

**Cumberland County Community Development Program**  
**2019 Pre-Application**  
**Due December 12, 2018**

**Application Type:**     General     Public Service     Planning

**Project Name:** \_\_\_\_\_

**Lead Community:** \_\_\_\_\_

**Additional Communities:** \_\_\_\_\_

**Subrecipient Organization:** \_\_\_\_\_

**Project Location (Address):** \_\_\_\_\_

**Contact Information: Name:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Project Summary:**

**HUD National Objective:**  Benefit Low/Mod Clientele     Low/Mod Area Benefit     Spot Slum and Blight

**HUD Program Objective:**  Suitable Living Environment     Decent Housing     Economic Opportunity

**Project Goal:**     Affordable Housing     Public Facility Improvements     Public Infrastructure Improvements  
 Public Services     Economic Development     Community Planning

**Total Clients Served (unduplicated):** \_\_\_\_\_ **Percentage LMI:** \_\_\_\_\_

**Funding: CDBG Request: \$** \_\_\_\_\_ **Total Project Cost: \$** \_\_\_\_\_

**Leveraged Funds:**

\$	Federal	\$	Other grants
\$	State	\$	Endowment
\$	County (not CDBG)	\$	Private Funds
\$	City	\$	Gifts in kind

**Name of Authorized Official:** \_\_\_\_\_

**Signature of Authorized Official:** \_\_\_\_\_

## 2019 Public Service Program Application

### Public Service Application Questions

Respond to the narrative questions in a maximum of six pages (economic development & non-economic development project applications) or seven pages (multi-jurisdictional project applications.)

**1. Provide the name of the Lead Community, Project Name, and CDBG Request.**

Lead Community: Cumberland County

Project Name: WorkLife Unlimited CORE Training at CC Jail

CDBG Request: \$42,000.

**2. Provide a brief summary (400 words maximum) of the proposed project. - 10 points.**

Ex-offenders walk a fine line between making an honest living and reverting back to their former lives. WorkLife Unlimited helps vulnerable people relinquish their old lives and build new ones. By offering attitudinal training, support services, skills training, and work opportunities, our program helps the newly released overcome social, economic, and emotional barriers.

WorkLife Unlimited will provide our CORE attitudinal and behavioral training to inmates at the Cumberland County jail to prepare inmates for employment, on-the-job training, or occupational skills training after release. We will train 10-12 people in each 8-week class (4 hours/day). Six sessions/classes will be offered annually, training a total of 60-72 people in one year before they are released.

The proven STRIVE International CORE model takes a “tough love, no excuses” approach to work readiness. The curriculum delves into the root causes of a person’s ability to obtain and keep a job, teaching workplace readiness, responsibility, and professionalism to ensure successful job placement and long-term retention.

We believe there is no greater impact on job retention than supporting participants with personal and family needs. After completion of the CORE training, we provide two years of open-ended mentorship, connecting people to growing job industries, stable housing and support services, and addressing mental health, substance use, and other issues.

The best way to help people stay substance free and avoid crime is through employment opportunities. Investing in people to lead productive lives can offer enormous returns to society and the government. Helping people improve themselves and connecting them with short-term skill development programs and on-the-job training will result in reduced welfare and corrections programs.

**Focus your answer on issues such as, but not limited to: What are the services to be provided? Where will they happen? Who's in charge? Who will be served?**

**3. Provide a response to the four questions below defining and justifying the need for the activity. - 20 points**

**a. Convey the magnitude and severity of the issue to be addressed.**

The Maine Dept. of Corrections estimates it will release 6,000 prisoners from its facilities in the next five years. Thousands more will be released annually from our county jails. With a recidivism rate of about 70%, a critical issue is successful reentry into the community.<sup>i</sup>

**b. Identify the total number of people affected by the issue.**

In Cumberland County alone, there were 7,300 total arrests in 2018. Of the 454 current inmates (reported Jan. 11), 227 have been in the jail for at least eight weeks waiting for pre-trial or sentencing. At least 25% of the total population is homeless or "couch surfing" with no singular dwelling to call home.

According to Lt. Arlene Jacques, approximately 50% of the 454 current inmates are not sentenced and are waiting for their court date. There is enormous potential to help these inmates overcome personal challenges during this period of time before they reenter the community.

**i. Out of the total number of people affected, identify the number of people from low/moderate income households.**

It is estimated that over 90% of the population comes from low to moderate income households. According to the USM Muskie School of Public Service report based on the 2016 census, 75% of inmates are male, 82% are white, and the median age of 35.

The Center for American Progress (talkpoverty.org) reports the poverty rate for Maine African Americans was 43.7% of the population in 2017. Between 2001 and 2005, Maine's incarceration rate for blacks more than doubled, from 926 per 100,000 to 1,992 per 100,000. The incarceration rate for whites also increased in Maine, driven by the growth in arrests of females, but the rate of increase was only one-quarter of the increase for blacks. By 2005, the rate at which blacks are being jailed had grown 7.6 times higher than the rate that whites are incarcerated. About 7% of the inmates in the Cumberland County Jail are black and another 6 percent people of color.

**c. Describe to what extent the project makes in the long-term measurable difference in the economic and social health of the region.**

During the two-year period from 2011 to 2012, roughly 20,000 children in Maine – 8 percent of the child population – reported that at least one parent

had been imprisoned during their childhood. That compares with 6 percent in Vermont and 5 percent in the four other New England states. Nationally, 7 percent of children have had a parent incarcerated during their childhood, according to the Annie E. Casey Foundation's Kids Count project.<sup>ii</sup>

Moreover, as the "oldest state in the nation," Maine has the challenge of an aging workforce and historically low unemployment rates. Fewer workers means fewer jobs and a slowing economy. Training and workforce development for low-income chronically unemployed adults is more critical than ever before to meet the demands of economic growth in fields like construction, hospitality and healthcare.

Providing these critically needed transformative training and career development services will transcend to every sector of our society for better health, better family life and better futures.

**d. How many people or households will be served by the project?**

Of the 450 inmates at the Cumberland County Jail, 227 are there for at least eight weeks, and are therefore eligible to complete the training. Of this number, 31.5% are from Portland and Brunswick, and ineligible for these grant funds. That leaves 155 eligible, at any given time. People will be prescreened and 10-12 accepted in each 8-week class, training 60-72 people each year and engaging them with occupational skills and/or employment after release.

**4. Provide a response to the three questions concerning management of the proposed activity – 10 points**

**a. Define *who* will manage the grant funded project and *how* they will manage it.**

Amy Safford, Executive Director of WorkLife Unlimited, will manage the project. She will work directly with Lieutenant Arlene Jacques in the Jail Division to recruit and assess each person for eligibility. Lt. Jacques will also schedule the classrooms and incentivize inmates to complete the 8-week training. The ED will assign a certified CORE trainer to each 8-week session and check in with the trainer at least twice a week to monitor performance, classroom participation and the percentage completing the training. Finally, the ED and trainer will engage each WorkLife Unlimited CORE training graduate to ensure engagement in occupational skills training, interviews, and employment services after released. A job retention specialist will work with each graduate for two years to ensure long-term retention and career development.

**b. Explain the experience of the applicant in undertaking projects of similar complexity.**

STRIVE Unlimited CORE trainings have graduated 75,000 people in 20 affiliate offices nationwide. The co-founder of STRIVE International is Tom Rodman, who is now the Maine affiliate, WorkLife Unlimited, Board Treasurer. The Executive Director, Amy Safford, has over ten years of experience managing nonprofits and teaching courses. She has worked with vulnerable and homeless populations, and those with developmental and learning disabilities while serving in director roles at Literacy Volunteers and Community Partners, Inc.. Moreover, as the previous Communications Director for Maine Behavioral Healthcare, Amy gained experience in co-occurring disorders (mental illness and substance use) and evidence-based treatment approaches.

- c. **Describe efforts undertaken or planned to obtain non-CDBG funds, to diminish future reliance on Cumberland County CDBG funds and continue the program without CDBG program funds.**

The Executive Director is currently negotiating with the Maine Dept. of Labor and Dept. of Corrections to become a state-sanctioned training for the prison and jail populations, and therefore qualify for reimbursement appropriations.

5. **Demonstrate that the project is ready to proceed – 20 points**

- **Describe the steps that have been completed or must be completed to initiate the project. These may include: community support, staffing, securing an appropriate location, marketing and networking.**

WorkLife Unlimited has two trainers certified in CORE at the Belfast Reentry Center and will train two additional trainers this spring to cover the Greater Portland region. Once the trainers are certified, they will be ready to start classes at the Cumberland County Jail. The Executive Director and trainer will work closely with Lt. Arlene Jacques on the best inmate recruitment strategy, including incentives to encourage participation: earned time off or a paid weekly stipend.

- **Describe any existing and/or potential impediments to project initiation**  
We do not foresee any potential impediments.

For projects requiring a match:

County sponsored projects do not require a match. Community sponsored applicants require a threshold 20% match in cash, donated land or building materials, or contracted project development services. In-kind contributions are allowed, but need to be documented, quantifiable services for work performed.

- List sources and amounts of matching funds on match sheet provided (*Appendix III*).
- Are the funds secured?
  - If yes: Provide documentation
  - If no: Describe what is pending or next steps

6. **Budget for project.** Fill in the attached budget form *and provide the basis for determination of budget amounts (Appendix IV).* - 5 points

- **Describe how funds, including match when applicable, will be distributed between project elements.**

WorkLife Unlimited is requesting \$42,000 in CDBG funding to cover:

- 1) the trainer's salary for six CORE trainings, and
- 2) the trainer's transportation stipend of \$1,000 per training

The Cumberland County Jail is providing the facility, estimated at an in-kind contribution of \$50/day or \$250/week, and two hours per week of project management by Lt. Jacques, or \$400 per training.

STRIVE International will provide the training packets, an in-kind contribution of \$50 per trainee. WorkLife Unlimited has a STRIVE Membership fee of \$10,000 per year. The Executive Director is expecting to dedicate two hours/week to the project or \$400 per training.

- Limit the budget and budget description to that portion of your program that is applicable to this application.

**Applications will not be accepted without a completed budget.**

7. **Implementation schedule** for project: Fill in the attached schedule form (*Appendix III*). - 5 points

8. **Provide a response to the three questions demonstrating the need for CDBG program funds** - 15 points

- a. **Why are CDBG funds critical for the commencement and ultimate success of the project?**

CDBG funds will enable WorkLife Unlimited to bring the proven STRIVE training model to Maine. By starting in Greater Portland, we can address the greatest population and workforce development needs in Maine. This will enable us to form partnerships with employers interested in hiring this population, and with the community college system to deliver occupational skills training.

- b. **Have you, or will you, seek funds from other sources? If so, what are those funding sources?**

We will also seek grant funding from foundations and economic development offices for trainings. We are currently querying foundations and corporations about possible sponsorships, joining our mission to help people acquire the life-changing skills and attitudes to overcome challenging circumstances.

c. **What is the impact on the project if CDBG funds are not received or if only partial CDBG funds are received?**

We do not have any other funds secured at this time to offer the training at the Cumberland County Jail. If we receive partial funds, we will offer a smaller number of trainings.

d. ***If your program or project has been funded by CDBG in the past, describe the outcomes and performance of the prior grant funding: How many people did you serve? Did you meet your goals? How would further funding impact the program?***

We have not been funded in the past.

## 9. **Distress Score**

Each community will be **assigned** a score from **0 to 10 points** based upon two factors:

- a. Percent of low/moderate income community residents of the total community population.
- b. Percent of low/moderate income residents in the 25 communities of the Cumberland County Entitlement Jurisdiction that reside in the applicant community.

**County sponsored projects serving region-wide initiatives will receive a distress score of 6 points.**

## 10. **Multi-Jurisdictional Bonus**

**5 points** will be awarded to projects sponsored by two or more communities demonstrating benefits to low/moderate income residents of all participating communities.

Not Applicable

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<sup>i</sup> Susan Sharon, "What Maine is Doing to Help Inmates Find a Job," (Bangor Daily News, Sept. 13, 2018). Retrieved from <https://bangordailynews.com/2018/09/13/news/state/what-maine-is-doing-to-help-inmates-find-a-job/>

<sup>ii</sup> Annie E. Casey Foundation (April 2006). Retrieved from <http://www.aecf.org/m/resourcedoc/aecf-asharedsentence-2016.pdf>

**WorkLife Unlimited CORE Training at CC Jail**

<b>Cost Category</b>	<b>CDBG Funds</b>	<b>Municipal Funds</b>	<b>Other Funds</b>	<b>Total</b>
<b>Equipment</b>				
<b>Materials/Supplies</b>			\$3600.	\$3600
<b>Operations</b>			\$10,000.	\$10,000
<b>Salaries</b>	\$36,000.		\$2400.	\$38,400
<b>Fringe</b>				
<b>Transportation</b>	\$6,000.			\$6000
<b>Consultants</b>				
<b>Space/Rent</b>		\$12,000.		\$12,000
<b>Project Management</b>		\$2400.		\$2400
<b>Other – 1)</b>				
<b>Other – 2)</b>				
<b>Total Costs</b>	<b>\$42,000</b>	<b>\$14,400</b>	<b>\$16,000</b>	<b>\$72,400</b>

**Provide the basis for determination of budget amounts:**

Training Materials provided by STRIVE International \$50 per trainee (72)  
 Operations cost is \$10,000 STRIVE International membership dues  
 Salary is for Trainer at \$6,000 per training (\$37.50/hr) and ED \$400/training (\$2400)  
 Transportation stipend is \$1000 per training  
 Space/Rent provided by CC Jail (\$250/week)  
 Project Management provided by CC Jail (\$25/hour @ 2 hours/week)