



**STATE OF MISSOURI
MISSOURI DEPARTMENT OF CORRECTIONS
CONTRACT AMENDMENT**

**RETURN AMENDMENT NO LATER THAN JUNE 03, 2016 TO:
DIANA FREDRICK, CPPB
PROCUREMENT OFFICER II**

MISSOURI DEPARTMENT OF CORRECTIONS
PURCHASING SECTION
2729 PLAZA DRIVE, P.O. BOX 236
JEFFERSON CITY, MISSOURI 65102
FAX: 573-522-1562

DATE	VENDOR IDENTIFICATION	CONTRACT NUMBER	CONTRACT DESCRIPTION
05/06/16	Connections to Success 300 W. Linwood Blvd. Kansas City, MO 64111	SDA48000832 Amendment #001	COMMUNITY REENTRY FUNDING

THE ABOVE REFERENCED CONTRACT IS HEREBY AMENDED AS FOLLOWS:

Pursuant to paragraph 2.2.3 on page 7, the Missouri Department of Corrections hereby exercises its option to renew the above-referenced contract for the period of July 1, 2016 through June 30, 2017.

Renewal of the above contract is contingent upon final approval of the fiscal year 2017 budget by Governor Nixon.

All terms, conditions and provisions of the previous contract period, including awarded funds, 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.

Authorized Signer's Printed Name and Title: Brandi Jahnke Regional Exec Director
 Authorized Signature: *Brandi Jahnke* Date: 5/16/16

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

[Signature] 6-2-16
 Ellis McSwain, Jr., Board of Probation and Parole Chairman Date

REQUEST FOR APPLICATION



ORIGINAL

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

**Buyer of Record:
Gary Stoll, CPPB
Telephone: (573) 526-6402
gary.stoll@doc.mo.gov**

RFA SDA480-008

Community Reentry Funding Statewide

**Contract Period: Date of Award through
06/30/2016**

Date of Issue: June 15, 2015

Page 1 of 57

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

2:00 p.m., July 2, 2015

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: **Jackson County Reentry Program**
Company Name: **Connections to Success**
Mailing Address: **300 W. Linwood Blvd.**
City, State, Zip: **Kansas City, Missouri 64111**
Telephone: **816-561-5115** Fax: **816-561-5104**
Federal EIN #: **431859283** State Vendor #: **4318592830-0**
Email: **bjahnke@connectionstosuccess.org**
Authorized Signer's Printed Name and Title: **Brandi Jahnke, Regional Executive Director**

Authorized Signature: Application Date: 7/1/15

NOTICE OF AWARD:

This application is accepted by the Missouri Department of Corrections as follows: **In its entirety.**

Contract No. **SDA48000832** **W-004**

Ellis McSwain, Chairman, Board of Probation and Parole

Date 7/25/15

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

REQUEST FOR APPLICATION**ORIGINAL**

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

**Buyer of Record:
Gary Stoll, CPPB
Telephone: (573) 526-6402
gary.stoll@doc.mo.gov**

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 Federal EIN #: **431859283** State Vendor #: **4318592830-0**
 Email: **bjahnke@connectionstosuccess.org**
 Authorized Signer's Printed Name and Title: **Brandi Jahnke, Regional Executive Director**

Authorized Signature: *Brandi Jahnke*

Application Date: 7/1/15

NOTICE OF AWARD:

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

Contract No. _____

Ellis McSwain, Chairman, Board of Probation and Parole

Date

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

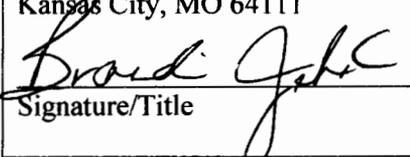
Application Summary Form



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



Program Title: Jackson County Reentry 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: Connections to Success 300 W. Linwood Blvd. Kansas City, MO 64111	Project Director Name, Phone, Fax & Email: Brandi Jahnke (816)-561-5115 (816)-561-5104 bjahnke@connectionstosuccess.org
 Signature/Title	7/1/15 Date

Anticipated Outputs: (number of offenders supervised by DOC to be served by the proposed project): 20	Estimated Cost per Offender: \$ 2,500.00	# of Paid Staff: 3
		# of Volunteers: 20

Summary of Proposed Project: In a concise manner, provide a summary paragraph of your project.

Connections to Success (CtS) will partner with Probation & Parole (P&P) to identify and provide services, case management, advocacy, and supports to 20 men returning to Jackson County from institutions located in Tipton, Booneville, Cameron (WMCC), St. Joseph (WRDCC), Chillicothe, and Algoa. Services and supports will focus on access to employment including transitional jobs, job readiness skills, housing, and transportation. Services will be provided at the CtS main office at 300 W. Linwood Blvd., Kansas City, Missouri 64111.

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.

In-kind contributions include office rent, utilities, supplies, telephone and internet services, computer lab for participants, classroom instructional materials, reception services, fuel, maintenance, and insurance for company-owned van. A sustainability plan is included in **Attachment 1**.

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%)

2% Local government
 3% State government
 28% Federal government
 5% Direct donations from individuals
 37% Corporate or foundation grants
 6% Fee and charges for services, products, and sales
 0% Endowment and interest income
 11% Fundraisers or special events
 0% Membership fees
 8% Other sources (specify: Social Enterprise)
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 Gary Stoll, of the Department of Corrections at either (573) 526-6402 or gary.stoll@doc.mo.gov.

3.1 Applicant Program Response

3.1.1 Application Narrative

1. The Jackson County Reentry Program (JACORP) will replicate our holistic and comprehensive Pathways to Success model to provide programs and services to participating offenders identified by Probation and Parole (P&P) that are coming from correctional facilities located in Tipton, Booneville, Cameron (WMCC), St. Joseph (WRDCC), Chillicothe, and Algoa. The Connections to Success program has served over 2,000 men and women offenders in Missouri since 2003 and has achieved positive results. CtS was a key partner in the pilot Jackson County Reentry Court, which the proposed program closely mirrors.

Pathways to Success (PtS) begins with a two week training class called Personal and Professional Development (PPD) that emphasizes individual strengths, abilities, and skills. Participants are led through a career development model that has been successfully used by formerly incarcerated adults. Services include:

- Cognitive behavioral skill building
- Resources to perform a successful job search
- “Life Plan” outlining goals and objectives in several life space areas
- Other supports and services including: access to mental health services, clothes, transportation, and basic needs.

Upon class completion, each participant is assigned a Life Transformation Coach and volunteer mentor to work closely towards the goals outlined in the participant’s Life Plan. The Life Plan will be developed in partnership with the participant’s P&P officer to identify barriers to self-sufficiency. Each participant is asked for a one year commitment to the program.

2. Connections to Success (CtS) will enroll 20 offenders residing in Jackson County and coming from one of the institutions named above. A CtS Life Transformation Coach will review possible participants with P&P to determine if they are appropriate for the program prior to their scheduled release. For identified participants, CtS will provide the following services: 1) Personal and Professional Development classes 2) job placement and retention assistance 3) transportation assistance 4) mentoring 5) housing assistance 6) transitional employment and 7) other direct services. Services will be provided at our main office at 300 W. Linwood Blvd., Kansas City, MO 64111.

Personal and Professional Development Classes: This comprehensive 3-week experiential course will provide the participant with the necessary skills and training to begin a productive job search. The curriculum emphasizes the strengths, abilities, and skills identified by each participant that can be developed into employment opportunities and include the National Institute of Correction's training modules for Offender Workforce Development Specialists. Upon completion of PPD classes, participants will have the necessary skills to perform effective job searches. They will also have access to the CtS Community Technology Center in our office to perform job searches, submit online applications, and schedule interviews.

Job Search and Retention Assistance: Job search assistance begins immediately and includes help researching employers, completing online applications, scheduling interviews, arranging transportation, and providing individualized training in soft skills focused on preparing participants for private sector employment. Participants will be able to attend Breakfast Club, a unique job club created by CtS for former offenders seeking employment. The Breakfast Club meets weekly and provides participants with opportunities for job shadowing, networking, mentoring, information, and mock interviews. Once participants obtain employment, CtS staff

and volunteer mentors keep an ongoing communication with participants and employers to monitor progress. This includes weekly communication with employers and the completion of a monthly stability checklist assessing employment status, trainings and educational courses completed, and partnership services being utilized. Services and referrals will be provided upon arising issues or concerns that may impact employment. CtS will provide job coaching instruction, including monitoring participants' onsite work duties to assist with overcoming any challenges and obstacles. All participants will have access to CtS CONNECT group for mentoring and professional development activities including, guest speakers, tours of local companies and the opportunity to network with other professionals. A Job Retention Incentive program will be administered and will reward participants for continuous engagement, employment, and commitment, by providing \$50 gift cards at 30, 60, and 90 days of continuous employment.

Transportation Assistance: Many participants are severely limited by lack of transportation. CtS will provide participants with bus passes or agency owned-van transportation to and from the CtS office, P&P offices, job interviews, job fairs, and other approved resources/appointments as necessary.

Mentoring: Several project studies have concluded that offender success is enhanced when mentoring is incorporated into a holistic reentry program. CtS's volunteer mentoring program, *Connections to Living*, began in 2000 and is modeled after an evidence-based program developed by Prison Fellowship Ministries called *InnerChange Freedom Initiative*. Using this mentoring model, CtS has documented a decrease in recidivism among participants who receive mentoring along with other reentry services. This project will incorporate volunteer mentors, led by CtS staff to mentor ex-offenders and to engage with participants in a number of ways, including

Breakfast Club and CONNECT. Volunteer mentors will be recruited from faith-based organizations and will participate in CtS mentor training prior to being matched with participants.

Housing - Service Supported Housing - CtS will assist participants in finding and obtaining permanent housing by working with the P&P officer to identify approved housing options. Upon locating appropriate housing, arrangements will be made for subsidized rent.

Transitional Employment: 6-8 participants will be selected for transitional employment based on need for enhanced work readiness beyond what is received in the PPD training with the objectives of learning the routines of work, acquiring work-task skills, establishing an employment record and generating employer references to increase competitiveness in unsubsidized employment. Agreements are in place with several local employers to hire referred participants on a short term basis (4-6 weeks) to accomplish these objectives.

Other Direct Services:

- *Interview Appropriate Clothing* – Participants will receive professional clothing for job interviews. This in-kind service is provided by CtS suiting programs named *Career Threadz* for men and *Dress for Success Kansas City* for women.
- *Work Essentials* – This includes various “work supports” for participants including tools, work shoes, uniforms, gloves, and other necessary items.
- *Housing Assistance* – Funding will be designated for rent assistance for qualified participants.
- *Other Basic Needs* – This includes medications, documentation, childcare, and other emergency needs.

The services provided in this application follow the *Eight Evidence-Based Principles for Effective Intervention in Community Corrections* as prescribed by the National Institute of Corrections. These services are being replicated from the Connections to Success Reentry of Ex-Offenders (RExO) project, now completed, and were subject to a Random Assignment Evaluation to demonstrate their effectiveness.

3. A CtS LTC will travel with the designated PO to meet with individuals at least once prior to their release to explain more about the program, identify immediate needs, and begin developing a transition plan. Upon release, the participant will be scheduled to start PPD classes at the CtS office. The participant will also meet with his or her Life Transformation Coach to identify needed resources, which may include access to health care, substance abuse treatment, family counseling, educational needs, and other life space areas as identified jointly between CtS, P&P, and the participant. Participants will also have access to CtS supports and services such as the Breakfast Club and CONNECT group. The amount of contact that each participant will receive from each type of anticipated service is as follows: PPD is 60 hours M-F; coaching sessions (job coaching) approximately 1-2 hours/week; Breakfast Club – 2 hours – Fridays; CONNECT (mentoring) -2 hours on Saturdays; Transitional Employment – up to 40 hours per week, schedule depends on employer.

4. The target audience for this program is men and women on parole who will reside in Jackson County and who have been identified as potential participants by a Probation & Parole officer and a CtS Life Transformation Coach.

3.1.2 Preference Points (a, d)

Service Supported Housing - CtS will assist participants in finding and obtaining permanent housing by working with the P&P officer to identify approved housing options. Upon locating appropriate housing, arrangements will be made for subsidized rent.

Employment Program – CtS will offer participants work readiness training that includes soft skills, life skills, and basic skills training. A Job Developer will be responsible for assisting with job applications, resumes, job search activities, and the development of partnerships with local employers. Follow up services will focus on job retention and personal and professional development. Transitional employment will also be offered to selected participants.

3.1.3 Funding Sources

2% Local government

3% State government

28% Federal government

5% Direct donations from individuals

37% Corporate or foundation grants

6% Fee and charges for services, products, and sales

0% Endowment and interest income

11% Fundraisers or special events

0% Membership fees

8% Other sources (specify: Social Enterprises)

100% Total

3.1.4 Experience and Expertise

a. Connections to Success (CtS) is a Missouri nonprofit organization founded in 1998 serving adults in the St. Charles, St. Louis and Kansas City metropolitan areas. CtS has been working extensively with former offenders over the past thirteen years. In Kansas City, CtS works closely with KCCRC including the superintendent, Lilly Angelo, 816-842-7467. Other key contacts in P&P include Karla Cobb, 816-889-7420; Shari Morlang, 816-482-5882; Jamie Liakos, 816-889-3322; Helen Hurley, 816-889-7600 ext. 1701.

Reentry work began in the Kansas City region in 2003 with a pilot project From the U.S. Department of Justice demonstrating the significance in mentoring for returning offenders. This project provided both pre-release and post-release services to men and women returning to Kansas City from federal and state correctional facilities. Many other initiatives have followed and continue today working with offenders and Missouri Probation and Parole in both Kansas City and St. Louis.

In November 2005, CtS was chosen as one of thirty (30) national grantees for the President's Prisoner Reentry Initiative (PRI), now called Reintegration of Ex-Offenders (RExO), which completed in March 2011 and was implemented in Kansas City. A key partner in RExO was the Missouri Department of Corrections assisting in identifying offenders pre-release for project participation along with Probation & Parole making referrals of parolees. The Missouri Department of Corrections also provided liaisons at each District Probation & Parole office to work closely with CtS staff to ensure successful reentry for identified participants. The documented recidivism rate of those that participated in this project was 14% at 12 months.

b. CtS is a primary community resource for former offenders reentering the Western Region. CtS collaborates closely with each of the Probation & Parole Districts throughout the Greater

Kansas City region, including the counties of Jackson and Clay. See **Exhibit A** for a summary of current contracts.

c. CtS has a highly competent staff and organizational structure in place to successfully fulfill the duties and responsibilities identified in this application. Key staff to be involved in this project are trained Offender Workforce Development Specialists (OWDS) who have earned the Global Career Development Certification. See **Exhibit B** for detailed professional expertise of all project staff. In addition, CtS hires ex-offenders that have demonstrated the necessary qualifications to fill CtS roles, including custodians, program assistants, and Life Transformation Coaches.

d,e. There have not been any legal actions, suits, or proceedings, pending or threatened, against CtS or its partners or sub-contractors, either currently or within the past twelve months. Further, as indicated in **Exhibit C**, CtS has not had contracts with other governmental and/or private entities that have been cancelled prior to expiration or contracts not reviewed after the initial contract period within the last five years.

f. CtS works extensively with former offenders, and as indicated, has offender reentry projects underway in Kansas City and St. Louis. Projects have included both pre-release and post-release services to offenders returning to Kansas City from USP Leavenworth, Western Reception and Diagnostic Correctional Center, Cameron Correctional Center, Boonville Correctional Center. Outcomes from the aforementioned offender reentry projects are as follows: for the initial DOJ funded reentry project CtS actively engaged 113 participants over 12 months with outcomes demonstrating an employment placement rate of over 90% with an average wage of \$10.50/hr. Of those who remained committed to the program, none recidivated. As of December 31, 2010, summary outcomes for RExO show 768 participants enrolled with a 74% job placement rate and

a 71% retention rate. The average wage at placement was \$9.04/hr., with a 6-month increase in earnings to \$10.39/hr. Recidivism within 12 months of release is 14%, well below the national average of 44%. This project partnered with MODOC in identifying offenders pre-release for RExO participation. CtS also worked closely with Jackson County Reentry Court for 18 months and achieved a 74% job placement rate and a 9% recidivism rate.

3.1.5 Core Performance Measure

A monthly outcome-measure survey will be administered with all participants to monitor demographic and socioeconomic indicators, as well as leading indicators for predicting success in maintaining employment. Such indicators include completion of training workshops, employment status, financial goals achieved, and other key indicators for long-term success. CtS utilizes a customized internet-based data tracking system called "Efforts to Outcomes" to measure multiple variables, including attendance at workshops, time spent engaged in case management, referrals to other organizations and progress, job placement, job retention, and changes in wages. Project staff will input data, which is summarized through customized reports of key outcomes measuring each participant's progress, as well as identifying any gaps in services that may need to be addressed. Project outcomes to be measured will be consistent with those recorded in **Exhibit D**.

3.1.6 Timeline

See **Exhibit E**.

3.1.7 Budget Detail

See **Exhibit F**.

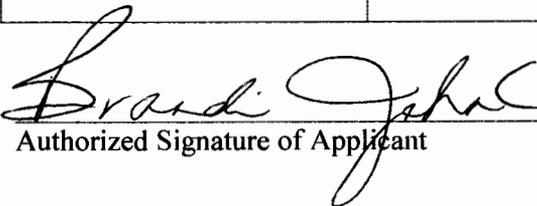
3.1.8 Budget Narrative

See **Exhibit G.**

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:	Connections to Success
Name of Reference Company:	Jackson County COMBAT
Address of Reference Company:	Jackson County Courthouse, 415 E. 12 th St., 9 th floor, Kansas City, MO 64106
Reference Contact Person Name:	Stacey Daniels Young
Contact Person Phone #:	816-881-3510
Contact Person e-mail address:	sdy@jacksongov.org
Dates of Prior Services:	2012-present
Dollar Value of Prior Services:	\$93,452
Description of Prior Services Performed:	Provide job readiness training, mentoring, and other services and supports to offenders through a program called Transitions to Success.


 Authorized Signature of Applicant


 Date

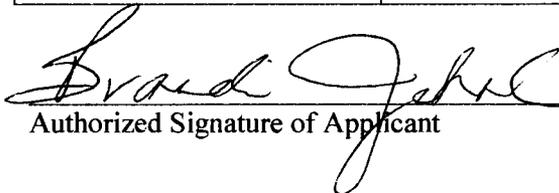
EXHIBIT A

SUBMISSION IS MANDATORY

PRIOR EXPERIENCE OF APPLICANT

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Organization Name:	Connections to Success
Name of Reference Company:	U.S. Department of Health and Human Services
Address of Reference Company:	370 L'Enfant Promenade, SW 5 th Floor, East
	Washington D.C. 20447
Reference Contact Person Name:	Keyon Smith
Contact Person Phone #:	202-401-4716
Contact Person e-mail address:	Keyon.smith@acf.hhs.gov
Dates of Prior Services:	2011 - present
Dollar Value of Prior Services:	\$2,810,212
Description of Prior Services Performed:	Provide responsible fatherhood, healthy relationship and economic stability services to formerly incarcerated, low-income fathers.



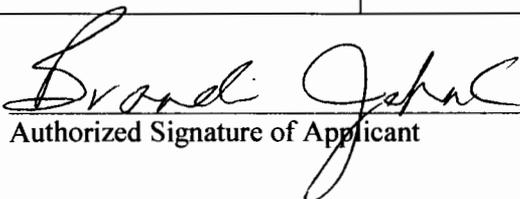
 Authorized Signature of Applicant

7/1/15
 Date

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:	Connections to Success
Name of Reference Company:	Missouri Department of Corrections
Address of Reference Company:	2729 Plaza Drive Jefferson City, MO 65102
Reference Contact Person Name:	Lisa Meyer
Contact Person Phone #:	573-526-6611
Contact Person e-mail address:	Lisa.meyer@doc.gov
Dates of Prior Services:	2009-present
Dollar Value of Prior Services:	\$275,000
Description of Prior Services Performed:	SDA 480-001; SDA 480-004; SDA 480-005; SDA 480-006 Re-entry services for state offenders including job readiness, job placement and retention, vocational training, case management, and other supports.

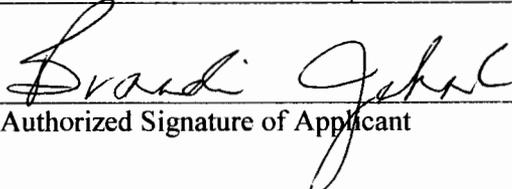

Authorized Signature of Applicant

7/1/15
Date

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

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Organization Name:	Connections to Success
Name of Reference Company:	Jackson County Executive's Office
Address of Reference Company:	415 East 12 th St. Kansas City, MO 64106
Reference Contact Person Name:	Jeph Burroughs-Scanlon
Contact Person Phone #:	816-881-3256
Contact Person e-mail address:	jburroughsscanlon@jacksongov.org
Dates of Prior Services:	2009-present
Dollar Value of Prior Services:	\$247,371
Description of Prior Services Performed:	Vocational training and transitional employment for former offenders in rehabilitating single family homes in urban neighborhoods.



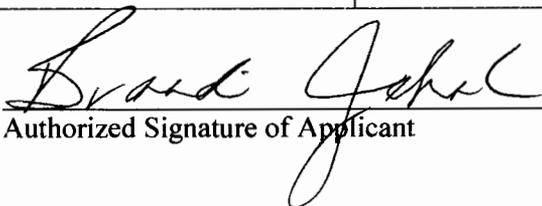
 Authorized Signature of Applicant

7/1/15
 Date

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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:	Connections to Success
Name of Reference Company:	Lutheran Foundation of St. Louis
Address of Reference Company:	8860 Ladue Road St. Louis, MO 63124
Reference Contact Person Name:	Ann Vazquez
Contact Person Phone #:	314-231-2244
Contact Person e-mail address:	ann@lutheranfoundation.org
Dates of Prior Services:	2011-present
Dollar Value of Prior Services:	\$288,920
Description of Prior Services Performed:	Provide responsible fatherhood, healthy relationship and economic stability services to formerly incarcerated, low-income fathers in St. Charles and Lincoln counties.



 Authorized Signature of Applicant

7/1/15
 Date

EXHIBIT B
SUBMISSION IS MANDATORY

EXPERTISE OF PERSONNEL

(Copy and complete this table for each key person proposed)

Name of Person:	Pia King
Educational Degree (s): include college or university, major, and dates	Human Service Coursework, Longview Community College, 1995-1997
License(s)/Certification(s), Number(s), expiration date(s), if applicable:	N/A
Specialized Training Completed. Include dates and documentation of completion for all required training identified in this document:	Introduction to Workforce, 2014 Build a Better Resume Seminar Training – Urban League, 2014 Introduction to the Fatherhood Initiative Training- Fatherhood Initiative Moberly MO, 2014 Explore Yourself Certified Facilitator Training – The Shepherds Center ,2014 Mediation Seminar Training- Missouri Department of Child Support Enforcement, 2014 Fast Track Operation First Step SBA Training, 2013 The Essentials of Human Resources and the Law, 2006 Preventable Intervention & Non-Violent Crisis Training, 2004 Restorative Justice/Conflict Resolution Training, 2013 Gathering a New Generation Gang Intervention, 2003
Number of years experience in area of service proposed to provide. Experience in working with offenders?	6 years experience in training and project management, 1 year experience in working with offenders
Describe person’s relationship to applicant. If employee, number of years. If subcontractor, describe other/past working relationships.	Employee for 1 year
Describe this person’s responsibilities over the past 12 months.	Training manager, class facilitator, program coordinator
Previous employer(s), positions, and dates.	AARP Foundation-Employment Specialist, 2013 Premier Jewelry-Independent Distributor-Self Employment, 2011-2013 Bankston Professional Cleaning Services-Self Employment, 2007 Alternative Life Paths Inc.-Residential Service Coordinator, 2002--2006 Restore Orlando, Inc.- Director of Children’s Learning Center 1999-2002

	Orange County Cooperative Extension- Program Manager, 1998 Harvesters Food Bank Project-Strength Leader ,1996-1998
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	Responsible for the administration and creative development of a broad range of year round programs for at risk youth in the Holden Heights community, 1999-2002
✓ Reentry	Conducts workforce readiness training for formerly incarcerated adults, 2014-present.
✓ Counseling	N/A
✓ Criminal Justice	N/A
✓ Correctional Residential Facilities	N/A



Authorized Signature of Applicant

7/1/15
Date

Name of Person:	Vancito Hendricks
Educational Degree (s): include college or university, major, and dates	BS – Business Management, University of Phoenix , 2010
License(s)/Certification(s), Number(s), expiration date(s), if applicable:	State of Missouri Department of Insurance, Financial Institutions and Professional Registration – Producer License: Accident and Health – expired Feb. 16, 2009 General Casualty – expired Feb. 16, 2009 Life – expired Feb. 16, 2009 Property – expired Feb. 16, 2009 State of Kansas Department of Insurance – Insurance Agent License: Property – expired Mar. 22, 2010 Casualty – expired Mar. 22, 2010 Life – expired Mar. 22, 2010 Health – expired Mar. 22, 2010 Crop – expired Mar. 22, 2010 Personal Lines – expired Mar. 22, 2010
Specialized Training Completed. Include dates and documentation of completion for all required training identified in this document:	On the Job Training - CtS
Number of years experience in area of service proposed to provide. Experience in working with offenders?	20 years working with the general public to include consumers and business entities. More than 2 years working with offenders in current position as Job Developer.
Describe person's relationship to applicant. If employee, number of years. If subcontractor, describe other/past working relationships.	Employee – 2 ½ years
Describe this person's responsibilities over the past 12 months.	Establish and maintain activities to develop, locate, and secure employment opportunities for participants in any CtS programs.
Previous employer(s), positions, and dates.	Jay Wolf Acura – Sales Consultant: 2005-2006, 2011-2012 Encompass Commercial Realtors – Fitness Center Operations Advisor: 2009-2011 MetLife Auto & Home/Farmers Insurance – Insurance Agent: 2006-2009 Homestead Homes of America – New Home Consultant: 2004-2005 Summit Athletic Club – General Manager: 2001-2004 Spectrum Apartment Search – Rental Consultant: 2000-2001 Bally's Total Fitness – Assistant General Manager: 1995-1999
Identify specific information about	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience

experience in:		
✓ Social Work		N/A
✓ Reentry		Works one-on-one and in groups with ex-offenders to assist and counsel participants in regards to job searching. Create and secure job placements for participants. Provides job coaching to participants placed in jobs with employers.
✓ Counseling		20 years of working with people to gain an understanding of their current situation, identifies their needs and wants, is consultant on the most effective way to address their personal situation, and sets a course that will help them achieve their desired goals.
✓ Criminal Justice		N/A
✓ Correctional Facilities	Residential	N/A

Brandi Jabe
Authorized Signature of Applicant

7/1/15
Date

Name of Person:	Otis Morris
Educational Degree (s): include college or university, major, and dates	BA Business Administration, Mississippi State University, Starkville, MS.
License(s)/Certification(s), Number(s), expiration date(s), if applicable:	N/A
Specialized Training Completed. Include dates and documentation of completion for all required training identified in this document:	Quenching the Fatherhood Thirst, National Center for Fathering – May 2015
Number of years experience in area of service proposed to provide. Experience in working with offenders?	Over 12 years demonstrated success in establishing relationships with individuals with varied backgrounds balanced with people management skills.
Describe person's relationship to applicant. If employee, number of years. If subcontractor, describe other/past working relationships.	Employee for 1 year.
Describe this person's responsibilities over the past 12 months.	Provides case management for participants.
Previous employer(s), positions, and dates.	Full Employment Council, 2014-2015. United Services Community Action Agency, 2012-2014. Imagine Renaissance Academy, 2007-2011.
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	Provides strengths-based case management to participants.
✓ Reentry	CtS liaison working in collaboration with Missouri Probation and Parole on the Jackson County Reentry Program. Provides transition planning pre-release and follow-up case management services.
✓ Counseling	Has provided counseling to youth and adults in various situations.
✓ Criminal Justice	Works with Family Court and non-custodial parents to establish successful relationships.
✓ Correctional Facilities Residential	Visits Missouri prisons to begin transitional planning

Braed Jabe

 Authorized Signature of Applicant

7/1/15

 Date

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:	Connections to Success
Name of Company:	N/A
Address of Company:	
Contact Person Name:	
Contact Person Phone Number:	
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:	

Brend Jell
Authorized Signature of Applicant

7/1/15
Date

Exhibit D
Performance Measures

Instructions for how to complete this form and a sample can be found the next page.

Total Number of Clients Agency Proposes to Serve: 20

Category	Service	Proposed Clients	Outcome	Indicator (How do you know you are achieving the outcome?)
Academic			Enhanced education	
Basic Needs and Emergency Services	Clothes	20	Attainment of basic needs and emergency services	100% of participants who identify a need will have at least one basic need addressed. 90% of participants will receive wrap-around supportive services.
	Prescription/hygiene	6		
	Food	6		
Employment	Job readiness class	20	Improved employment	90% of participants will complete job readiness classes. 90% of participants will receive resume assistance and job coaching. 70% of participants will obtain employment. 100% of employed participants will receive work incentives.
	Job placement assistance	20		
Family			Increased family support	
Housing	Rental Assistance	7	Attainment of housing	100% of participants who identify a need for housing assistance will receive rental assistance.
Mental Health			Reduced mental health risks	
Substance Abuse			Reduced substance abuse	
Transportation	Bus Passes	20	Attainment of transportation	100% of participants will receive transportation to and from PPD classes, job interviews, and work.
	Vehicle Transportation	20		

Vocational	Transitional Employment	6-8	Improved employment	100% of participants who aren't ready for unsubsidized private sector employment will be provided with short-term subsidized work experiences with third party employers.

EXHIBIT E**SUBMISSION IS MANDATORY****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
Notify Probation & Parole of award	Upon notification of award	Week 1	Regional Executive Director
Develop project schedule and procedures	Week 1	Week 1	Regional Executive Director, Trainer, and Life Transformation Coach (LTC)
Meet with P&P staff to review schedule and establish objectives	Week 2	Week 2	Trainer, and LTC
Finalize training curriculum and intake forms for recruitment	Week 2	Week 2	Trainer, LTC
Begin mentor recruitment and training	Week 2	Ongoing	Trainer, LTC and Regional Executive Director
Begin identifying participants for cohort 1	Week 3	Ongoing	Trainer, LTC, P&P Staff
Meet with identified participants at least once before release	Week 3/ongoing	Ongoing	LTC, Volunteer Mentor
Review all enrolled participants for direct service needs provided by grant	Week 3	Ongoing	Trainer, LTC
Transportation Assistance	Week 3	Ongoing, as needed	LTC
Begin PPD Classes	Month 2	End of Month 2	Trainer
Begin Breakfast Club	Month 2	Ongoing, weekly	Job Developer, LTC, Volunteer Mentor
Identify participant needs and resources	Ongoing	Ongoing	LTC
Begin job search activities	Month 2	Ongoing	LTC, Job Developer
Job placement assistance	Month 2	Ongoing	Job Developer
CONNECT Group	Month 2	Ongoing, weekly	Job Developer, Trainer, LTC, Volunteer Mentor
Begin mentoring activities and meetings	Month 2	Ongoing, weekly/monthly	LTC, Volunteer Mentor

Meet with PO for case management review	Month 2/ongoing	Ongoing	LTC
Collaborate with PO to identify any additional resources	Month 2	Ongoing	LTC, Job Developer
Begin identifying participants for cohort 2	Month 2	Ongoing	Trainer, LTC, P&P Staff
Meet with identified participants at least once before release	Month 2	Ongoing	LTC, Volunteer Mentor
Begin mentor recruitment and training	Month 2	Ongoing	Trainer, LTC and Regional Executive Director
Review all enrolled participants for direct service needs provided by grant	Month 2	Ongoing	Trainer, LTC
Transportation Assistance	Month 2	Ongoing, as needed	LTC
Begin PPD Classes for cohort 2	Month 3	End of Month 3	Trainer
Begin Breakfast Club for cohort 2	Month 3	Weekly/ongoing	Job Developer, LTC, Volunteer Mentor
Identify participant needs and resources	Ongoing	Ongoing	LTC
Begin job search activities	Month 3	Ongoing	LTC, Job Developer
Job placement assistance	Month 3	Ongoing	Job Developer
CONNECT Group for cohort 2	Month 3	Weekly, ongoing	Job Developer, Trainer, LTC, Volunteer Mentor
Begin mentoring activities and meetings for cohort 2	Month 3	Weekly/monthly/ongoing	LTC, Volunteer Mentor
Meet with PO for case management review	Month 3	Ongoing	LTC
Collaborate with PO to identify any additional resources	Month 3	Ongoing	LTC, Job Developer
Begin identifying participants for cohort 3	Month 3	Ongoing	Trainer, LTC, P&P Staff

Steps will be repeated for cohorts 3, 4, and 5 and will continue through the end of Month 6 until all 20 participants have completed PPD class, but services, supports, and mentoring will continue and be ongoing for at least one year after enrollment for each participant.

EXHIBIT F**SUBMISSION IS MANDATORY****BUDGET DETAIL WORKSHEET***All Expenses Must Be Reasonable and Necessary***COMPLETED FORM MUST BE RETURNED WITH APPLICATION**

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
Pia King – Job Readiness Trainer (10 weeks @ \$885/week x 100% project)		\$8,850
Otis Morris – Life Transformation Coach (25 weeks @ 793/week x 75% project)		\$14,123
Vancito Hendricks – Job Developer (20 weeks @ \$840/week x 55% project)		\$9,240
	Subtotal	\$32,213
B. Fringe Benefits (must be capped at 12%)		
Name/Position	Calculation of Cost	Cost
Pia King – Job Readiness Trainer	12% of salary	\$1,062
Otis Morris – Life Transformation Coach	12% of salary	\$1,695
Vancito Hendricks – Job Developer	12% of salary	\$1,109
	Subtotal	\$3,866
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
Life Transformation Coach – 2 trips x 25weeks x 12 mi. (CtS office to/from Probation & Parole/correctional institution) = 600 mi.	600 mi. x \$0.37	\$222
Job Developer – visits to local employers – avg. 60 mi./week x 20 weeks =1200 mi.	1200 mi. x \$0.37	\$431
	Subtotal	\$653
D. Direct Services (i.e. housing rental/lease, GED Testing)		
****ALL DIRECT SERVICES MUST BE PROVIDED TO THE OFFENDERS****		
	Calculation of Cost	Cost
Job Retention Incentive Program – Avg. \$50/participant x 15 participants	\$50 x 15	\$750
Bus passes – avg. \$20/participant x 20 participants	\$20 x 20	\$400
Work essentials – clothing, work shoes, etc. – Avg. \$50/participant x 10 participants	\$25 x 10	\$500

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

Job Developer – establish and maintain activities to develop, locate and secure employment opportunities for participants in any Connections to Success programs. Works closely with employers to address any challenges with employment and monitor work performance of CtS participants. Responsible for facilitating weekly Breakfast Club meetings

Trainer – responsibilities include facilitating the Workforce Readiness class modules; preparing a resume, how to successfully complete a job application, preparing a cover sheet and thank you letters, work focused career exploration, training in interviewing skills, training in effective job seeking, instruction in work place expectations, and basic financial literacy.

Life Transformation Coach – provides intensive, holistic support and goal setting for participants. Maintains case notes and files of all participant interactions. Provide appropriate service referrals when needed. Maintain relationships with other community agencies that also provide supportive services. Works closely with the Job Developer to provide services that will lead to long-term job retention for participants. Works to connect mentors with clients and transition life plans to mentors. Develop and maintain current resource directory of available services, need documents and referral procedures. Recruits and screens potential participants for participation in this project and assists with weekly CONNECT meetings.

B. Fringe Benefits

Capped at 12% gross salaries

C. Staff Travel

Includes use of personal vehicle of Life Transformation Coach to meetings with Probation Officer as well as for the Job Developer for seeking employment opportunities, travel to job fairs and assisting participants to job interviews.

D. Direct Services to the Offenders

Includes job incentives, work essentials (tools, clothing, headgear, etc.), rent assistance, bus passes, basic needs, transitional employment, and other emergency needs.

E. Equipment/Supplies (Direct Services Only)

N/A

Attachment 1

In-Kind Contributions

- Office rent
- Utilities
- Supplies
- Interview appropriate clothing
- Telephone and internet services
- Computer lab for participants
- Classroom instructional materials
- Reception services
- Fuel, maintenance, and insurance for company-owned van

Sustainability Plan

When the initial round of funding is completed, the program will continue to operate through securing other sources of support to include additional state and federal grants, foundational support, individual donations, and fund raisers. CtS follows an organizational strategic plan that includes reentry programs as a strategic initiative at all agency locations and will obtain necessary funding to continue this important work. The sustainability commitment is supported by 1) broad replication of the project, 2) integration of project into overall local reentry strategies, and 3) social enterprises.

Date: APR 02 2004

Employer Identification Number

43-1859283

DLN:

17053073794024

Contact Person:

ADAM R STANDEN

ID# 31124

Contact Telephone Number:

(877) 829-5500

Public Charity Status:

170(b)(1)(A)(vi)

CONNECTIONS TO SUCCESS
523 S FIFTH ST
ST CHARLES, MO 63301

Dear Applicant:

Our letter dated January 2000, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity during an advance ruling period.

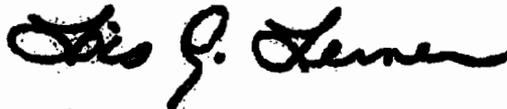
Based on our records and on the information you submitted, we are pleased to confirm that you are exempt under section 501(c)(3) of the Code, and you are classified as a public charity under the Code section listed in the heading of this letter.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading between 8:00 a.m. - 6:30 p.m. Eastern time.

Please keep this letter in your permanent records.

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Letter 1050 (DO/CG)