



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	Kansas City Metropolitan Crime Commission 3100 Broadway, Suite 226 Kansas City, MO 64111	SDA48000837 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: BARRY C. MAYER, KCMCC VICE PRESIDENT
 Authorized Signature: *Barry C Mayer* Date 5/6/16

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

[Signature] 5-2-16
 Ellis McSwain, Jr., Board of Probation and Parole Chairman Date

REQUEST FOR APPLICATION

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

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

ORIGINAL

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

Authorized Signature: *Barry C Mayer* Application Date: July 1, 2015

NOTICE OF AWARD:

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

In its entirety.

Contract No. **SDA48000837** W-010

[Signature]
Ellis McSwain, Chairman, Board of Probation and Parole

Date *7/22/15*

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

REQUEST FOR APPLICATION



ORIGINAL

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

RFA SDA480-008

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Authorized Signature: *Barry C Mayer* Application Date: July 1, 2015

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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

COMMUNITY REENTRY FUND APPLICATION SUMMARY FORM

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

<i>Please select geographic area in accordance with the map attached: See Attachment 1</i>		<i>Amount of DOC Funds Requested:</i>
<input type="checkbox"/> Western Region	City/County <u>Kansas City/Jackson, Clay, Platte, Cass</u>	\$ 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: Second Chance Service Supported Housing Program
Does this program complement another application? Yes ___ No X Name: _____
Provide a unique name descriptive of service or program for EACH application submitted

Applicant Agency and Address: <u>Kansas City Metropolitan Crime Commission</u> 3100 Broadway, Suite 226 <u>Kansas City, Missouri 64111</u>	Project Director Name, Phone, Fax & Email: <u>Barry Mayer</u> <u>816-960-6814</u> <u>Fax 816-960-6808</u> <u>bmayer@kc-crime.org</u>
<u>Barry C Mayer</u> <u>7/1/15</u> Signature/Title Date	

Anticipated Outputs: (number of offenders supervised by DOC to be served by the proposed project): 50	Estimated Cost per Offender: \$ 1,000.00	# of Paid Staff: 1 # of Volunteers:
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Summary of Proposed Project: In a concise manner, provide a summary paragraph of your project.
 Second Chance (SC) will work with Missouri Probation and Parole, to assist 50 clients including sex offenders find transitional housing opportunities and other services during the grant period. The SC Housing Program is an established case management driven service, focused on Missouri Offenders, including sex offenders, who are deemed "high risk" of recidivating. Using Evidence Based Practices, the case manager assists level III offenders with goal setting and achievement, including the acquisition of affordable and desirable transitional or rental housing. The Second Chance Housing Program, launched in August of 2010 with Missouri Reentry Program (MRP) funds, who can be considered homeless (streets/ shelters) by area field offices. The Housing Specialist will use these funds to assist participants with rent/ deposit only. Participants complete Tenant's Rights and Responsibilities Class and have access to Second Chance Program Services to assist with their secondary goals. Over the last 4 years the program has a goal for all participants is to reduce their level of supervision through addressing risk factors, removal of electronic monitoring if warranted and/or a reduction in FRRRI Scores. Also in the last 4 years of providing housing services to Mo Probation/Parole, SC Housing Program has served 224 clients, 155 or 69% sex offenders.

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

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

Attach a page identifying in-kind contributions.

In- Kind Contributions

The Crime Commission offers the administrative structure for all Second Chance Programs as in kind, including the following: accountant, who ensures proper documentation/ record keeping for all expenditures, adding new landlords as vendors, releasing checks quickly for rent/ deposits; President, providing leadership/ guidance, Second Chance Program Director, provides leadership and other administrative duties to Second Chance Staff, and leads the KC Metro Re-Entry Coalition; the Vice President, who provides administrative oversight to this and other programs as well as writes the grants and expands the funding opportunities for the program to ensure sustainability; the Second Chance Staff who provide other program services to high risk offenders who are under the supervision of Probation and Parole as well such as mentoring, job retention assistance and health care referrals and other referrals to partnering community organizations. The Crime Commission offers benefits that makes up the difference beyond the allowable 12% in this application for the Second Chance Resource Specialist who will work on this project. Office space, technology (phones, fax, server, computer, and printer) and support, mileage for non-reimbursable travel, postage, training fees, clerical support, office supplies, photo copies, and class room space, are offered as in kind to this project. The KCPD is available to offer support, attend meetings, as requested by Probation and Parole, as in-kind. The Crime Commission will continue to pursue additional funds for rent/ deposits beyond what is budgeted in this proposal, which will serve as significant in kind. For example, in 2015, the Crime Commission received a grant from Oppenstein Brothers Foundation for \$20,000 to utilize for rent assistance for Second Chance Program clients.

Checklist for Application Submission

REQUIRED FORM COMPLETED FORM TO BE RETURNED WITH APPLICATION

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

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

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

31.6% Local government
11 % State government
7.2 % Federal government
19.4% Direct donations from individuals
9 % Corporate or foundation grants
12 % Fee and charges for services, products, and sales
0 % Endowment and interest income
9.8 % Fundraisers or special events
0 % Membership fees
0 % Other sources (specify: _____)
100% Total

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

NOTE: Questions relating to the RFA must be directed to Gary Stoll, of the Department of Corrections at either (573) 526-6402 or gary.stoll@doc.mo.gov.

APPLICATION NARRATIVE

Second Chance Housing Program FY2015-16

Summary of Project Activities:

The Second Chance Program (SC) specifically addresses criminogenic needs of those deemed as Level II and III “high risk” offenders as assessed by Missouri Department of Corrections. The intention of this project is to respond to those with critical risk-need factors in the area of housing, as well as any other reentry domain of concern (including income/ employment, social support system, life skills, mental and emotional health, etc.) The Second Chance Risk Reduction Center accepts electronic referrals only from Missouri Probation and Parole for this project. The cases are screened by the Program Director and assessed for assignment, with those most appropriate for this project being referred to a SC Resource Specialist for the Case Management Plan (CMP) with specific attention to reentry housing support and sex offender housing. Careful consideration for housing assistance is given to offender/clients convicted of a sexual offense as defined in RSMo, or as designated by the Sex Offender Assessment Unit (SOAU), MODOC, Division of Probation and Parole. SC will use no less than the professional standards of evidenced-based practices for case management, with the goal of fifty (50) clients securing affordable and viable housing.

1. Past SC Housing Program design and implementation with MO P & P

The Second Chance Program proposes a continuation of reentry Service Supported Housing and Sex Offender Housing in Kansas City, MO. SC has an established relationship with MO Probation and Parole and an existing client referral system since 2010, via the Missouri Reentry Process (MRP). SC has primarily served “high risk”

clients, including sex offenders, with an array of reentry services, with a particular focus on acquiring housing and employment. SC recently received approval from MODOC for FY 15-16 to continue contractually offering reentry services in Kansas City. The Probation and Parole staff receives ongoing updates and presentations about SC reentry services.

2. How services will be provided

Second Chance will continue using electronic copies of the current referral forms with information regarding needs to develop a Case Management Plan (CMP), which will be a part of goal setting. Officers will be encouraged to refer those who are considered high or moderate risk of re-offending, by the use of the Field Risk Reduction Instrument and/or by officer assessment. All referrals are sent directly to the Program Director who reviews and assigns them to the Specialists. The Specialist meets with the referred offender, conducts an extensive needs assessment, including the completion of intake/enrollment, and a social history. Following enrollment, the participant and specialist set realistic and measurable goals for a successful transition. Goals give consideration to the reduction of risk factors with respect for the supervisory requirements of Probation and Parole. When appropriate, referrals are made to other reentry partners and human service agencies to address any specific requirements to satisfy the overall CMP.

The goal common to all participants in the program is to reduce their risk factors and assist them in obtaining housing at the level they are most prepared to maintain. This may include group homes, recovery housing, and rental housing. This project includes discretionary support funding to pay for a portion of first month's rent, deposit, or a delinquent utility bill or deposit to help the tenant acquire housing once he or she has

provided sufficient proof of income and been approved for housing. This allows participants to leave more costly facilities (halfway houses at the expense of the state) or undesirable temporary shelter or family situations that could interfere with their successful reentry. The need for housing is exacerbated by a combination of multiple barriers to re-entry, such as, legislated residency restrictions, disenfranchisement, social alienation and poverty.

3. Amount of contact with offender/client

The goal of the case management period is to ensure permanent housing for all enrolled in the project within ninety days of enrollment. Extensions will be provided up to nine months depending upon the intensity of need and motivation of the offender. Contact with client via phone will be made within 48 hours of referral receipt. Offenders enrolled in the Second Chance Housing Program will be expected to meet at least bi-weekly with their Specialist until the goal of Housing has been attained, or their risk assessment score has been reduced. These meetings, ranging from 15 minutes to one hour, will primarily occur in the Second Chance office, but weekly contact via phone or email will be acceptable for offenders who are actively pursuing their goals. Some meetings may occur in the field, as the specialist often does intakes at P&P field offices; especially in the case of sex offenders. Moreover, those enrolled in the Housing Program will participate in a Tenant's Rights and Responsibilities class, a two hour session that provides offenders with the basics of being a good tenant. The inspection of rental properties is also done to insure habitability, safety of the environment and compliance with supervision requirements (predicated on agreement with Probation and Parole) before assisting with rental and deposit payments. Once housing has been obtained, the

offender maintains a minimum of monthly follow up contact for the duration of one year from the time of enrollment. The SC Specialist may conduct regular home visits and/or phone contacts during the follow up phase. Should circumstances indicate that the client needs further services, such as health care screenings, mentoring, and job readiness or retention assistance, referrals will be made to partnering agencies.

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

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

There is a well documented service gap for offenders seeking housing within Kansas City, Missouri. This specific SC Housing Project serves those offenders released from

MODOC Adult Institution Division custody and returning to Kansas City through probation or parole. More specifically this project seeks to assist persons defined as “high risk”, Level II or III, on the FRRI assessment, which includes a number of sex offenders. In addition to Second Chance, few other housing programs in Greater Kansas City services this population, which, according to MODOC, typically reoffends at a rate near 80% within three years of their original release, if no interventions occur. MODOC estimates that 20% of releases to Kansas City may be designated as “high risk”, and a significant number within that population are sex offenders. These are offenders convicted of a sexual offense as defined in RSMo 589.015, 566, 568 or 573. This may also include offenders sentenced pursuant to RSMo 559.115, with recommended placement in the Sex Offender Assessment Unit indicated on the Sentence and Judgment.

At any given time, there are a number of offenders returning to the community or already on supervision in the community who are in need of permanent housing. Offenders living in transitional housing or otherwise released from prison without a home plan find it extremely difficult to reintegrate back into the community and workforce. Moreover, there are offenders in crisis situations after a home plan has become disrupted for a variety of reasons. Sex offenders have a particular challenge when it comes to securing viable housing. Geographic restrictions and landlord perspectives severely limit their residency options. Sex offenders deemed “high risk” have benefitted significantly from this project in past grant cycles. Second Chance proposes to house fifty (50) “high risk” clients under this project. Every effort will be made to house sex offenders promptly and discretely.

Second Chance employment services

Second Chance Program has a heavy emphasis on employment with a particular focus on retention, with the understanding that there is a strong correlation between employment and recidivism. Keeping a job is as important as getting a job to the overall outcomes for this program. During the intake/ assessment phase, Second Chance Resource Specialists determine a participant's employment and educational history, solicit information about desired employment, and gains an understanding of a participant's career goals. Staff encourages an A, B, C approach to employment: Getting "A job" that you can enjoy, finding a "Better job," and then seeking a "Career." Some participants have already had a career path and will work toward a continuation. However, many participants who are considered high risk of re-offending have never had a job or have not been able to keep a job for more than six months. Therefore, much attention will be given to making a good employment match and working with the participant and employer towards retention.

Every client assigned to the Second Chance Program will be encouraged to attend Job Readiness Training. The training has an emphasis on creating a resume', completing an application, responding to questions about convictions, developing a "30 second commercial" to sell one's skills, conducting a job search, mock interviews, personal appearance, punctuality and attendance, communication skills, and other retention issues. Special attention is given to developing "soft skills" leading to enhanced social maturity. The course has an ongoing curriculum and is available for all unemployed clients. The training may be waived for a few, at the decision of the staffing team, if the participant has a solid work history and has secured employment on their own. SC may invite guest presenters to address the class; i.e. human resource professionals, potential employers,

persons from the education field, civic and community leaders, etc. The class is weekly and ongoing, and may be attended by any former SC clients desiring a refresher for a new job or advancement in a current position. Nearly 70% of SC clients find PTE or FTE positions while enrolled in the program.

Program Experience and Expertise

The Crime Commission, since its inception in 1949, has had a mission of public safety through supporting law enforcement and justice agencies and their programs. In 2008, the Crime Commission launched the Second Chance Program, with a mission of creating a metropolitan wide strategy to respond to prisoner reentry and to expand the work with the offender population. In 2010 the Second Chance Program Risk Reduction Center was opened and direct reentry services and case management was provided for MODOC referrals. In October of 2011, SC initiated its Housing Project with an emphasis on assisting sex offenders. Since then, SC has received over one thousand (1,000) "high risk" referrals from P&P, and successfully housed at least 224 persons who did not have a home plan or experienced difficult housing issues, including 155 or 69% of whom are sex offenders. One hundred percent (100%) of these clients achieved their housing goal within 90 days or less.

Currently, Resource Specialist, Josh Aquino, is assigned to the housing project. Mr. Aquino possesses a B.S. in Sales and Marketing and is a licensed Real Estate Broker (MO/KS). His coursework included Sociology, Human Relations, and Psychology. Aquino's real estate background has been a tremendous asset to this position as he knows numerous of landlords in the Kansas City Metropolitan area. Aquino used his background to develop the Tenant's Rights and Responsibilities Class curriculum, which is now a

required class for those who obtain financial assistance. Aquino has completed Effective Practices in Correctional Settings II (EPICS – II) training and has learned hands on about the use of assessments and goal planning.

The Kansas City Metropolitan Crime Commission Second Chance Program plans to offer the highest quality of reentry services available to offenders on supervision with Missouri Department of Corrections in Kansas City, Missouri. The SC team is trained in Evidence Based Practices (Latessa and Holsinger) and “Pathways to Change” Cognitive Behavioral Training utilized by the State of Missouri. The team has also completed EPICS-II, offered by the Johnson County KS Department of Corrections. Additionally, the team has received training in Motivational Interviewing (MI) provided by the U.S. Bureau of Prisons at U.S. Penitentiary Leavenworth, KS. The SC Resource Specialists staff have recently acquired certification as Offender Workforce Development Specialists (OWDS) through Kansas Department of Corrections (KDOC) and the “Kansas Works Program” of the Department of Commerce. The critical part of OWDS practices is ensuring those offenders most likely to re-offend are provided services with an on-going cognitive behavioral approach to encourage progress toward goals. Dosage is critical with those most likely to re-offend. They need consistent contact with their SC Specialist and supervising parole officer to ensure the best CMP results.

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:	Kansas City Metropolitan Crime Commission
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	Missouri Department of Corrections, Division of Probation and Parole
Address of Reference Company:	615 E. 13 th Street, Suite 110, Kansas City, Mo 64106
Reference Contact Person Name:	Brent Morris, Regional Administrator
Contact Person Phone #:	816-889-2624
Contact Person e-mail address:	Brent.morris@doc.mo.gov
Dates of Prior Services:	August 2010-June 2015
Dollar Value of Prior Services:	Six MRP awards totaling \$425,000
Description of Prior Services Performed:	MRP funded grants: Second Chance Housing Program; Second Chance Employment Program; Second Chance Resources Program. Case management services and training programs including Welcome Back sessions; information & referral services, tenant's rights and responsibilities classes, job readiness training, and transitional jobs program. The Housing and Employment programs serve high risk offender referrals and significant number of those referrals are sex offenders. All programs use Evidence-Based Practices to improve outcomes and promote success of offenders.

Barry C Mayer
 Authorized Signature of Applicant

7/1/15
 Date

**EXHIBIT B
SUBMISSION IS MANDATORY**

EXPERTISE OF PERSONNEL

(Title of Position: <u>Resources Specialist</u>)	
Name of Person:	Josh Aquino
Educational Degree (s): include college or university, major, and dates	Missouri State University, Bachelor of Science in Sales with emphasis in Marketing, December 2003
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:	Licensed real estate broker, Missouri and Kansas, Summer 2003; Pathways to Change MO DOC certified 2/9/2011; Dr. Latessa, Evidence Based Practices in Re-Entry 11/11/2010; Motivational Interviewing, TMC-Behavioral Health, 4/12/2011
Number of years experience in area of service proposed to provide. Experience in working with offenders?	10 years of professional housing experience, assisting public locate homes of their choice and helping broker deals. 4 years property management experience and managing own properties. 5 years working Second Chance as Housing Specialist
Describe person's relationship to applicant. If employee, number of years. If subcontractor, describe other/past working relationships.	Full Time Equivalent employee at Crime Commission since 2010 as Housing Specialist serving over 50 clients per year find housing on average.
Describe this person's responsibilities over the past 12 months.	Case management for high risk offenders seeking housing including sex offenders; assessing/supporting goal plans; locating and securing habitable housing for clients; landlord negotiating; tenant's rights class instruction; increasing number of landlords renting to sex offenders.
Previous employer(s), positions, and dates.	Story House Realty, Owner/Agent 2006-Present; Plexus Realty Agent 2004-2006; Max3 LLC, Sales 2003-2005; Sutherlands Lumber/Retail Clerk, 1997-2003
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	Has provided social services to clients since 2010 at Risk Reduction Center for Second Chance Program
✓ Reentry	Brings nearly 5 years of re-entry experience to the team. Has personal experience with family member incarceration providing unique understanding
✓ Counseling	
✓ Criminal Justice	
✓ Correctional Residential Facilities	

Bary C Meyer

 Authorized Signature of Applicant

2/1/15

 Date

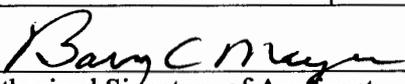
EXHIBIT C

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:	Kansas City Metropolitan Crime Commission
Legal/Cancellation Actions Information From:	
Name of Company:	Mo Department of Corrections
Address of Company:	2729 Plaza Drive, Jefferson City, Missouri 65109
Contact Person Name:	Tina Waldron, for DOC Reentry Manager
Contact Person Phone Number:	573-751-2389
Contact Person e-mail address:	Formerly tina.waldron@doc.mo.gov
Date(s) of Legal Action or Cancellation:	Cancellation action: 4/19/2011
Reason for Cancellation of Contract:	Mutual decision: KCMCC bid on and was awarded reentry contract; the bid was to provide for administrative costs but the award allowed only for direct service costs. KCMCC didn't have the capacity to fulfill contract before end date. A decision was made to cancel and KCMCC was encouraged to re-bid in 2011. KCMCC re-bid and received new award October 17, 2011.
Description of Legal Action:	N/A
Resolution of Legal Action:	N/A


 Authorized Signature of Applicant

Date 7/1/15

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: 50

Category	Service	Proposed Clients	Outcome	Indicator (How do you know you are achieving the outcome?)
Academic	Tenant's Rights Classes	35	Enhanced education	For all clients who take class, we predict 100% will complete course and enhance their respective education on the topic
Basic Needs and Emergency Services	Referral for clothing and basic needs	10	Attainment of basic needs and emergency services	From experience, we predict 20% of clients served will have this service need.
Employment	Job Club Readiness Classes at Second Chance	25	Improved employment	From our experience about half of our clients will benefit from our job readiness classes, so 100% of those 25 clients would complete classes with 60% successfully becoming employed
	Employed	15		
Family	Help Reconcile with Family	25	Increased family support	From our experience, 50% of our clients will have this need addressed.
Housing	Rent assistance	50	Attainment of housing	100% of clients will attain housing
	Sex Offender housing	30		From our experience, 60% of clients will be sex offenders who obtain housing
Mental Health	Trauma Care	10	Reduced mental health risks	We anticipate 20% of clients will take advantage of referrals to receive trauma care
Substance Abuse	Treatment	10	Reduced substance abuse	From our experience we anticipate a minimum of 20% of clients will accept referrals for drug/alcohol treatment
Transportation	Bus passes	10	Attainment of transportation	From experience we anticipate 20% of our clients will accept transportation assistance like bus passes from the program/referrals.
Vocational	HiSet	5	Improved employment	From experience about 10% will accept referral assistance to pursue high school equivalency

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
Continuation of similar grant-prepare for start date post award	7/1/15	8/1/16	Director Smith
Market Service availability to Probation and parole	8/1/15	On-going	Resource Specialists (R/S) at Risk Reduction Center: Aquino, Vobach, Peterson Director Smith
Update referral forms	8/1/15	8/1/16	Director Smith
Accept Referrals	8/1/15	On-going	Director Smith, R/S Aquino
Complete assessments/goal plans	8/1/15	On-going	R/S Aquino
Enroll 50 participants	8/1/15	6/30/16	R/S Aquino
Schedule/market tenant's rights classes for 2015/2016	8/1/15	6/30/16	R/S Aquino
Host a minimum of 3 tenant's rights classes on quarterly basis	11/1/15	5/30/16	R/S Aquino
Final Report Submitted	8/1/15	8/15/16	R/S Aquino

EXHIBIT F

SUBMISSION IS MANDATORY

BUDGET DETAIL WORKSHEET

All Expenses Must Be Reasonable and Necessary

COMPLETED FORM MUST BE RETURNED WITH APPLICATION		
A. Personnel (a breakdown in the number of hours each person is dedicated to the project is to be provided)		
Name/Position	Calculation of Cost	Cost
<i>Resource Specialist annual salary \$35,000 x 11 months = \$32,083.00</i>	<i>1.0 FTE</i>	<i>\$32,083.00</i>
	Subtotal	\$32,083.00
B. Fringe Benefits (must be capped at 12%)		
Name/Position	Calculation of Cost	Cost
<i>Resource Specialist @ 12% of \$32,083 = \$3,850 (rounded up 4 cents)</i>	<i>1.0 FTE</i>	<i>\$3,850.00</i>
	Subtotal	\$3,850.00
C. Staff Travel (mileage at \$0.37 /mile – Conus rate for any other expenses)		
Purpose of Staff Travel (all staff travel must be for the <u>direct</u> benefit of the offender -- include location and type)	Calculation of Cost	Cost
<i>Average 6 miles per day round trip from Risk Reduction Center to field offices</i>		
<i>And/or landlord searches, meetings with clients and referral resource agencies.</i>		
<i>6 miles x 240 days annually = 1,440 miles x .37 = \$530 (rounded down)</i>	<i>.37 per mile</i>	<i>\$530.00</i>
	Subtotal	\$530.00
D. Direct Services (i.e. housing rental/lease, GED Testing)		
****ALL DIRECT SERVICES MUST BE PROVIDED TO THE OFFENDERS****		
	Calculation of Cost	Cost
<i>Rent Assistance @ \$270.74 (approx.) per client x 50 clients</i>	<i>\$270.74 per</i>	<i>\$13,537.00</i>
	Subtotal	\$13,537.00
E. Equipment/Supplies (Direct Services Only)		
	Calculation of Cost	Cost
		0

	Subtotal	
Summary		
A. Personnel		\$32,083
B. Fringe Benefits		\$3,850
C. Staff Travel		\$530
D. Direct Services		\$13,537
E. Equipment/Supplies (Direct Services Only)		0
	TOTAL PROJECT COSTS	\$50,000.00

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

Applicant Company Name KANSAS CITY METROPOLITAN CRIME COMMISSION

Authorized Signature of Applicant Barry C Mayer Date 7/1/15

Printed Name BARRY C. MAYER

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

A Second Chance Resource Specialist will be totally committed to implementing the project with co-located assistance of the Second Chance Director and two other in office Resource Specialists. This position is a full-time position @ \$35,000.00 per year salary. We anticipate the funding to be available for a 11 month period and are requesting 11 months of the position's salary or \$32,083.00.

B. Fringe Benefits

The SC Resource Specialist 12% fringe amounts will cover FICA (7.65%) and Unemployment (2.92%) costs first. Health Insurance and other related insurance fees are more than 10%, so the 12% (\$3,850) of the 11 months of salary is less than is needed to fully cover fringe benefit costs of the Crime Commission. The Crime Commission will make up the difference from fundraising/contributions revenue for fringe expense needs.

C. Staff Travel

From our experience, this position will be required to leave the Second Chance Risk Reduction Center to respond to staffings with clients at field offices, conduct landlord searches, premises inspections, follow up meetings with clients, meetings with referral agencies, etc. all of which directly benefit the offender. Averages are 6 miles per day x 240 average days worked per year = 1,440 miles @ .37 = \$530.00 total (rounded down)

D. Direct Services to the Offenders

Rent assistance will be the primary need for direct service delivery funding. There is \$13,537 remaining in the grant that will be dedicated for rent assistance needs. From our experience of implementing housing services for the past 4 years and last year's averages, we will be able to house clients @ the \$282 average rate. In order to serve 50 clients at this rate we may need to utilize alternative funding sources like corporate sponsorships that are already secured for assisting clients.

E. Equipment/Supplies (Direct Services Only)

None requested

EXHIBIT J, continued

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

BOX C - AFFIDAVIT ON FILE - CURRENT BUSINESS ENTITY STATUS

I certify that the Kansas City Metropolitan Crime Commission **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo and have enrolled and currently participates in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri. We have previously provided documentation to a Missouri state agency or public university that affirms enrollment and participation in the E-Verify federal work authorization program. The documentation that was previously provided included the following.

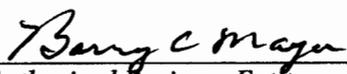
- ✓ The E-Verify Employment Eligibility Verification page OR a page from the E-Verify Memorandum of Understanding (MOU) listing the applicant's name and the MOU signature page completed and signed by the applicant and the Department of Homeland Security – Verification Division
- ✓ A current, notarized Affidavit of Work Authorization (must be completed, signed, and notarized within the past twelve months).

Name of **Missouri State Agency** or **Public University*** to Which Previous E-Verify Documentation Submitted: MO Dept. of Corrections

(*Public University includes the following five schools under chapter 34, RSMo: Harris-Stowe State University – St. Louis; Missouri Southern State University – Joplin; Missouri Western State University – St. Joseph; Northwest Missouri State University – Maryville; Southeast Missouri State University – Cape Girardeau.)

Date of Previous E-Verify Documentation Submission: March 12, 2015

Previous Bid/Contract Number for Which Previous E-Verify Documentation Submitted: SDA48000708

<u>Barry Mayer</u>	
Authorized Business Entity Representative's Name (Please Print)	Authorized Business Entity Representative's Signature
<u>Kansas City Metropolitan Crime Commission</u>	<u>June 23, 2015</u>
Business Entity Name	Date
<u>bmayer@kc-crime.org</u>	<u>355921</u>
E-Mail Address	E-Verify MOU Company ID Number

FOR DEPARTMENT USE ONLY

Documentation Verification Completed By:

<hr/>	<hr/>
Procurement Officer	Date



Department of the Treasury
Internal Revenue Service

P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 4077550282
July 07, 2008 LTR 4168C 0
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KANSAS CITY METROPOLITAN CRIME
COMMISSION INC
3100 BROADWAY STE 226
KANSAS CITY MO 64111

10821

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

Dear Taxpayer:

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

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

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

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

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

Sincerely yours,

Cindy Westcott
Manager, EO Determinations