Solicitation for Applications



Substance Abuse and Mental Health Services Administration's (SAMHSA)

GAINS CENTER'S CRIMINAL JUSTICE

COMMUNITIES OF PRACTICE

Diversity, Equity, & Inclusion in Reentry

Please complete this application in its entirety to ensure that we have accurate background information on your State and that the appropriate level of commitment among Key Stakeholders is demonstrated.

Incomplete applications will not be considered.

**PLEASE RETURN THIS APPLICATION VIA E-MAIL\* OR POSTAL MAIL BY December 16, 2020:**

SAMHSA’s GAINS Center

Policy Research Associates, Inc.

345 Delaware Avenue

Delmar, NY 12054

Attn: Ashley Sabatino, Project Assistant

Phone: 800.311.4246 or 518.439.7415 Ext. 5277

E-mail: asabatino@prainc.com

\*NOTE: Strong preference is given for complete emailed applications.

## **Overview**

SAMHSA’s GAINS Center for Behavioral Health and Justice Transformation, operated by Policy Research Associates, Inc. (PRA), is known nationally for its work regarding people with behavioral health needs who are involved in the criminal justice system. The GAINS Center is currently soliciting applications from jurisdictions interested in collaborating with subject matter experts through Criminal Justice Communities of Practice (CoPs) designed to explore four topics:

* Building a Competent Crisis Care System at Intercepts 0-1
* Diversity, Equity, & Inclusion in Reentry
* Effectively Identifying & Treating Justice-Involved Individuals with Polysubstance Use Disorder
* Engaging Clients for Successful Reentry

The Community of Practice Model brings together local jurisdiction teams to create coordinated local strategic plans and implementation strategies for the topic of focus. Selected teams for each CoP will work intensively to determine optimal ways to implement best practices and define success indicators for their respective CoPs. Each topic-specific Community of Practice will engage subject matter experts to work with jurisdiction teams during the implementation process and to facilitate peer-to-peer sharing. Through a virtual platform, selected teams will work together to learn and complete their implementation work, while at the same time, have the opportunity to share with other jurisdictions and receive an array of technical assistance from subject matter experts across the country.

**NOTE: All 2021 Community of Practice events are currently planned to be delivered virtually.**

The Communities of Practice are designed to achieve four key objectives:

* Enhance collective knowledge of key issues and familiarity with the topic
* Understand promising, best, and evidence-based practices to address the topic and related issues
* Develop strategic plans that focus on the issue, including defining assignments, deadlines, and measurable outcomes to be reported
* Increase knowledge about the challenges and lessons learned in implementing strategies through peer-to-peer sharing via virtual convenings, monthly collaborative calls, and other virtual mechanisms

## **Diversity, Equity, & Inclusion in Reentry Community of practice**

Racial and ethnic disparities persist in many local and state criminal justice systems despite decades of reform efforts. These disparities exist across the criminal justice continuum, as the over-representation of people of color is documented in law enforcement contacts, pretrial and sentenced populations, and community corrections supervision. People of Color are also at risk of recidivism after release, often due to barriers faced related to housing, employment, and social supports. People of Color also face challenges to accessing community-based mental health and substance use treatment, as well as treatment services that resonate with their perspectives, cultures, and values. Reentry programs often miss the opportunity to reduce disparities by failing to incorporate specific strategies and action steps that ensure equitable access and decision-making for people moving from incarceration to the community.

The goal of the *Diversity, Equity, & Inclusion (DEI) in Reentry* Community of Practice (CoP) is to create and implement strategies to reduce racial and ethnic disparities in reentry programs. This CoP is designed to support jurisdictions through a process from recognizing inequities that exist to implementing practice changes around service-delivery or decision-making points related to inequitable outcomes. This CoP will challenge participating reentry programs to begin implementing inclusive and informed strategies that actively address and reduce disparities.

SAMHSA has placed a priority on addressing inequities, as evidenced by the work of the Office of Behavioral Health Equity, as well as the Disparity Impact Statement requirement for its grantees. This CoP will advance SAMHSA’s work to address racial and ethnic disparities by supporting communities through a process to strategize and act on changes needed to reduce disparate outcomes related to reentry. This opportunity will benefit reentry programs that are working to address issues raised in their SAMHSA grant’s Disparity Impact Statement or seeking to address issues of diversity, equity, and inclusion within their program.

Reentry programs based both in the community and inside correctional facilities are welcome to apply. Reentry program teams will be selected to participate in all CoP activities described below from January-August 2021. Through this CoP, participating teams will work locally and collaboratively to improve data collection and analysis related to understanding who is being served and how outcomes vary across different groups; revise policies and practices to be more culturally responsive; ensure staff represent the people being served; and incorporate regular and ongoing training and educational opportunities into organizational protocols.

Selected teams will be expected to invest sufficient time from staff and decision-makers to support data collection and analysis efforts; review and revise policies and practices; implement changes to enhance diversity among staff; and implement trainings and education opportunities for onboarding and regularly occurring annual trainings. To assist selected teams in developing their action plans and accomplishing the desired goals, an array of Subject Matter Experts (SMEs) will be available to consult with teams on a group and/or one-on-one basis on various subjects related to the overall focus of the CoP.

Core components of the *Diversity, Equity, & Inclusion in Reentry* Community of Practice will include:

* Virtual kick-off calls with each site: These will occur in January 2021 and will be scheduled for no more than four hours in duration. The agenda for these calls will be goal-oriented, with a particular focus on identifying preliminary technical assistance needs.
* Virtual opening convening: This will occur in February/March 2021 and will be scheduled for 1-2 days in duration. Among the primary goals for this session are to introduce teams to the CoP Subject Matter Experts (SMEs), provide information on best practices in the field within areas of focus of the CoP, and engage teams to begin a strategic planning process.
* Monthly site team lead calls: CoP team lead(s) will conduct monthly calls with the team leads from each of the participating sites to check in on progress and discuss upcoming events and TA.
* Cross-site Virtual TA Sessions: Two virtual informational presentations with discussions will be offered during the course of the CoP to provide supplemental information and TA to the participating sites. Topics are to be confirmed in response to primary needs of the sites but could include how to conduct a Racial Equity Impact Analysis, addressing racial equity in data collection, or specific approaches for addressing race and culture within reentry programming.
* Intensive technical assistance: Each participating team will have the opportunity to request one intensive technical assistance consultation. Although the exact nature of the TA provided to each site will be determined by the specific TA needs of that team, examples of TA that could be requested include trainings, on-site consultations (if feasible), and targeted support for team efforts. The CoP lead(s) will work with each team throughout the CoP to assist with the identification and provision of the intensive TA work.
* Virtual closing event: The final event of the CoP will be a virtual closing event that will occur in July/August 2021 and will bring together the CoP leads from SAMHSA/GAINS, the core SMEs, and the participating teams to review accomplishments and discuss plans for continued efforts post-CoP, and document lessons learned.

The ultimate outcome of the *Diversity, Equity, & Inclusion in Reentry* Community of Practice is for participating teams to develop an organization-wide strategic plan to advance policies and practices around the aforementioned services and supports focused on ensuring equitable program access, delivery, and outcomes.

## **Site Selection**

**SAMHSA’s GAINS Center for Behavioral Health and Justice Transformation will host all activities related to the Community of Practice free of charge to selected jurisdictions.**

There are no fees for registration, tuition, or materials associated participation in the Community of Practice. SAMHSA’s GAINS Center will pay all costs associated with virtual meeting coordination, conference calls, and GAINS Center staff and/or subject matter expert time.

Approximately five sites/jurisdictions will be selected through this solicitation. Jurisdictions selected for these events must have the ability to convene approximately 15-25 event participants virtually, either as a group or individually. The technology required to participate in the CoP activities will consist of commonly used platforms (e.g. Zoom, AdobeConnect, WebEx, etc.). Further details regarding technology requirements will be provided to jurisdictions selected to participate in the CoP.

**To be considered, all applications must be received by December 16, 2020. Selected jurisdictions will be notified on or about January 4, 2021.**

## **target Team members/partners**

A jurisdiction submitting an application should strive to include representation from a broad array of key stakeholders, who can most directly impact changes to issues that may drive inequities in program outcomes. The identification of at least 8-15 program professionals and community partners could include, but not be limited to:

* Reentry program director**\***
* Reentry program data analyst and/or evaluator
* Reentry program staff representative
* Reentry program training coordinator (if exists)
* Reentry program participant representative
* Reentry program participant family member representative
* Employment services director/representative
* If based in correctional facility, jail administrator/Sheriff's Office representative or State Department of Corrections representative**\***
* Peer-based recovery support services representative(s)**\***
* Housing agency director or local public housing authority director
* Behavioral healthcare provider representative
* Community corrections/community supervision representative, either a
  + Local probation director, or
  + State parole representative

## **Application Requirements**

It is required that each applicant identify leaders within their community that support this project and are dedicated to allocating staff time to participate in the technical assistance activities.

**Support must be illustrated by a written letter of support from diverse community partners. These letters must acknowledge commitment to participate in all planning and implementation phases of the Community of Practice.**

**Requirements:**

* Applicants must include a reentry program that meets the following criteria:
  + The program has been in operation for a minimum of 12 months.
  + The primary target population is adults with substance use disorders returning from jails or prisons. Gender-specific programs are permitted. Programs can focus on jail reentry, state prison reentry, or both.

**\*Please include required letters of support from the following:**

* Reentry program director
* Peer-based recovery support services representative
* If based in correctional facility, sheriff, jail administrator, or prison warden

**In addition, jurisdictions selected must agree to the following:**

* Participate in the pre-event planning conference call(s) led by GAINS Center staff, including but not limited to kick-off calls, preparatory activities, and IT calls
* Participate in the virtual opening convening session and the virtual closing event with up to a total of 25 people (up to 3-5 team participants from each site, observers, and other stakeholders)
* Participate in cross-site virtual technical assistance sessions
* Participate in the Community of Practice virtual monthly meetings with GAINS staff and/or SMEs
* Participate in one virtual intensive TA opportunity with a Subject Matter Expert(s)
* Engage in virtual post-technical assistance activities, including but not limited to reporting and consultation calls

Following the technical assistance delivery, teams will be required to report on outcome measures determined during the Community of Practice process. Reports must be submitted to the GAINS Center in August 2021 following the Community of Practice. Additional details will be provided to selected particpants.

# **SAMHSA’s GAINS CENTER’S CRIMINAL JUSTICE communities of practice**

# **Diversity, Equity, & Inclusion in Reentry**

Please complete the application below.

Only complete applications will be considered for site selection.

APPLICANT JURISDICTION/LOCATION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- |
| **NAME OF PERSON COMPLETING THIS FORM:** |  |
| **TITLE:** |  |
| **ORGANIZATION:** |  |
| **ADDRESS:** |  |
| **PHONE:** |  |
| **EMAIL:** |  |

PLEASE COMPLETE AND ATTACH A SEPARATE STATEMENT TO THIS APPLICATION THAT ADDRESSES THE APPLICANT EVALUATION CRITERIA BELOW. YOUR STATEMENT SHOULD BE A **MAXIMUM OF FIVE SINGLE-SPACED PAGES** IN LENGTH AND SHOULD CLEARLY INDICATE WHY YOUR SITE SHOULD BE SELECTED TO PARTICIPATE IN THIS COMMUNITY OF practice.

Please address the following in your statement:

1. Provide a brief description of your jurisdiction (including demographics, population, available resources, and any other information that you think gives us a good “picture” of your jurisdiction).
2. Describe your reentry program across the dimensions below:
   1. Program period of operation
   2. Program target population
   3. Program reentry focus: jail reentry, state prison reentry, or both
   4. Program services and supervision
   5. Program documented outcomes
3. Discuss why it’s important for your jurisdiction to participate in this Community of Practice right now.
4. Describe any identified challenges associated with providing culturally responsive programming and/or producing equitable outcomes.
5. Specify what program changes you are hoping to achieve through participating in the CoP.
6. Describe the collaborations in place to support the reentry program, which could support work towards improving equitable services and reentry outcomes.
7. Describe the challenges that program participants may face related to housing, employment, peer-based recovery support, or treatment.

**Please identify a primary contact for your jurisdiction, if it is someone different than the applicant. Please ensure the primary contact is someone who will be accessible to the participants and to GAINS Center staff throughout the entire duration of the Community of Practice.**

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| **PRIMARY CONTACT FOR THIS APPLICATION**  Primary Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Role/Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Agency: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  City/State/Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Please identify the lead agencies/organizations that have agreed to participate in the Community of Practice.

Please complete the team selection grid below to indicate key stakeholders who have agreed to participate as part of your sITE team. AS INDICATED EARLIER, IT IS EXPECTED THAT ALL IDENTIFIED TEAM MEMBERS/STAKEHOLDERS ARE AVAILABLE TO PARTICIPATE in COP ACTIVITIES.

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| --- | --- | --- | --- | --- | --- |
| **Team Selection Grid** | | | | | |
| **#** | **Agency/organization** | **Role** | **Name** | **Affiliation** | **Letter of Commitment/Support Included? (Y/N)** |
| **1** | *Reentry program director (required)* |  |  |  |  |
| **2** | *Reentry program participant or family representative (required)* |  |  |  |  |
| **3** | *Jail administrator/Sheriff's Office representative or State Department of Corrections representative (required, if facility-based program)* |  |  |  |  |
| **4** | Employment services director/representative(s) |  |  |  |  |
| **5** | Peer-based recovery support services representative(s) |  |  |  |  |
| **6** | Housing agency director or local public housing authority director |  |  |  |  |
| **7** | Behavioral healthcare provider representative |  |  |  |  |
| **8** | Housing agency director or local public housing authority director |  |  |  |  |
| **9** | Community corrections/ community supervision representative (either a local probation director or state parole representative) |  |  |  |  |
| **10** |  |  |  |  |  |
| **11** |  |  |  |  |  |
| **12** |  |  |  |  |  |
| **13** |  |  |  |  |  |
| **14** |  |  |  |  |  |
| **15** |  |  |  |  |  |

**Please attach both required letters of commitment/support to your application, along with additional letters of support from the majority of other recommended stakeholders listed above and on Page 4 of this solicitation.**

**Additional relevant letters of support may be provided to enhance your application. For any other letters of support provided that are not already on the prefilled list, please add to the list above accordingly.**



Thank you! SAMHSA’s GAINS Center sincerely appreciates your interest in this initiative.

**PLEASE RETURN THIS APPLICATION VIA E-MAIL\* OR POSTAL MAIL BY December 16, 2020:**

SAMHSA’s GAINS Center

Policy Research Associates, Inc.

345 Delaware Avenue

Delmar, NY 12054

Attn: Ashley Sabatino, Project Assistant

Phone: 800.311.4246 or 518.439.7415 Ext. 5277

E-mail: asabatino@prainc.com

\*NOTE: Strong preference is given for complete emailed applications.

Questions should be directed to Ashley Sabatino at the phone number and email address listed above.

Late submissions will not be accepted or reviewed. Incomplete applications will not be considered.

All applicants will receive notification via regarding the status of their application on or about **January 4, 2021**.