

A. Organization & Contact Information

Case Id: 11057
Name: Project Reentry - CDBG - 2021/22
Address: *No Address Assigned

Completed by rhowell@ptrc.org on 11/16/2020 2:55 PM

A. Organization & Contact Information

The Request for Proposals and additional materials to assist with completing the application can be found on the City's webpage for [Community Agencies](#)

A.1. Organization Name

Piedmont Triad Regional Council

A.2. Project/Program

Project Reentry-CDBG

A.3. FY 2021-22 Funding Request Amount

\$32,707.00

A.4. Agency's Total Operating Budget

\$40,101,019.00

A.5. Mailing Address

1398 Carrollton Crossing Drive Kernersville, NC 27284-_____

A.6. Project/Program Location Address

2701 University Parkway Winston-Salem, NC 27115

A.7. Organization Website

www.ptrc.org

A.8. Year 501(c)(3) status obtained

1968 LRO creation

A.9. Organization Fiscal Year

www.ptrc.org

A.10. Federal Tax ID Number

A.11. Federal DUNS Number

EXECUTIVE DIRECTOR/MANAGER

A.12. Name, Title

Matthew Dolge, Executive Director

A.13. Email

rhowell@ptrc.org

A.14. Phone

(336) 904-0300

CONTACT

A.15. Name, Title

Robin Howell, Criminal Justice Programs Director

A.16. Email

rhowell@ptrc.org

A.17. Phone

(336) 904-0300

BOARD CHAIR

A.18. Name

Kevin Austin

A.19. Term Expiration

12/30/2020

A.20. Email

kaustin@ptrc.org

A.21. Phone

(336) 904-0300

B. Project Overview

Completed by rhowell@ptrc.org on 11/13/2020 11:41 AM

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B. Project Overview

Please provide the following information

APPROACH (7 POINTS)

B.1. Provide a concise description of the proposed project/program, indicating specifically how City funds will be used. Briefly, what are the goals/objectives of the project/program?

Funds will be used to support staff/programming costs related to Project Reentry's pre, pre/post and post-release services for the City of Winston-Salem.

Serving the City of Winston-Salem since 2003, Project Reentry's goals are to reduce criminal justice costs, improve public safety and assist justice-involved individuals in achieving successful reintegration into the community. Objectives are to provide transitional case management, vocational/employment training, education, counseling, family reunification and personal assistance services to justice-involved individuals both during their incarceration and after their release in the community in order to help them live crime free, productive lives.

Project Reentry strives to help the WHOLE person and assists in meeting the many unique challenges of the justice-involved population. Practical needs such as job search/placement, educational/skills training, basic needs and housing are all addressed, but Project Reentry also provides critically important personal reinforcement through peer support, specialized case management and advocacy. Participants learn to work through deinstitutionalization issues to restore their sense of confidence, ability to succeed and personal self-worth.

The impact of Project Reentry is far reaching. Participants become stronger parents/family members, excel as more productive workers and live as better citizens. Ultimately, the entire Winston-Salem community benefits.

Project Reentry is a program of the PTRC's Criminal Justice Department. All programs of the Department are completely self-sustained and reliant upon grant funds. There is no ongoing funding support through PTRC for the Department, staff or department-provided programs.

B.2. How will a participant access the proposed project/program, use the services, and derive a beneficial outcome from participation?

Prison inmates begin working with Project Reentry's pre-release groups and individual sessions 6-12 months prior to release from prison. Inmates voluntarily sign up for Project Reentry through their prison case manager in partner facilities where our pre-release services are offered. (Forsyth Correctional Center in Winston-Salem is one such facility.) There are frequently waiting lists for entry into the program.

When enrolled in a pre-release class cycle, inmates attend classes offered under Project Reentry's copyrighted, trademarked curriculum. Once they graduate the pre-release program classes, they are eligible for continued services upon release. Project Reentry staff work with prison case managers to solidify home plans and plan individual consultation meetings/referrals with the inmates during the immediate weeks before release.

Once released in the community, pre/post participants begin their home plan activities and engage through Project Reentry with activities and services tailored to their individual needs. Home plans can include assistance/referral coordination for employment, housing, counseling/treatment, health/medical, basic and other needs.

State probationers and post-release supervision cases are also eligible for Project Reentry's post-release programming upon recommendation of the supervising officer, typically within 45 days of DPS assignment/release. Jail-released and other participants may also be referred by Reentry Council and other community partners, through self-referral online, by letter or by walk in visit.

All Project Reentry services are customized and based on several factors including: previous pre-release involvement with Project Reentry, evidence-based risk/needs assessments, participant interviews and individual placements related to substance abuse, mental health, vocational and/or other personal basic needs. Individualized case plans will address vocational/educational training and placement, treatment/relapse prevention, housing, basic needs, family reunification and other support.

Participants will benefit from the variety of services offered and/or coordinated and from targeted interventions that best meet their current needs/barriers. Project Reentry helps participants work through the frustrations, obstacles and fears that often contribute to failed reintegration. Participants learn patience, perseverance and most of all HOPE. The beneficial outcomes for participants are improved self-sufficiency, re-connection with their families, children and the community, and decreased risk of future criminal involvement.

Project Reentry has the philosophy that "once a participant, always a participant" so that participants who have needs that come up after previous successful discharge from the program can contact program staff any time for additional support, guidance and referral. Sometimes circumstances change and participants need additional encouragement, assistance or a new direction. Project Reentry is their place to go for this help.

B.3. Below, please provide anticipated service metrics into the appropriate fields.

Where applicable, applicants will be reimbursed funds based upon timely submissions of eligible invoices. These invoices should describe services rendered and should align with the goals and objectives cited here. Where outcomes do not align with goals, please be prepared to provide a written summary of shortcomings. If applicable and serving individual clients over a period of time.

Average Number of Participants Served at a Single Time

40

Maximum Number of Participants to Be Served at a Single Time

60

Unduplicated Total Number of Participants to Be Served During the Program Year

180

NEED (7 POINTS)

B.4. Describe the population(s) to be served. Describe the key demographic and economic characteristics of the clients to be served.

NCDPS releases nearly 900 prison inmates per year to the City of Winston-Salem/Forsyth County and manages nearly 3,500 probationers/parolees per year in the same community. Additional inmates return from the jail setting, federal

prisons, and probation “Confinement in Response to Violation” (CRV) facilities.

Project Reentry will target 180 male and female participants who reside in the City of Winston-Salem/Forsyth County. Participants returning to the City of Winston-Salem/Forsyth County will be recruited for pre-release services offered in 11 prisons across the state, with an emphasis on Forsyth Correctional Center which has the most eligible inmates returning home to this area. Post-release services will be provided to successful pre-release graduates and post-release partner referrals from state/federal Probation/Parole, Forsyth Reentry Council, Forsyth Detention Center and other community partners. Self referrals may also be accepted. Workshops and other targeted activities may also be provided to participants with local partner agencies such as emergency/transitional housing and DSS affiliates.

Project Reentry will also assist the children and families of participants through specialized "Project Family" case management and activities as well as referrals to support programming/agencies that can assist with their employment, education, counseling, parenting/family reunification and personal assistance needs.

The majority of Project Reentry participants will be African-American males age 18-45 living in the very low income level below the poverty level. Impoverished females will also be targeted for services, especially those with children. Indirect beneficiaries will be the children and families of participants.

Most Project Reentry participants will have felony convictions and a history of multiple prison and/or jail incarcerations. Most will also have a history of substance abuse or other issues that have contributed to their criminal involvement.

B.5. Describe the unmet need that the proposed project/program seeks to address. Why does the population described above need the proposed assistance? Include data supporting the need.

Without the unique services Project Reentry provides such as customized case management, employment/vocational preparation and training, de-institutionalization counseling, family reunification and personal assistance support/referral, the justice-involved population is known through national research to face a high risk of recidivism, with an average of two thirds (2/3) of those released returning to prison for new crimes within three years.

Since 2003, Project Reentry pre/post participants from Winston-Salem/Forsyth County have maintained a low recidivism rate in return back to prison. In the latest two-year study on our participants, only 12.9% returned to prison, compared to a statewide average of 32%. Clearly, Project Reentry is verified as a program that is highly successful in helping prepare justice-involved individuals for productive post-release living.

Project Reentry helps participants see and seek a different path. As they work the program, they are reminded they are fathers and mothers, sisters and brothers, children and citizens, and their future can be one of hope and change if they have the right attitude and the right tools.

There is no other program serving the pre/post release justice-involved population in the state of North Carolina or in the City of Winston-Salem that is like Project Reentry. Project Reentry is a vetted, reliable and trusted partner for both NCDPS and the City of Winston-Salem.

COLLABORATION (6 POINTS)

B.6. Describe any specific collaborative relationships with other organizations (public or private) and how they will impact the project/program. How will collaboration contribute to the planning, implementation, operation, oversight, and performance measurement of the proposed project/program?

Project Reentry’s unique partnership with the NC Department of Public Safety results in Project Reentry being the sole and only approved provider to offer our pre/post-release services for inmates in Forsyth Correctional Center and other

prisons across the state. This sole source collaboration provides Project Reentry with seamless and streamlined referrals and service provision capability.

In addition to having a local network that includes referral agencies and community groups that work regularly with shared clients, Project Reentry has long been a part of many collaborative efforts in Winston-Salem/Forsyth County such as Project Safe Neighborhoods and Ministers' Conference. All of Project Reentry's partners are critical in effectively and comprehensively serving the population. These include Employment/Training agencies such as Goodwill NWNC, WIOA and NC Works, educational partners such as Forsyth Tech, Wake Forest University, Winston-Salem State University, WSFC Schools and High Point University, Housing partners such as Eureka Ministries, ESR, Bethesda Center, WS Rescue, Hawley House, Brian's Place and Salvation Army, Substance Abuse/Mental Health partners such as Cardinal Innovations, DayMark Recovery, Monarch, TASC, Community Care Center and Family Services, and Basic Needs partners such as Habitat, Green Nest, Community Care Clinic, Crisis Control Ministries, Rescue Mission and WSTA,. Cross referrals and wraparound case management structures that include multiple services provision are keys to programming success.

Project Reentry remains engaged regularly with partners in the planning, expansion and delivery of services in both pre- and post-release settings. Pre-release programming is offered after recruitment and operational planning/scheduling with prison administrators/programs staff and community partners who provide pre-release presentation support. Pre/post release case planning is offered in coordination with prison case managers, state or federal probation/post-release supervision officers and transitional services partners. Post-release case management/services delivery is offered in coordination with community network partners who support and assist in wraparound services. Program oversight is maintained by ongoing review of success rates, admissions, program expansion and recidivism studies compiled with/for Department of Public Safety, grantors/ community agency funders and internal program databases.

In FY 21-22, Project Reentry will also continue to build the Local Reentry Council, which serves as the official liaison between the Department of Public Safety and Winston-Salem/Forsyth County and also operates as a central network in researching, managing and implementing local reentry-focused services for the City of Winston-Salem. The Council, with nearly 100 partner agencies, also provides community training events such as the annual Reentry Expo, Reentry Simulations, topic-centric events such as Housing Forum series and outreach activities such as upcoming Faith Symposiums.

Additionally, Project Reentry will continue to grow "Project Family," which focuses on children of incarcerated parents through case management and activities with partners such as WSFC Schools, Winston-Salem Police Department and Angel Tree Ministries. Project Family offers ongoing support such as "Shop with a Cop", "Christmas for the Kids" and "Family Fun Day"

IDIS Setup

No data saved

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IDIS Setup

Please provide the following information

Project Name

National Objective

Activity Number ID

HUD Activity Code

Project Description

Accomplishment Type

Initial Application Date

Service Area

Ward

Census Tract(s)

Block/Group

MWBE

C. Strategy and Performance

Completed by rhowell@ptrc.org on 11/13/2020 11:41 AM

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C. Strategy and Performance

Please provide the following information

STRATEGY (5 POINTS)

C.1. The City of Winston-Salem adopted the [2017-2021 Strategic Plan \(2019 Update\)](#) as a guiding document to establish community priorities based on the vision, mission, and values set forward by the Mayor and City Council. Indicate which of the City's strategic focus areas your program aligns with best (select one):

Safe and Secure Community

C.2. Select the service area(s) that your project/program relates to:

- Housing/Homelessness
- Economic Development
- Construction Rehabilitation
- Poverty Reduction
- Arts and Culture
- Youth
- Public Safety
- Transportation
- Other

PERFORMANCE (15 POINTS)

C.3. Explain the plan for monitoring and evaluating the project/program. Also include the steps that will be taken if the stated program goals provided in C.5. are not achieved.

Project Reentry uses a sole source, licensed, cloud-based internal database and regular site audits to track services/activities of its programming. The database tracks all demographics, numbers served, case management logs, etc. needed to monitor and evaluate program efficiency and impact, both for internal review and external reporting and audit. Any unmet goals are reviewed and services/staffing modified accordingly to improve success rates/capacity.

Project Reentry outcomes are also monitored externally by community partners, other funders and the NC Department of Public Safety for continued support of pre and pre/post activities.

Additionally, Project Reentry regularly conducts recidivism studies using local universities' supports to measure long-term success of participants who have completed the program. The recidivism studies are compared to the most

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current studies done on state and national levels to determine outcomes that are objective.

Finally, in maintaining financial integrity and accountability, all financial operations of the Criminal Justice Department and PTRC are thoroughly monitored annually through a comprehensive single audit process and the results published to all member governments, including the City of Winston-Salem.

C.4. Describe the system to be used to track participant and program data. List any key reports and their frequency that will be used to capture project/program performance.

Project Reentry uses a sole source, licensed, internal cloud-based database that networks all statewide Project Reentry sites for documenting statistical, demographic and case management data . The database can produce on-demand reports and is also used for monitoring monthly, quarterly and annual activities for internal and external quality assurance purposes. The database is available for funders to view as needed and is the source of capturing all reports provided to the City of Winston-Salem's monitoring/audit teams.

C.5. Use the chart below to show how your agency measures program effectiveness. List goals, activities, and performance measures you will use to evaluate services, facilities, and programs that will be funded by the City. Performance measures can be quantitative and/or narrative.

Applicants will be reimbursed funds based upon timely submissions of eligible invoices. These invoices should describe services rendered and should align with the goals and objectives cited here. Where outcomes do not align with goals, please be prepared to provide a written summary of shortcomings.

Stated Program Goals	Program Activities in Support of Goals	FY 19-20 Previous Year Results	FY 20-21 Current Year Projected Results	FY 21-22 Next Year Anticipated Results
To improve the reintegration and transition of justice-involved individuals returning to the community	Pre/post -release full case management services and community-based support services	197 new participants were served during the year.	180 participants projected to be served during the year.	180 participants to be served during the year.
To increase the employability of pre/post-release Project Reentry participants	Provide customized case management, skills building and vocational education	88 participants gained employment and 148 received employment and vocational training and services	60 participants projected to gain employment and 120 will receive employment services (modified due to COVID)	90 participants will gain employment and 100 will receive employment services
To alleviate basic needs deficits for pre/post and post-only participants	Provide basic assistance services to pre/post and post-only participants	134 participants received basic needs services.	120 participants will receive basic needs services (modified due to COVID).	140 participants will receive basic needs services.

	Total Unduplicated	Total Number Served
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	Number Served	
FY 19-20 Previous Year Results	197	288
FY 20-21 Current Year Projected Results	180	200
FY 21-22 Next Year Anticipated Results	180	240

C.6. FY 19-20 Program Accomplishments

For FY 19-20, Project Reentry served 197 new participants and 288 total participants. Due to the COVID pandemic, the reach and scope of work was different during the last four months of the fiscal year. A higher number of participants worked on educational and vocational training needs, and a significant number also required multiple basic needs services as noted above. Still, even with a state and city shutdown for much of early 2020, 88 participants were able to find employment during the fiscal year.

Prior to the COVID outbreak, Project Reentry was in the process of organizing multiple community events to be held during the spring of FY 19-20, including the annual Reentry Expo, a Faith Symposium (in partnership with the Reentry Council), and a Reentry Simulation (in partnership with Project Safe Neighborhoods). If Project Reentry is funded for FY 2021/22, these events will again be offered when COVID is under control. If COVID is still of issue, consideration will be given to developing virtual events to temporarily replace in-person activities.

During FY 19-20, Project Reentry's "Project Family" initiative partnered with the local Angel Tree program, Winston-Salem/Forsyth County Schools and the City of Winston-Salem's Police Department to serve a total of 61 children of incarcerated parents and 27 families , and coordination of community workshops for agency partners.

We are hopeful that FY 2021-22 will mark the end of the COVID crisis and all participant services and programs can work at in-person, full and growing capacity again.

C.7. FY 21-22 Key Objectives

With adequate funding support and programming restored to pre-COVID levels, Project Reentry will have the goal to serve 180 participants during FY 21-22. Pre-release participant average in Forsyth Correctional Center will be 15-20, and the ongoing average post-release participant caseload with full services will be 40. Project Reentry will also provide ongoing workshops to participants under formal Memoranda of Agreement with community partners that may include Department of Social Services, Bethesda Center, WS Rescue, Division of Community Corrections and Salvation Army. Project Reentry will also continue to offer community events by leading the Local Reentry Council and Project Family efforts. These can include the annual Reentry Expo, a Faith Symposium, Reentry Simulations and expanded curriculum topics for pre-release classes.

D. Organizational Capacity

Completed by rhowell@ptrc.org on 11/13/2020 11:46 AM

Case Id: 11057

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D. Organizational Capacity

Please provide the following information

MISSION (5 POINTS)

D.1. Provide an overview of the organization. Include the organization's mission statement and the major services, programs, and activities provided. How does the proposed project/program help advance the mission of your organization?

As a North Carolina Lead Regional Organization (LRO) representing the City of Winston-Salem as a core member, PTRC's mission is to assist in meeting member citizens' needs by: nurturing regional cohesiveness, providing leadership in identifying issues and reaching solutions, being proactive in building on community strengths and opportunities, and bridging the responsibilities of federal, state and local governments. PTRC Departments include Administration/Member Services, Planning, Workforce Development, , Aging, Community Development and Criminal Justice. A snapshot of programming/activities offered by PTRC during 2019/20 is outlined in the section below.

The Criminal Justice Department's "Project Reentry" program exemplifies PTRC's mission by promoting the successful reintegration of local, state and federal justice-involved citizens through a unique and specialized pre to post-release system of services. This system is supported by diverse and wide-ranging state and community partnerships within the City of Winston-Salem and across North Carolina. Project Reentry works closely with all partners to offer a comprehensive and unified approach to justice-involved programming and reentry advocacy.

FUNCTION (5 POINTS)

D.2. How long has your organization been in operation?

The current Piedmont Triad Regional Council was founded in 1968 as the Northwest Piedmont Council of Governments.

D.3. How does your organization benefit and serve the City of Winston-Salem and its citizens?

The City of Winston-Salem is one of PTRC's largest member governments. During FY 19-20, PTRC provided nearly \$4.9 million in pass through funding to Winston-Salem/Forsyth County as well as provided/coordinated a variety of programs and services benefiting the City of Winston-Salem residents through federal/state/ local resources and partnerships. Areas of PTRC services include Administration/Member Services, Aging, Community Development, Criminal Justice, Planning and Workforce Development.

In addition to the Criminal Justice Department's programming, specific services and programs offered by other PTRC departments to the City of Winston-Salem/Forsyth County in FY 2019-20 include:

Management & Planning:

- Compensation review assistance
- Census 2020 planning assistance.
- Weekly manager's conference calls with state officials and federal representatives during the

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COVID-19 pandemic.

Economic Development:

- \$2 million dollar revolving loan fund for small business development
- Development & training on Opportunity Zones and financing options for developers
- Piedmont Triad Food Council
- NC Triad website / Workforce Talent Alignment & Place Marketing
- Microloan funding for small businesses impacted by COVID-19.

Environmental Programs:

- Stormwater education sessions and mass media campaigns. 655,528 people reached by local advertising campaigns.
- Clean Fuel Advanced Technology program

Workforce Development Programs

- Lead NC Works Career Center for a 6 county region located in Winston-Salem.
- 79 disadvantaged or disabled Winston-Salem youth age 16-24 served through the NextGen Youth Program.
- Provided job placement and career assistance services to 3,539 residents of Winston-Salem.
- Partnership with Forsyth Tech and with Goodwill Industries on job training programs.
- Masks provided to 205 small businesses in the county

Aging Programs:

- Over \$2.3 million in funding for aging service providers in the county
- Shepherd Senior Center located on Ebert Street
- 33 long-term care facilities within the City, 173 visits made to area long-term care facilities
- 3 congregate nutrition sites in the City that served 13,171 meals to area seniors
- Community or home based services for 2,190 area seniors in need
- Home delivered meals offered to 1,490 area seniors
- Medical transportation provided to 123 seniors.
- 81,250 masks provided to seniors and their care providers in Forsyth County

Housing & Community Development Programs—

Weatherization Assistance:

-Grant funding secured to weatherize 60 homes for low income, elderly, or disabled homeowners.

Total value of improvements—

\$595,866

STRUCTURE (5 POINTS)

D.4. In the chart below, list key personnel involved in the proposed project/program.

Position Title	Activities/Inputs	Total Work Hours Per Week	% of hours proposed to be funded
Project Reentry Coordinator	Oversee daily staff operation/programming, DPS prisons, probation/community partners coordination, database/caseload monitoring, Reentry Council. Work, case management and support for assigned pre-release and post-release participants.	40	22.50 %

D.5. List all executive staff and their compensation (other than per diem).

Executive Staff Name	Title/Role	Compensation	% of Hours Proposed to be Funded
PTRC Board of Delegates	same	\$0.00	0.00 %

D.6. Attach an organizational chart



Organizational Chart *Required

PTRC Organizational Chart 2020.docx

D.7. Please complete the Diversity of Employment and the Employment Profile below. See the [Request for Proposals \(RFP\)](#) for definitions of position types used in the Employment Profile.

Describe the hiring process and how it is structured to provide the most diverse candidate pool.

PTRC complies with all EEO standards to ensure all applicants to the PTRC are provided with fair treatment in all aspects of personnel administration without regard for sex, race, national origin, ethnicity, color, religion, creed, age, marital status, genetic information, veterans’ status, disability, political affiliation, or for any other reason prohibited by law. Individuals shall likewise be treated with proper regard for their privacy and constitutional rights as citizens.

Please enter the total number of Full-Time Positions and Employees you have in the table below

	Male - White	Male - Black	Male - Other	Female - White	Female - Black	Female - Other
Executives/Managers	9			4	2	
Professionals	8	1		16	5	1
Technicians	3	1	1	1	2	

Office/Clerical				7	7	
Laborers/Service Workers						
Total Full-Time						

Please enter the total number of **Temporary/Part-Time Positions (FTE)** and **Employees** you have in the table below

	Male - White	Male - Black	Male - Other	Female - White	Female - Black	Female - Other
Executives/Managers				1		
Professionals	4	1		6		
Technicians	1					
Office/Clerical	1			7		
Laborers/Service Workers	3					
Total Part-Time/Temp						

D.8.

Attach a list of all Board Members AND compensation (other than per diem) *Required

PTRC Board of Delegates 2020.docx

D.9. Number of full Board meetings held during the last twelve months

5

D.10. Number of Board's Executive Committee meetings held during the last twelve months

10

ABILITY (5 POINTS)

D.11. Describe the implementation or operational plan to get the proposed project/program up and running in a timely manner. Describe any key contingencies on which the startup depends. Please upload any maps, milestones, etc. to "F. Required Documents."

If necessary funding is secured to support planned capacity, Project Reentry programming will be ready and operational to begin work towards proposed goals and objectives upon grant award.

For FY 21-22, the Project Reentry Coordinator will continue working with NCDPS to implement the local reach of its designated reentry facility system wherein local prisons are identified to release higher numbers of inmates back into local communities. Forsyth CC, Davidson CC, Caswell CI and Dan River CC will all be facility partners through which a large number of inmates will be released back to Winston-Salem/Forsyth County. Project Reentry will work closely with NCDPS to increase programming needs in these prisons for Winston-Salem/Forsyth County residents.

As noted above, we remain hopeful that the COVID-19 pandemic will be under control by the time FY 21-22 arrives. Under the current provisional status, however, we are still able to serve participants both in person by appointment and virtually both in workshops and in pre-release classes - offered in Forsyth Correctional Center. Employment search and placement continues to be strong. There are also numerous skills training opportunities available, many of which can be accessed through scholarship referral of Project Reentry. We are proud of the innovation we have employed to keep programming viable during COVID-19 and will continue to develop services as needed moving forward.

In terms of milestones, Project Reentry will be nearing its 20th year of programming for the citizens of the City of Winston-Salem/Forsyth County when FY 21-22 begins, having served over 4000 individuals locally!

D.12. How do your policies and procedures (including marketing, outreach, eligibility determination and appeals) ensure fair and equal access to the benefits of the program to all persons who seek to participate?

NCDPS case managers will assist in the posting for and recruitment of participants for pre-release classes and advise potential participants that the program is purely voluntary. The voluntary nature of pre-release promotes fair and equal access for inmates who are preparing for release.

State and federal community corrections officers will share flyers and workshop information with any appropriate post-release cases and probationers who are in need of services with Project Reentry workshops/programming.

Project Safe Neighborhoods Notifications will also be active in referring cases to the program. Reentry Council partners will follow a referral system to access Project Reentry, and potential participants may also self refer online, by letter or by walk in.

Project Reentry workshops will be posted through Reentry Council email network, online and onsite at various partner agencies. Further development of the Reentry Council and related community initiatives such as the annual Reentry Expo will provide enhanced opportunity for marketing and engagement.

E. Cost Effectiveness

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Completed by rhowell@ptrc.org on 11/16/2020 2:59 PM

Address: *No Address Assigned

E. Cost Effectiveness

Please provide the following information

BUDGET AND FUNDING (10 POINTS)

E.1. Please complete the table to show the organization's operating budget.

Expenditures by Program	Budgeted FY 20-21	Projected Actuals FY 20-21	Proposed Budget FY 21-22
Program Services	\$298,417.00	\$298,417.00	\$313,872.00
Fundraising	\$0.00	\$0.00	\$0.00
Management and General	\$0.00	\$0.00	\$0.00
Total Expenditures by Program	\$298,417.00	\$298,417.00	\$313,872.00

Expenditures by Category	Budgeted FY 20-21	Projected Actuals FY 20-21	Proposed Budget FY 21-22
Employee Salaries and Wages	\$183,444.00	\$183,444.00	\$188,947.00
Employee Benefits	\$87,136.00	\$87,136.00	\$95,850.00
Facility Rent and Utilities	\$0.00	\$0.00	\$0.00
Training and Conference Registration	\$0.00	\$0.00	\$0.00
Membership and Dues	\$0.00	\$0.00	\$0.00
Travel and Transportation	\$4,262.00	\$1,262.00	\$2,500.00
Grants to Individuals and Organizations	\$0.00	\$0.00	\$0.00
Contracted Fundraising Services	\$0.00	\$0.00	\$0.00
Goods Purchased for Resale	\$0.00	\$0.00	\$0.00
Other Contracted Services	\$0.00	\$0.00	\$0.00
Other Operating Expenditures	\$23,575.00	\$26,575.00	\$26,575.00
Capital Outlay	\$0.00	\$0.00	\$0.00
Total Expenditures by Category	\$298,417.00	\$298,417.00	\$313,872.00

Revenues by Category	Budgeted FY 20-21	Projected Actuals FY 20-21	Proposed Budget FY 21-22
City of Winston-Salem	\$0.00	\$0.00	\$49,636.00
Forsyth County	\$0.00	\$0.00	\$0.00
State of North Carolina	\$0.00	\$0.00	\$127,500.00
Federal Government	\$0.00	\$0.00	\$0.00
Admissions/Program Revenues/Sales	\$0.00	\$0.00	\$0.00

Memberships	\$0.00	\$0.00	\$0.00
Donations	\$0.00	\$0.00	\$0.00
Foundation Grants	\$0.00	\$0.00	\$136,736.00
Interest and Investment Income	\$0.00	\$0.00	\$0.00
Parent Organization	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total Revenues by Category	\$0.00	\$0.00	\$313,872.00

Describe any amounts listed under "Other Operating Expenditures" or "Other Revenues." Provide details on any specific federal government revenue sources.

Other Operating Expenditures include office space, equipment, supplies, marketing materials, phones, utilities, etc. as well as participant goods/provisions.

E.2. Has the City of Winston-Salem provided funding in the past? If so, provide a funding history of the most recent five years of City contributions in the table below.

Year	Funding Source	Funding Amount
2020	CDBG/SOAR	\$41,150.00
2019	CDBG/SOAR	\$41,150.00
2018	CDBG/SOAR	\$41,150.00
2017	CDBG/SOAR	\$41,150.00
2016	CDBG/SOAR	\$41,150.00

E.3. Please complete the table below to show specific details of proposed City funding and other leveraged funding for the proposed project/program.

Activity	Funding Requested from City	Funds from Other Sources	Other Funds Source
Project Reentry Coordinator	\$48,101.00	\$96,216.00	State of NC
Project Reentry Case Managers	\$0.00	\$145,286.00	State of NC/Goodwill Foundation
Participant Services	\$1,535.00	\$0.00	
Travel	\$0.00	\$2,500.00	State of NC/Goodwill Foundation
General Operating	\$0.00	\$20,234.00	Goodwill Foundation
	\$49,636.00	\$264,236.00	

E.4. For each activity and line item above, please provide a short but detailed description of how City resources will be used to carry out proposed programming.

For the Project Reentry Coordinator position, City funds will be used to cover 22.5% of total costs associated with the position, including salary/fringe and internal indirect costs such as office phone, cell phone, copier, computer needs, database support, office supplies, etc. The Coordinator will oversee all aspects of Project Reentry programming provided in the City of Winston-Salem/Forsyth County, manage intersect with Local Reentry Council and Project Family programs, and supervise all staff (3) related to Project Reentry's total reach. The Coordinator will be the point of contact for all stakeholders, partners and referral agents (DPS, Probation and community) for Project Reentry. The Coordinator will also work directly with case managing participants.

E.5. Where another stakeholder or agency is providing non-monetary assistance with a particular aspect of your programming, please provide a short description of those activities and how they will supplement the use of City funds.

In addition to the monetary support for Project Reentry and its initiative efforts such as Project Family and Local Reentry Council, Goodwill NWNC and WIOA (PTRC sister department program) also provide office space and in kind scholarships for qualifying participants for a variety of classes and other educational opportunities.

E.6. If this year's request is different in any way (amount, activities, etc.) from a prior year's request, explain how and why. If you are a new applicant, please describe how you would adjust your project/program if your funding request is not funded at the full amount.

This request is to fund 9 hours per week of the Coordinator's position, which reflects the time allocation for the work and the corresponding salary package and operational costs needed. The request includes provision for COLA, fringe rate and expected operational increases in FY 21-22.

SUSTAINABILITY (7 POINTS)

E.7. Describe the plan to sustain the project/program funding in future years. Include information about other funding sources to leverage City funds requested.

Project Reentry remains committed to work with local community partners and other foundations/funders to maintain program support as it has since 2003. Other funding partners may include State of North Carolina, Goodwill NWNC, and additional funding agents for future initiatives related to Project Reentry programming/expansion. The City of Winston-Salem's investment in Project Reentry is an investment that works in concert with additional funding to produce a comprehensive program overall.

BARRIERS (3 POINTS)

E.8. Describe any potential programmatic barriers to project implementation (e.g. recruitment or outreach challenges, etc.) and your plans for overcoming them.

The only programmatic barriers we foresee may be the continued impact of COVID if the pandemic reaches well into 2021. In planning to deal with that very real possibility, Project Reentry is working hard to set up and refine virtual pre-release programming within the NCDPS prison system. We are also ready to offer virtual workshops as needed. For in-person appointments, we are capable of continuing outreach by offering safety protocols in line with CDC guidelines and state mandates.

Even if COVID has abated by mid 2021, we expect there will be long lasting consequences within the community in terms of employment, income, mental health and other issues. Project Reentry will work to meet those challenges by working with all local and state resources to offer new initiatives and support for those impacted within our caseloads. We will stay up to date on any support that may flow from federal, state or local sources and guide our participants accordingly.

E.9. Describe any institutional barriers to project implementation (e.g. staff vacancies, pending departures, etc.) and your plans for overcoming them.

We do not expect any institutional barriers as described above to impact our services.

AVERAGE COST (5 POINTS)

E.10. Use the table below to show the average amount of City funds requested per beneficiary to be served during the year and the average total cost of the service per beneficiary to be served during the year (including all funding sources)

Proposed funds from the City for this project:	49636
Number proposed to be served for the year:	180
Average City funds per beneficiary:	275.75
Proposed funds from all sources:	313872
Number proposed to be served for the year:	180
Average total funds per beneficiary:	1743.73

F. Required Documents

Completed by rhowell@ptrc.org on 11/13/2020 11:40 AM

Case Id: 11057

Name: Project Reentry - CDBG - 2021/22

Address: *No Address Assigned

F. Required Documents

Please provide the following information

Documentation

Code of Conduct/Conflict of Interest Policy *Required

PTRC 2021-21 Employee Handbook.pdf

Submit a copy of the agency's latest 990 Form as submitted to the Internal Revenue Service. *Required

PTRC Charter.pdf

Organization By-Laws *Required

PTRC Bylaws 4.17_signed.pdf

Articles of Incorporation *Required

PTRC Charter.pdf

Organization Policies (including personnel, formal non-discrimination, procurement, accounting, etc) *Required

PTRC 2021-21 Employee Handbook.pdf

PTRC 2020 Merit principle and equal opportunity commitment.pdf

PTRC Finance Policy and Procedures Manual 2020.doc

PTRC UG Conflicts and Gifts Policy 2020.docx

PTRC UG Procurement Policy Revised 2020.docx

IRS 501(c)3 Designation Letter *Required

NC Statutes Governing LROs.doc

Audited financial statements or a third-party review ***Required**

18-19 PTRC Audited Statements revised.pdf

North Carolina Secretary of State - Current and Active Status (<https://www.sosnc.gov/search/index/corp>)

***Required**

PTRC Charter.pdf

Other

***No files uploaded*

G. Income Based Projects/Services Only

Case Id: 11057
Name: Project Reentry - CDBG - 2021/22
Address: *No Address Assigned

Completed by rhowell@ptrc.org on 11/13/2020 11:49 AM

G. Income Based Projects/Services Only

** Complete this section only if you are requesting funds for a Community Development project (for CDBG, HOME and/or ESG funding).**

If the section is not applicable to your project, please leave the questions blank and mark the step "Complete."

G.1. In the right-hand column below, indicate the number of participants to be served by the proposed project/program within each income category during the year. Click [here](#) to see Winston-Salem income limits by household size.

Income Range	# to be served
0 to 30% of median	160
31% to 50% of median	20
51% to 80% of median	0
Greater than 80% of median	0

G.2. Describe policies, procedures, and criteria for determining who is eligible. Describe the procedures for screening, eligibility determination, intake, assessment and orientation of participants

DPS prison staff determines participant targeting/recruitment for pre-release services using remaining length of stay and reported county of residence after release as baseline queries. NCDCC (Probation) uses its risk-needs assessment tool to determine referrals among state probation and post-release supervision populations. Reentry Council members refer based on the Council's accepted screening/referral process. Community partners refer to the program based on their agency needs assessment. Family members and self-referrals will also be accepted for cases that have recently been released to the community. Federal inmates may be referred by supervising officers/facilities.

Once referred, participants are intaked by staff and case management needs determined through interview and evidence-based assessment tools. Services begin immediately and are modified through a participant's stay according to changing needs and circumstances.

H. Construction/Rehab Only

Completed by rhowell@ptrc.org on 11/16/2020 2:59 PM

Case Id: 11057

Name: Project Reentry - CDBG - 2021/22

Address: *No Address Assigned

H. Construction/Rehab Only

** Complete this section only if you are requesting funds for a Housing Construction or Rehabilitation project.**
If the section is not applicable to your project, please leave the questions blank and mark the step "Complete."

H.1. Describe the proposed project, including any plans. If the project is approved, we will need a detailed work write-up.

H.2. Provide a projected timeline for the proposed work.

H.3. Describe how the project will be managed, including the contractor procurement process.

H.4. Describe the target market, including any special populations to be served.

H.5. Describe the services or program you plan to provide.

H.6. Describe the property management plan.

H.7. List the development team members.

H.8. Describe the financial capability of the sponsor/owner organization, including submission of the organization's operating budgets, agency audits, and Form 990s for the prior three years, unless already submitted to the City.

H.9. Listing of projects undertaken by principals over the past ten years, identifying project name and address, type of project, and number of units; please note any projects for which local government funding was received.

Project Name	Address	Type of Project	No. Units	Govmt Funding
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Documentation

Market study or other analysis to verify the need for the project.

***No files uploaded*

Development costs that include a detailed sources and uses statement of all funds, including the requested loan from the City, in electronic format, preferably a spreadsheet.

***No files uploaded*

Operating pro forma that includes rent and operating cost assumptions and all estimated loan payments, in electronic format.

***No files uploaded*

Operating Budget

***No files uploaded*

Form 990

***No files uploaded*

I. Emergency Shelter Only

Completed by rhowell@ptrc.org on 11/16/2020 2:59 PM

Case Id: 11057

Name: Project Reentry - CDBG - 2021/22

Address: *No Address Assigned

I. Emergency Shelter Only

** Complete this section only if you are requesting funds for an Emergency Shelter project.**

If the section is not applicable to your project, please leave the questions blank and mark the step "Complete."

Prior to the beginning of any funding year, any ESG-funded program must participate in the local Homeless Management Information System (HMIS) designated by the Winston-Salem/Forsyth County Continuum of Care, or for domestic violence programs, a comparable database in accordance with HUD's standards.

Emergency Shelter: Essential Services

Activity	Total Budget (\$)
Case Management	\$0.00
Child Care	\$0.00
Education Services	\$0.00
Employment Assistance	\$0.00
Job Training	\$0.00
Outpatient Health Services	\$0.00
Transportation	\$0.00
Legal Services	\$0.00
Services to Special Population	\$0.00
Overhead Costs (limited to 15% of total activity request)	\$0.00
	\$0.00

Emergency Shelter: Operating Costs

Activity	Total Budget (\$)
Rent	\$0.00
Shelter Security	\$0.00
Fuel	\$0.00
Equipment	\$0.00
Insurance	\$0.00
Utilities	\$0.00
Food	\$0.00
Furnishings (limited to less than \$500 per item)	\$0.00
Supplies	\$0.00
Maintenance or Minor Repairs	\$0.00
Overhead Costs (limited to 15% of total activity request)	\$0.00
	\$0.00

J. Rapid Rehousing and HMIS Only

Completed by rhowell@ptrc.org on 11/16/2020 3:00 PM

Case Id: 11057

Name: Project Reentry - CDBG - 2021/22

Address: *No Address Assigned

J. Rapid Rehousing and HMIS Only

** Complete this section only if you are requesting funds for a Rapid Rehousing project.**

If the section is not applicable to your project, please leave the questions blank and mark the step "Complete."

Prior to the beginning of any funding year, any ESG-funded program must participate in the local Homeless Management Information System (HMIS) designated by the Winston-Salem/Forsyth County Continuum of Care, or for domestic violence programs, a comparable database in accordance with HUD's standards.

Rapid Rehousing Financial Assistance

Activity	Total Budget (\$)
Rent Assistance	\$0.00
Rental Application Fees	\$0.00
Security Deposits	\$0.00
Last Month's Rent	\$0.00
Utility Deposits	\$0.00
Utility Payments	\$0.00
Moving Cost Assistance	\$0.00
Overhead Costs (limited to 15% of total activity request)	\$0.00

Rapid Rehousing Services

Activity	Total Budget (\$)
Case Management	\$0.00
Housing Search and Placement	\$0.00
Mediation	\$0.00
Legal Services	\$0.00
Credit Repair	\$0.00
Counseling	\$0.00
Information and Referral	\$0.00
Monitoring/Evaluation of Progress	\$0.00
Overhead Costs (limited to 15% of total activity request)	\$0.00

HMIS/Data Collection Budget

HMIS Activity	City ESG Request	State ESG Request
Staff Costs	\$0.00	\$0.00
Equipment	\$0.00	\$0.00
User Fees	\$0.00	\$0.00
	\$0.00	\$0.00

Submit

Completed by rhowell@ptrc.org on 11/16/2020 3:00 PM

Case Id: 11057

Name: Project Reentry - CDBG - 2021/22

Address: *No Address Assigned

Submit

I certify that the applicant meets the conditions specified in the application instructions and will be able to carry out the proposed services in concert with these conditions. I also certify that the organization is a certified IRS 501(c)(3) non-profit organization.

Robin Howell

Electronically signed by rhowell@ptrc.org on 11/16/2020 3:00 PM