

# A. Organization & Contact Information

**Case Id:** 16128  
**Name:** Project Reentry - SOAR - 2023/24  
**Address:** \*No Address Assigned

Completed by rhowell@ptrc.org on 11/14/2022 1:27 PM

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## A. Organization & Contact Information

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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 - SOAR

### A.3. FY 2023-24 Funding Request Amount

\$22,750.00

### A.4. Agency's Total Operating Budget

\$49,755,320.00

### 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

July 1 - June 30

### A.10. Federal Tax ID Number

561241166

### A.11. Federal DUNS Number

144190667

### EXECUTIVE DIRECTOR/MANAGER

#### A.12. Name, Title

Matthew Dolge, Executive Director

#### A.13. Email

mdolge@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) 978-4833

### BOARD CHAIR

#### A.18. Name

Alvin Foster

#### A.19. Term Expiration

12/31/2022

#### A.20. Email

afoster@ptrc.org

#### A.21. Phone

(336) 904-0300

## B. Project Overview

Completed by rhowell@ptrc.org on 11/14/2022 1:31 PM

**Case Id:** 16128

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### B. Project Overview

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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 Coordinator staff/programming costs and to provide basic needs support services such as emergency/transitional housing placement, clothing, food, bus passes, home goods, ID's, work tools, etc. for participants served by 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, transitional housing, vocational/employment training, education, counseling, family reunification and personal basic 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, personal sustenance needs and housing are all addressed, but Project Reentry also provides critically important personal reinforcement through peer support, customized case management and community advocacy. Participants learn to work through deinstitutionalization issues to restore their sense of confidence, their ability to succeed and their personal self-worth.

Additionally, Project Reentry's oversight of its Local Reentry Council and Project Family programs offers a broader range of serving justice-involved participants referred from the jail, community partner networks and families of incarcerated individuals. Children of incarcerated parents are also supported with ongoing projects and collaboration with Winston-Salem/Forsyth County schools. In these capacities, Project Reentry can work with and help participants and their families at any stage of justice system involvement.

The impact of Project Reentry is far reaching and meaningful. Participants become stronger parents/family members, they excel as more productive workers/taxpayers and they live their lives as more fulfilled citizens. Project Reentry participants are empowered to believe in themselves as important contributors to their greater society, and they invariably come full circle to give back to their neighborhoods in various ways. They find a better path for themselves, their children and their families. Ultimately, the entire Winston-Salem community benefits both the short and long-term.

In service to the City of Winston-Salem, Project Reentry is managed as a program of PTRC's Criminal Justice Department. Under the PTRC umbrella, all programs of the CJ Department are completely self-sustained and rely on grant funds year by year to continue. There is no permanent funding source through PTRC for the Criminal Justice Department, CJ staff or CJ programs like Project Reentry. As a result, funding partnerships are the lifeline for continued services offered by Project Reentry.

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2 of 30

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

Inmates begin working with Project Reentry's pre-release groups and individual sessions 6-12 months prior to release. Inmates voluntarily sign up for Project Reentry through their prison case managers in partner facilities where pre-release services are offered. (Forsyth Correctional Center in Winston-Salem is one such facility and releases a significant number to the City of Winston-Salem each year.) There are frequently waiting lists for entry into the program across the state.

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

At the time of release, 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, education/training, health/medical and basic needs as available funding supports will allow.

State probationers, federal probationers, child support, and post-release supervision cases are also eligible for Project Reentry's post-release services upon recommendation of the supervising officer, typically within 45 days of DPS assignment/release. Jail-released and other participants may also be referred by Local Reentry Council and community partners, through self-referral online, by letter or by walk in visit. The various portals of entry help reach participants at numerous stages of need.

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

Participants 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, misconceptions 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, established work skills, 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, and many do come back regularly for such assistance. Participants are part of our family, and family is there to give support whenever needed.

### **NEED (7 POINTS)**

#### **B.3. Describe the unmet need that the proposed project/program seeks to address. 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 pre/post participants, only 10.7% returned to prison, compared to a statewide average of 32%. This almost 3/1 success ratio clearly demonstrates Project Reentry is highly successful in helping prepare justice-involved individuals for productive post-release living.

Project Reentry first strives to help participants with the basic and practical needs in their lives that can sometimes contribute to choosing criminal lifestyles, but always cause hardship. The vast majority of our participants (about 90%) have incomes well below the federal poverty level, and their resources are very limited. Project Reentry helps by providing direct assistance and/or partner referrals for basic human needs such as, but not limited to: transitional housing, home items such as beds, appliances, etc., clothing, transportation, work tools/gear, utilities, medical, dental, hearing and vision needs, job training/educational scholarships, and food. In this way, Project Reentry recognizes the physical needs of a person must be met in order help them strive to be successful.

On an emotional level, Project Reentry helps participants see and seek a different path. As they work through the program, participants 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. Participants who are empowered by renewed trust in others and themselves become successful members of society, and they frequently take on the mantle of "paving the way" for those coming behind them. These successful participants then become mentors, trailblazers and voices for the next "generation" of reintegrating individuals, proving that positive outcomes are possible and giving hope to others. Their successes become the inspiration for others .

There is no other program that serves the pre/post release justice-involved population in the state of North Carolina or in the City of Winston-Salem like Project Reentry does. Project Reentry is a 20-year vetted, reliable and trusted partner for both NCDPS and the City of Winston-Salem and was a pioneer in reentry work long before such programming became the norm.

## **COLLABORATION (6 POINTS)**

### **B.4. 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 specific 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 services 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, City of WS SOAR, Love Out Loud and Ministers' Conference. All of Project Reentry's partners are critical in effectively 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 ESR, Bethesda Center, WS Rescue, Wells Center, Grace House, Oxford House, On Wings Like a Dove, United Way, Habitat and Salvation Army, Substance Abuse/Mental Health partners such as Stepping Up/Behavioral Health Unit, DayMark, Monarch, Insight, and Family Services, and Basic Needs partners such as Habitat, Green Nest, Shalom Project, Crisis Control Ministries, WS Rescue Mission and WSTA. Cross referrals and wraparound case management structures are keys to success.

Project Reentry remains engaged regularly with partners in the planning, expansion and delivery of services in both the 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 23-24, Project Reentry will also continue to oversee the Local Reentry Council, which serves as the official liaison between NC Department of Public Safety's Community Supervision/ Reentry Division and Winston-Salem/Forsyth County LRC operates as a central network in researching, managing and implementing local reentry-focused services. With nearly 100 partner agencies, LRC also provides community training events such as the annual Reentry Expo, Reentry Simulations and planned topic-centric events such as Child Support program planning, trauma-informed care and violence reduction efforts in partnership with current City/WSPD initiatives.

Additionally, Project Reentry will continue to offer "Project Family," with focus on helping children of incarcerated parents through case management, fundraising and activities with partners such as WSFC Schools, Winston-Salem PD and Angel Tree Ministries. Project Family offers ongoing support such as "Birthday Wishes", "Christmas for the Kids" and "Family Fun Day."

## C. Strategy and Performance

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Case Id: 16128

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### C. Strategy and Performance

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Please provide the following information.

#### STRATEGY (5 POINTS)

C.1. The City of Winston-Salem's strategic priorities, adopted most recently in the [2017-2021 Strategic Plan \(2019 Update\)](#) and under review for adoption by City Council for FY 2022 - FY 2025 Strategic Plan, are used as guiding principles 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. 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 comprehensive 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. The database is capable of running data on numbers served, services provided, release facility/referral source, participants demographics, life areas served, etc. while also serving as the central case management portal for participants. General logs, assessments and other case specific information are managed through the database so that staff are able to see quickly all relevant activities, placements and outcomes for participants. Project Reentry will use this real-time data to

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6 of 30

generate reports for the required City of WS Neighborly system.

Project Reentry also maintains ongoing communication and staffing sessions with Probation officers, Prison Case Managers and community partners who oversee and/or provide specific services to our mutual cases. This process includes information sharing from various databases and performance outcomes reports to best reflect the progress of participants and identify any problems that may exist. An example of this could be working with a housing partner on modifying required daily "in-house" hours if a participant is working an alternate shift job. Such collaboration is so critical to insuring appropriate, timely needs are met, clear and manageable expectations are conveyed and real time challenges and obstacles are known so that participants are not "lost in the shuffle" of multiple agencies working in silos. Seamless service delivery and holistic case management systems coordination are the goals.

**C.4. Explain the steps that will be taken if the stated program goals provided in C.3. 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 (i.e. Local Reentry Council), other funders and the NC Department of Public Safety for continued support of pre and pre/post activities. The Local Reentry Council's partner network assists in developing annual strategic planning and goals for services/activities.

Additionally, Project Reentry regularly participates in self 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 current studies done on state and national levels to determine in an objective way how our local outcomes weigh out.

Project Reentry also maintains 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 are published and shared with the City of Winston-Salem.

Finally, Project Reentry obtains participant evaluations of the program to assess internally what is working, gaps that are not being addressed and overall satisfaction with services. Staff review these participant evaluations and base annual strategic planning ideas on the feedback and input received in them. Program modifications are also discussed with DPS and community partners that assist Project Reentry in shaping annual goals and programming enhancements. These evaluations have been instrumental over time in helping Project Reentry shape its programming to adapt to changing participant needs. Our participants many times have better ideas for how to shape services than any other source, and we value their input in modifying services, target areas and ways of reaching out. One example of this was participants asking for specific information and coaching on navigating online job searches, platforms, applications and interviews.

**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 21-22 Previous Year Results	FY 22-23 Current Year Projected Results	FY 23-24 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	106 participants served.	135 participants to be served.	170 participants to be served
To increase the employability of pre/post release participants	Provide customized case management, vocational skills building and vocational education	57 participants gained employment and 79 participants received employment and vocational education services	54 participants to gain employment and 67 participants to receive employment/ vocational services	68 participants will gain employment and 85 will receive employment/ vocational services
To alleviate basic needs deficits for pre/post and post-release participants (i.e. housing, food, ID, tools, clothing, transportation)	Provide individual basic needs services for pre/post and post-release participants	91 participants received basic needs services	81 participants to receive basic needs services	102 participants will receive basic needs services

	Total Unduplicated Number Served	Total Number Served
FY 21-22 Previous Years Results	106	106
FY22-23 Current Year Projected Results	135	135
FR 23-24 Next Year Anticipated Results	0	0
FY 23-24 Next Year Anticipated Results	170	170

### C.6. FY 21-22 Program Accomplishments

Despite COVID barriers and/or restrictions during much of the FY 21-22 year (both in the prisons and in the community), Project Reentry worked hard to continue to provide ongoing transitional case management services and support to our participants. For FY 21-22, Project Reentry served 106 total new participants in the City of Winston-Salem/Forsyth County. Much of our communication was offered one on one, but we were able to resume case management, various types of direct assistance and training, as well as critical community linkages for our participants. Helping participants with introductions to housing partners, going to grocery stores to help with food purchases, assisting with clothing and home needs, networking with employers and skills based training partners, and

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providing coaching sessions are some of the human connection pieces we maintained.

Project Reentry also continued to serve as the lead entity for the DPS Local Reentry Council. By establishing a regular monthly virtual meeting, the Council was able to keep partners engaged and facilitate the sharing of important information on modified referrals/operations, new initiatives and mutual caseload interests even when challenges existed. The virtual meeting model worked so well that members will continue to use this format moving forward to offer more flexibility for meeting attendance, some training events and planning sessions.

Project Reentry was able to resume in-person pre-release class cycles in Forsyth Correctional Center in May 2022. This facility, along with several others across the state that release significant numbers to Winston-Salem, was extremely grateful to get our classes back inside as they reported individuals housed there had asked frequently about the program and signed up on waiting lists until we were able to start back up. Again, it is a reminder of how important the human connection is to those living inside prisons.

Project Reentry has also begun a new formalized process for serving participants referred from Child Support Court/Services. Working directly with judges and Child Support Services managers, staff attends court weekly and provides the court with a viable alternative for jail incarceration. Participants in this partnership work with Project Reentry staff on specifics to employment/money management in lieu of incarceration due to being in arrears. Progress is reported back to the supervising Child Support office and non-custodial parents are able to remain in the community while they work on making required payments needed to help their children.

Finally, Project Family continued its very important and growing work to help children of incarcerated parents and their caregivers. For the fiscal year, Project Family served 92 local children from 35 families with Angel Tree and related programs such as "Birthday Wishes" and "Back to School." Project Family also worked with schools with WSFC district to coordinate events such as "Family Fun Day." This piece of the Project Reentry service menu is certainly one of the most rewarding.

### **C.7. FY 22-23 Key Objectives**

If Project Reentry can secure adequate funding support, the program will have the goal to serve 170 participants during FY 23-24, a 20% increase over projected FY 22-23. Pre-release participant caseload average in Forsyth Correctional Center will be 15-20, and the ongoing average post-release participant caseload with full services will be 30-40.

Project Reentry will strive to assist 68 participants with finding employment, and will help 85 others gain critical employment and/or vocational skills training. These training opportunities will help participants get practical, marketable skills needed to be competitive in the workforce. Project Reentry support skills will focus on helping participants not only get a job, but keep the job. Interpersonal communications, dealing with difficult situations and recognizing the impact of trauma in oneself will all be part of this personal enrichment. Project Reentry will also leverage partner program scholarship resources from WIOA, Goodwill and others to facilitate employment and training programs free of charge.

Project Reentry will meet the basic needs of 102 participants with internal resources and referral support systems. Using a validated life areas matrix tool, Project Reentry will identify and prioritize those needs that most directly impact each participant's likelihood of success. Barriers will be addressed in order to minimize obstacles to success. With adequate funding, we will provide clothing, food, transitional housing support, ID/birth certificates, skills trainings, bus passes, gas cards, home goods and other basic needs to help participants become established and stable.

Project Reentry will also continue to offer community training, advocacy and awareness events by leading the Local Reentry Council and Project Family efforts. These may include the annual Reentry Expo, PSN Reentry Simulations, Trauma-Informed Care Training and expanded curriculum topics for pre-release classes. Events may be offered in person, in hybrid model or virtually as needed to accommodate circumstances as they arise. These events bring the entire community together to offer collective supports to justice-involved participants, and they strengthen the resource networks locally so partner agencies/organizations are all working towards the same goals. Our most recent Reentry Simulation, held in August 2022 in partnership with Forsyth County Sheriff's Office, Court Services, Project Safe and NC Probation, hosted nearly 100 individuals who learned in a unique way how difficult reentry processes can be. It was a great educational opportunity for all involved.

Finally, Project Reentry will continue to connect the NC Department of Safety's 2023 prison and community corrections strategies and programs to the Winston-Salem community by serving as a direct liaison between the state and local systems. This voice is especially important in sharing information for possible legislative priorities and systems expansions. The Department of Public Safety will split into two separate agencies effective January 2023, and there may be significant changes in prisons and/or probation as a result. We will assist in trying to insure any local impact is minimal and to the best interest of our participants and the greater Winston-Salem community.

## D. Organizational Capacity

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Case Id: 16128

Name: Project Reentry - SOAR - 2023/24

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### D. Organizational Capacity

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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 NC 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, Economic and Workforce Development, Aging, Housing/Community Development, and Criminal Justice. A snapshot of activities offered by all PTRC departments during 2021-22 includes but is not limited to:

Administration/Member Services:

- Monthly manager's conference calls with state officials and federal representatives.
- Clean Fuel Advanced Technology program
- ARPA assistance

Aging Programs:

- Over \$2.6 million in funding for aging service providers in the county
- Served 4,073 Forsyth County seniors in need; 33,160 in-home or respite service visits provided, 205,954 meals to seniors, 15,655 transportation trips. In partnership with the Department of Social Services, Mt. Zion Senior Life Enrichment, Senior Services, Inc., Trans-AID, Senior Financial Care, and The Shepherd's Center of Greater Winston-Salem and Kernersville.
- 150 visits to 49 long term care facilities. Ombudsmen provided technical assistance to 2,300 people via phone or email and closed 1,037 complaints.
- In-home COVID-19 vaccination program for homebound seniors—302 Forsyth seniors vaccinated. In addition, 6,000 free at-home COVID tests were distributed to seniors.

Economic Development:

- Small business development revolving loan fund—fully funded in 21-22.
- EDA funding of \$500,000 awarded in phase 1 of the Build Back Better Regional Challenge. The region was one of 60 entities chosen from a pool of 529 applicants.
- Staffing for the Piedmont Triad Regional Food Council, promoting an inclusive, healthy, and resilient local food economy
- Workforce Talent Alignment & Place Marketing (nctriad.com)
- Regional outdoor recreation website (nctriadoutdoors.com)
- 4 no-interest small business loans—\$85,598

Printed By: Tanya Banner on 1/19/2023

11 of 30

#### Housing & Community Development Programs: Weatherization Assistance:

- Grant funding secured to weatherize 67 homes for low income, elderly, or disabled residents— \$907,862.

#### Stormwater Education Outreach:

Stormwater education media campaign: 490,160—Television/Cable; 181,896—Radio; 486,973—Social Media ; website unique visitors—11,944

#### Workforce Development Programs

- Lead NC Works Career Center for a 6 county region located in Winston-Salem.
- NextGen Youth Program.
- Provided job placement and career assistance services to 1,737 residents of Winston-Salem.
- Partnership with Forsyth Tech and with Goodwill Industries on job training programs.
- Business services provided to 136 employers in the county.

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 NC. Project Reentry works closely with all partners to offer a comprehensive and unified approach to justice-involved programming and reentry advocacy. NOTE: Project Reentry relies completely on grant funds to exist.

### **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?**

As noted and highlighted in Section D.1 above, PTRC provides to the City of Winston-Salem a variety of services housed within six departments. As the largest NC lead Local Regional Organization (LRO) serving 12 core counties that include Forsyth County, PTRC is first able to provide specific, locally driven services and programming to the City of Winston-Salem in areas related to aging, workforce development, economic development, weatherization and criminal justice. Additionally, PTRC is able to access and leverage regional and state partnerships, funding streams and programming hubs to serve the City of Winston-Salem in a broader spectrum that best serves the community in the context of broader growth and interest. This "grassroots and up" nature of PTRC offers the City of Winston-Salem wide ranging opportunities for individual and collective services and projects for its citizens.

A specific illustration of this model under the Criminal Justice Department is Project Reentry's reach into multiple prisons across the region and state. Because Project Reentry is able to work with inmates inside multiple partner facilities, we are able to work with participants who may be housed for their active sentence in another part of the state but will return to Forsyth County upon release. Project Reentry can begin pre-release work well before that release, so that a Forsyth County resident may not be restricted to services only when back in the community.

PTRC remains committed to serving the City of Winston-Salem and its residents in varied and critical ways that mirror the needs of the community.

### **STRUCTURE (5 POINTS)**

#### **D.4. In the chart below, list key personnel and executive staff involved in the proposed project/program.**

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12 of 30

Position Title	Activities/Inputs	Total Work Hours Per Week	% of hours proposed to be funded
Project Reentry Coordinator	Oversees daily staff operation/programming, DPS prisons, probation/community partners coordination, database/caseload monitoring, Reentry Council. Works directly with participants from all referral agents in case management and support	40	32.50 %

**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.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. Best practices for accessing a diverse hiring process and candidate pool include:**

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. These standards are monitored by funders and audit, as well as provided to all staff as a part of internal agency training. All employees are required to sign a commitment to such policies at hiring and annually as a part of acknowledgement of PTRC employee handbook/personnel updates.

**Please enter the total number of Full-Time Positions and Employees you have in the table below, as well as the employee's appropriate race/ethnicity and gender identity.**

	Male - White	Male - Black	Male - Other	Female - White	Female - Black	Female - Other
Executives/Managers	9	1		7	3	
Professionals	11	1		15	4	2
Technicians	2	3		3		
Office/Clerical	3			5	9	1
Laborers/Service Workers						
<b>Total Full-Time</b>	<b>25</b>	<b>5</b>	<b>0</b>	<b>30</b>	<b>16</b>	<b>3</b>

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

as well as the employee's appropriate race/ethnicity and gender identity.

	Male - White	Male - Black	Male - Other	Female - White	Female - Black	Female - Other
Executives/Managers				1		
Professionals	8			5	1	1
Technicians		2				
Office/Clerical	2			5	1	2
Laborers/Service Workers						
Total Part-Time/Temp	10	2	0	11	2	3

**D.8.**



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

2022 Board of Delegates.docx

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

4

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

7

**ABILITY (5 POINTS)**

**D.11. If this is an application for new funding, please describe the steps your organization will take to establish an action plan for successful program launch, including appropriate stakeholder training and coordination. Articulate a clear methodology for service delivery within the context of established goals and include a timeline of key action items and approximate dates for delivery.**

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 the actual funding award date of July 1 2023.

For FY 23-24, 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, Piedmont CI and Dan River PWF 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. Pre-release class cycles will continue to be offered in 16-week cycles through the year.

As the COVID 19 pandemic hopefully continues to abate, we plan to offer more services and activities for in-person groups, classes and workshops. As noted in above sections, we have already begun this process with pre-release classes back up and running in Forsyth Correctional Center and other local prisons that release to this area. Employment search and placement will continue to be a cornerstone of opportunities for our participants, and we anticipate a wide range of education, skills trade and other vocational training to be available through our case management flow and referral base.

Project Reentry will also continue to serve as a lead agency in providing and coordinating training, outreach, education and advocacy events for partner agencies, state and local justice system representatives, families of justice

involved individuals, and the greater Winston-Salem community. Focus areas such as reducing stigma and biases, building resilient participants and communities and bridging justice system gaps and barriers will be key. The target will be to organize such events at least quarterly.

In terms of milestones, Project Reentry will achieve its 20th year of programming for the citizens of the City of Winston-Salem/Forsyth County in 2023. To date with this application, we have served over 6000 individuals locally!

**D.12. Describe your organizations' past success with flexibly responding to unforeseen events, which had the potential to negatively impact deliverables. What were best practices learned, if any? How would you successfully use these practices with the proposed program, if necessary?**

Project Reentry has always been a program of flexibility and modification. During the last 20 years, we have witnessed many changes in how reentry has been perceived, received and supported in local, state and federal criminal justice systems and in communities. Through it all, we have remained steadfast in continuing to deliver a consistent and dependable program for our participants. There have been many other programs come and go for various reasons, but Project Reentry has stayed the course in being committed to the same message, same goals and the same support as when we started day one. We have always tried to "stay in our lane" by offering participants a program where they know anyone being served will be treated the same, get the same services and all will be supported equally. We were pioneers in reentry before it became popular in the greater community, and perhaps that is why our model has longevity. It has always been about the people, not the program. Our participants know we are "for real," and they can depend on the fact there is a mutual respect that keeps participants and staff close knit. We believe in our participants and they respond to our no-nonsense, "don't just talk about it, be about it" motto. This part of Project Reentry has carried us through politics, economic upheaval, local community challenges, and now a pandemic. We will keep a simple, straightforward approach as long as we are able to offer our program.

In dealing with COVID, we learned how to offer the same service model with the necessity of different delivery mechanisms. It was not easy. Project Reentry is centered on reestablishing the human connection between people who are many times otherwise isolated in prison, and doing that virtually took away an important part of what we do. What we have come to realize is there is really no substitute for in-person connections, whether it be in a class conducted within the prisons, or a one on one session with peer support. We all need that human touch that can only be achieved with a face to face communication.

COVID 19 did force us to reshape in-person meetings with participants, but we now hope to put health safeguards in place like the schools have moving forward. If needed, we can also meet participants outdoors, in rooms that are large enough to accommodate spacing and even at their worksites to keep that human touch in place. It is so important for all of us.

Interestingly, one thing COVID 19 has helped promote that we may not have been as active with before is assisting our participants with technology set up and learning. We all struggled to learn new technologies, and they seem to change all the time. For some of our participants, especially those coming home from longtime incarceration, these changes can be overwhelming very early in their reintegration. We make sure we are there for the participants as they learn this evolving "New Normal," and we help them understand it is okay to be anxious and unsure.

As we move into whatever may come next in terms of politics, community health, or other drivers that impact programs and deliverables, we remain determined to keep Project Reentry as a strong and stable support for our participants that is focused on their needs, meeting them where they are to produce the best physical and emotional success outcomes.

**D.13. How does your program's policies/procedures ensure fair treatment, equitable access, and utilization of benefits for all persons, particularly marginalized and underserved groups and communities (i.e., marketing, outreach, eligibility determination and appeals)?**

NCDPS case managers 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 all inmates who are preparing for release and wish to engage with services.

State and federal community corrections (probation) 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. Officers may also use the LRC entry portal to assist participants in accessing Project Reentry services.

Project Safe Neighborhoods Notifications will remain 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.

Project Reentry accepts individuals from all walks of life. The only criteria for our services is that the person has a history of justice system involvement. Although most of our participants are of poverty/low income status, have served prison time and/or have felony records, we recognize that justice-involved individuals with other conviction levels and histories have barriers as well. All are welcome for support, even if that support is a one-time consult for one specific need.



## E. Cost Effectiveness

Case Id: 16128

Name: Project Reentry - SOAR - 2023/24

Completed by rhowell@ptrc.org on 11/14/2022 1:45 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 22-23	Projected Actuals FY 22-23	Proposed Budget FY 23-24
Program Services	\$249,622.00	\$249,622.00	\$280,409.00
Fundraising	\$0.00	\$0.00	\$0.00
Management and General	\$0.00	\$0.00	\$0.00
<b>Total Expenditures by Program</b>	<b>\$249,622.00</b>	<b>\$249,622.00</b>	<b>\$280,409.00</b>

Expenditures by Category	Budgeted FY 22-23	Projected Actuals FY 22-23	Proposed Budget FY 23-24
Employee Salaries and Wages	\$155,857.00	\$155,857.00	\$159,116.00
Employee Benefits	\$79,487.00	\$79,487.00	\$81,515.00
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	\$0.00	\$0.00	\$0.00
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	\$14,278.00	\$14,278.00	\$39,778.00
Capital Outlay	\$0.00	\$0.00	\$0.00
<b>Total Expenditures by Category</b>	<b>\$249,622.00</b>	<b>\$249,622.00</b>	<b>\$280,409.00</b>

Revenues by Category	Budgeted FY 22-23	Projected Actuals FY 22-23	Proposed Budget FY 23-24
City of Winston-Salem	\$41,150.00	\$41,150.00	\$66,650.00
Forsyth County	\$0.00	\$0.00	\$0.00
State of North Carolina	\$127,500.00	\$127,500.00	\$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	\$80,972.00	\$80,972.00	\$86,259.00
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
<b>Total Revenues by Category</b>	<b>\$249,622.00</b>	<b>\$249,622.00</b>	<b>\$280,409.00</b>

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

The "Other Operating Expenditures" category includes:

- the annual estimated internal costs for utilities, office space, building costs (paid for by Goodwill Foundation -no cost to the City of WS)
- new allocation of \$12,750 requested from City of WS CDBG funding and \$12,750 from SOAR funding to cover basic needs costs of estimated 102 participants in need. Expenses may include emergency housing/transitional housing costs, food, clothing, ID's, home goods, tools. Emergency housing costs are becoming more urgent as participants struggle to find suitable residences once in the community. We have seen a significant increase in the number of participants unable to afford current rental costs and the actual number of available properties for rent has decreased as well. Inflation and overall economy hardships are also impacting participants' ability to afford things like food/groceries, bus passes, ID's, work tools and clothes when back in the community. Prices are much higher than in the past, which also results in the need for additional funds to help our participants. Many more participants are in crisis survival situations, thereby making this need more expensive and frequent.

**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. Complete the table below to show specific details of proposed City funding and other leveraged funding for the proposed project/program. List each additional funding source for the program.**

Activity	Funding Requested from City	Funds from Other Sources	Other Funds Source
Project Reentry Program Coordinator	\$41,150.00	\$127,500.00	State of NC
Case Managers (PR and LRC)	\$0.00	\$71,981.00	Goodwill NWNC Foundation
Other Operating (utilities, space, etc.)	\$0.00	\$14,278.00	Goodwill NWNC Foundation
Other Operating - City of WS SOAR - direct basic needs services	\$12,750.00	\$0.00	

Other Operating - City of WS CDBG - direct basic services	\$12,750.00	\$0.00	
	\$66,650.00	\$213,759.00	

**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 of WS CDBG and SOAR funds will be used to cover 32.5% of total costs associated with the position, including salary/fringe and internal indirect costs such as office phone, cell phone, copier, computer needs, database M/R 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 staff (2) 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 and case manage Project Reentry program participants caseload.

The \$12,750 from CDBG funds and \$12,750 from SOAR funds will be used to provide basic needs assistance for an estimated 102 participants. Expenses may include emergency housing/transitional housing costs, food, clothing, ID's, home goods, tools. Emergency housing costs are becoming more urgent as participants struggle to find suitable residences once in the community. We have seen a significant increase in the number of participants unable to afford current rental costs and the actual number of available properties for rent has decreased as well. Inflation and overall economy hardships are also impacting participants' ability to afford things like food/groceries, bus passes, ID's, work tools and clothes when back in the community. Prices are much higher than in the past, which also results in the need for additional funds to help our participants. Many more participants are in crisis survival situations, thereby making this need more expensive and frequent.

**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 CJ's sister department program) can also provide a limited number of in kind scholarships for qualifying participants for a variety of classes and other educational opportunities. This assistance is in addition to the funds allocated by Goodwill NWNC for staff and operating support of Project Reentry.

**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.**

Total funding requested from City of WS SOAR and CDBG will support thirteen (13) hours per week of the Coordinator's position, the corresponding salary package and operational costs needed. The request includes provision for COLA, fringe rate and expected operational increases in FY 23-24.

The allocation request of \$12,750 from CDBG and \$12,750 from SOAR is to cover the significantly increasing costs of helping participants in need with daily living supports such as emergency housing, food, clothing, ID's, tools, bus passes, training fees, etc. Current economic hardships are weighing especially heavy on individuals coming back from prison and/or those in the community with few personal resources to help. This additional funding will help an estimated 102 participants. Prices are so high and local resources are stretched beyond capacity in helping those in need. Our participants are more and more in crisis mode when they come to us.

If we do not receive the additional funds requested for basic needs, we will attempt to connect participants with whatever resources are available in the community, knowing those options may be more limited at this time.

### **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. It is the combination of the funding sources that allows the program to continue to meet current needs of the justice-involved population and their families.

### **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 barrier we foresee may be a resurgence of COVID or other public health emergency. However, as described in previous sections of this application, Project Reentry has adapted to the unique and new challenges such instances pose. We have a diverse range of virtual capabilities to address workshop, online orientation and partner connection needs, and we have at the ready onsite service protocol policy that insures participants can receive in-person appointments while also protecting them and staff. Staff can easily shift to incorporate masking, social distance and sanitizing practices if needed for local governmental orders and/or recommendations.

#### **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 defined for this section 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:	66650
Number proposed to be served for the year:	170
Average City funds per beneficiary:	392.05
Proposed funds from all sources:	280409
Number proposed to be served for the year:	170
Average total funds per beneficiary:	1649.46

## F. Required Documents

Completed by rhowell@ptrc.org on 11/14/2022 1:48 PM

Case Id: 16128

Name: Project Reentry - SOAR - 2023/24

Address: \*No Address Assigned

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### F. Required Documents

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Please provide the following information.

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#### Documentation

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**Code of Conduct/Conflict of Interest Policy \*Required**

2022\_2023\_Employee Handbook PTRC.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**

2022\_2023\_Employee Handbook PTRC.pdf

PTRC UG Conflicts and Gifts Policy.docx

PTRC Merit Principle and EO Commitment 2022.pdf

PTRC Finance Procedures Manual 10-22.doc

PTRC UG Procurement Policy Revised 2022.docx

**IRS 501(c)3 Designation Letter \*Required**

NC Statutes Governing LROs.doc

**Audited Financial statements or third-party review from 2020 and 2021 *\*Required***

PTRC 6-30-21 FS - Final.pdf

PTRC FS 2019-2020 Final.pdf

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

*\*Required*

PTRC Charter.pdf

**Other**

Project Reentry 2023 Support Letters.pdf

## G. Income Based Projects/Services Only

Case Id: 16128

Name: Project Reentry - SOAR - 2023/24

Address: \*No Address Assigned

Completed by rhowell@ptrc.org on 11/14/2022 1:48 PM

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### G. Income Based Projects/Services Only

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\*\* 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	153
31% to 50% of median	17
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**

NCDPS case managers 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. Project Reentry accepts any voluntary enrollment, regardless of convictions. We accept participants with convictions ranging from murder to sex offenses to property offenses to drug offenses. We even work with some participants with life sentences because of the chance of parole.

State and federal community corrections officers use internal evidence-based risk needs assessments to determine appropriate post-release cases and probationers who are in need of services with Project Reentry workshops/programming. Officers are able to refer participants as early as the day they are released to the community/sentenced to probation or well into their supervision period as the need arises. Project Reentry staff offer periodic orientation for new officers and regular staffings to make sure all staff are informed about our services.

Project Reentry also accepts all participants who completed pre-release services while incarcerated, regardless of whether a post-release supervision officer refers.

Project Safe Neighborhoods Notifications are also active in referring cases to the program as part of their program's community resources outreach. Once participants are notified, Project Reentry is considered a core community resource partner to which they are linked.

Reentry Council partners follow an online portal referral system to access Project Reentry, and potential participants may also self refer online, by letter or by walk in. All inquiries and requests are voluntary and available to anyone - participant-generated or family member referral. An average of 3-5 letters/inquiries come in each month from various prisons, jails or other states where inmates are nearing release back to Winston-Salem/Forsyth County.

Printed By: Tanya Banner on 1/19/2023

23 of 30

Once a referral is accepted through the various portals of entry, Project Reentry staff either begin working in pre-release services with the participant while incarcerated or in the community. In the community, participants complete a comprehensive intake/orientation session where specific life areas are examined and needs assessed. Participants also self-report their initial goals and challenges during the orientation so that a customized case plan may be developed. If a participant is deemed in need of services that are outside of Project Reentry's expertise and those have yet to be addressed (i.e. substance use or mental health treatment), Project Reentry facilitates a referral to an appropriate community partner for services and then monitors the progress.

Participants may be re-assessed as they move through the program as their needs and life areas change.



## H. Construction/Rehab Only

Completed by rhowell@ptrc.org on 11/1/2022 12:56 PM

Case Id: 16128

Name: Project Reentry - SOAR - 2023/24

Address: \*No Address Assigned

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### H. Construction/Rehab Only

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\*\* 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 and provide 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.**

**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	Govt Funding
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### Documentation

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**Development budget 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*

**Participant/program data sample report**

*\*\*No files uploaded*

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

*\*\*No files uploaded*

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

*\*\*No files uploaded*

# I. Emergency Shelter Only

Completed by rhowell@ptrc.org on 11/1/2022 12:56 PM

Case Id: 16128

Name: Project Reentry - SOAR - 2023/24

Address: \*No Address Assigned

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## I. Emergency Shelter Only

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\*\* 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 11/1/2022 12:56 PM

Case Id: 16128

Name: Project Reentry - SOAR - 2023/24

Address: \*No Address Assigned

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### J. Rapid Rehousing and HMIS Only

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\*\* 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 11/16/2022 9:54 AM

**Case Id:** 16128

**Name:** Project Reentry - SOAR - 2023/24

**Address:** \*No Address Assigned

---

## Submit

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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 11/16/2022 9:54 AM

# IDIS Setup

No data saved

**Case Id:** 16128

**Name:** Project Reentry - SOAR - 2023/24

**Address:** \*No Address Assigned

---

## IDIS Setup

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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**