



**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	Recovery Lighthouse, Inc. 107 E. Culton Street Warrensburg, MO 64093	SDA48000838 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: ADRIATIK LIKCANI, Ph.D., DIRECTOR
Authorized Signature: *Adriatik Likcani* Date 05-18-2016

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: **The Next Step Program: Women's Transitional Housing**
 Company Name: **Recovery Lighthouse, Inc.**
 Mailing Address: **107 E. Culton Street**
 City, State, Zip: **Warrensburg, MO 64093**
 Telephone: **660-441-7447** Fax: **660-747-6903**
 Federal EIN #: **20-4612874** State Vendor #: **20461287400**
 Email: **adriatik@recoverylighthouse.org**
 Authorized Signer's Printed Name and Title: **Adriatik Likcani, Ph.D., LMFT, CRAADC, Executive Director**

Authorized Signature: *Adriatik Likcani* Application Date: **06/24/2015**

NOTICE OF AWARD:

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

In its entirety.

Contract No. **SDA48000838**

W-012

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

Date *7/29/15*

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
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 Email: **adriatik@recoverylighthouse.org**
 Authorized Signer's Printed Name and Title: **Adriatik Likcni, Ph.D., LMFT, CRAADC, Executive Director**

Authorized Signature: *Adriatik Likcni* Application Date: **06/24/2015**

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

COMMUNITY REENTRY FUND APPLICATION SUMMARY FORM

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

<i>Please select geographic area in accordance with the map attached: See Attachment 1</i>		Amount of DOC Funds Requested:
<input checked="" type="checkbox"/> Western Region	City/County Warrensburg, Johnson	\$ 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: THE NEXT STEP PROGRAM: WOMEN'S TRANSITIONAL HOUSING

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: Recovery Lighthouse, Inc. 107 East Culton St. Warrensburg, MO 64093 <i>Adriatik Likcani, Director</i> Signature/Title	Project Director Name, Phone, Fax & Email: Adriatik Likcani, Ph.D., LMFT, CRAADC Tel: 660-441-7447 Fax: 660-747-6903 Email: adriatik@recoverylighthouse.org
<i>6/24/2015</i> Date	

Anticipated Outputs: (number of offenders supervised by DOC to be served by the proposed project): 50	Estimated Cost per Offender: \$ 1,000	# of Paid Staff: 4 # of Volunteers: 10
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Summary of Proposed Project: In a concise manner, provide a summary paragraph of your project.
 "The Next Step" program will enable at least 50 women offenders in the Western and the North Central Region to receive person-centered reentry services combined with recovery housing for 30 to 40 days, accompanied by case management and rental assistance to move into permanent housing and become self sufficient. Services will be provided in District 5 at the LIME Tree Recovery House, a program of Recovery Lighthouse. The program is designed to help women offenders across the following domains: a) Employment; b) Stability in Housing; c) Basic Needs; d) Health and Sobriety; e) Community/Social Connectedness; and f) Decreased Criminal Justice Involvement. This will be achieved through peer mentoring, trauma-informed care/counseling, reentry coordination, strong focus on finding and maintaining employment, use of social skills development curriculums, healthy support systems and social connectedness, family and relational education, and other reentry and recovery wraparound services. Our goal is to enable successful reentry and recovery of women offenders in order for them to become functional in the family, workplace, and in our community. Personnel consist of ex-offenders, individuals in long term recovery, and licensed professionals. Services will be provided at the Recovery Lighthouse location in Warrensburg, with the following address: 809 South Maguire, Warrensburg, MO 64093. Catchment area include women from Western and the North Central Region as defined by DOC.

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.

Recovery Lighthouse will contribute a beautiful 4 bedroom house sitting on an acre lot with all its amenities, adequate office space, accounting services, phone, fax, internet, computers, printers, and other office items. Time of board members and the President of the Board who volunteer mentorship and in-kind contributions such as clothing, household items, etc., in-house training of staff, trips to MRP events, facilitation of MRP meetings and related events, Drop-In center activities, substance abuse programming under limited ATR funding for ATR eligible offenders, CSAT client workbooks for relapse prevention and anger management services. In addition, a number of interns from social work, counseling and child and family development programs will be assisting with program activities. Local coalition partners donate their time, expertise, and items such as food, clothing, hygiene items, and other basic needs.

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 ___ **X** ___ No
 - Are sex offenders to receive rent/housing subsidy? ___ **X** ___ 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%)

___ 0 ___ % Local government
 ___ 10 ___ % State government
 ___ 80 ___ % Federal government
 ___ 5 ___ % Direct donations from individuals
 ___ % Corporate or foundation grants
 ___ % Fee and charges for services, products, and sales
 ___ % Endowment and interest income
 ___ 5 ___ % Fundraisers or special events
 ___ % Membership fees
 ___ % 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.

THE NEXT STEP PROGRAM: WOMEN'S TRANSITIONAL HOUSING

3.1.1 APPLICATION NARRATIVE (35 points)

Project Summary. “The Next Step” program will enable at least 50 women offenders in the Western and the North Central Region to receive person-centered reentry services combined with recovery housing for 30 to 40 days, accompanied by case management and rental assistance to move into permanent housing and become self sufficient. Services will be provided in District 5 at the LIME Tree Recovery House, a program of Recovery Lighthouse. The program is designed to help women offenders across the following domains: a) Employment; b) Stability in Housing; c) Basic Needs; d) Health and Sobriety; e) Community/Social Connectedness; and f) Decreased Criminal Justice Involvement. This will be achieved through peer mentoring, trauma-informed care/counseling, reentry coordination, strong focus on finding and maintaining employment, use of social skills development curriculums, healthy support systems and social connectedness, family and relational education, and other reentry and recovery wraparound services. Our goal is to enable successful reentry and recovery of women offenders in order for them to become functional in the family, workplace, and in our community. Program personnel consist of ex-offenders, individuals in long term recovery, and licensed professionals. All peer mentors are approved staff under the Access To Recovery (ATR) program and credentialed as Missouri Recovery Support Specialists (MRSS) and/or certified substance abuse counselors.

1. Program. This is an existing program currently funded primarily through Community Reentry Funding initiative, donations, and in part from Access To Recovery program.

2 & 3. Program Design and Implementation. The program will provide transitional housing with counseling and supportive services to at least 50 women in reentry. Services will include an average stay at the facility for 30 to 40 days, trauma-informed care in form of

individual counseling and psycho-educational groups, employment and vocational development, rental assistance to locate in own housing. Each participant is expected to receive an average of 120 contact hours of group services and 10 hours of individual counseling services per month during their stay at LIME Tree Recovery House, and 20 hours of group services and 5 hours of individual services monthly during outpatient episode. Our goal is to keep clients engaged for at least six months to increase their chances to succeed. This translates in a potential average of 220 group contact hours and 35 individual service contact hours per participant for the housing and outpatient episodes combined for a 6 month episode of care. The comprehensive reentry and recovery services are based on following evidence-based domains of SAMHSA's Strategic Initiative #4: **Health:** Overcoming or managing one's disease(s) as well as living in a physically and emotionally healthy way; **Home:** A stable and safe place to live that supports recovery; **Purpose:** Meaningful daily activities, such as a job, school, volunteerism, family caretaking, or creative endeavors, and the independence, income, and resources to participate in society; and **Community:** Relationships and social networks that provide support, friendship, love, and hope.

The supportive services provided in-house, active job searching through a dedicated Job Coach, and the array of medical and psychosocial services available will enable women to meet their treatment and reentry needs. The program integrates faith-based services with evidence-based counseling and case management. It is implemented within the Generalist Intervention Model, a prominent social work framework, which informs and fits well with the framework of Eight Evidence-Based Principles for Effective Interventions. Components of the program consist of individual, family, and group interventions through integration of Motivational Interviewing, Family Therapy, and Cognitive Behavioral models. Here are the steps of implementation:

1. Engagement & Assessment: Recovery Lighthouse staff will continue to utilize Probation and Parole in District 5, 29 and 32, the MRP coalition, and collaboration with staff from correctional residential facilities in order to reach the target population to be served. When candidates are identified, our staff will conduct an interview with them and the referral source, explaining the program. When a woman is enrolled into the program, a comprehensive assessment of risks/needs will be conducted by a qualified professional utilizing the Addiction Severity Index-Multimedia Version (ASI-MV) and a standard interview. The assessment process will target the four recovery domains mentioned previously, including screening for trauma.

2. Planning/ Target Interventions. The qualified professional and the program participant will develop a re-entry and recovery plan based on needs/risk assessment. They will prioritize presenting problems, translate them into needs, and address those needs with attainable goals. Measurable objectives will be agreed upon for each goal, identifying steps and levels of intervention on how to achieve those objectives. Each program participant will be assigned a counselor and a "Job Coach" and/or "Recovery Coach" who will work with them on goals and objectives agreed-upon. Our goal will be to serve women offenders with residential care/transitional housing for an average of 30 to 40 days in order to allow them time to adjust, get connected with the community to develop healthy support systems, find employment, and eventually move into independent housing and become self sufficient. The offender's PO will receive a copy of the change plan and weekly reports of outcomes.

3. Implementation / Skill Training with Directed Practice. The assigned counselor and Job Coach / Recovery Coach will work daily with the program participant to coordinate services in order to achieve objectives agreed upon in the change plan. The goal for employment will

include development of a skills-based resume, active employment seeking, review of job posting gathered by the Job Coach, a series of educational sessions on social skills development topics.

Offenders presenting with substance use disorders and co-occurring disorders will be referred to and enrolled in substance abuse and/or mental health services. Staff will provide transportation to and from services that will be provided by our local partners.

The structure in the housing program consists of daily groups meetings for up to 5 hours of structured psychoeducational and process groups with a focus on spirituality, mental health, relationships, self worth and self esteem, resources, and employment. If a program participant is not at a job interview or seeking employment, they are participating in such program activities. Additionally, women are assisted with basic needs such as hygiene items, clothing, food, and a safe place for them to plan and rebuilt their lives and achieve successful reentry.

4. Positive Reinforcement. In all contacts with the women, staff will practice from a strength-based perspective. We use evidence-based interventions to place emphasis on positive reinforcement and token economies. For example, celebratory gatherings upon a program participant finding employment, or landing a job interview, and certificates for completion of goals are commonplace in our program and will continue to be provided and enhanced.

5. Support Systems. One of the hallmarks of the RL program is engagement of clients with on-going support in natural communities. Clients will be informed of supportive systems and resources in the community and actively referred based on their needs. Healthy support systems will increase offenders' chances for successful reentry and sustainability of progress.

6 & 7. Evaluation / Measure Relevant Practices. The Job Coach and/or Recovery Coach will conduct Recovery Management Check-Ups (RMC) weekly in house to assess progress, evaluate the goals and objectives, and gather data for outcomes. RMCs are an additional measure

to pre-test at initial intake and post-test at 6-month follow-up. **Measurement Feedback** and quality assurance will involve a) Pre-/Post-Tests at intake and six-month follow-up on output and outcomes across program domains (utilizing Likert scaling); b) reports on RMCs; c) suggestions and feedback drop-box; d) periodic focus groups with program participants. The totality and diversity of measures will ensure accuracy of evaluation.

8. Termination & Follow-Up. Termination will occur in close collaboration with the client, their PO, the Job Coach and clinical counselor involved in their re-entry process. When a program participant leaves the program, they continue with outpatient care or are referred to other providers if they move to a location that makes it impossible for them to receive outpatient services at this agency. RMC will be performed 30 days after termination to re-assess, re-engage if necessary, and provide staff with the opportunity to reinforce reported positive changes, motivate clients, and gather outcome data.

4. Target Audience. Our target are women offenders in supervision in Western Region and west of North Central Regions covered by District 5, 32 and 29. The location of housing services is in District 5. We plan to work closely with Ms. Lori Burk, District 5 Administrator, other surrounding district DAs, and P&P staff to offer these much needed services. Probation Officers and correctional staff in residential facilities will be the primary referral sources. We have a great working relationship with referral sources. Over 40 DOC staff and DAs in Western Region visited the program at LIME Tree Recovery House on May 28, 2015. They visited the house, learned about the program, spoke with program participants, and expressed need for a collaborative relationship for referrals.

3.1.2 PREFERENCE POINTS (10 points)

3.1.2 - b. Sex Offender Housing. We will utilize rent/housing subsidies allowed in this

RFA to assist sex offenders in obtaining and maintaining housing and assisting them with services through our outpatient program. The agency has **consistently served sex offenders** and has sex offenders currently enrolled in services.

3.1.2 - c. As indicated above, we assess for trauma, treat and refer when necessary. We believe that offenders have been exposed to trauma and we provide trauma-informed care. There are three basic phases to trauma treatment protocols: 1) Achieve client safety, reduce symptoms and increase competencies; 2) review of trauma memories; and 3) Identify and consolidate therapeutic gains (new skills and reframe). We have licensed therapists on staff who utilize trauma treatment models listed under NREPP (National Registry of Evidence-based Programs and Practices). Treatment model depends on assessment: onset, exposure, severity, and duration. As trauma-informed provider, we integrate trauma awareness and the following principles in all aspects of service delivery: Safety, Collaboration, Choice, Empowerment, and Trustworthiness.

3.1.2 - d. Employment for offenders is one of the major goals of our program. Our Job Coaches provide work readiness training, develop a skills-based resume for every clients, take them to job interviews, provide transportation, and other services such as clothing, hygiene. Job placement is one objective. During the stay in our program we educate clients how to maintain employment. Our follow-up assessment include detailed questions about their employment.

3.1.3 FUNDING SOURCES. Identified in Checklist for Application Submission.

3.1.4 APPLICANT'S EXPERIENCE AND EXPERTISE (20 points)

A. Relationship with Probation and Parole. For the past 9 (nine) years, Recovery Lighthouse has consistently served individuals under probation/parole supervision. This agency's staff has daily contact with the local Probation Officers under Ms. Lori Burk, DA, (Tel. 660-543-7920 ext. 232 or Cell. 660-530-5530) on service delivery and coordination. Probation officers

such as Erikka Smith, Heather Chaffin and others (Tel. 660-530-5530) maintain continuous contact and close collaboration with our staff in Warrensburg and have expressed praise for the reentry and recovery services that we provide in District 5. Our staff has often participated in events with Probation and Parole including staff meeting, support with victim impact program, etc. The agency has made a continuous investment in the delivery of evidence-based reentry and recovery services in the region and has taken leadership in the establishment of the annual MRP and ATR conference attended by hundreds of professionals and state officials, including elected state senators and representatives. Additionally, two members of the agency (Adriatik Likcani and Brittani Dagen) serve as board members of the Citizen's Advisory Board.

B. Contracts & Capabilities to Implement the Project. The agency has met all contractual expectations with its funders and has consistently received excellent reviews in all audits. For FY 2011/2012 the agency was awarded three MRP grants, one grant for FY 2012/2013, and two grants for FY 2013/2014, renewed but funds not appropriated in FY 2014/2015. When FY 2015 funds were appropriated, the agency was awarded a contract for this proposed program currently being implemented. Final reports of annual contracts for all previous rounds of Community Reentry Funding prepared by IPP/MU were positive indicating that we significantly exceeded target number of clients served, lowering actual cost per client from the proposed. We met our objectives on outputs and outcomes. The overall numeric score assigned by IPP/MU was higher than statewide awardee average score. Reports available upon request.

Furthermore, since May of 2006, the agency continues to be contracted by DMH under the Access To Recovery (ATR) grant and serves as one of the four Access Sites in the state of Missouri for the ATR grant. All annual reviews from DMH have been positive and showing effectiveness of our work with clients. Those are available upon request or can be obtained from

Mr. Mark Shields, Project Director for Missouri Access To Recovery Program.

C. Personnel. RL staff consists of individuals in long term recovery, ex-offenders, licensed mental health professionals, Missouri Recovery Support Specialists, recovery/reentry coaches, and certified addiction counselors. All staff members have extensive training on re-entry and recovery coaching, peer services, cultural competence, application of evidence-based models for case management, peer support, and counseling. Please see Exhibit B.

D. Legal Actions. There are no current or past legal actions, suits or proceedings, pending or threatened against the organization. Exhibit C is attached.

E. Cancellation of contracts. No contracts canceled. The only contract cancellation after renewal period was from DOC last year (2014) due to no appropriation of funds. However, that type of cancelation does not fall under this category. Exhibit C is attached.

F. Experience with Target Population. For the past 9 (nine) years, Recovery Lighthouse has provided an array of recovery and reentry services and has consistently served individuals under probation/parole supervision. The combination of transitional safe housing with supportive services (counseling, individual and group services on employment and vocational training, relapse prevention, relationships, parenting, anger management, etc.), as well as hard services in-house such as clothes, food, hygiene items, kitchen items and other household items when offenders move into their own housing, etc., with services out in the community (transporting or accompanying clients to job interviews, self-help meetings, or scheduled reentry and recovery events, or to obtaining IDs, birth certificates, and apply for eligible public assistance, etc.), made a difference in the women offenders' lives and program outcomes.

We have learned from over 300 women served in the past 3 years that safe and sober housing during the initial months of reentry and/or recovery is critical, and that provision of

comprehensive services in one location that targets sobriety, health (mental and physical), employment, housing, and social connectedness in the community are crucial factors for their success. Recovery from substance abuse and rehabilitation in the community can be difficult to achieve and maintain, particularly for women who are released from prison, or when women offenders complete residential treatment but have not safe place to return to, or those forced to live in someone else's couch and intermittently homeless. Often we see women offenders return to unsafe, abusive, and/or living environments with active substance abusers, domestically violent and re-traumatizing situations where they have experienced physical, verbal and sexual assault. These types of environment greatly reduce the likelihood that these women will stay engaged in any level of substance abuse, mental health, or medical outpatient services. Research also links lack of sober and safe living with increased risks for women including, but not limited to, recurrent substance abuse, HIV risk behaviors, physical assault, sexual exploitation and abuse, and other negative health indicators. Here are some of the past outcomes based on 218 women participants so far in our follow-up surveys:

- 218 women were provided safe transitional housing, three balanced meals and snacks
- 41 out of 218 women entered program with no personal belongings except for the clothing that they had on and were assisted with personal hygiene items, clothing, etc.
- 198 out of 218 women were provided transportation to clothes closets
- 182 out of 218 women were transported at least once to a mental health clinic
- 126 out of 218 women were assisted through transportation and/or care coordination to receive treatment for medical conditions
- 113 of the 218 women have reported becoming gainfully employed either during their stay at our facility or shortly after they left our program.

- 167 of the 218 women, who were reachable by phone, reported that they have maintained living a substance free lifestyle since they have left our program.

3.1.5 CORE PERFORMANCE MEASURES (10 points)

The agency, in collaboration with the local P&P, the MRP team, and DOC correctional centers, will serve at least 50 women offenders who reside or have a home plan in Johnson County or surrounding counties. Program participants are females over 18 years old. Please see Exhibit D.

3.1.6 TIMELINE, PERSON RESPONSIBLE, AND DATA COLLECTION (5 points)

Table below is a brief summary. For a more detailed timeline please see Exhibit E.

Goal / Activity	Timeline	Person Responsible	Data Collection
Assessment	Within 72 hours of referral	QSAP/ Licensed therapist	ASI-MV & Note
Development of Change Plan	At assessment - can be completed within 2 nd session	QSAP Licensed therapist	Signed Contract of Change Plan in chart
Implementation	On-going during episode of care	All Personnel	Documentation of all services in chart.
Evaluation	-Pre-Post -On-going and at 6 moth follow-up.	QSAP Licensed Therapist Recovery Coach	Documentation of RMC, Change Plan, and GPRA in chart
Termination	End of the life of the grant or transfer to other program.	QSAP / Recovery Coach	Discharge & Post-Test
Follow-Up	RMC 1 month after termination	Recovery Coach	RMC completed form in client's chart

3.1.7 BUDGET DETAIL (15 points). Please see the attached Exhibit F.

3.1.8 BUDGET NARRATIVE (15 points). Please see the attached Exhibit G.

3.1.9 ATTESTATION. Recovery Lighthouse attests that the prices quoted in the application are fair and are not tainted by collusion, conspiracy, connivance, or other unlawful practice on the part of the applicant or any of its agency, representatives, owners, employees, or parties of interest.

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:	Recovery Lighthouse, Inc.
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	Department of Mental Health / Access To Recovery Project
Address of Reference Company:	1706 East Elm, PO Box 687 Jefferson City, MO 65102
Reference Contact Person Name:	Mark Shields, MEd., LPC, CRAADC ATR Project Director
Contact Person Phone #:	573-751-8133 & 573-751-4942
Contact Person e-mail address:	mark.shields@dmh.mo.gov
Dates of Prior Services:	May 2006 to Present
Dollar Value of Prior Services:	\$1,411,019.80
Description of Prior Services Performed:	Access to Recovery services: recovery counseling, re-entry coordination, recovery mentoring and education, family engagement, work preparation, spiritual counseling, transportation, care coordination. Access Site Services: Complete assessments; issue vouchers; recruitment of providers in West Central MO; development and facilitation of Recovery Oriented Systems of Care in West Central MO.

Andrew Litman
Authorized Signature of Applicant

6/24/2015
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:	Recovery Lighthouse, Inc.
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	Missouri Department of Corrections
Address of Reference Company:	P.O. Box 236, 2729 Plaza Dr.
	Jefferson City, MO 65109
Reference Contact Person Name:	John Hall, CPPB Lisa Meyer, MBA, CPPB
Contact Person Phone #:	573-526-6494 & 573-526-6611
Contact Person e-mail address:	John.Hall@doc.mo.gov Lisa.Meyer@doc.mo.gov
Dates of Prior Services:	August 2011 to Present
Dollar Value of Prior Services:	\$325,000.00
Description of Prior Services Performed:	Re-Entry services: Counseling, case management, mentoring. Funding was used for Ready4Change program implementation in Districts 5, 29, and 32.

Adrienne Wilson
Authorized Signature of Applicant

6/24/2015
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:	Recovery Lighthouse, Inc.
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	Health Care Foundation of Greater Kansas City
Address of Reference Company:	2700 East 18 th Street, Suite 220
	Kansas City, MO 64127
Reference Contact Person Name:	Liana Riesinger, Project Officer
Contact Person Phone #:	816.241.7006
Contact Person e-mail address:	LRiesinger@hcfgkc.org
Dates of Prior Services:	March 2012 to May 2014
Dollar Value of Prior Services:	\$80,000.00
Description of Prior Services Performed:	Seed funding for establishment of transitional housing and recovery program for women in West Central MO

Amanda Wilson
Authorized Signature of Applicant

6/24/2015
Date

EXHIBIT B

SUBMISSION IS MANDATORY

EXPERTISE OF PERSONNEL

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

Title of Position: <u>Substance Abuse Counselor/Program Director</u>	
Name of Person:	Brittani Dagen, BSW, CRADC
Educational Degree (s): include college or university, major, and dates	B.S.W., University of Central MO, Social Work, Dec., 2011
License(s)/Certification(s), Number(s), expiration date(s), if applicable:	CRADC - Certified Reciprocal Alcohol and Drug Counselor since January of 2013. Expiration date: 10/31/2016
Specialized Training Completed. Include dates and documentation of completion for all required training identified in this document:	Ms. Dagen has completed numerous trainings pertaining to social work, substance abuse treatment, and evidence based models. Degree and Certification from MSAPCB attached. Certificates for continuing education are available upon request.
Number of years experience in area of service proposed to provide. Experience in working with offenders?	7 years. She began working on ATR services at Recovery Lighthouse on April of 2008. About 95% of her work is with offenders.
Describe person's relationship to applicant. If employee, number of years. If subcontractor, describe other/past working relationships.	Employee of 7 years. She began working on ATR services at Recovery Lighthouse on April of 2008. Identifies herself as in long term recovery. She is very engaged as a leader in the community. Possesses excellent collaborative skills
Describe this person's responsibilities over the past 12 months.	Program Director and substance abuse counselor, primarily with the Women's Recovery Program.
Previous employer(s), positions, and dates.	None related to the field.
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	BSW. She performs at an excellent skill level with consumers due to her training as well as practice under our ATR and DOC/MRP contracts
✓ Reentry	Provided re-entry services under current contract. Attends and facilitates MRP meetings.
✓ Counseling	Skillful counselor. Practices recovery counseling under supervision.
✓ Criminal Justice	Excellent relationship with P&P. Utilize CJ knowledge in practice.
✓ Correctional Residential Facilities	Participates at resource fairs, re-entry coordination with CRF staff.

Brittani Dagen
Authorized Signature of Applicant

6/24/2015
Date

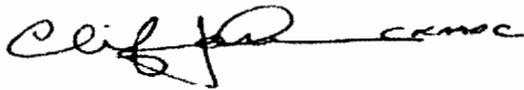
No. 7197

Missouri Credentialing Board

Hereby Certifies that

Brittani A. Dagen

Continues to meet the standards and qualifications
of a Certified Reciprocal Alcohol Drug Counselor
as determined by the Board.



President

Expiration Date **October 31, 2016**

Above is a 5x7 mini certificate to be displayed with your large certificate. This mini certificate indicates your renewal/expiration date. This certificate will be replaced after each renewal.

University of Central Missouri

Board of Governors,
having been advised by the faculty that

Brittani Adele Dagen

has successfully completed the course of study
for the degree of

Bachelor of Social Work

Magna Cum Laude

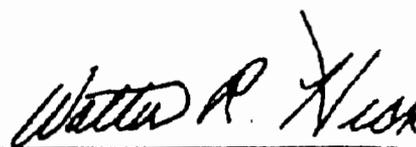
and is qualified to receive same, do hereby confer
said degree with all the honors, rights, privileges
and responsibilities thereunto appertaining.

In testimony of, this diploma, duly signed and the seal of the
university affixed, is issued at the university in the city
of Warrensburg, state of Missouri, this tenth day of
December in the year two thousand and eleven A.D.



President of the University





President of the Board of G

EXHIBIT B

SUBMISSION IS MANDATORY

EXPERTISE OF PERSONNEL

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

Title of Position: <u>Re-Entry Coordinator/Job Coach</u>	
Name of Person:	Brandi McGuire, MRSS-P
Educational Degree (s): include college or university, major, and dates	Associate of Arts Degree, State Fair Community College, Sedalia MO, May, 2014.
License(s)/Certification(s), Number(s), expiration date(s), if applicable:	MRSS - Missouri Recovery Support Specialist - Peer, MCB, Issued on May 5, 2015. Cert #: 8400
Specialized Training Completed. Include dates and documentation of completion for all required training identified in this document:	Ms. McGuire has completed extensive training though MRN required for MRSS-P credential through MCB. Additionally she has attended other related trainings to increase her skills and knowledge.
Number of years experience in area of service proposed to provide. Experience in working with offenders?	1 1/2 years. She started as volunteer with Recovery Lighthouse and was hired full time as a Recovery and Job Coach.
Describe person's relationship to applicant. If employee, number of years. If subcontractor, describe other/past working relationships.	Ms McGuire is in personal recovery. Ex offender and now recovery coach. She started initially as volunteer, and later as employee, till present. 1 1/2 years.
Describe this person's responsibilities over the past 12 months.	Worked closely with counselors to meet clients needs related to employment and resources. She provides outpatient recovery coaching, and other reentry and recovery support services.
Previous employer(s), positions, and dates.	None in the field.
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	She performs at an excellent skill level with consumers due to her training as well as her history of recovery.
✓ Reentry	Provided re-entry services as intern under supervision. Attends local coalition meetings
✓ Counseling	Practices recovery counseling under supervision
✓ Criminal Justice	Excellent relationship with P&P. Utilize CJ knowledge in practice.
✓ Correctional Residential Facilities	Participates at resource fairs, re-entry coordination meetings

Brandi McGuire
Authorized Signature of Applicant

6/24/2015
Date

No. 8400

Missouri Substance Abuse Professional Credentialing Board

Hereby recognizes that

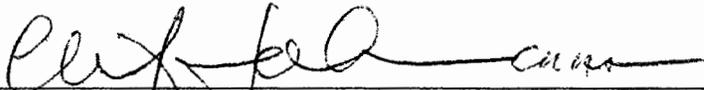
Brandi L. McGuire

has met all the standards and qualifications required of a
recovery support specialist as determined by the Credentialing
Board and is hereby conferred the title of

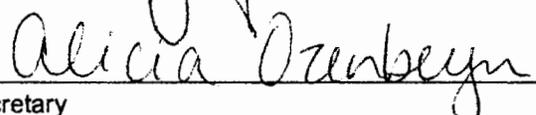
Missouri Recovery Support Specialist - Peer



Awarded on May 5, 2015



President

Secretary

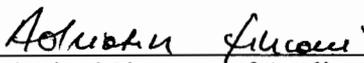
EXHIBIT B

SUBMISSION IS MANDATORY

EXPERTISE OF PERSONNEL

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

Title of Position: <u>Re-Entry Coordinator/Job Coach</u>	
Name of Person:	Tialisa Kolb, MS
Educational Degree (s): include college or university, major, and dates	M.S. in Counseling, Central Methodist University, May of 2015 NOTE: MS diploma not mailed by the institution yet. Will be made available once received. Transcripts available upon request. BSW, Social Work, Univ. of Central MO, August 1994.
License(s)/Certification(s), Number(s), expiration date(s), if applicable:	Approved ATR staff
Specialized Training Completed. Include dates and documentation of completion for all required training identified in this document:	Ms. Kolb has her degree in social work, and soon to graduate with her Master's Degree in Counseling. She is under supervision for her certification as a alcohol and drug counselor, part of which involved extensive training and supervision. Relevant documentation attached.
Number of years experience in area of service proposed to provide. Experience in working with offenders?	3 years. She started as a volunteer with Recovery Lighthouse after a long term involvement with the MRP coalition and the ATR coalition. She provides recovery coaching and reentry coordination facilitates the MRP/ATR Coalition.
Describe person's relationship to applicant. If employee, number of years. If subcontractor, describe other/past working relationships.	Initially as volunteer, and later as employee (past year and half), till present.
Describe this person's responsibilities over the past 12 months.	Facilitates the MRP/ATR Coalition. Worked closely with Recovery Coaches and Re-entry Coordinators for ATR and Ready4Change DOC funded program in District 5 and 29.
Previous employer(s), positions, and dates.	Supervisor, Children's Division.
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	She performs at an excellent skill level with consumers due to her training as well as practice under our ATR and DOC/MRP contracts
✓ Reentry	Provided re-entry services as volunteer under supervision. Facilitates local MRP coalition meetings.
✓ Counseling	Practices recovery counseling under supervision
✓ Criminal Justice	Excellent relationship with P&P. Utilize CJ knowledge in practice.
✓ Correctional Residential Facilities	Participates at resource fairs, re-entry coordination meetings


Authorized Signature of Applicant

6/24/2015
Date

Be it known that the

Central Missouri State University

Board of Governors,
having been advised by the faculty that

Tialisa Lynn Wegener

has successfully completed the course of study
for the degree of

Bachelor of Science
Social Work

and is qualified to receive same, do hereby confer
said degree with all the honors, rights, privileges
and responsibilities thereunto appertaining.

In testimony of, this diploma, duly signed and the seal of the
university affixed, is issued at the university in the city
of Warrensburg, state of Missouri, this third day of
August in the year nineteen hundred and ninety-four A.D.

Earl Reddick
President of the University

Lawrence H. Fisk
Vice President of the Board of Governors



Palmer L. Nichols
President of the Board of Governors

Delita Williams
Secretary of the Board of Governors

EXHIBIT B

SUBMISSION IS MANDATORY

EXPERTISE OF PERSONNEL

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

Title of Position: <u>Executive Director / Licensed Marriage and Family Therapist</u>	
Name of Person:	Adriatik Likcani, Ph.D., LMFT, CRAADC
Educational Degree (s): include college or university, major, and dates	Ph.D. in Marriage and Family Therapy, Kansas State Univ., May 2013 MSW (Social Work), Univ. of Missouri KC, August, July, 2011 MS in MFT, Univ. of NE - Lincoln, Dec. 2004
License(s)/Certification(s), Number(s), expiration date(s), if applicable:	LMFT - #20090000404 Valid through February 29, 2016 CRAADC - # 2970 Expires on 10/31/2015
Specialized Training Completed. Include dates and documentation of completion for all required training identified in this document:	Dr. Likcani has extensive training and education in marriage and family therapy, social work and addiction treatment. Copies of diplomas, licenses and certifications will be attached to this document. Continuing education certificates will be available upon request.
Number of years experience in area of service proposed to provide. Experience in working with offenders?	22 years. Dr. Likcani began his career in the field of addictions counseling with Albania Teen Challenge as co-founder in 1993. Continued in Missouri as substance abuse counselor since 2003. Co-founder and Director of Recovery Lighthouse since 2006.
Describe person's relationship to applicant. If employee, number of years. If subcontractor, describe other/past working relationships.	Co-Founder of the agency. Executive Director since 2006.
Describe this person's responsibilities over the past 12 months.	Director and clinician. Manage contracts, provide direct services to clients - substance abuse counseling, couple and family therapy.
Previous employer(s), positions, and dates.	Pathways, Substance Abuse Counselor Nov. 2003-June 2006.
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	MSW. Dr. Likcani earned his MSW as a second graduate degree during his Ph.D. studies, integrating the field of MFT and SW
✓ Reentry	Provided re-entry services, counseling, and manage programs under current contract with DOC and DMH. Presenter / trainer.
✓ Counseling	Extensive experience.
✓ Criminal Justice	Excellent relationship with P&P. Utilize CJ knowledge in practice.
✓ Correctional Residential Facilities	Participates at resource fairs, re-entry coordination with CRF staff.

Adriatik Likcani
Authorized Signature of Applicant

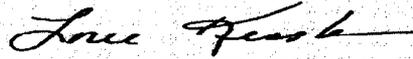
6/24/2015
Date

State of Missouri

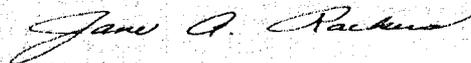
Department of Insurance, Financial Institutions and Professional Registration
Division of Professional Registration
State Committee of Marital & Family Therapists
Licensed Marital & Family Therapist

VALID THROUGH FEBRUARY 29, 2016
ORIGINAL CERTIFICATE/LICENSE NO. 2009000404

ADRIATIK LIKCANI



EXECUTIVE DIRECTOR



DIVISION DIRECTOR

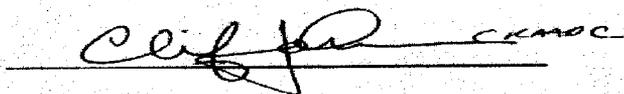
No. 2970

Missouri Substance Abuse Professional Credentialing Board

Hereby Certifies that

Adriatik Likcani

Continues to meet the standards and qualifications of a
Certified Reciprocal Advanced Alcohol Drug Counselor
as determined by the Board.



President

Expiration Date: 10/31/2015

Kansas State University

By the authority of the Board of Regents of the
State of Kansas and upon the recommendation of the Faculty
has conferred upon

Adriatik Likrani

the degree of

Doctor of Philosophy

with all its rights, privileges, and responsibilities.

Given under the seal of Kansas State University
this seventeenth day of May, two thousand and thirteen.



Timothy R. Ernst

Chairman of the Board of Regents

April C. Mason

Provost of the University

Kevin H. Schweg

President of the University

Carol W. Shanklin

Dean of the Graduate School

The University of Nebraska

GRADUATE COLLEGE

THIS DIPLOMA MAKES KNOWN THAT THE BOARD OF REGENTS OF THE UNIVERSITY OF NEBRASKA UPON THE RECOMMENDATION OF THE GRADUATE FACULTY AND BY AUTHORITY OF THE STATUTES OF THE STATE HAS BY ITS OFFICERS SPECIALLY AUTHORIZED HERETO CONFERRED THE DEGREE

MASTER OF SCIENCE

UPON

ADRIATIK LIKCANI

WHO IS ENTITLED TO ENJOY ALL THE RIGHTS, HONORS AND PRIVILEGES PERTAINING TO THAT DEGREE

IN TESTIMONY WHEREOF WE HAVE HEREUNTO SUBSCRIBED OUR NAMES AND CAUSED THE SEAL OF THE SAID BOARD TO BE AFFIXED THIS EIGHTEENTH DAY OF DECEMBER, TWO THOUSAND FOUR.



Donald J. Burns
INTERIM CORPORATION SECRETARY OF THE BOARD

Don & Brent
CHAIRMAN OF THE BOARD

James B. Milliken
PRESIDENT OF THE UNIVERSITY



To all whom it may concern
Greeting:

Be it known that the Curators, having been advised by the Faculty that

Adriatik Likrani

has completed the Course of Study required of candidates for the degree of

Master of Social Work

and is qualified to receive the same, do confer said degree

with all the honors and privileges appertaining thereto.

In testimony whereof the signatures of the proper officials and the
seal of the University are affixed.

Done at the

University of Missouri-Kansas City

in the City of Kansas City, State of Missouri,

this twenty-ninth day of July, in the year two thousand and eleven.

Chair of the Board of Curators



President of the University

Chancellor

Dean

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:	Recovery Lighthouse, Inc.
Legal/Cancellation Actions Information From:	
Name of Company:	N/A
Address of Company:	N/A
	N/A
Contact Person Name:	N/A
Contact Person Phone Number:	N/A
Contact Person e-mail address:	N/A
Date(s) of Legal Action or Cancellation:	N/A
Reason for Cancellation of Contract:	N/A
Description of Legal Action:	N/A
Resolution of Legal Action:	N/A

Adriana Simon
 Authorized Signature of Applicant

6/24/2015
 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:

Category	Service	Proposed Clients	Outcome	Indicator (How do you know you are achieving the outcome?)
Academic	GED or other educational training fees	3	Enhanced education	100% of clients without a GED will be referred to be enrolled in GED classes.
	Education and/or referral about GED or Other Vocational Training	20		At least 50% of those requesting or in need will be enrolled by the end of this award
Basic Needs and Emergency Services	Food & Clothing	30	Attainment of basic needs and emergency services	100% of clients presenting with basic needs will be assisted to meet those needs.
	Hygiene items	30		
	Utilities	20		
Employment	Resumes	50	Improved employment	At least 70% of clients enrolled in the program will have developed a resume.
	Job Readiness Training	50		At least 70% of clients enrolled in the program will find and/or maintain employment.
	Work clothes/tools/ Temporary telephone or phone cards for employment	20		
Family	Relational Classes	50	Increased family support	75% of clients enrolled in the program will increase awareness of relational boundaries, roles, and show improvement in significant relationships (self report pre/post)
	Family Counseling	10		
Housing	Rental assistance	10	Attainment of housing	At least 70% of clients will report being permanently housed
	Mental Health	50		60% will show improved self esteem and self

Mental Health	Psychoeducation		Reduced mental health risks	worth 70% of program participants will show improved skills on managing emotions as measured by pre-/post test
	Anger Management and/or Managing Emotions in Parenting	20		
Substance Abuse	Recovery Support	50	Reduced substance abuse	At least 65% of program participants will remain clean and sober for the duration of the program. At least 30% will report engagement in support groups in the community
	Relapse Prevention	50		
	Self Help Groups	20		
Transportation	Transportation to medical appointments	20	Attainment of transportation	100% of program participants in need of transportation to job interviews will receive transportation services. 100% of newly employed clients who own a car presenting with a need for gas to make it work will be assisted.
	Rides to job interviews	20		
	Transportation to complete community services	20		
Vocational	Referral to VR	5	Improved employment	100% of program participants will learn about Vocational Rehabilitation of MO programs for employment and educational programs for professional improvement. At least 10% will have applied for VR support by end of this award.
	Referral to Career Services	25		
	Vocational Workshop	50		

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
Orient staff	8/1/2015	9/1/2015	Adriatik Likcani
Present program to P&P staff, and MRP Coalition	8/1/2015	9/15/2015	Adriatik Likcani and the re-entry staff
Present reports at monthly meetings	8/1/2015	7/31/2016	Adriatik Likcani and the re-entry staff
Accept new referrals	8/1/2015	6/30/2016	All staff
Conduct assessments	8/1/2015	6/30/2016	Brittani Dagen
Develop Change Plans	8/1/2015	6/30/2016	Brittani Dagen
Provide financial assistance to of offenders	8/1/2015	7/31/2016	Brittani Dagen
Implement group and individual services	8/1/2015	7/31/2016	All Staff as assigned
Begin RMCs	8/1/2015	7/31/2016	Recovery Coaches
Hold monthly achievement ceremonies	8/30/2015	7/31/2016	All staff
Review Change Plans	8/1/2015	7/31/2016	Brittani Dagen & Adriatik Likcani
Weekly staff supervision and training	8/1/2015	7/31/2016	Adriatik Likcani and Ryan Peterson
Evaluate Progress	8/1/2015	7/31/2016	Adriatik Likcani and all staff
Gather and analyze outcomes data	8/1/2015	7/31/2016	Adriatik Likcani & Ryan Peterson
First Quarter Report	10/31/2015	11/15/2015	Adriatik Likcani & all staff
Second Quarter Report	1/31/2016	2/15/2016	Adriatik Likcani & all staff
Third Quarter Report	4/30/2016	5/15/2016	Adriatik Likcani & all staff
Fourth Quarter Report	7/31/2016	8/15/2016	Adriatik Likcani & all staff

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
Brittani Dagen, BSW, CRADC / Program Director / Counselor	20h x 52w x \$17	\$17,680.00
Brandi McGuire, MRSS-P, Job Coach	10h x 52w x \$15	\$7,800.00
Tialisa Kolb, MS, Re-entry Coach / Counselor	8h x 52w x \$17	\$7,072.00
Adriatik Likcani, Ph.D., LMFT, CRAADC / Executive Director / Therapist	4h x 52w x \$30	\$6,240.00
	Subtotal	\$38,792.00
B. Fringe Benefits (must be capped at 12%)		
Name/Position	Calculation of Cost	Cost
		0
	Subtotal	0
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
Transportation of clients to employment interviews, healthcare appointments, and other necessary services and/or of personnel to coordinate services on behalf of clients, and/or DOC institutions to meet with consumers and P&P and/or THU/IAC staff to coordinate services 50x30 miles=1500 miles	1,500 miles x .37	\$555.00
	Subtotal	\$555.00
D. Direct Services (i.e. housing rental/lease, GED Testing)		
****ALL DIRECT SERVICES MUST BE PROVIDED TO THE OFFENDERS****		
	Calculation of Cost	Cost
Items for employment purposes, housing rental/lease assistance; GED Testing; Psychiatric and Physical health needs/ medication refill special items for employment; unforeseen special pertinent basic needs 50 clients x \$200	50 clients x \$200	\$10,000
Monthly Ceremonies with offenders, family members and POs to provide token economies reinforcing progress and educate family members	\$50 x 12 months	\$600

	Subtotal	\$10,600.00
E. Equipment/Supplies (Direct Services Only)	Calculation of Cost	Cost
Paper, pencils, pens, etc. for offenders to use during services. This is a minimal cost and most of copies, toner, client charts will be donated.	\$1.06 x 50 clients	\$53.00
	Subtotal	\$53.00
Summary		
A. Personnel		\$38,792.00
B. Fringe Benefits		0
C. Staff Travel		\$555.00
D. Direct Services		\$10,600.00
E. Equipment/Supplies (Direct Services Only)		\$53.00
	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 Recovery Lighthouse, Inc.

Authorized Signature of Applicant *Adriatik Likciani* Date 6/24/2015

Printed Name Adriatik Likciani

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

The housing program is supervised 24/7 by at least one staff member and during daytime by two to three staff members. This program will cover expenses related to services with offenders proposed in this document. It is estimated that Brittani Dagen, CRADC, will spend 20 hours per week providing direct services such as assessments and change plan development, individual counseling and peer support, recording services delivered, gather data, coordinating and managing the service tracking form. It is estimated that Brandi McGuire will spend 10 hours per week working with offenders primarily on employment related tasks. It is estimated that Tialisa Kolb, MS, Counselor/Re-entry Coach will spend 8 hours per week providing counseling and recovery coaching. All staff will spend time focusing on meeting basic needs, care coordination services, gather data, documentation and maintaining service tracking form. Dr. Adriatik Likcani will focus on training staff, providing adequate supervision weekly, provide mental health counseling and family therapy as needed, oversee implementation and conduct program evaluation.

B. Fringe Benefits

No fringe benefits were included in this proposal.

C. Staff Travel

Mileage rate was determined in accordance with the Office of Administration Travel Regulations from instructions provided in this RFA. Based on the experience with our similar contracts we estimate that transportation for staff to assist offenders with re-entry will be around 1500 miles for the duration of the contract. Staff travel will be restricted within the limitations of this RFA, and will only occur when there is a direct benefit to the offender/s. Examples include: medical appointments, job interviews, self help meetings, etc. Transportation will be strictly limited to direct services for offenders.

D. Direct Services to the Offenders

1. \$10,000 will be spent meeting offenders essential needs with a primary focus on employment related costs, housing rental assistance to prevent homelessness/eviction, assistance with utilities facing shut-off when deemed necessary, and other essential needs such as IDs, Driver's License, GED testing, gas for transportation to and from workplace especially during initial employment until first payday. Each request will be decided carefully by staff to ensure congruence with this contract, to determine that there is no other means of meeting that need such as through other programs and partners, and that moneys to be spent are necessary to assist offenders for successful re-entry.

2. \$600 will be spent for monthly achievement ceremonies for social connectedness, motivation, positive reinforcement, and family education in form of social events for offenders and their families. Refreshments and food will be served during these planned events which will be recreational with educational objectives, often related to issues such as parenting, families in recovery, boundaries, relationship skills, spirituality, etc. Offenders will also receive token economies at these events based on their progress and achievement certificates as they complete certain phases of our substance abuse program or any other educational group such as employment skills, anger management, or parenting. There will be 12 such events.

E. Equipment/Supplies (Direct Services Only)

A minimal amount of \$53 dollars will be used to purchase paper, pencils, pens, etc. for offenders to use during services. Equipment and other supplies, printing of resumes, etc., will be provided by the agency. Recovery Lighthouse utilizes free SAMHSA/CSAT workbooks for all its programming.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **OCT 03 2008**

RECOVERY LIGHTHOUSE INC
C/O ADRIATIK LIKCANI
1514 STONEYBROOKE DR
WARRENSBURG, MO 64093

Employer Identification Number:
20-4612874
DLN:
17053149037028
Contact Person:
JACOB A MCDONALD ID# 31649
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990 Required:
Yes
Effective Date of Exemption:
March 24, 2006
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

RECOVERY LIGHTHOUSE INC

Sincerely,

A handwritten signature in black ink, appearing to read "Robert Choi". The signature is fluid and cursive, with the first name "Robert" and last name "Choi" clearly distinguishable.

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Publication 4221-PC