



State Workforce Development Board Memorandum Justice-Involved Individual Grants

Effective Date: February 1, 2022

Expiration Date: June 30, 2022

Purpose

Tennessee currently has just under 50,000 incarcerated people or justice-involved individuals (JIIs) in its jails and prisons, of which 95% will be released and will someday reenter society. There is a significant disparity between participation in workforce services for justice-involved individuals that result in dismal outcomes in job placement in Tennessee. The disparity in outcomes has a direct impact on the state's goal to:

- Reduce recidivism rates
- Improve social mobility
- Empower the economic sufficiency of communities

This funding announcement presents an opportunity to better service this population and to create new, stronger partnerships with potential employers, state agencies, other non-government organization (NGO) and shareholders. The results will place Tennesseans who are justice involved in jobs that pay livable wages and thus better sustain their families. The Tennessee Department of Labor and Workforce Development's Office of Reentry (OOR) will support local efforts that focus on creating work training and opportunities for JII's. Local Boards are to request reimbursement funding for this program. Local Workforce Development Boards (Local Boards) will utilize statewide funds to plan, host and execute work initiatives that focus on JII's.

Scope

- American Job Center Partners
- Fiscal Agent
- Local Workforce Development Board
- One-Stop Operator
- State Workforce Development Board
- Workforce Innovation and Opportunity Act Core Partners

1. Eligible Applicants

The only eligible applicants for this funding are the Tennessee Local Workforce Development Boards (LWDBs)

2. Project Design

Local Boards must have a variety of work-based learning opportunities available to participating justice-involved individuals that align to in-demand industry sectors in the local area. Regional alignment is encouraged. Local Boards must make reasonable efforts to align a participant's career interests/goals to work-based learning opportunities.

Funds provided under this notice of award are provided to:

- Increase participants served for re-entry, as reflected by KPIs
- Increase public awareness of re-entry programs offered by the American Job Center system
- Increase staff capacity to provide re-entry programs and increase programs offered

Using these funds, Local Boards should make available the following services available for justice-involved individuals, in addition to employment:

- Job fairs to link justice-involved individuals with employers, provide program exposure
- Labor market and employment information in the local area
- Modulated personal and professional learning opportunities
- Training for a specific occupation or occupational cluster
- Supportive service, including referrals to NGOs that provide in re-entry services
- Workforce preparation activities that help formerly incarcerated individuals re-enter society
Expungement clinics
- Entrepreneurial skills training
- Mentoring (as appropriate to participant) in workforce and personal/professional development
- Other, more specialized services, with prior approval from the OOR

3. Term of the Program

The initiative begins February 1, 2022 and ends on June 30, 2022.

4. Submissions for Grant Funding

A total amount of \$320,769.00 (up to \$35,641 per LWDB) is available for this award. The Local Boards are asked to submit via SmartSimple an "Additional Funding" request to include a copy of their plan of action and the amount of their request of the total award, no later than February 28th, 2022 by close of business. NOTE: The OOR has discretion in the awarded funding level of each plan of action.

Local Board submissions for grant funding must include a narrative that outlines:

- Demographics of the population served
- Services provided
- Participant enrollment goal for the requested fund
- Partnering agencies or NGOs.

Local Board submissions for grant funding must also include a budget narrative using the outline provided in SmartSimple.

Please submit narratives to reentry@tn.gov and include William.Arnold@tn.gov and Sophia.Young@tn.gov as carbon copies to the correspondence.

5. Reporting Requirements

Local Boards receiving funding under this announcement will be required to define outcomes resulting from expenditure of grant funds, to include:

- Number of employers served
- Number of justice-involved participants served
- Number of justice-involved participants placed in jobs
- Participant wage gain
- Participant or business success stories

Monthly reports for outcomes must be submitted by the fourth (4th) business day of each month, from March through June 2022. If the 4th falls on a weekend or holiday, the monthly report is due the immediate business day prior to the 4th.

5.1. State and Local Communication

The Local Board must designate a staff member to attend monthly check-in meetings with OOR staff to update on award progress, successes, challenges, and efforts to ensure inclusion and diversity amongst eligible participants. Ideally, the staff member should be the AJC designated Reentry Advisor.

5.2 Allowable Costs

Allowable costs under this initiative must align with the project design listed in Section 2 of this document. Up to ten percent (10%) of funding can be used for administrative activities.

Contact

For any questions related to this memorandum, please contact the Office of Reentry at Sophia.Young@tn.gov.



Steve Playl, Workforce Services Division Assistant Administrator