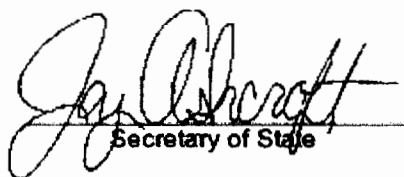
CORPORATION DIVISION
CERTIFICATE OF GOOD STANDING

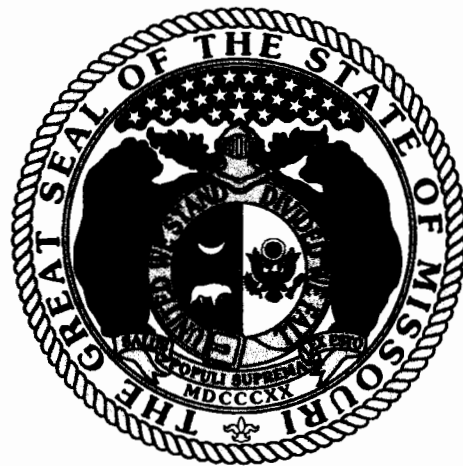
I, JOHN R. ASHCROFT, Secretary of State of the State of Missouri, do hereby certify that the records in my office and in my care and custody reveal that

KANSAS CITY METROPOLITAN CRIME COMMISSION
B00011811

was created under the laws of this State on the 30th day of September, 1949, and is in good standing, having fully complied with all requirements of this office.

IN TESTIMONY WHEREOF, I hereunto set my hand and cause to be affixed the GREAT SEAL of the State of Missouri. Done at the City of Jefferson, this 8th day of February, 2017.


Secretary of State



Certification Number: CERT-02082017-0101