

**Comprehensive Plan - Budget Summary by Funding Source and Service Category**

**Submitted: Annually**

<b>MPRI Site:</b>		Central Area MPRI				
<b>Agency Name:</b> <b>Address:</b> <b>City:</b> <b>State:</b> <b>Zip Code:</b> <b>Agency Fiscal Contact</b> <b>Phone:</b> <b>E-mail:</b>	Michigan Works! West Central					
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<b>MPRI Service Category</b>	<b>MDOC MPRI</b>	<b>Federal</b>	<b>State</b>	<b>Local</b>	<b>Other</b>	<b>Total</b>
<b>1) Residential Stability</b>	172,000	-	20,000	-	-	192,000
<b>2) Employment Readiness</b>	338,800	340,000	-	-	-	678,800
<b>3) Social Support</b>	170,000	-	3,000	-	-	173,000
<b>4) Behavioral Health</b>	60,000	-	2,700	2,700	5,000	70,400
<b>5) Other</b>	-	-	-	-	-	-
<b>Total Service Funding:</b>	<b>740,800</b>	<b>340,000</b>	<b>25,700</b>	<b>2,700</b>	<b>5,000</b>	<b>1,114,200</b>
<b>6) Operations Support</b>	171,500	-	-	-	-	171,500
<b>Total Funding:</b>	<b>912,300</b>	<b>340,000</b>	<b>25,700</b>	<b>2,700</b>	<b>5,000</b>	<b>1,285,700</b>
<b>Prepared By</b>	Michael Wyman, Program Manager					
	<b>Type Name and Signature</b>					<b>Date</b>
<b>Approved by:</b>	Paul Griffith, Executive Director					
	<b>Authorized Agent Representing Administrative Agency</b>					<b>Date</b>
<b>Submitted on Behalf of MPRI Co-Chairs</b>						
	<b>Authorized Agent Representing Administrative Agency</b>					<b>Date</b>

# Narrative, Budget Summary and Cost Detail by Service Category

## Comprehensive Plan Section - Budget Summary by Funding Source and Service Category

Submitted: Annually

Agency Name: Michigan Works! West Central

### 1. Residential Stability

#### A. Residential Stability Narrative – Strengths, Gaps, Barriers and Local Response Strategy

##### Part I - Identification of Strengths, Gaps and Barriers

In the space provided clearly identify the existing strengths, gaps and barriers within the local community to be planned for in promoting safe and secure housing for returning offenders.

##### GAPS AND BARRIERS

There are five homeless shelters within the Central Area and four of those house women only with a preference shown for those fleeing domestic violence. The fifth shelter houses men but excludes those who have been convicted of a felony. For this reason, homeless shelters are not an option for MPRI participants. Transitional housing is also not currently available within the nine county area.

About 80% of MPRI participants move in with family members upon release and the remaining 20% are in need of housing assistance to prevent homelessness. Among sex offenders, the rate of homelessness is higher due to restrictions related to proximity to children and places frequented by children.

There are significant challenges related to School Safety Zones --- for those with sex offenses. Since housing units that are located close to potential places of employment are also, often near parks and schools, housing placements often require transportation that is not easily available to those without a vehicle. Public transportation in rural areas is extremely limited in some areas and is non-existent in others.

##### STRENGTHS

##### Part II - Local Response Strategy – Promoting Residential Stability

Address each of the following elements as the local response plan in utilizing existing community strengths and targeting requested resources to overcome gaps and barriers to promoting safe and secure housing for returning offenders.

##### *Public Education and Outreach Plan*

Describe the process of how local communities will be engaged when the selection of local housing options (sites) within their communities are undertaken for returning offenders. The plan must address working with local elected officials, neighborhood associations and law enforcement.

## **PUBLIC EDUCATION AND OUTREACH**

**Through participation in the CoC groups, MDOC Field Supervisors and the Central Area MPRI Resource Navigator and Community Coordinator have sought to educate housing stakeholders about the impact of adequate housing for returning parolees on community safety and about the Central Area MPRI housing strategies. Central MPRI is dedicated to continuing work with the CoC network toward resources and solutions that make stable housing possible for parolees while also ensuring each community is comfortable with its plan for accomplishing that goal.**

**In addition to participation in the CoCs, Central MPRI has also worked through a variety of other venues to build partnerships, to solicit input, and to provide education to the community regarding the MPRI and the risks and needs of returning prisoners. Housing needs, barriers faced in procuring appropriate housing, and the Central Area MPRI housing model have been explored throughout the area in presentations and discussions with the following groups: Workforce Development Boards, Local Elected Officials, the MPRI**

### *Parole Supervision and Monitoring Plan*

Describe the orientation process for new providers, process for responding to local parolee incidents and home checks. Describe how standardized (boilerplate) language will be employed within local agreements and contracts to require service providers meet any obligations as required by the local Co-Chairs, (i.e., contacts to the local law enforcement and parole authority, GPS Monitoring).

#### PAROLE SUPERVISION AND MONITORING

Potential providers of housing units are contacted by the Resource Navigator or the Community Coordinator to discuss the MPRI and its efforts to improve community safety. The terms of the housing agreement are explored as well as the housing units that may be available for use by MPRI participants. If it appears a partnership may be mutually beneficial, the Housing Agreement (Attached) is sent to the provider. If the letter is signed and returned by the potential provider and, if all terms and prices are deemed appropriate, the fiduciary signs and an agreement is in effect. This agreement does not guarantee that a given unit of housing will be used for housing MPRI participants but only that an understanding is established as to the parameters in case of a referral.

Housing providers are instructed to contact the parole agent if they have concerns about inappropriate activity on the part of a parolee. Contact information for the parole agent is provided prior to the participant moving into the unit. The Services Specialist (since she works closely with the providers around rental payments) also passes any concerns voiced by landlords, on to the the parole agents. Parole agents reg

## *Current Housing Options Available and Not Available*

**Approved Options:** List the service providers for each of the below housing options listed below and include those providers which do not meet any of these options separate as OTHER.

### Structured Transitional Housing

Providing a secure environment for residents which allows approved rehabilitative services outside the facility when authorized and properly monitored. Provides 24-7 monitoring, 3 meals a day with optional programming. Contact the Michigan Department of Corrections – Office of Substance Abuse Services for a list of current providers and a copy of the Minimum Standards – Definitions for Probation Residential Services under which these providers operate. Not all providers who meet MDOC requirements are currently under contract, a copy of these standards should assist in

### Transitional Housing

Non-secure environment but may have some monitoring and supervision but less than 24-7. Services and case management may be provided. This type of housing may also be targeting the specialized needs of the community, (i.e., addiction recovery, battered women) usually with a limited length of stay. Housing which provides a “transitional support” for a specialized population usually from one spectrum of recovery or abusive environment to another more self-sustaining safe and long-term one would usually fall under this category.

### Temporary Housing

Non-secure environment, little or no supervision and monitoring. Services and case management may or may not be provided. This type of housing may also be targeting specialized needs of the community but in-line with promoting a short-term option of providing both subsidized and stable housing with the goal of the resident gaining self-sufficiency. What makes this type of housing different from “Transitional” is that it usually does not serve a specialized population (i.e. addiction recovery) other than those who are homeless. Often these types of housing may be **subsidized**.

### Rental Subsidy

Non-secure environment, no supervision and monitoring with little or no services of any type. Types of housing that fall under this category are homes, apartments, motels or other dwellings rented by a landlord, owner or managed through management companies usually through a daily rate or monthly rental. Though this type of housing is an approved option, some costs may not be reimbursable through MDOC such as security deposits or damages caused by the occupant other sources of funds must be used to support these costs.

### **Not Approved:**

This list is not all-inclusive

1. Security Deposits
2. Home repairs
3. Rental payments to family members
4. Any funding applied to home ownership

**Other:** Any other type of housing option or support not covered above.

**RENTAL SUBSIDY and SERVICES SPECIALIST**

Rental Subsidy is provided through payments directly to approved housing providers. A time frame of no more than 2 months for housing assistance is the goal but exceptions are made on a case by case basis with the approval of the Field Supervisor or the Area Manager (depending on the number of months for which payment has been requested). Efforts are made to engage the parolee in workforce development activities within 2 days of release in order to move toward self-sufficiency as soon as possible. The plan is that community service options will be better developed for those who have not yet obtained employment.

## B. Residential Budget Summary

Identify the funding required to support the activities or services for this specific category.

Allowable Cost Category	Salary & Wages	Contractual Services	Supplies	Equipment	Travel	Other	Total
Approved Options	13,500	156,500					170,000
Other						2,000	2,000
<b>MDOC Requested Total</b>	<b>13,500</b>	<b>156,500</b>				<b>2,000</b>	<b>172,000</b>
Federal							
State		20,000					20,000
Local							
Other							
<b>Subtotal</b>		20,000					20,000
<b>Total</b>	<b>13,500</b>	<b>176,500</b>				<b>2,000</b>	<b>192,000</b>

## C. 1 Residential Cost Detail - Approved Options

In the following sections, please provide a brief description of the costs that are included within the budgeted amounts and detailed above in Section B – Housing Budget Summary

### 1. Salary & Wages

The percentage of salary and wages attributed for each position should correspond to the time that each position contributes to the Service Category. (i.e. if a person spends 75% of their time supporting this service, up to 75% of their salary and wages can be budgeted under this service category.)

Positions		Funding Source	Amount
Position Title:	Services Specialist	MDOC	13,500
Duties and Responsibilities	Works with parole agents and service providers to facilitate delivery of housing services.	Federal	
		State	
		Local	
FTE Equivalent	0.3	Other	
<b>Total</b>			13,500

Positions		Funding Source	Amount
Position Title:		MDOC	
Duties and Responsibilities		Federal	
		State	
		Local	
FTE Equivalent		Other	
<b>Total</b>			

Positions		Funding Source	Amount
Position Title:		MDOC	
Duties and Responsibilities		Federal	
		State	
		Local	
FTE Equivalent		Other	
<b>Total</b>			-

<b>Total Funding for Salary and Wages</b>	MDOC	13,500
	Federal	-
	State	-
	Local	-
	Other	-
	<b>Totals:</b>	13,500

**2. Contractual Services**  
If the service provider is not known, insert "To be Determined or TBD"

Contract 1		Funding Sources	
Service Provider	Various, approved housing providers	MDOC	156,500
Services Provided	Provide housing units for rent	Federal	
		State	20,000
		Local	
		Other	
Terms of Reimbursement	Individual agreements Typically paid monthly	<b>Totals</b>	176,500

Contract 2		Funding Sources	
Service Provider		MDOC	
Services Provided		Federal	
		State	
		Local	
		Other	
Terms of Reimbursement		<b>Totals</b>	-

Contract 3		Funding Sources	
Service Provider		MDOC	
Services Provided		Federal	
		State	
		Local	
		Other	
Terms of Reimbursement		Totals	-

Total Funding for Contractual Services	MDOC	156,500
	Federal	-
	State	20,000
	Local	-
	Other	-
	Totals:	176,500

Please describe the costs for each of the categories identified below

<b>3. Supplies</b>	MDOC	
	Federal	
	State	
	Local	
	Other	
	Totals:	-
	<b>4. Equipment</b>	MDOC
	Federal	
	State	
	Local	
	Other	
	Totals:	-
	<b>5. Travel</b>	MDOC
	Federal	
	State	
	Local	
	Other	
	Totals:	-
	<b>6. Other</b>	MDOC
	Federal	
	State	
	Local	
	Other	

	<b>Totals:</b>	-
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## C) 2 Residential Cost Detail - Other Program Options

Cost Description:	Cost Category:	
Assistance with home utilities when no other utility assistance is available and when paying utilities is more cost effective than other housing options.	Salary & Wages	
	Contractual Services	
	Supplies	
	Equipment	
	Travel	
	Other	2,000
	<b>Total</b>	<b>2,000</b>

Agency Name:	Michigan Works! West Central
<b>2. Employment Readiness</b>	
<b>A. Workforce Development Narrative – Strengths, Gaps, Barriers and Local Response</b>	
<b>Part I - Identification of Strengths, Gaps and Barriers</b>	
In the space provided clearly identify the existing strengths, gaps and barriers within the local community to be planned for in promoting employment readiness for returning offenders.	
<b>BARRIERS</b>	
The 15% unemployment rate in the Central Area is a huge barrier to parolees' ability to gain self-sufficiency. While we are making progress in locating employers who are willing to hire those who have offended, the job openings are inadequate to see that all participants are employed.	
Basic employment readiness is an issue for a number of participants who may not have successfully held jobs. Without	
<b>Part II - Local Response Strategy – Promoting employment for returning offenders</b>	
Describe the local response plan in utilizing existing community strengths and targeting requested resources to overcome gaps and barriers to promoting safe and secure housing for returning offenders.	
<b>JOB DEVELOPMENT AND TRANSITIONAL EMPLOYMENT</b>	
The Central Area MPRI has determined that MPRI employment funds will primarily be used to create and maintain relationships with parolee friendly employers and to provide transitional employment experiences to participants who need to build their practical work experience. Funding may be for subsidized employment in the private or public sector for a limited period of time. A sliding scale for reimbursement up to 100% may be used and direct placements are anticipated. By providing transitional employment to those with little experience but with a desire to work, employers	
<b><u>Approved Options</u></b>	
<ol style="list-style-type: none"> <li>1. Employment Training</li> <li>2. Job Placement</li> <li>3. Transitional Employment/Wage Subsidy</li> <li>4. Employment Supports (e.g., clothing, tools, licensure fees)</li> <li>5. GED and ABE</li> <li>6. Technical Trades</li> <li>7. School supplies, books</li> </ol>	
<b><u>Not Approved</u></b>	
This list is not all-inclusive	
<ol style="list-style-type: none"> <li>1. Excessive costs for supports. It is recommended that MPRI Co-Chairs set per offender funding limits on supports for such costs as tools, clothing.</li> </ol>	
<b><u>Other</u></b>	
Any other type of option not covered above.	

## B. Employment Readiness Budget Summary

Identify the funding required to support the activities or services for this specific category.

Allowable Cost Category	Salary & Wages	Contractual Services	Supplies	Equipment	Travel	Other	Total
Approved Options		338,800					338,800
Other							
<b>MDOC Requested Total</b>		<b>338,800</b>					<b>338,800</b>
Federal		340,000					340,000
State							
Local							
Other							
<b>Subtotal</b>		<b>340,000</b>					<b>340,000</b>
<b>Total</b>		<b>678,800</b>					<b>678,800</b>

## C) 1. Employment Readiness Cost Detail - Approved Options

In the following sections, please provide a brief description of the costs that are included within the budgeted amounts and detailed above in Section B – Employment Readiness Budget Summary

### 1. Salary & Wages

The percentage of salary and wages attributed for each position should correspond to the time that each position contributes to the Service Category. (i.e. if a person spends 75% of their time supporting this service, up to 75% of their salary and wages can be budgeted under this service category.)

Positions		Funding Source	Amount
Position Title:		<b>MDOC</b>	
Duties and Responsibilities		<b>Federal</b>	
		<b>State</b>	
		<b>Local</b>	
FTE Equivalent		<b>Other</b>	
<b>Total</b>			-

Positions		Funding Source	Amount
Position Title:		<b>MDOC</b>	
Duties and Responsibilities		<b>Federal</b>	
		<b>State</b>	
		<b>Local</b>	
FTE Equivalent		<b>Other</b>	
<b>Total</b>			-

Positions		Funding Source	Amount
Position Title:		MDOC	
Duties and Responsibilities		Federal	
		State	
		Local	
FTE Equivalent		Other	
		Total	-
<b>Total Funding for Salary and Wages</b>		MDOC	-
		Federal	-
		State	-
		Local	-
		Other	-
		Totals:	-
<b>2. Contractual Services</b>			
If the service provider is not known, insert "To be Determined or TBD"			
<b>Contract 1</b>		<b>Funding Sources</b>	
Service Provider	Goodwill Industries of Greater Grand Rapids	MDOC	338,800
Services Provided	Employment Workshops that include assistance with entitlement apps Supportive Services Lake Co	Federal	340,000
		State	
		Local	
		Other	
Terms of Reimbursement	Monthly cost reimbursement	Totals	678,800
<b>Contract 2</b>		<b>Funding Sources</b>	
Service Provider		MDOC	
Services Provided		Federal	
		State	
		Local	
		Other	
Terms of Reimbursement		Totals	-
<b>Contract 3</b>		<b>Funding Sources</b>	
Service Provider		MDOC	
Services Provided		Federal	
		State	
		Local	
		Other	
Terms of Reimbursement		Totals	-
<b>Total Funding for Contractual Services</b>		MDOC	338,800
		Federal	340,000
		State	-
		Local	-
		Other	-

	<b>Totals:</b>	678,800
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Please describe the costs for each of the categories identified below		
<b>3. Supplies</b>	<b>MDOC</b>	
	<b>Federal</b>	
	<b>State</b>	
	<b>Local</b>	
	<b>Other</b>	
	<b>Totals:</b>	-
<b>4. Equipment</b>	<b>MDOC</b>	
	<b>Federal</b>	
	<b>State</b>	
	<b>Local</b>	
	<b>Other</b>	
	<b>Totals:</b>	-
<b>5. Travel</b>	<b>MDOC</b>	
	<b>Federal</b>	
	<b>State</b>	
	<b>Local</b>	
	<b>Other</b>	
	<b>Totals:</b>	-
<b>6. Other</b>	<b>MDOC</b>	
	<b>Federal</b>	
	<b>State</b>	
	<b>Local</b>	
	<b>Other</b>	
	<b>Totals:</b>	-

C) 2 Employment Readiness Cost Detail - Other Program Options		
<b>Cost Description:</b>	<b>Cost Category:</b>	
	Salary & Wages	
	Contractual Services	
	Supplies	
	Equipment	
	Travel	
	Other	
	<b>Total</b>	-

Agency Name:	Michigan Works! West Central
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### 3. Social Support

#### A. Social Support Narrative – Strengths, Gaps, Barriers and Local Response Strategy

##### Part I - Identification of Strengths, Gaps and Barriers

In the space provided clearly identify the existing strengths, gaps and barriers within the local community to be planned for in overcoming support barriers for returning offenders. Areas which fall into the definition of Social Support are: Transportation, , Family Support Services, Victim Services, Entitlement Services and Law Enforcement

##### TRANSPORTATION BARRIERS

Transportation continues to be a significant barrier to participation in employment and pro-social activities. Throughout the nine county area, public transportation is minimal in some areas and is non-existent in others. Lake and Isabella Counties have the best transportation systems of any of the nine counties but flexibility continues to be a challenge and rides during off hours must be arranged in advance of the need.

Parole agents state they are sometimes unable to make referrals for services and social opportunities that might be

##### Part II - Local Response Strategy – Overcoming support barriers for returning offenders

Describe the local response plan in utilizing existing community strengths and targeting requested resources to overcome gaps and barriers meeting the needs of returning offenders. Planning may involve engagement of local victim advocacy groups and law enforcement agencies.

##### Approved Options

1. Transportation: Bus tokens, bikes, vouchers, transportation service, gas cards, license reinstatement fee
2. Family Support Services: Family reunification, mentoring, family counseling, Friend of the Court
3. Public Education and Outreach: Trainings, workshops
4. Victim Services: Trainings, workshops, victim impact panels
5. Entitlements: State ID, birth records, driver’s license reinstatement fees, benefits processing
6. Law Enforcement: Trainings, community policing, Night Hawk, law enforcement overtime

##### Not Approved

This list is not all-inclusive

1. Fines and costs for driver’s license reinstatement
2. Automotive repair, insurance.
3. Taxi service, car rental, vehicle purchase
4. No legal fees
5. Law enforcement equipment, (e.g., vehicles, cars, weapons)

##### Option

Any other type of option not covered above

##### TRANSPORTATION

The most cost effective means of removing the transportation barrier will be used. Methods include the use of public transportation, volunteer drivers, the provision of gas cards, and paying allowable fees such as driver's license reinstatement fees. In some cases, use of taxi is the most cost effective, or the only, means of transportation available. This is particularly the case during evening hours when public transportation is not available and/or when a volunteer driver would need to be paid to travel from home and for a round trip rather than paying a taxi to travel in one direction. Taxis will be used on a case by case basis and ONLY when it is the most cost effective transportation method available. Purchase of bicycles (typically reconditioned) will also be used to help meet transportation needs.

#### B. Social Support Budget Summary

Identify the funding required to support the activities or services for this specific category.

Allowable Cost Category	Salary & Wages	Contractual Services	Supplies	Equipment	Travel	Other	Total
Approved Options	-	158,000	-	-	-	-	158,000
Other	-	-	-	-	-	12,000	12,000
<b>MDOC Requested Total</b>	<b>-</b>	<b>158,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,000</b>	<b>170,000</b>
Federal	-	-	-	-	-	-	-
State	-	3,000	-	-	-	-	3,000
Local	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Subtotal</b>	<b>-</b>	<b>3,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,000</b>
<b>Total</b>	<b>-</b>	<b>164,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,000</b>	<b>176,000</b>

**C) 1. Social Support Cost Detail - Approved Options**

In the following sections, please provide a brief description of the costs that are included within the budgeted amounts and detailed above in Section B – Social Support Budget Summary

**1. Salary & Wages**

The percentage of salary and wages attributed for each position should correspond to the time that each position contributes to the Service Category. (i.e. if a person spends 75% of their time supporting this service, up to 75% of their salary and wages can be budgeted under this service category.)

Positions		Funding Source	Amount
Position Title:		MDOC	
Duties and Responsibilities		Federal	
		State	
		Local	
FTE Equivalent		Other	
<b>Total</b>			<b>-</b>

Positions		Funding Source	Amount
Position Title:		MDOC	
Duties and Responsibilities		Federal	
		State	
		Local	
FTE Equivalent		Other	
<b>Total</b>			<b>-</b>

Positions		Funding Source	Amount
Position Title:		MDOC	
Duties and Responsibilities		Federal	
		State	
		Local	
FTE Equivalent		Other	
<b>Total</b>			<b>-</b>
		<b>MDOC</b>	<b>-</b>

<b>Total Funding for Salary and Wages</b>	<b>Federal</b>	-
	<b>State</b>	-
	<b>Local</b>	-
	<b>Other</b>	-
	<b>Totals:</b>	-

**2. Contractual Services**  
 If the service provider is not known, insert "To be Determined or TBD"

<b>Contract 1</b>		<b>Funding Sources</b>	
Service Provider	Goodwill Industries of Greater Grand Rapids	<b>MDOC</b>	75,000
Services Provided	Transportation Coordination and assistance with procuring vital records	<b>Federal</b>	
		<b>State</b>	3,000
		<b>Local</b>	
		<b>Other</b>	
Terms of		<b>Totals</b>	78,000

<b>Contract 2</b>		<b>Funding Sources</b>	
Service Provider	Resource Navigator	<b>MDOC</b>	69,000
Services Provided	Coordinate InReach schedules Locate resources and assist Transition Teams and parole agents with navigating resources	<b>Federal</b>	
		<b>State</b>	
		<b>Local</b>	
		<b>Other</b>	
Terms of	1	<b>Totals</b>	69,000

<b>Contract 3</b>		<b>Funding Sources</b>	
Service Provider	Agreements with various community providers to do mentoring	<b>MDOC</b>	14,000
Services Provided	Recruit, train, and supervise mentors	<b>Federal</b>	
		<b>State</b>	
		<b>Local</b>	
		<b>Other</b>	
Terms of	per agreement	<b>Totals</b>	14,000

<b>Total Funding for Contractual Services</b>	<b>MDOC</b>	158,000	
	<b>Federal</b>	-	
	<b>State</b>	3,000	
	<b>Local</b>	-	
	<b>Other</b>	-	
		<b>Totals:</b>	161,000

Please describe the costs for each of the categories identified below

<b>3. Supplies</b>	<b>MDOC</b>	
	<b>Federal</b>	
	<b>State</b>	
	<b>Local</b>	
	<b>Other</b>	
	<b>Totals:</b>	-
<b>4. Equipment</b>	<b>MDOC</b>	
	<b>Federal</b>	

	<b>State</b>	
	<b>Local</b>	
	<b>Other</b>	
	<b>Totals:</b>	-
<b>5. Travel</b>	<b>MDOC</b>	
	<b>Federal</b>	
	<b>State</b>	
	<b>Local</b>	
	<b>Other</b>	
	<b>Totals:</b>	-
<b>6. Other</b>	<b>MDOC</b>	
	<b>Federal</b>	
	<b>State</b>	
	<b>Local</b>	
	<b>Other</b>	
	<b>Totals:</b>	-

**C) 2 Social Support Cost Detail - Other Program Options**

<b>Cost Description:</b>	<b>Cost Category:</b>	
Entitlements = 12,000	Salary & Wages	
	Contractual Services	
	Supplies	
	Equipment	
	Travel	
	Other	12,000
	<b>Total</b>	<b>12,000</b>

Agency Name:	Michigan Works! West Central
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## 4. Health and Behavioral Health Services

### A. Substance Abuse Services Narrative – Strengths, Gaps, Barriers and Local Response

#### Part I - Identification of Strengths, Gaps and Barriers

In the space provided clearly identify the existing strengths, gaps and barriers within the local community to be planned for in overcoming the Health and Behavioral Health barriers for returning offenders. Gaps must be clearly defined in terms of capacity. Service capacity for a specific service type is not sufficient or is non-existent to meet the current demand.

#### MENTAL HEALTH AND SUBSTANCE ABUSE BARRIERS, GAPS and STRENGTHS

There continues to be a segment of the parolee population with significant substance abuse and/or mental health problems who have not been able to stabilize their lives regardless of the treatment efforts thus far tried. Ongoing struggles with addiction/mental illness lead to the inability to make progress in most areas of life. These participants become a challenge for the entire Transition Team since well laid plans and efforts to motivate the participant do not seem to bear fruit. Addictive/criminal thinking lead to poor social/coping skills. Inability to maintain consistent attendance at employment and services continues to be problematic. Housing providers become frustrated with

#### Part II - Local Response Strategy – Overcoming recovery barriers for returning offenders

Describe the local response plan in utilizing existing community strengths and targeting requested resources to overcome gaps and barriers meeting the recovery needs of returning offenders.

#### Approved Options

1. Substance Abuse Services: Residential, Outpatient, Self-Help Support and Aftercare, (consult with MDOC’s Office of Substance Abuse Services)
2. Mental Health Services: Assessment fees, co-pays, prescription benefits, outpatient care, case management
3. Health Care: health plans, prescription benefits, urgent care, workshops, trainings
4. Domestic Violence: Emergency shelters, supportive shelters, batterer’s prevention/intervention
5. Sex Offender Services: Trainings
6. Public Education and Outreach
7. Cognitive Behavioral Programs: Anger Management, Problem Solving, Conflict Resolution,
8. Life skills: Financial Management

#### Not Approved

1. Any service currently funded in a geographic area covered by MDOC’s Office of Substance Abuse
2. Mental Health: Primary Care
3. Sex offender treatment
4. Drug Testing

#### Other

Any other type of option not covered above

#### MENTAL HEALTH

Vouchers are issued for outpatient, mental health counseling from approved providers. These services are available to participants who have mental health problems that impede their ability to successfully reenter but who do not qualify

### B. Health and Behavioral Health Services Budget Summary

Identify the funding required to support the activities or services for this specific category.

Allowable Cost Category	Salary & Wages	Contractual Services	Supplies	Equipment	Travel	Other	Total
Approved Options		50,000					50,000
Other						10,000	10,000
<b>MDOC Requested Total</b>		<b>50,000</b>				<b>10,000</b>	<b>60,000</b>
Federal							
State		2,700					2,700
Local		2,700					2,700
Other		5,000					5,000
<b>Subtotal</b>		<b>10,400</b>					<b>10,400</b>
<b>Total</b>		<b>60,400</b>				<b>10,000</b>	<b>70,400</b>

### C) 1. Health and Behavioral Health Cost Detail -Approved Options

In the following sections, please provide a brief description of the costs that are included within the budgeted amounts and detailed above in Section B – Behavioral Health Budget Summary

#### 1. Salary & Wages

The percentage of salary and wages attributed for each position should correspond to the time that each position contributes to the Service Category. (i.e. if a person spends 75% of their time supporting this service, up to 75% of their salary and wages can be budgeted under this service category.)

Positions		Funding Source	Amount
Position Title:		MDOC	
Duties and Responsibilities		Federal	
		State	
		Local	
FTE Equivalent		Other	
<b>Total</b>			<b>-</b>

Positions		Funding Source	Amount
Position Title:		MDOC	
Duties and Responsibilities		Federal	
		State	
		Local	
FTE Equivalent		Other	
<b>Total</b>			<b>-</b>

Positions		Funding Source	Amount
Position Title:		MDOC	
Duties and Responsibilities		Federal	
		State	
		Local	

FTE Equivalent		Other		
			<b>Total</b>	-
<b>Total Funding for Salary and Wages</b>			<b>MDOC</b>	-
			<b>Federal</b>	-
			<b>State</b>	-
			<b>Local</b>	-
			<b>Other</b>	-
			<b>Totals:</b>	-
<b>2. Contractual Services</b>				
If the service provider is not known, insert "To be Determined or TBD"				
<b>Contract 1</b>			<b>Funding Sources</b>	
Service Provider	Various approved mental health providers		<b>MDOC</b>	15,000
Services Provided	Outpatient mental health services		<b>Federal</b>	
			<b>State</b>	2,700
			<b>Local</b>	2,700
			<b>Other</b>	
Terms of	Cost reimbursement		<b>Totals</b>	20,400
<b>Contract 2</b>			<b>Funding Sources</b>	
Service Provider	Muskegon Community Health Project		<b>MDOC</b>	35,000
Services Provided	Health assessments, medical home placements and prescription gleaning		<b>Federal</b>	
			<b>State</b>	
			<b>Local</b>	
			<b>Other</b>	5,000
Terms of			<b>Totals</b>	40,000
<b>Contract 3</b>			<b>Funding Sources</b>	
Service Provider			<b>MDOC</b>	
Services Provided			<b>Federal</b>	
			<b>State</b>	
			<b>Local</b>	
			<b>Other</b>	
Terms of			<b>Totals</b>	-
<b>Total Funding for Contractual Services</b>			<b>MDOC</b>	50,000
			<b>Federal</b>	-
			<b>State</b>	2,700
			<b>Local</b>	2,700
			<b>Other</b>	5,000
			<b>Totals:</b>	60,400
<b>Please describe the costs for each of the categories identified below</b>				
<b>3. Supplies</b>			<b>MDOC</b>	
			<b>Federal</b>	
			<b>State</b>	

	<b>Local</b>	
	<b>Other</b>	
	<b>Totals:</b>	-
<b>4. Equipment</b>	<b>MDOC</b>	
	<b>Federal</b>	
	<b>State</b>	
	<b>Local</b>	
	<b>Other</b>	
	<b>Totals:</b>	-
<b>5. Travel</b>	<b>MDOC</b>	
	<b>Federal</b>	
	<b>State</b>	
	<b>Local</b>	
	<b>Other</b>	
	<b>Totals:</b>	-
<b>6. Other</b>	<b>MDOC</b>	
	<b>Federal</b>	
	<b>State</b>	
	<b>Local</b>	
	<b>Other</b>	
	<b>Totals:</b>	-

**C) 2 Behavioral Health Cost Detail - Other Program Options**

<b>Cost Description:</b>	<b>Cost Category:</b>	
Payment of prescription co pay, co pay for medical, dental and vision treatment	Salary & Wages	
	Contractual Services	
	Supplies	
	Equipment	
	Travel	
	Other	10,000
	<b>Total</b>	<b>10,000</b>

<b>Agency Name:</b>	<b>Michigan Works! West Central</b>
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**5. Other Services**

**A. Other Services – Strengths, Gaps, Barriers and Local Response Strategy**

**Part I - Identification of Strengths, Gaps and Barriers**

In the space provided clearly identify any remaining strengths, gaps and barriers within the local community, which have not been previously planned for in promoting a public safety conscious offender re-entry strategy. **This section is only to be used if these areas do not fall under any other Comprehensive Plan category but must be considered and planned for.**

**Part II - Local Response Strategy –Other**

Describe the local response plan in utilizing existing community strengths and targeting requested resources to overcome gaps and barriers in promoting a public safety conscious offender re-entry strategy.

**B. Other Services Budget Summary**

Identify the funding required to support the activities or services for this specific category.

Allowable Cost Category	Salary & Wages	Contractual Services	Supplies	Equipment	Travel	Other	Total
Services							
Other							
<b>MDOC Requested Total</b>							
Federal							
State							
Local							
Other							
<b>Subtotal</b>							
<b>Total</b>							

### C) 1. Other Services Cost Detail -Approved Options

In the following sections, please provide a brief description of the costs that are included within the budgeted amounts and detailed above in Section B – Behavioral Health Budget Summary

#### 1. Salary & Wages

The percentage of salary and wages attributed for each position should correspond to the time that each position contributes to the Service Category. (i.e. if a person spends 75% of their time supporting this service, up to 75% of their salary and wages can be budgeted under this service category.

Positions		Funding Source	Amount
Position Title:		MDOC	
Duties and Responsibilities		Federal	
		State	
		Local	
FTE Equivalent		Other	
Total			-

  

Positions		Funding Source	Amount
Position Title:		MDOC	
Duties and Responsibilities		Federal	
		State	
		Local	
FTE Equivalent		Other	
Total			-

  

Positions		Funding Source	Amount
Position Title:		MDOC	
Duties and Responsibilities		Federal	
		State	
		Local	
FTE Equivalent		Other	
Total			

<b>Total Funding for Salary and Wages</b>	<b>MDOC</b>	
	<b>Federal</b>	
	<b>State</b>	
	<b>Local</b>	
	<b>Other</b>	
	<b>Totals:</b>	-

**2. Contractual Services**

If the service provider is not known, insert "To be Determined or TBD"

<b>Contract 1</b>		<b>Funding Sources</b>	
Service Provider		<b>MDOC</b>	
Services Provided		<b>Federal</b>	
		<b>State</b>	
		<b>Local</b>	
		<b>Other</b>	
Terms of Reimbursement		<b>Totals</b>	

<b>Contract 2</b>		<b>Funding Sources</b>	
Service Provider		<b>MDOC</b>	
Services Provided		<b>Federal</b>	
		<b>State</b>	
		<b>Local</b>	
		<b>Other</b>	
Terms of Reimbursement		<b>Totals</b>	-

<b>Contract 3</b>		<b>Funding Sources</b>	
Service Provider		<b>MDOC</b>	
Services Provided		<b>Federal</b>	
		<b>State</b>	
		<b>Local</b>	
		<b>Other</b>	
Terms of Reimbursement		<b>Totals</b>	-

<b>Total Funding for Contractual Services</b>	<b>MDOC</b>	-
	<b>Federal</b>	-
	<b>State</b>	-
	<b>Local</b>	-
	<b>Other</b>	-
	<b>Totals:</b>	-

Please describe the costs for each of the categories identified below

<b>3. Supplies</b>	<b>MDOC</b>	
	<b>Federal</b>	
	<b>State</b>	
	<b>Local</b>	
	<b>Other</b>	
	<b>Totals:</b>	-
<b>4. Equipment</b>	<b>MDOC</b>	
	<b>Federal</b>	
	<b>State</b>	
	<b>Local</b>	
	<b>Other</b>	
	<b>Totals:</b>	-
<b>5. Travel</b>	<b>MDOC</b>	
	<b>Federal</b>	
	<b>State</b>	
	<b>Local</b>	
	<b>Other</b>	
	<b>Totals:</b>	-
<b>6. Other</b>	<b>MDOC</b>	
	<b>Federal</b>	
	<b>State</b>	
	<b>Local</b>	
	<b>Other</b>	
	<b>Totals:</b>	-

**C) 2 Other Services Cost Detail - Other Program Options**

<b>Cost Description:</b>	<b>Cost Category:</b>	
	Salary & Wages	
	Contractual Services	
	Supplies	
	Equipment	
	Travel	
	Other	
	<b>Total</b>	-

Agency Name:	Michigan Works! West Central	
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## 6. Operations Support

### A. Operations Support Budget Summary

Identify the funding required to support the activities or services for this specific category. Maximum administrative costs are capped at 20% of the contract total unless authorized by the Michigan Department of Corrections, Office of Offender Re-entry.

Funding Source/Cost	MDOC	Federal	State	Local	Other	Totals
Community Coordinator	80,000					80,000
Personnel	78,500					78,500
Public Ed. & Outreach	2,000					2,000
Supplies and Materials						
Equipment						
Travel	10,000					10,000
Other	1,000					1,000
<b>Total</b>	171,500					171,500

\*\*NOTE: The Budget Summary will self populate based on the information provided within the Administrative Cost Detail.

### B. Operations Support Budget Summary – Definitions

Community Coordinator	Cost to support the Community Coordinator Position @ 1.0 FTE (Full Time Equivalency. This cost will be specifically identified within the Personnel Cost Detail. Administrative Agencies may determine employee status, (e.g., contractual or agency employee).
Personnel	Administrative, management, accounting, secretarial, technical
Supplies and Materials	Communications, advertising, memberships and subscriptions, facilities (rent, utilities, maintenance), data system support, postage, marketing
Travel	Staff Travel
Public Education and Outreach	Staff training and education, workshops, local trainings on a wide range of reentry issues with the goal of maintaining good working relationships with local stakeholders, (i.e., local elected and appointed officials, local associations and members of the public).
Equipment	Personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. However, consistent with contractor organizational policy, lower limits may be established and used.
Other	Audit, legal, Insurance, professional/contractual services

### C. Operations Support Cost Detail

In the following sections, please provide a brief description of the costs that are included within the budgeted amounts and detailed above in Section A –Administrative Budget Summary

#### 1. Personnel

The percentage of salary and wages attributed for each position should correspond to the time that each position contributes to the Service Category. (i.e. if a person spends 75% of their time supporting this service, up to 75% of their salary and wages can be budgeted under this service category.)

Positions		Funding Source	Amount
Position Title:	Community Coordinator	MDOC	80,000
Duties and Responsibilities	Work with local partners to provide community outreach and education, ensure fidelity to the Comprehensive Plan and MPRI model, staff Steering Team, act as a broker to promote investment in and collaboration around parolee success	Federal	
		State	
		Local	
FTE Equivalent	1	Other	
<b>Total</b>			80,000

Positions		Funding Source	Amount
Position Title(s):	Executive Director, Program Director, Finance/IT Director,	MDOC	78,500
Duties and Responsibilities	Fudiciary staff that administer the MPRI program for the Central Area per the contract with MDOC.	Federal	
		State	
		Local	
FTE Equivalent	2	Other	
<b>Total</b>			78,500

Positions		Funding Source	Amount
Position Title(s):		MDOC	
Duties and Responsibilities		Federal	
		State	
		Local	
FTE Equivalent		Other	
<b>Total</b>			-

<b>Total Funding for Personnel</b>	<b>MDOC</b>	78,500
	<b>Federal</b>	-
	<b>State</b>	-
	<b>Local</b>	-
	<b>Other</b>	-
	<b>Totals:</b>	78,500

**2. Public Education and Outreach (PE & O)**  
Public education and outreach on reentry issues, supporting strategy around maintaining good working relationships with local elected and appointed officials, neighborhood associations and other local stakeholders.

#1		Funding Sources	
PEO Area	Presentations and Forums to community groups	<b>MDOC</b>	2,000
Services Provided	Minimal funds are needed to purchase refreshements for outreach events across the nine county area. An MPRI Working Luncheon is also planned to provide information about MPRI and to assist in recruitment of volunteers.	<b>Federal</b>	
		<b>State</b>	
		<b>Local</b>	
		<b>Other</b>	
		<b>Totals</b>	2,000

#2		Funding Sources	
PEO Area		<b>MDOC</b>	
Services Provided		<b>Federal</b>	
		<b>State</b>	
		<b>Local</b>	
		<b>Other</b>	
		<b>Totals</b>	-

#3		Funding Sources	
PEO Area		<b>MDOC</b>	

Services Provided		<b>Federal</b>	
		<b>State</b>	
		<b>Local</b>	
		<b>Other</b>	
		<b>Totals</b>	-
<b>Total Funding for Public Education and Outreach</b>		<b>MDOC</b>	2,000
		<b>Federal</b>	-
		<b>State</b>	-
		<b>Local</b>	-
		<b>Other</b>	-
		<b>Totals:</b>	2,000
<b>Please describe the costs for each of the categories identified below</b>			
<b>3. Supplies</b>		<b>MDOC</b>	
		<b>Federal</b>	
		<b>State</b>	
		<b>Local</b>	
		<b>Other</b>	
		<b>Totals:</b>	-
<b>4. Equipment</b>		<b>MDOC</b>	
none		<b>Federal</b>	
		<b>State</b>	
		<b>Local</b>	
		<b>Other</b>	
		<b>Totals:</b>	-
<b>5. Travel</b>		<b>MDOC</b>	10,000
Travel for Community Coordinator and Administration		<b>Federal</b>	
		<b>State</b>	
		<b>Local</b>	
		<b>Other</b>	
		<b>Totals:</b>	10,000
<b>6. Other</b>		<b>MDOC</b>	1,000
Audit and Monitoring		<b>Federal</b>	
		<b>State</b>	
		<b>Local</b>	
		<b>Other</b>	
		<b>Totals:</b>	1,000