Missouri Department of Corrections Community Reentry Funding Initiative 2010
Executive Summary

June 2011

MU INSTITUTE of PUBLIC POLICY

Harry S Truman School of Public Affairs

Overview

In November 2009, the Missouri Department of Corrections implemented the second round of the Community Reentry Funding Initiative. The Initiative was designed to address the needs of individuals under the supervision of Missouri Probation and Parole by providing the tools offenders need to be successful, law-abiding citizens. The goal of the Initiative was to increase access to vital services and programs as identified by local agencies, service providers, and Missouri Reentry Process (MRP) teams. The program is funded by the intervention fees paid by offenders while under supervision.

The Initiative began with a pilot project in early 2009. Due to the success of Round One the Department of Corrections authorized a second round of funding that allowed organizations to apply for up to $100,000. Thirty-six agencies were awarded over 3 million dollars for Round Two. The initiative focuses on programs that assist offenders with housing, transportation, employment, mental health and substance abuse, education, basic essentials, training, and a variety of other basic needs

TABLE 1: Regional Awards

Region	Number of Awardees	Total $ Awarded
Region I	8	$ 717,404.20
Region II	6	$ 540,635.00
Region III	6	$ 448,404.00
Region IV	6	$ 574,844.00
Region V	5	$ 420,890.00
Region VI	5	$ 317,922.00
Total	**36**	**$ 3,020,099.20**

The Missouri Department of Corrections has contracted with the Institute of Public Policy, Truman School of Public Affairs at the University of Missouri (MU Team) since the inception of the initiative. The MU team serves as the funding managers and evaluators of the Community Reentry Funding Initiative. The MU team also provides technical assistance and guidance to agencies from the initial award through final reporting.

Impact:

The Community Reentry Funding Initiative made a state-wide impact by providing services to 4,665 offenders under the supervision of Missouri Probation and Parole. Over 400 of these individuals were sex offenders. During the project participants received a total of 231,191 units of service. Some of the outcomes of these services are as follows:

- Increased job readiness skills
- Fulfillment of basic needs (food, clothing, medications)
- Greater access to counseling services
- Access to vital documents
- Improved access to safe and affordable housing
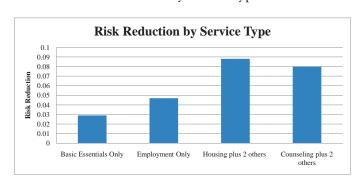- Improved access to transportation services

Reoffense Rate Analysis:

In order to analyze the success of the Community Reentry Initiative, reoffense data was collected on all of the clients who participated in funded projects, and compared to reoffense data from offenders who did not receive services from this funding. The evaluators used data to "match" offenders who had the same characteristics (age, race, offense type, supervision level, etc), for the purpose of an accurate comparison. Data analysis conducted by the MU team resulted in a number of important findings.

- Two types of services – employment and basic essentials– had a significant effect on reoffense rates when they were the only treatment an individual received.

- Housing and counseling services led to a reduction in reoffense rates when combined with any two other services.

- Offenders who received more than one type of service showed a decrease in their risk of reoffense, regardless of the specific nature of those services.

- As the number of units of service received by an offender increased, their risk of reoffense decreased.

The figure below shows the reduction in the risk of reoffense for the service type or combination of services found to have significant effects. Offenders who received only employment services reoffended at a rate 4.7% less than similar offenders who received alternative services or none at all. Offenders who received basic essentials exclusively showed a 2.9% lower risk of reoffense. The reduction in reoffense rates for housing and counseling in combination with other services was even higher.
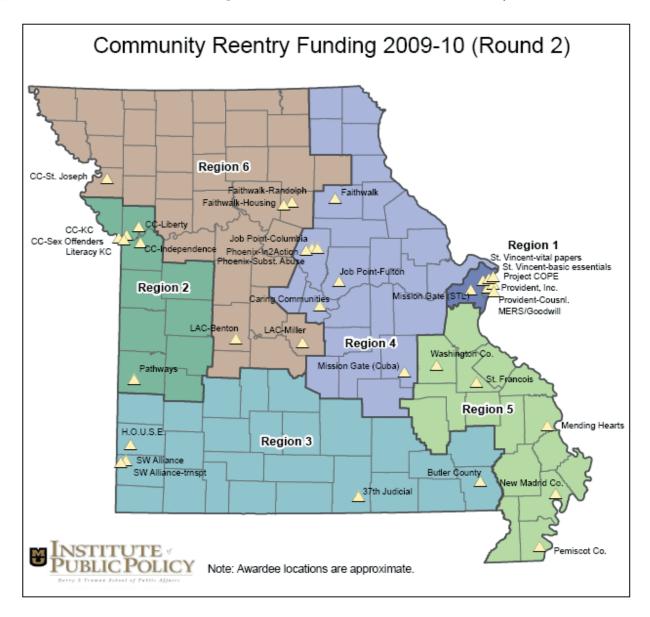
FIGURE 1: Risk Reduction by Service Type

Conclusion:

Community Reentry Funding has had a significant impact on individuals throughout the state by supplying much needed services, addressing local gaps in services, utilizing effective models for service delivery, and impacting the reoffense rates of participants. An important trend that emerged from the analysis is that as the number of services provided increased the offender's risk for reoffense decreased. Therefore, a comprehensive approach to service delivery appears to be the more effective than providing a single service. It is clear that the services through the Community Reentry Funding Initiative helped to stabilize offender's lives and improved their chances of success in the community.

Community Reentry Funding 2009-10 (Round 2)

Note: Awardee locations are approximate.

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Missouri Department of Corrections Community Reentry Funding Round Two 2009-2010 Final Report

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Table of Contents

Executive Summary

In 2009, the Missouri Department of Corrections implemented the second round of the Community Reentry Funding Initiative. The Initiative was designed to address the needs of individuals under the supervision of Missouri Probation and Parole by providing the tools offenders need to be successful, law-abiding citizens. The goal of the Initiative was to increase access to vital services and programs as identified by local agencies, service providers, and Missouri Reentry Process (MRP) teams. The program is funded by the intervention fees paid by offenders while under supervision.

The Community Reentry Funding Initiative seeks to reduce recidivism among program participants by connecting them to vital services and programs. Services provided were transportation, housing, employment, counseling, treatment, including; sex offender treatment, substance abuse treatment, and mental health treatment and basic needs. The Initiative began with a pilot project in early 2009. The initial round of funding provided up to $25,000 to local agencies to implement reentry services. Due to the success of Round One the Department of Corrections authorized a second round of funding that allowed organizations to apply for up to $100,000. Thirty-six agencies were awarded over 3 million dollars for Round Two. In August of 2010 a third round of funding was authorized and distributed to selected agencies to continue vital programming in the communities.

The Missouri Department of Corrections has contracted with the Institute of Public Policy, Truman School of Public Affairs at the University of Missouri (MU Team) since the inception of the initiative. The MU team serves as the funding managers and evaluators of the Community Reentry Funding Initiative. The MU team also provides technical assistance and guidance to agencies from the initial award through final reporting.

To evaluate whether the Community Reentry Initiative is effective at reducing recidivism, participating agencies were instructed to collect individual level data on the clients they served. Each agency was responsible for collecting names, DOC numbers, program entry and exit dates, sex offender status, employment status, and county of residence. Agencies were also required to track the type and amount of services each offender was provided while enrolled in their programs. This tracking was done by assigning a unit value to each service provided and tracking those units for the duration of the program.

During Round Two, the Community Reentry funding provided services to 4,664 individuals under the supervision of Missouri Probation and Parole. 410 of the individuals served were sex offenders. During the project, a total of 231,191 units of service were provided to those individuals.

Analysis of organizational and individual level data found that five agencies: Job Point – Columbia, Mending Hearts Recovery, Mission Gate Christian Center in Cuba and St. Louis, and New Madrid Human Resource Council showed statistically significant impacts on reducing reoffense rates.

Data analysis also found that two types of services – employment and basic essentials – had a significant effect on reoffense rates when they were the only treatment an individual received. Additionally, housing and counseling services led to a reduction in reoffense rates when combined with any two other services. The analysis also found that offenders who received more than one service showed a decrease in their risk of reoffense, regardless of the specific nature of those services. The trend that emerged from the analysis is that as the number of services provided increased the offender's risk for reoffense decreased. Therefore, a comprehensive approach to service delivery appears to be the more effective than providing a single service.

The Missouri Department of Correction's Community Reentry Funding Initiative Round Two had an impact by providing access to vital services to offenders throughout the state. The awardees funded through this Initiative provided over 200,000 services to a difficult and high risk population. These services help to stabilize offender's lives and improved their chances of success while under supervision.
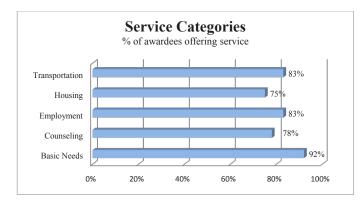
Introduction

In November of 2009, the Missouri Department of Corrections (DOC) funded a second round of Community Reentry Funding to support offender reentry in communities throughout Missouri. The funding was an extension of the Community Reentry Funding Initiative launched earlier in 2009. The funding utilized for the Initiative comes from the supervision fee collected by the Department of Corrections, Division of Probation and Parole. The funds collected are spent on intervention services that enhance the success of offenders in the community.

The Community Reentry Funding Initiative was designed to provide funding to community organizations and programs to assist offenders while they are on supervision with the goal of reducing their risk of reoffending and returning to prison. The initiative focuses on programs that assist offenders with housing, transportation, employment, mental health and substance abuse, education, basic essentials, training, and a

variety of other needs. FIGURE 1 is a graph indicating the service categories for funded projects.

FIGURE 1: Categories of Services Provided

Service Categories
% of awardees offering service

Category	%
Transportation	83%
Housing	75%
Employment	83%
Counseling	78%
Basic Needs	92%

In November 2009, 36 agencies were selected for funding in the six DOC regions. TABLE 1 shows the number of awardees and the amount of money distributed by region. Funding was allocated to regions based on the offender population in those regions. For this round of funding agencies were allowed to request up to $100,000 for their programs. A total of over 3 million dollars was distributed throughout the state.

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The Department of Corrections is committed to using the offender supervision fees for programs that directly impact the supervised population. Therefore, to be eligible to participate in one of the funded projects, clients must be under the supervision of the Missouri Department of Probation and Parole. From November 2009- November 2010, 4,664 individuals received services, 410 of which were sex offenders.

The Institute of Public Policy at the University of Missouri provided funding management and technical support to the funded agencies. The University of Missouri (MU Team) monitored organizations through progress reports and site visits to ensure the agencies were meeting their output and outcomes goals and were effectively managing their spending.

The MU Team also worked with the Community Reentry Funding Committee to expand the data collection and evaluation of the projects, the agencies, and the successes of individual participants. This expansion of evaluation practices has allowed the University to provide more in-depth analysis of the funded projects and participants.

This report provides an overview of the funding processes and evaluation practices, a description of the funded projects and awardees, a summary of the final reports of the agencies, an analysis of the success and impact of the Community Reentry Funding Initiative, and awardee and evaluation team observations from the Initiative.

As the second round of funding concluded, the Department of Corrections has already invested in the next round of funding for community driven reentry and transitions programs throughout the state. Round Three funding, consisting approximately 3 million dollars, was distributed on August 1st, 2010 to 36 agencies throughout the state.

Funding Process

For the second round of Community Reentry Funding the Department of Corrections utilized a similar process as in the initial pilot project. In March 2009, the DOC Community Reentry Committee (CRC) began the preparations for releasing a request for application (RFA) to distribute funds to community organizations for the purpose of assisting individuals under the supervision of Missouri Probation and Parole.

The CRC structured the 2009 RFA to award additional preference points to organizations depending on the type of program they proposed to provide. Preference points were intended to encourage agencies to focus programming on issues with higher priority or need. Points were given to applicants utilizing the following guidelines:

- Sex Offender Reentry Wrap Around Support – Housing and sex offender treatment for indigent offenders with certified providers. (10 points) DOC certified providers must be used if sex offender treatment is to be provided.
- Housing – Providers for offenders who are not sex offenders. (7 points)
- Employment Development – Recruitment of employers that will hire all offenders, including sex offenders. (6 points)
- Transportation – Providers for all offenders, including sex offenders. (4 points)
- Basic Essentials – Funding to assist all offenders, which includes sex offenders, in the purchase of medications, GED tests, vocational licensing, child care, emergency needs, etc. (2 points)

As in the pilot round, applicants were asked to propose services that directly benefited the target population and to keep non-direct service costs to a minimum. Applicants were also encouraged to propose programming that was consistent with the Eight Evidence-Based Principles for Effective Interventions in Community Corrections.[1] Eligible participants for funding included non-profit agencies, faith-based groups, and units of local government. All applicants were required to be 501(c)3 non-profit agencies to receive funding.

The request for application was released on July 28th, 2009 and a pre-bid conference was held on August 6th, 2009. The pre-bid conference was an opportunity for agencies to ask questions regarding the RFA and for the Department of Corrections to clear up any inconsistencies in the RFA language. Following the pre-bid conference, amendments were made to the RFA and released shortly after.

Proposals were due to the Department of Corrections at 2:00pm on August 27, 2009. Following the submission of proposals, they were reviewed by DOC Procurement for initial compliance. Ninety-six applications were opened for review; five were marked late and not opened. All ninety-six opened submissions met the criteria for compliance and therefore were considered by the review teams.

The proposal review and evaluations were conducted on a regional basis for the second round of funding. Small teams of DOC staff were developed in the six regions and were asked to review applications from a different region. Regional reviews were facilitated and supervised by staff from the DOC Procurement office. Once the regional teams reviewed the applications, they made notes on the strengths and weaknesses of each proposal and assigned a point value based on the substance of the application. At this time in the review the regional teams assigned preference points to eligible proposals.
Proposals were then ranked in point order and submitted to the DOC Core Evaluation Team for final review and to present funding recommendations to the DOC Community Reentry Committee.

The Community Reentry Committee accepted the recommendations of the Regional and Core Evaluation Teams and made contract announcements on November 30, 2009. Thirty-six agencies in the six DOC Regions were awarded approximately 3 million dollars for reentry programs. By the conclusion of Round Two funding, two funded programs had been cancelled, due to making insufficient progress towards goals, and one program was granted a delayed start. Further details regarding these programs and their clients will be addressed later in this report.

Upon award, the Department of Corrections processed payments for 50% of the awarded amount to the agencies. Agencies would become eligible for the remaining payments in 25% increments following their quarterly reports. Quarterly payments were processed for agencies that demonstrated their programming and expenditures were in line with their proposals.

The end date for the contracts was set for November 30, 2010 to allow for an entire year of programming for the awarded agencies. At the completion of the project, all unspent money was returned to the Department of Corrections for use in further funded projects.

Evaluation

The Department of Corrections and the MU Team made significant changes to the data collection and reporting requirements for agencies funded in Round Two as compared to Round One. ATTACHMENT A is a copy of the tracking sheet instructions given to awardees. In order to track the progress of individuals involved in Community Reentry funded programs the MU Team required all agencies to collect the names and DOC numbers of the clients they provided services to.

Individual Level Tracking

In addition to names and DOC numbers, agencies were asked to track the number and types of services they provided by assigning a unit value to each service. For example, an agency that provided transitional housing to clients would count each day of rental assistance provided as one housing unit. Other examples of commonly reported units are as follows:

- 1 employment unit = 1 hour of job skills training
- 1 unit of basic essentials = $10 worth of basic essentials (food, clothing, etc.)
- 1 unit of counseling = 1 hour counseling (anger management, substance abuse, etc.)
- 1 unit of transportation = 1 cab voucher or bus pass

Agencies captured all of this individual level data on a tracking sheet provided by the MU team. The tracking sheet was also used for collecting data about program entry and exit dates, sex offender status, employment status, and county of residence.

ATTACHMENT B is a copy of the unit definitions awardees used on the tracking sheet.

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[1] Implementing Evidence-Based Practice in Community Corrections: The Principles of Effective Intervention. April 2004 http://www.nicic.org/pubs/2004/019342.pdf

Client Survey

Another evaluation tool that the MU team began utilizing in Round Two was the client survey. This survey was distributed to all organizations for them to administer at the initial intake of clients into their programs. Clients were encouraged to complete the form, however their participation was voluntary. Completed client surveys were returned by the funded agency on a quarterly basis with their required reports. ATTACHMENT C is the client survey template.

Quarterly Reports

The quarterly reporting requirements of funded agencies were not drastically changed from Round One to Round Two. Some questions in the reporting forms were slightly modified for clarity. ATTACHMENT D and E are the quarterly reporting template and the financial reporting template utilized in Round Two. Agencies were asked to report on the progress they had made in the last quarter toward the completion of their output and outcome goals, detail the major accomplishments during the previous quarter, and update the financial reporting forms with all expenditures made to date.

The MU team closely monitored the quarterly reports of each funded agency to ensure goals were being met and money was being spent as proposed in their original contract. The MU team utilized a flag system to indicate to the Community Reentry Committee agencies that were struggling to implement their program as proposed. In August and September the MU team made follow up visits to agencies that were flagged for low participation.

Site Visits

Another new evaluation tool that the MU Team implemented in Round Two was to conduct site visits to each of the funded agencies. In March and April of 2010 the MU team conducted the site visit with staff and directors from the funded agency. In addition, DOC liaisons in each area were asked to attend the site visit and provide the agency with any additional comments or suggestions regarding their funded project. ATTACHMENT F is a copy of the site visit protocol used during each site visit. The site visit was a way to meet with each agency at the locations where programming took place and get a real sense of the kinds of programs they were providing. Whenever possible, the evaluation team asked the agency to allow the site visit team to see a piece of their program in action. During site visits the MU team and the DOC liaison were able to observe weatherization class graduation, see GED classes in progress, tour housing facilities, see newly purchased equipment, and meet with clients being served by this funding.

Following the site visit, the MU team typed up the notes and observations from the visit and forwarded the information to the DOC liaison for additional comments and feedback. Once the completed form was returned it was sent to the agency, the liaison, and the Community Reentry Committee for review. Site visit reports included a summary of the visit, awardee responses to protocol questions, any additional action items or areas of concern that were identified by the MU team and the liaisons.

Special Cases

As a result of the quarterly report monitoring, site visits and evaluation, the Community Reentry Committee made the decision to cancel two funded projects, and delay the start of a third project.

Timeline of Community Reentry Funding Initiative

March - July, 2009	• Planning for DOC Community Funding Process
July 28th, 2009	• DOC Community Reentry Funding Request for Applications Issued
August 6th, 2009	• RFA Pre--bid Conference held in Jefferson City
August 12th, 2009	• Amendments made to RFA and posted online
August 20th, 2009 2:00 pm	• Applications Due
September 2nd, 2009	• Applications reviewed for responsiveness
September 8th, 2009	• Confidentiality statements sent to District evaluators
September 21-October 2nd, 2009	• District Evaluation team review
October 5-9, 2009	• Core Evaluation Team Review
November 28th, 2009	• Community Reentry Funding awards made
Janunary 15th, 2010	• 1st Quarter Reports due
March - April, 2010	• Site Visits conducted
May 15th, 2010	• 2nd Quarter Reports due
August 15th, 2010	• 3rd Quarter Reports due
November 30th, 2010	• Award end date
December 15th, 2010	• Final Reports due
April 15th, 2011	• Final Report submitted to DOC Reentry Committee by funding managers

Description of Awardees

TABLE 2 provides a description of the awardees with each organization's name, office location, amount of award, type of organization, and the types of services provided through this funding. While only the office location is identified in this table, many agenci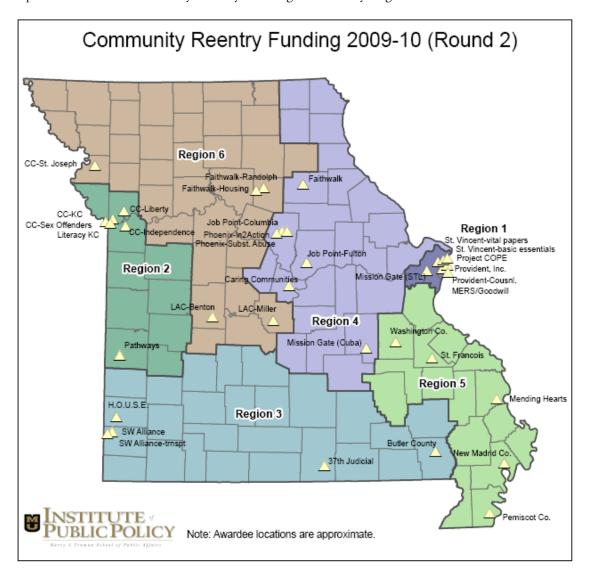es served clients throughout the surrounding county or counties. In addition to the description of awardees, FIGURE 2 is a map of the agencies that received Community Reentry Funding in Round Two. Community Reentry Funding was distributed regionally based on the number of offenders in the region.

TABLE 2: Description of Awardees

Organization	Office Location	Region	Amount of Award	Type of Organization	Type of Service
Project COPE	St. Louis	1	$84,195.20	Faith-based	Comprehensive
St. Vincent de Paul (Vital Papers)	St. Louis	1	$100,000.00	Faith-based	Basic Needs
St. Vincent de Paul (Entry Essentials)	St. Louis	1	$100,000.00	Faith-based	Housing, Transportation, Basic Needs
Teen Challenge of St. Louis, Inc.	St. Louis	1	$50,000.00	Faith-based	Comprehensive
Provident, Inc.	St. Louis	1	$99,033.00	Non-profit	Comprehensive
MERS/Goodwill	St. Louis	1	$85,700.00	Non-profit	Comprehensive
Mission Gate Christian Center	St. Louis	1	$100,000.00	Faith-based	Comprehensive
Provident, Inc. - Counseling	St. Louis	1	$98,476.00	Non-profit	Comprehensive
Catholic Charities - Sex Offenders	Kansas City	2	$100,000.00	Faith-based	Comprehensive
Catholic Charities - (Independence)	Independence	2	$100,000.00	Faith-based	Comprehensive
Catholic Charities - (Liberty)	Liberty	2	$100,000.00	Faith-based	Comprehensive
Catholic Charities - (Kansas City)	Kansas City	2	$100,000.00	Faith-based	Comprehensive
Literacy Kansas City	Kansas City	2	$46,763.00	Non-profit	Basic Needs
Pathways	Clinton	2	$93,872.00	Non-profit	Comprehensive
The H.O.U.S.E., Inc.	Webb City	3	$38,160.00	Non-profit	Housing
Butler County Resource Council	Poplar Bluff	3	$99,792.00	Non-profit	Comprehensive
Caring Communities, Inc.	Jefferson City	3	$61,300.00	Non-profit	Basic Needs
37th Judicial Circuit Court	West Plains	3	$50,000.00	Non-profit	Comprehensive
Southwest Community Alliance (transportation)	Joplin	3	$99,679.00	Non-profit	Transportation
Southwest Community Alliance	Joplin	3	$99,473.00	Non-profit	Comprehensive
Faithwalk Ministry (Monroe and Marion Counties)	Paris	4	$100,000.00	Faith-based	Comprehensive
Job Point (Columbia)	Columbia	4	$99,974.00	Non-profit	Employment, Transport., Basic Needs
Job Point (Fulton)	Fulton	4	$75,370.00	Non-profit	Employment, Transport., Basic Needs
Phoenix Programs (In2Action)	Columbia	4	$100,000.00	Non-profit	Comprehensive
Phoenix (Substance Abuse)	Columbia	4	$100,000.00	Non-profit	Comprehensive
Mission Gate Christian Center	Cuba	4	$99,500.00	Faith-based	Comprehensive
New Madrid County	New Madrid	5	$100,000.00	Non-profit	Comprehensive

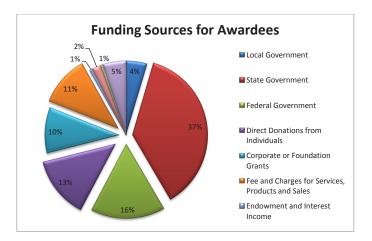|					
Washington County Green Team	Potosi	5	$70,969.00	Non-profit	Comprehensive
Pemiscot County Initiative Network	Caruthersville	5	$100,000.00	Non-profit	Comprehensive
St. Francois Community Partnership	Farmington	5	$99,921.00	Non-profit	Comprehensive
Mending Hearts Recovery	Cape Girardeau	5	$50,000.00	Faith-based	Comprehensive
Faithwalk Ministry (Randolph Co.)	Moberly	6	$100,000.00	Faith-based	Comprehensive
Faithwalk Ministry	Moberly	6	$96,229.00	Faith-based	Comprehensive
Lake Area Citizen's Advisory Board (Benton, Camden, Hickory)	Camdenton	6	$13,862.00	Non-profit	Employment, Basic Needs
Lake Area Citizen's Advisory Board (Miller, Morgan)	Camdenton	6	$7,831.00	Non-profit	Employment, Basic Needs
Catholic Charities - Buchanan	St. Joseph	6	$100,000.00	Faith-based	Comprehensive

FIGURE 2: Map of Round Two Community Reentry Funding Awardees by Region

Organizational Information

Through a survey sent to all awardees the MU team was able to collect information about the organizations participating in the initiative. FIGURE 3 shows that on average awardees received about 37% of their funding from the state government. The next largest funding sources were the federal government and direct donations at 16% and 13% respectively. Only 7 of 23 organizations focus solely on offender reentry programming. Awardees averaged about thirteen full-time employees and eight part-time employees in their organization. Volunteers were used by seventeen of the twenty-one organizations that responded. Awardees also reported that the number of clients they serve has shown moderate increases in the last two years

FIGURE 3: Funding Sources for Awardees

officers specifically. Many agencies also reported success in community outreach to employers, landlords, mentors, churches, and civic groups. Through this outreach awardees are able to strengthen community networks and begin to change many negative perceptions about offenders residing in the community.

The MU evaluation team observed that through trial and error agencies were able to develop very efficient and effective systems for service delivery. Agencies have systematically designed the initial referral process, in-take procedures, program enrollment, tracking and reporting, distribution of basic essentials and other items, billing for medical services and other offender needs, and client follow up and evaluation. These systems allow the agencies to maximize resources for a large number of clients.

The most significant accomplishment reported by awardees is the continual positive feedback they receive from offenders. Many report that they are able to help combat hopelessness and depression in clients by providing them with much needed services and programs. All awardees have success stories about the dramatic difference that this funding has made in individual offenders' lives. Even through intense data collection and analysis this report will never be able to truly reflect the full impact of Community Reentry Funding for offenders in need.

Output and Outcome Tracking

The MU evaluation team also analyzed the proposed output and outcome tracking targets that the agencies reported in their final report. All agencies that submitted proposals for funding were required to include at least one output and one outcome goal for their project. Outputs are defined as the count of activities conducted (ex: number of group sessions conducted) and the number of clients served in each activity. Outcomes are defined as the benefit or change that occurs as a result of the activity. The RFA provided examples of how to write appropriate outputs and outcomes and agencies were encouraged to find appropriate ways to track and measure their outputs and outcomes. In addition to stating the units of service that the agency provided to the clients, the Community Reentry Committee also wanted the agencies to report on the change or benefit that occurred as a result of their programs.

In general the outputs that agencies tracked included: number of clients served, number of classes attended, number of hours of participation, number of basic essentials distributed, days of housing provided, number of bus passes provided, etc. Agencies used case management notes, sign-in sheets, client tracking logs, and payment schedules to verify the number of outputs and units of service provided.

Summary of Final Reports

Agencies submitted final reports on December 15, 2010 to the MU evaluation team for review and analysis. The MU evaluation team reviewed all of the agency reports and has summarized the most important information in the following sections. Throughout the funding cycle agencies were encouraged to include information about their program accomplishment, any barriers that they faced and concerns they had achieving their output and outcome targets. In addition to what the reporting agencies provided about their programming and clients, they also submitted a full financial report indicating how their funds were spent during the award period.

Accomplishments

Awardees were eager to discuss in their final reports the numerous accomplishments that their organization and their clients made during the funding period. Many programs reported an improved relationship with the Department of Corrections generally and their local Probation and Parole

The MU team saw significant improvements in the quality of outcome goals and outcome tracking in Round Two compared to Round One. However, the MU team continued to work closely with agencies to ensure the outcomes were well written and accurately tracked the services they were providing. Outcome tracking requires an extra level of monitoring and data collection that many agencies were not previously conducting. Some examples of common outcomes tracked by agencies include: % of clients who found employment, % of clients who have not reoffended or broken the conditions of probation or parole, % with an increase of knowledge in a certain area (life skills, financial management, and computer skills) % of clients who remained clean and sober through the duration of the program. In order to measure these outcomes agencies used tools such as case management notes, pre and post tests, information from probation and parole officers and urine analysis. The MU team provided technical assistance to executive directors and staff to develop an appropriate tool or method for measuring each of their outcomes.

Financial Summary

The Department of Corrections awarded approximately $3,020,099 to Community Reentry programs across the state. As previously mentioned, some contracts were cancelled or postponed due to unforeseen circumstances. The Department of Corrections also implemented a new system for tracking spending of agencies to ensure money was not distributed to an agency that did not require the funds to complete their proposed services. Because of this new level of oversight two agencies were not provided with the final allotment of funding, in the amount of $25,000 per agency. Further, any agencies with unspent funds at the end of the award cycle were required to return those funds to the Department of Corrections Inmate Revolving Fund.

The table below (TABLE 3) is a breakdown of how money was spent across organizations. The first part is the total expenses by service category. This shows approximately how much was spent for each type of service. The largest expense was that of basic essentials, which includes food, clothing, medical expenses, hygiene products, GED classes, etc. Employment related services had the least amount of expenses at about $111,508.38, but it is important to note that this service involved activities that required the time and effort of personnel and is less dependent on the purchasing of goods. The total amount attributed to these five service categories is about $1,565,005.

The second part of the table shows how about how much was spent on other expenses. The largest expense categories here are clearly personnel and fringe with 31 of 34 awardees utilized Reentry Funding for personnel. In the end there were 20 full-time and 43 part-time positions either created or supported with

the funding. The 'Other' category amounts to $67,086.69 and is mostly the office rental expenses for various organizations. Ultimately, all the expenses that could not be attributed directly to a service category amounted to about $1,122,781.

TABLE 3: Financial Summary by Service Category

Expenses by Service Category		Amount Spent
Basic Essentials	$	481,365.41
Housing	$	384,378.47
Counseling	$	302,353.51
Transportation	$	285,399.66
Employment	$	111,508.38
Subtotal	$	1,565,005.43
Other Expenses		
Personnel	$	917,551.39
Fringe	$	95,471.47
Other (mostly office rent)	$	67,086.69
Supplies	$	22,692.50
Equipment	$	19,979.61
Subtotal	$	1,122,781.66
Grand Total	**$**	**2,687,787.09**

Barriers

There were a variety of barriers cited that were unique to each organization's environment and programming goals. However, there were also several common themes among the awardees. The most commonly cited obstacle to the success of the organization and offender was the difficulty in finding employment. Eleven organizations mentioned employment related barriers. The second most common barrier, cited by 10 organizations, was the initial award delay. This delay resulted in problems with hiring the necessary personnel and securing office facilities, among others. Eight awardees discussed referral issues as a barrier to implementing their program. For some awardees this was about not getting enough referrals. For others, it was simply about working out an efficient referral process with their local office. Organizations also had difficulty with transportation barriers as it was cited by seven different providers.

Finally, five organizations mentioned barriers related to internal or systemic policies.

Analysis

Process Evaluation

By utilizing the tracking sheet, awardees were able to collect data on the number of units of service they distributed in each of the designated service categories. TABLE 4 is a summary of these outputs or services provided to clients by funded organizations. Over the course of this project, awardees distributed 48,589 units of housing, with each unit representing a single day of housing. Housing services were provided through rental assistance and residential facilities. Awardees provided 13,394 units of employment. A unit of employment included

activities such as a job skills class, assistance with application/ resume writing, job searches, and employer recruitment efforts. Transportation was a very common activity among awardees and included things such as bus passes, cab vouchers, and gas cards. Each of the 107,942 units of transportation equals about one ride. For the counseling category, a single unit represents one hour of counseling (anger management, sex offender counseling, substance abuse, mental health, etc.). Therefore, offenders received about 25,208 hours of counseling services over the course of this award. The third column in the table shows the number of offenders that received each service. It is important to note here that there is significant overlap in the services that offenders received. For example, offenders who received housing most likely also received a variety of other support services.

TABLE 4: Outputs of Community Reentry Funding Initiative

Type of Service	# of units	# of offenders
Basic Essentials	36,058	3,310
Transportation	107,942	3,255
Employment	13,394	1,684
Counseling	25,208	1,465
Housing	48,589	1,219

TABLE 5 breaks down the types of output services into the most common activities conducted. The two most common activities, engaged in by 75% of awardees, were assistance with basic needs and mental health treatment. Basic needs consist of things such as food, clothing, ID's, and medications. Those providing mental health services were involved in activities including in-house psychiatric services, financial assistance with counseling fees, anger management classes, and group therapy sessions. Transportation vouchers and job prep classes were also common activities among organizations with 58% and 53% providing these services, respectively. Employment and transportation also happen to be a couple of the most commonly cited barriers to success among awardees. Housing is another frequently provided service, whether through rental assistance (36%) or transitional housing (28%).

TABLE 5: Common Activities Conducted

Activities	% of awardees engaged in activity (N=34)
Basic Needs (food, clothing, etc.)	75%
Mental Health Treatment	75%
Transportation Vouchers	58%
Job Prep Classes	53%
Substance Abuse Treatment	36%
Rental Assistance	36%
Bus Passes	36%
Resume/application assistance	30%
Outreach (landlords, employers, etc.)	28%
Transitional Housing	28%
Mentoring Relationship Development	11%
GED Testing	8%

Impact Evaluation

The Department of Corrections and the MU Evaluation Team made a concentrated effort to capture information regarding the impact of the Community Reentry Funding across the state. Funded agencies were asked to collect extensive individual level data to provide the basis for this analysis. As a result of the substantial data collection and analysis efforts, the Department of Corrections has important data on the impact and benefits of their programs across the state.

The following is a description of the clients that were served by Community Reentry Initiative projects as compared to the total supervision population. As previously mentioned, Pathways Community Behavioral Healthcare had a delayed start on their project and their data and clients will be included in the analysis of Round Three awardees. One other agency was also excluded from this impact analysis. Caring Communities, Inc. a division of The Family and Community Trust (FACT), served a significantly different population then all of the other programs and did not fit into the analysis framework.

Caring Communities designed a program to oversee and support the work of the Parenting from Prison Initiative and worked to improve the relationship between women in prison in the Correctional Center in Vandalia and their children throughout the state. Because Caring Communities served a population still incarcerated, the MU Evaluation Team was unable to include the organization in reoffense analysis or further impact analysis.

Descriptive Statistics

This section highlights differences and similarities between the sample of our clients (n=4543) and the data set of all offenders under supervision during the funding time period (N=100,416). The full dataset includes all of our clients as well. This sort of descriptive statistical analysis allows for an important picture of the offenders served by the initiative compared to the larger supervised population. For example, if that picture showed an underserved segment of the population there may be actions to take to better serve said group. Also, the demographics of the sample group can certainly impact the outcomes of the initiative, which will be discussed in more detail below.

Gender and Marital Status: Offenders served under the Community Reentry Funding Initiative include slightly more women and fewer men than the total under supervision. Also, there were about 3% fewer offenders in our sample who were married. See TABLE 6.
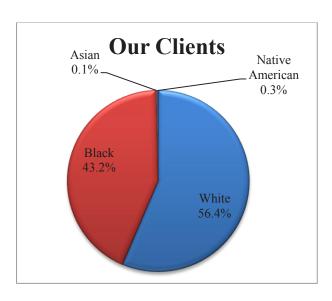
TABLE 6: Gender and Marital Status

	Our Clients	P&P Population
Male	77.3%	79.0%
Female	22.7%	21.0%
Married	14.5%	17.5%
Unmarried	85.5%	82.5%

Race: The Community Reentry Funding Initiative served a greater percentage of minorities than are found in the full population (please note, data on the Hispanic offender population were not collected.). See FIGURE 4.

Supervision level: The offenders served under the Community Reentry Funding Initiative tend to be at a higher risk for

reoffending than the P&P population at large. About twice as many of our clients required Level III supervision compared to the general population (27% v. 14%). In addition, 85% of our clients are on either Level II or Level III supervision (the highest levels), compared to 64% of the general P&P population. See FIGURE 5.

Offense Group: Types of crimes committed by clients of the Community Reentry Funding Initiative seem to be similarly distributed between the five offense groups. Two exceptions are that there are a greater proportion of sex offenders among our clients than in the general population, and fewer DWI clients. See FIGURE 6.

FIGURE 4: Race
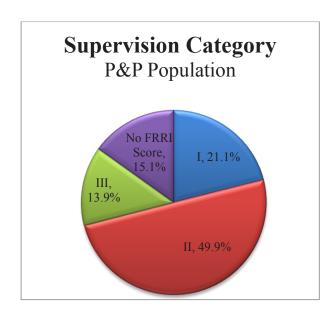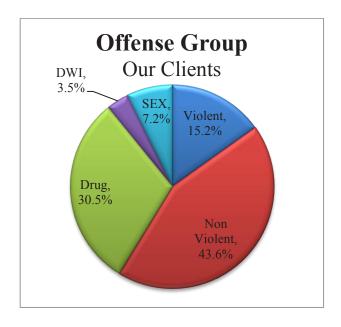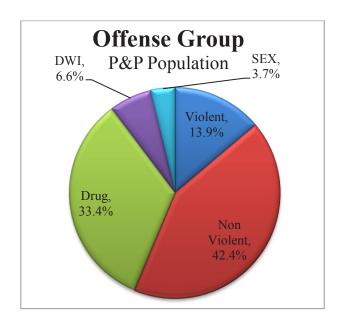

FIGURE 5: Supervision Category
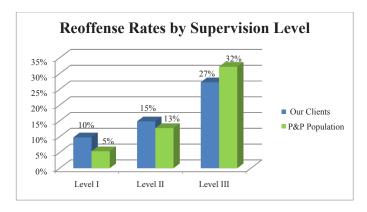
FIGURE 6: Offense Group

Reoffense Rate Analysis

In this section an in-depth analysis of reoffense rates is conducted to determine the overall impact of the Community Reentry Project. In order to do so the MU team pulled the population of offenders on parole or probation in the state of Missouri in 2010. After removing observations with missing data on key variables, along with those who were actually still in prison, the working sample for the analyses is 85,231. The number of offenders enrolled in our programs is 4,543, though the number of observations is typically much smaller than that number because the analysis examines the impact of single programs or service types.

To determine the reoffense rate for the clients participating in this funding initiative, the MU team identified all offenders who were sent to prison after they had started one of our programs. This could be a result of either a technical violation of their supervision or because they had committed a new crime. As a comparison, for all offenders who did not receive services under this funding initiative, the evaluation team looked at any person that had been on probation or parole as of November 30th, 2009 (the beginning of this round of funding), and have since then committed a technical violation or new crime that required a prison sentence.

Figure 7 shows the results of the initial analysis of the reoffense rates and a breakdown of those rates by supervision level. The overall reoffense rate for Level I offenders is shown to be 10%, but for Level III offenders the rate climbs to 27%. We know that there were about 23% more Level II and III offenders in our program compared to the general P&P population. Consequently, it may be reasonable to expect a higher reoffense rate for the higher risk program participants. A notable outcome from this initial look at reoffense rates is that Level III offenders who received programming showed nearly a 5% reduction in reoffense compared to the full P&P population. These high risk offenders were intentionally targeted by the Community Reentry Project, and therefore it is important to see such a positive result of the efforts made through this initiative. For Level I offenders, our clients reoffended at a rate of 9.75% compared to 5.36% for the entire P&P population. One possible explanation for this higher rate is that this program is actually capturing those offenders that are higher risk within Level I. In other words, the Level I offender that ends up as our client is someone who has sought out assistance because of environmental challenges they are facing, which makes the individual less stable and puts them at a higher risk of reoffending.

FIGURE 7: Reoffense Rates by Supervision Level

The reoffense rate for the entire P&P population was 14% and for program participants it was 19%. It is important to note here that 17% of reoffenses by our clients were due to technical violations, meaning just 2% came from new crimes. Also, as discussed above, the Community Reentry Project targeted higher risk clients and therefore offenders in the program were different in significant ways from the general P&P population. When a more sophisticated analysis was done and program participants were matched to a similar group of offenders using a propensity score matching technique (discussed in greater detail below) the difference in reoffense rates disappears. Our clients had a 19.1% reoffense rate and the matched sample had a reoffense rate of 19.6%, the difference of which is not statistically significant.

The next step of the analysis was to do a more detailed examination of reoffense rates to determine if they are influenced by 1) the receipt of services from a particular provider, 2) the receipt of a particular service or combination of services, or 3) the number total service units received. Unfortunately, just as there are differences between program participants and the general P&P population, there also is not a random selection of offenders into either program or service type. Instead, it is clear that certain offender characteristics, such as age, race, offense type, supervision level, and others, predict participation in certain programs, services, and dosages. This complicates the analyses because many of these characteristics also predict the likelihood of reoffense. For example, older nonviolent offenders are less likely to reoffend, so a program that serves a large number of those clients is influenced by the offender's characteristics.

In order to overcome these difficulties, a propensity score matching (PSM) technique is employed in subsequent analyses, which is the best technique for comparing treated and non-treated groups that are not randomly selected. It compares each person who received the treatment against the offender

that was the most similar to them on the above characteristics, but did not receive treatment. For example, when the researchers examine the impact of receiving housing assistance on reoffense, it ideally compares a 25 year old white man on parole for a drug offense who received such assistance against only 25 year old white men on parole for drug offenses who did not receive such assistance.

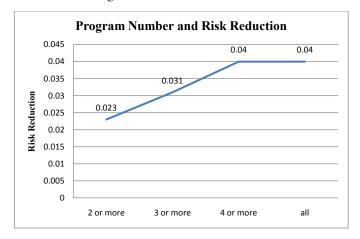*Results of Propensity Score Matching*

When a comparison of overall reoffense rates is done through this process and program participants are compared to a group of offenders with the exact same demographic make-up, the difference in reoffense rates disappears. The sample of offenders who matched our clients on sentence type, supervision level, offense group, age, race, and marital status had a reoffense rate of 19.6%. This rate is slightly higher, although not statistically distinct from our clients with a rate of 19.1%. What was originally a 5% higher reoffense rate for program participants (14% for P&P population and 19% for participants) is now essentially gone.

The MU team also examined the impact of the different types of service and believes that some relatively clear patterns emerge from the findings. Results indicate that employment and basic essentials programming reduced that risk for clients when it was the only service they received. Offenders who received employment services reoffended at a rate of 4.7% less compared to similar offenders who received alternative services or not at all. For basic essentials the rate was reduced by 2.9%. Housing, counseling, and transportation did not show the same result. Interestingly, in subsequent analyses both housing and counseling programs did have a significant and substantively very large (8% and 8.8%) reduction on the risk of reoffense when they were combined with any two other programs.

The results regarding certain combinations of programs are consistent with the findings from the analyses of the number of services received. This appears to be the factor that most consistently predicts the likelihood of reoffense. As illustrated in Figure 8, the analysis of receiving 1 to 5 services showed a steady decrease in the risk of reoffense. More specifically, receiving only one service had no discernable impact, while receiving a combination of any four reduced that risk by 4%.

Another variable of interest was the "dosage effect," or the impact of the total units of treatment. The data did not allow for the propensity score matching technique and therefore this part of the analysis was done within the sample group only. The results indicate that going from the minimum to the maximum value of the units is associated with a 6.4% fewer reoffenses.

FIGURE 8: Program Number and Risk Reduction

Five of the 33 organizations analyzed had a significant impact on the risk of reoffense for their clients, and shared two very interesting characteristics. First, all provided services at a significantly lower per unit price than the average awardee. Second, all five described themselves as "comprehensive" service providers and all did provide a higher than average number of services to each client.

When combined, the most significant observations that 1) the most successful organizations provided more comprehensive programming, 2) services that were ineffectual individually, emerged as effective in combination with others, and 3) the total number of treatment units largely decreased reoffense within the sample of enrollees lead the researchers to the conclusion that comprehensive programming is the most promising means for reducing the risk of reoffense among offenders.

Observations

Themes and Observations from Awardee Satisfaction Survey

A satisfaction survey was created and distributed electronically to all awardees. The purpose was to seek feedback about the performance of Missouri DOC and the MU evaluation team as well as the Community Reentry Funding Initiative as a whole. Awardees were asked to give their overall assessment of the performance of both the Missouri Department of Corrections and the MU evaluation team. On a scale of 1-5 (1 being very unsatisfied and 5 being very satisfied), Missouri DOC scored a 4.6 and the MU evaluation team scored a 4.4. These scores reflect high satisfaction among awardees with both DOC and the evaluation team.

Awardees were asked for comments or suggestions about the application process, 10 organizations commented that the

application process was relatively easy and straightforward. Four thought that more time should be given to complete the application. In regards to the implementation of the funding initiative, four commented on the problems caused by delays in funding at the start of the award.

Awardees were also asked about the funding initiative as a whole. Nine awardees cited the positive effects seen in communities due to the funding. Two awardees thought that more fringe/administrative costs should be allowed. Five organizations suggested that the reporting/tracking process needed to be improved and/or better explained. Based on these comments regarding a need for better reporting and tracking instructions, the Department of Corrections conducted a training workshop for Round Three awardees in conjunction with the Missouri Reentry Process (MRP) conference. At this workshop the MU evaluation team gave detailed instructions on how to collect all of the different forms of data for analysis.

When asked about the MU evaluation team's overall performance, 12 organizations gave very positive feedback. Two organizations once again discussed having some difficulty with tracking/reporting requirements.

Awardees were also given an opportunity to rate their relationships with their local MRP team and local probation and parole office. When rating their relationship with parole and probation, the awardees on average described the relationship as excellent. They rate their relationship with their local MRP teams as slightly less than an excellent relationship.

Evaluation Team Observations

Due to the overlapping timelines of Round Two and Round Three of Community Reentry Funding the Department of Corrections and the MU Evaluation Team were not able to use the analysis compiled in this report to guide decision-making for the third round of funding. However, DOC and the Evaluation Team can use these findings and analysis to guide future funding decisions and design. The following are observations made by the evaluation team for consideration during future funding cycles.

- Data collection—An essential component of providing quality analysis and findings is the quality of data collection. The MU evaluation team relied heavily on individual data collection done by agencies, and system wide data collection done by the Department of Corrections. A continued emphasis should be placed on collecting consistent and accurate data.

• Systemic Struggles – A common complaint among funded agencies are the systemic problems they encounter while trying to provide services to their clients. An example, as mentioned earlier, is the issue facing individuals who are residing in a release center and unable to obtain disability benefits because they are residing in a release center, and unable to leave the release center, because they have no disability benefits. This is a systemic problem that the agencies deal with on a daily basis and ultimately no solution can be found for the client.

• Funding Timeline – The Community Reentry Committee worked very hard to implement a new and consistent timeline for the funding of these awards. Every effort should be made to stay on a consistent timeline and prevent gaps in funding to organizations. Many agencies struggle with the ability to keep valuable staff and continue to provide programming and services when funding gaps occur.

• Sustainability – The services that are being funded by the Department of Corrections are most likely not sustainable beyond the expenditures of funds. However, there are sustainable aspects of organizations and services that the Community Reentry Committee can look at when making funding decisions. In Round Two funding, there were some organizations that were funded for personnel, office rental, office equipment, and supplies. While there is certainly need for these resources to offset the needs of an organization, the Reentry Committee wants to focus funding on direct services to individuals and little on overhead. Programs that are attached to a sustainable organization are far more likely to be able to utilize funding for direct client needs.

Conclusion

The primary goal of the Community Reentry Funding Initiative was to fund services and programs around the state that would reduce the many barriers that offenders face as they reenter the community. The Initiative is based on the theory that if these barriers are successfully addressed, offenders would have more stability in their lives and be less likely to reoffend and return to prison.

The MU team analyzed many factors to determine the success of the initiative. First, the MU team conducted a process analysis to determine what the Department of Corrections received for their 3 million dollar investment. Over the course of the award, 231,191 units of services were distributed to 4,664 offenders, including 410 sex offenders. Those services ranged from intensive substance abuse and mental health treatment to the simplest basic needs such as food, clothing, and identification cards.

These services were delivered by thirty-three agencies that worked hard to develop efficient models for program and service delivery. In addition to efficient models for service delivery, the MU team saw significant improvements in the quality of outcome goals and outcome tracking in Round Two compared to Round One. The MU team analyzed the agencies' ability to meet their outcome and output goals as another factor to help determine their success.

Another one of the many factors used to determine the success of this initiative was the impact on reoffense rates among program participants. Individual level data was collected on each participating offender so that a reoffense rate could be calculated and compared to the reoffense rate of the larger P&P population. For the purpose of this project, an offender was determined to have 'reoffended' if they either; committed a new crime or committed a technical violation that resulted in their return to prison.

The initial assessment of the reoffense rate for the entire P&P population was 14%, compared to 19% for program participants. However, there are two important points to consider. The first is that 17% of program participants were returned to prison for technical violation and just 2% for new crimes. For the non-treatment group 11% were returned for technical violations, and 3% for new crimes. Therefore, the difference in the overall reoffense rate is primarily driven by the difference in technical violations and not new crimes.

The second point to consider is that the treatment group is significantly different than the non-treatment group in their level of risk. Awardees were serving a sample of the population that had 10% more offenders on Level II supervision and 13% more on Level III supervision. This illustrates that awardees successfully targeted those offenders who had the most need, which is a very positive outcome to observe. Of course the higher risk level of program participants also means higher reoffense rates. It is important to note that among high risk Level III offenders, program participants had a reoffense rate of 27.23%, or 5% less than other Level III offenders.

Along with supervision level, factors such as gender, race, and sentence type all contribute to an offender's chance of reoffending. With that in mind, a more in-depth analysis was conducted using a propensity score matching technique to more accurately assess the impact of the initiative. The result of this analysis was that the matched sample of offenders had a reoffense
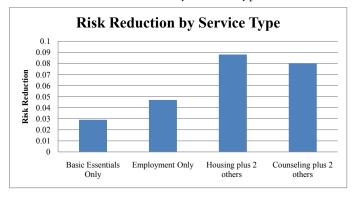
rate of 19.6% and the rate for our clients was 19.1%. In other words, when individual offender characteristics are considered, the difference in reoffense rates between the treatment and non-treatment groups disappears. This confirms the fact that the difference seen initially was due to the higher risk clientele being served. The next step in the analysis looked more closely at the programs, services, and combination of services that did have an impact, which show some very important results.

An analysis was done of the five service categories (employment, basic essentials, housing, counseling, and transportation) to determine their effect individually and in combination with other services. Of the five service categories, two showed a significant effect on reoffense rates when it was the exclusive treatment received by the offender. Offenders who received only employment services reoffended at a rate 4.7% less than similar offenders who received alternative services or none at all. This result is consistent with much of the current literature about the importance of employment in an offender's success. Offenders who received basic essentials exclusively showed a 2.9% lower risk of reoffense. The takeaway here may be that the importance of items such as food, clothing, and medication and their ability to stabilize an offender's life should not be underestimated. Additionally, housing and counseling services proved to significantly reduce reoffense rates when they were combined with any two other services. See FIGURE 9. In other words, receiving housing or counseling services alone has little impact, but when an offender also has their other needs met then these services make a difference. This begins to make the case that providing comprehensive style services have a greater impact on reoffense than providing just a single service.

Further evidence for a comprehensive approach was found when the number of services an offender received was analyzed. Results showed a gradual decrease in the risk of reoffense as offenders received more types of services. Receiving just one service had no real effect, but any combination of four services reduced an offender's risk of reoffense by 4%. Additionally, a dosage effect was found in that an offender's risk of reoffense reduced as they received more units of service.

Individual programs were analyzed to determine their impact on reoffense rates. Five programs showed significant results in their ability to reduce reoffense rates. One characteristic of these organizations that is consistent with findings about the type of services that have an impact is that all five used a comprehensive approach to serve their clients.

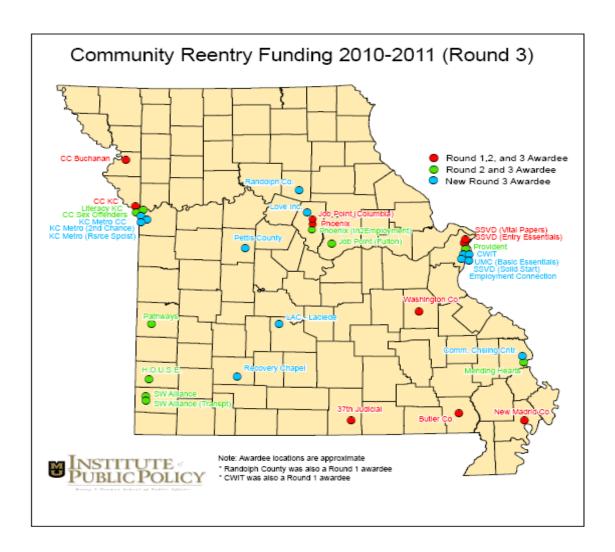FIGURE 9: Risk Reduction by Service Type

All programs analyzed have provided a substantial amount of needed services to their clientele. There are certain limitations to the data that in some cases made it difficult to identify the effect of a program. However, as discussed above, there are important lessons learned here about what type of services and program models appear to have the greatest impact.

The Missouri Department of Corrections, Community Reentry Funding Initiative is an innovative effort to address the needs of offenders under the supervision of Missouri Probation and Parole. The Initiative allows local communities, counties, organizations, Missouri Reentry Process teams, service providers, and many others to propose targeted services to the clients in their areas. This model allows for statewide decisions makers to direct valuable resources to address specific local issues, as identified by individuals and groups from those areas.

Community Reentry Funding has had a significant impact on individuals throughout the state by supplying much needed services, addressing local gaps in services, utilizing effective models for service delivery, and impacting the reoffense rates of participants. The Department of Corrections is continuing to support offender reentry efforts by funding a third round of the initiative, which began August 1, 2011. MAP 2 shows the reach the Community Reentry Funding Initiative has had across the state. This map shows the agencies funded for Round Three of the Community Reentry Funding Initiative, and their inclusion in previous funding cycles. The map represents a good mix of long term funded agencies, and new awardees.

The Missouri Department of Corrections should continue to support local reentry programs by providing valuable resources which help agencies reduce the barriers to effective community reentry. By doing so, DOC invests in the programs that make an impact in participant's lives.

MAP 2: Community Reentry Funding Round Three

Community Reentry Funding 2010-2011 (Round 3)

> Attachment A

Congratulations on your recent Community Reentry Funding award from the Department of Corrections!

The Department of Corrections has contracted with the University of Missouri to serve as the funding manager for the Community Reentry Funding awards.   In addition to evaluation and tracking we will also be available to provide technical assistance and program coaching for you and your project. We look forward to working with each of awardees.   Please direct all questions to:

Emily Johnson
johnsonemi@missouri.edu
(573) 884-5473

There are a few items that we want to make sure you are aware of. Should you have any questions regarding these, please don't hesitate to contact Emily Johnson.

1. **Reporting Instructions**: A component of your reporting responsibilities will be the submission of quarterly reports and a final report on the following dates:

February 15 Quarterly Report Due – Report on activity and expenditures from November 1 through January 31.

May 15 Quarterly Report Due – Report on activity and expenditures from February 1 through April 30.

August 15 Quarterly Report Due – Report on activity and expenditures from May 1 through July 31.

Final Report due November 15 – Report on activity and expenditures for the entire award period.

We will send a document 1 month in advance of the above due dates which will outline the required information for each report.

2**. Data Collection/ Research**: The University of Missouri will be collecting data on each project to have the ability to produce outcome measures. It is critical that the following information be kept for each offender receiving services.   Attachment A is the necessary spreadsheet for you to track this information as well as instructions on how to record the data.

- Name
- Date of Birth
- D.O.C. #
- Program Entry Date
- Program Exit Date
- Sex Offender?
- Units of Service (Housing, Transportation, Employment, Basic Essentials, Counseling)
- Employment Status

**It is vitally important to our data collection to be able to accurately identify each participant. Therefore, the D.O.C. # submitted for each participant must be correct. If the participant cannot be

Attachment B

Tracking Sheet – Unit Definitions

Program Entry Date – This date is simply the day in which the client entered your program. For those programs that are a one-time only service, this is both the entry date and exit date. For those programs that are more long term, this is the date in which the client first started receiving services.

Program Exit Date – This is the date in which the client exits the program.

Sex Offender – The client should be counted as a sex offender on the tracking sheet if they are required to register as a sex offender.

Housing Unit – For each day that housing services are provided to a client, a housing 'unit' should be recorded. For those programs providing on-site housing, each day the client lives in your facility is a unit of housing. For those programs providing rent assistance, a day of rent assistance is equal to a unit of housing.

Employment Unit – For each day a client receives employment services, an employment unit should be recorded. Any service received in an effort to improve employment opportunities and/or performance should be considered a unit of employment. For example, 1 resume building session would result in 1 employment unit.

Transportation Unit – Each time a client receives a transportation service a transportation unit should be recorded. If a client receives a bus pass for 15 trips, then they received 15 units of transportation. Each time a client is provided transportation to a meeting or appointment it is considered a unit of transportation.

Basic Essentials Unit – A unit for basic essentials should be recorded each time a client receives services for basic essentials. This includes but is not limited to: the purchase of medications, GED tests, vocational licensing, child care, emergency needs, etc.

Counseling Unit – A counseling unit should be recorded for each counseling session attended by the participant. Areas of counseling service can include: substance abuse, sex offender, anger management, family, etc.

Employment – What is the employment status of each participant? Please respond with the following answers: Full-time, Part-time, Unemployed, Don't know.

Length of Employment – For those participants that are employed, please put an 'X' in the column corresponding to the length of time they have been employed.

**If there are any questions regarding what category and/or how many units of service should be counted, please contact us. Direct all questions to:

Emily Johnson
johnsonemi@missouri.edu
(573) 884-5473

Community Reentry Program Evaluation

Missouri Department of Corrections

Participant Consent Form

Participant Consent

By completing this survey, I agree to take part in the research project on the Missouri Community Reentry Program by Emily Johnson at the University of Missouri. This project will help the Missouri Department of Corrections improve its services for future parolees and probationers. To be in the project:

- I will complete a survey about my housing, job, and health needs. This survey will take less than 10 minutes to complete.

- I do not have to answer all or any of the questions if I don't want to.

- My answers will not affect my probation or parole status.

- My answers will be completely confidential and will be summarized with all other client responses before it is reported to the Department of Corrections. No one other than the project staff at the University of Missouri will have access to my answers.

- The research team will have access to limited information about me provided by the Department of Corrections including demographic data and criminal history.

- There are no known risks to participating in this research project.

- I can contact Emily Johnson at (573) 884-5473 if I have any questions about the project.

- I may contact the Campus Institutional Review Board about general questions related to participation in MU research projects at (573) 882-9585 or umcresearchcirb@missouri.edu.

This is your copy, please detach from the survey and keep for your records. Thank you for participating.

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<table>
<tr><td></td><td>(Office Use Only)
Organization Name:
_____

Date: _____</td></tr>
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Probation/Parole Survey

Please complete the following survey to the best of your ability. You may skip any question, especially if you feel it is too personal. Your individual answers will not be shared with any Department of Corrections personnel, and will not affect your probation or parole status.

Full Name:_____
Date of Birth:_____   D.O.C #:_____

Background Information

How far have you gone in school?	8th grade or less Some High School Graduated High School GED Some College 2-year college degree 4-year college degree Other_____
What city do you live in?	

Housing Needs

What type of housing do you currently have? (please circle all that apply)	None I rent my own house/apartment Family members provide space for me I stay in homeless shelters I live in sober living environment Other_____
Are you looking for other housing?	Yes No

Basic Needs

Do you need any of the following? (please circle all that apply)	Help finding support services Transportation Phone I.D. Food Clothes Other_____				
How would you describe your level of support from family/friends?	1 No Support	2	3 Some Support	4	5 Constant/Full Support

Job Needs

Do you have a job?	Yes No
If yes, what position do you have?	
How much money do you make each month?	
How many hours do you work per week?	
Do you want a different job?	Yes No
If yes, what job do you want?	
What would you need to get the job you want?	Help finding job openings A new resume Training GED Literacy classes College classes Other_____
Have you ever held a job for more than 6 months?	Yes No

Health Needs

Do you need any of the following? (please circle all services you need)	Doctor
	Dentist
	Counselor
	    Mental Health Treatment
	    Substance Abuse Treatment
	    Other
	Support group
	Medication
	Substance abuse treatment
	None of the Above
	Other_____

Do you have medical insurance?	Yes No

History of Incarceration

While you were in prison (most recently), did you receive any of these services (circle all that apply)?	High school classes (toward a GED) College classes Counseling Substance abuse treatment Job training Institutional Job Work-Release Other_____
What or who helped you the most when you returned to the community?	
What could the department have done differently that would have assisted in your transition?	

RFA SDA 480-001

Community Reentry Funding Statewide

1st Quarter Reporting Form

Date:_____

Name of Organization:_____

RFA Award Number:_____

Project Reporting Period: Date of Award- January 31, 2010

1. What were your major accomplishments during this reporting period?

2. Please discuss the progress made toward your outputs during the reporting period. (e.g. Number of clients served)

3. Please discuss the progress made toward your outcomes during the reporting period. (e.g. Percentage of clients who found employment)

4. Please use the attached financial form to describe your expenditures during the reporting period.   Please report any changes or modifications to your previous budget.

5. What problems/barriers have you encountered thus far that may prevent you from reaching your goals or benchmarks?

6. Is there any assistance the Department of Corrections can provide to address problems or barriers to program implementation or fiscal management?

1. Please discuss any challenges presented by the use of the tracking sheet.

2. To ensure consistency in reporting across all awardees, please provide an example of how you have counted the following service units (if the service has been provided):

   Example: Client attended 3 job skills classes; therefore he/she received 3 employment units.

   Employment:

   Transportation:

   Basic Essentials:

   Counseling:

3. Other Comments:

Attachment E

F) FINANCIAL TRACKING FORM: Fill in your proposed budget numbers in the budgeted cost column; fill in actual cost to date in the final column.
Reminder: Keep all of your receipts for purchases made. The Department reserves the right to request an audit be performed at any time.

Budget Detail Worksheet			
A. Personnel		**Budgeted**	**Actual**
Name/Position	**Calculation of Cost**	**Cost**	**Cost**
	Subtotal		
B. Fringe Benefits		**Budgeted**	**Actual**
Name/Position	**Calculation of Cost**	**Cost**	**Cost**
	Subtotal		
C. Travel			
Purpose of Travel **(include location and type)**	**Calculation of Cost**	**Budgeted** **Cost**	**Actual** **Cost**
	Subtotal		
D. Equipment		**Budgeted**	**Actual**
Item	**Calculation of Cost**	**Cost**	**Cost**
	Subtotal		
E. Supplies		**Budgeted**	**Actual**
Item	**Calculation of Cost**	**Cost**	**Cost**

		Budgeted	Actual
	Subtotal		
F. Contracts		**Budgeted**	**Actual**
Item	**Calculation of Cost**	**Cost**	**Cost**
	Subtotal		
G. Other Costs		**Budgeted**	**Actual**
Item	**Calculation of Cost**	**Cost**	**Cost**
	Subtotal		
Summary			
A. Personnel	$0		
B. Fringe Benefits	$0		
C. Travel	$0		
D. Equipment	$0		
E. Supplies	$0		
F. Consultants/Contracts	$0		
G. Other	$0		
TOTAL PROJECT COSTS			

Department of Correction
Community Reentry Funding
Site Visit Protocol

Overview: The University of Missouri (MU) team will conduct a site visit with each agency that has received a 2010 Community Reentry Funding Award. These visits will be conducted with the District Administrator or designated liaison from Probation and Parole. The MU team will make all scheduling arrangements with the agency and the P&P officers. Agency staff will be asked to invite program directors, program coordinators, and key personnel to take part in the site visit. The visit will last approximately 2 hours and will include program questions, evaluation questions, technical assistance opportunities, and will end with the site visitors observing some part of the program in action.

Technical assistance will be provided to each awardee including information on how to complete accurate comprehensive reports and review of outputs and outcomes.

Dates: Site visits will be conducted during March and April, 2010.

Process: Prior to the site visit the MU team will forward the interview protocol to the site for the staff to review. Site visitors will review a copy of the agency's February 2010 progress report prior to the site visit. Agencies will be asked to compile the following types of information for review during the site visit:

1) Agency client tracking sheet
2) Sign-in sheets or collection tools
3) Materials used with and by clients
4) Recruitment materials
5) Data storage tools
6) Financial information
7) Additional information as appropriate

During the visit the MU team will take notes and complete the site visit protocol. The DA should be prepared to ask questions and solicit any additional information they find necessary during the site visit. Following the site visit the MU team will complete the site visit report form for each agency and forward to the DA for review and any additional comments. The DA will return the site visit report form to the MU team to compile and report.

Interview Questions

Site:	Site Visit Date:
Site Visitors:	
Interviewees:	Title:

1. Please give a brief overview of your program including your target population and overall strategies.

2. What aspects of your program seem to be most successful with participants? Why do you think this is the case?

3. What has been your greatest challenge so far under this award?

   a. What is the most important lesson you have learned during the implementation of this project? (If you were going to start all over with this project, what would you do differently?) What have you learned that you will try to employ in the future?

4. Please tell me who your partners have been in this process (community organizations/ groups of people) and how you use those partnerships in your reentry program?

   -Which partner/collaborator has been the most vital to this project.

5. What successes have you had getting and maintaining participants?

6. What challenges have you had getting participants and maintaining participants?

7. How has the broader community (i.e. - all citizens) responded to your project?

1. How have you educated the public about the activities of your organization?

2. How do you get feedback from your participants?

3. How will the project be maintained after DOC funding?

   - Where do you want the Re-entry Project to be by the end of this award?

4. Is there anything else you would like to tell us regarding this project?

Questions specific to evaluation:

1. What would be the most useful information for you to obtain from an evaluation of your project?

2. Can you tell us about your data collection process? What problems/obstacles have you encountered in regards to collecting/reporting data? Tracking sheet problems?

   a. What data have you collected or plan on collecting?

   b. How do you determine if your outputs and outcomes are being met?

   c. How is the data kept and maintained?

   d. Are you using data to assess your performance?

3. Are there specific evaluation related issues our evaluation team can assist you with?

Initiative Questions:

What are the strengths of the statewide reentry funding project, or aspects of the reentry funding project that you feel have been particularly successful or useful? Please explain.

Are there any weaknesses, problems, or challenging aspects of the statewide reentry funding project? If so, please explain.