



International Language Services, Inc.
300 East 42nd Street, 14th Floor New York, NY 10017
(212) 856-9848

CONFERENCE: Works Plus RFP Pre-Proposal Conference

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PARTICIPANTS: EILEEN PARFREY-SMITH - AGENCY CHIEF CONTRACTING OFFICER [ACCO]
PAUL RICHARDS – DIRECTOR OF PROGRAMS [DP]
LENA O'BRIEN [MOCS]
FORTUNE SOCIETY
SHERMIKA SIMON [DOPPMSS]
UNION SETTLEMENT ASSOCIATION
CENTER FOR COURT INNOVATION
NEIGHBORS IN ACTION
BRONX PARENT HOUSING NETWORK
EXODUS TRANSITIONAL COMMUNITY
BROOKLYN COMMUNITY SERVICES
GMACC
GOOD SHEPHERD SERVICES
MAN UP
ARGUS COMMUNITY INC.
JCCGCI
SHARONE WALDMAN:
FEMALE VOICE 1
FEMALE VOICE 2
MAYORS OFFICE OF CRIMINAL JUSTICE

ABBREVIATIONS: [U/I] Unintelligible
[PH] Phonetic spelling
Transcriptionist's note []

PARTICIPANTS	TRANSCRIPTION
	[BEGINNING OF RECORDING]
ACCO:	<p>Hey good morning, everybody. Welcome, thank you for coming. Welcome to the, offices of DOP here at Beaver Street. We're very happy to have you, to talk a little bit about the Works Plus RFP. For those of you that were familiar with our Justice Plus program, we are in the process of reorganizing some of our workforce programs and Justice Plus will be becoming Works Plus, although the program model itself, is more or less staying the same. So, for those of you that don't know me, my name is Eileen Parfrey-Smith. I'm the Agency Chief Contracting Officer here at DOP. Sitting with me is Paul Richards, who is one of our program directors for Adult Operations. We are happy, at the end of our short presentation to take, questions that you might have. We also have representatives here from the Mayor's Office of Contract Services. They will be talking to you a little bit about the HHS Accelerator system. If you are not familiar with HHS Accelerator or have not submitted proposals in the system before, they'll be able to walk you through a little bit about what, uhm, the system entails. If you have any questions about that, we'll have some contact information that you can reach out after the proposal conference. And before I turn it over to Paul, I just want to go over a couple of quick things. I'm sure there is a burning question on everybody's mind regarding the due date for proposals. So, I think you'll be very happy to know, we're in the process of extending the deadline. Right now, we're probably looking at a date in mid-August. Now I also realize that the contract start date was very close to that date, so we're also in the process of working towards, being able to push back the start date a little bit, so that'll give us all a little bit more, you know, a more comfortable timeline in terms of submitting proposals, having proposals awarded, and working through the contracting process. So, we expect to issue an addendum sometime next week. So, we'll have more details for you regarding those actual dates once the addendum is released. And please keep in mind that the addendum will be released to you through HHS Accelerator, so make sure whoever it is who's the individual within your organization that has access to the system is then checking, to see when that notification goes out that the addendum has been released. I know not... you know, there are certain people who have access to the system or certain rights in the system. Not everybody gets it. So, to just be mindful of that,</p>

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	<p>and knowing who your users are in the system. Speaking of HHS Accelerator, I'm hoping that everybody here has already been prequalified. If you received or were able to access the RFP, I believe you are prequalified in the system. If you have any questions again about prequalification, you can speak with me; you can speak with the folks who are here with the Mayor's office. But we will definitely work with you regarding the prequalifications that you are able to submit proposals. O.K. And, you know; just if you have any questions outside of this forum, please utilize the acco at probation email. It's really the fastest way to get in touch with us. We'll try to respond to you as quickly as possible. For those that submitted questions already, we've done our best to try to respond. Some questions, we've had a little bit, uhm, of a delay in responding to just with what's been going on in terms of working through the... the new dates for... proposal submission and the start date. But, other questions, you know, we'll do our best to respond to as soon as possible. So, I'm going to pass it over to Paul to talk to you a little bit more about the program itself.</p>
<p>DP:</p>	<p>Yes, hello everyone. Uh, again, my name is Paul Richards; I work here for the Department of Probation as a Director of Programs. I've been in it... in the department for my life, about 25 years now, going on 25 years. And it's my pleasure to be here with you. We also have two program managers in the house. We have our lead program manager, Shermika Simon she's here in the cut. We also have Angela Adams, she's in the back. And we also have Jane Imbasciani. Some of you know here, she's the Director of Special Projects here at DOP, here on the right side. First of all, it's been our pleasure, and our duty I guess, to have worked with the City and the Mayor's Office in providing the Work Readiness Wraparound Service for the City's Crisis Management initiative. Since 2000... I want to say 14, specifically with Cure Violence. And many of you know, or some of you... many of you may not know that the department went... underwent... we underwent a change sometime in 2011, 2012. We underwent a change to our supervision where we moved away from a punitive punishment-based way of supervising our young people and moved more towards building relationships, being more supportive for our young people, and working with community-based organizations and working with the community at, at large. We developed our neighborhood opportunity networks where we moved probation officers into the community. We</p>

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	<p>also partnered with community-based organizations. We formed stakeholder teams as well to actually work with us, side-by-side. And, we also hired many officers that were trained in a more community-based, more supportive type of way of supervising our young people. So, we fully embrace that concept of it, it takes a village to raise a child, and that's kind of what brought us here today. It's about a program, right? We're here to talk about this program, this work readiness program, but it's so much more than that. It's about the Department of Probation really moving away from how we were doing business before and moving more towards being community-based and building capacities in the community. Whereas we're sharing our resources, that can be in the form of our expertise, our knowledge. It can be in the form of our governmental contacts. And it can be in the form of funding. So, it's so much more than just a program and it's more about building capacity in the community. So, I would like to really say thank you all for having interest in partnering with us, and we look forward to, really, a great relationship in... with this specific program, work readiness program. Thank you.</p>
ACCO:	<p>So, thank you, Paul. I just want to flag a couple of things before we move on to the presentation on HHS Accelerator. So, as Paul had mentioned, you know, in terms of DOP and our mission and our commitment to programing, there's been a great shift towards working more in the community, being more community-focused, and Works Plus is certainly no exception. This particular program, similar, to its sort of over-arching umbrella in Crisis Management System, is working, in very small, almost block-by-block geography within certain neighborhoods and, and as defined by police precincts in this city. So, as you'll notice, the competitions for the RFP are specific to neighborhoods, but very specific then within targeted precincts. So, these... these precincts relate also to programing, hat is administered through MOCJ, uh, the Mayor's Office of Criminal Justice. That they administer a crisis management program that identifies participants for the work readiness wraparound, the Works Plus program. So, the contractors that are awarded from this RFP will work very closely with that referral source from those MOCJ contracted providers, and will work very closely with us and with MOCJ. It's really a... a collaborative effort to run this program, to make sure participants are referred and are appropriate for the program, and to make sure the programming is full. So, you</p>

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	<p>know, that relationship, I don't think I can stress enough that... that there is a great amount of, of collaboration, and relationship building, once those contractors are... are identified and awarded to really make this program a success. Speaking of po... the police precincts, the targeted precincts, you may have noticed in the site information in the RFP, one of the requirements for your site is that it be located within the target precinct, that's very important. We've provided a link to, the NYPD website, which allows you to put in your address, and you can, it'll check for you what precinct it's in. So, I would encourage everybody to do that while you're considering your site for this program, and to please keep in mind that when your proposals come in, we will also be checking for that information to make sure that the site that is being proposed aligns with the precinct for the competition. O.K. I think other than that, I'd really like to try to save as much time as possible for your questions. If our friends from the Mayor's Office would come up and talk to you a little bit more about HHS Accelerator.</p>
MOCS:	<p>Hi, good morning. My name is Lena O'Brien, and I work at the Mayor's Office of Contract Services. I'm going to go through a brief presentation on HHS Accelerator, which is the system you all will be using to submit your proposals for this RFP. Before I get started, can you raise your hand if you have already accessed or read the RFP documents? O.K., great. If you're not familiar with HHS Accelerator, here's some background information on the system. HHS Accelerator was created to simplify and improve the competitive contract process for health and human services providers. Agencies publish all RFPs in HHS Accelerator and prequalified providers approved for relevant services are eligible to propose and can submit proposals once the RFP has been released. Providers must submit proposals through HHS Accelerator by the proposal due date and time, which is 2:00 p.m. You all will be notified when the new proposal due date will be. If you need any assistance using HHS Accelerator, you can contact our helpdesk at help@mocs.nyc.gov. On our public website, nyc.gov/hhsaccelerator, you can also access guides with step-by-step instructions, videos, and register for training. Your very first step will be... to create an account for your organization in HHS Accelerator. Once you have an account in the system, your next step is to get prequalified by submitting the HHS Accelerator application. Prequalification</p>

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	<p>lasts for three years and is required in order to compete for funding in HHS Accelerator. The application has two components. The first is a business application. This collects foundational information and documentation about your organization. The second is a service application. You can add multiple service applications, as these establish a track record of services your organization provides to New Yorkers. Service applications inform which RFPs you are eligible to compete for in HHS Accelerator. Once you complete and submit the application, it is reviewed by our team within 24 hours. Once your application is approved, you are considered prequalified in HHS Accelerator. At this point, you are ready to compete for funding. From the home page in HHS Accelerator, you can access procurement tab from this page and locate the Works Plus RFP on the procurement [U/I] roadmap. To review procurement details, click the blue hyperlink. You will first land on the procurement summary tab, which provides general information about the procurement. The RFP documents tab is where eligible providers can access RFP documents once the RFP has been released in HHS Accelerator. Any addendum that is published will also be in this tab. Click on the proposal summary tab when you are ready to start your proposal. Click add new proposal to get started. Once you start a proposal, you'll see three tabs. Proposal details, proposal documents, and submit proposal. On the proposal details tab, everything with a red asterisk is required before you can save the page. Enter all the requested information and make sure the contact information is up to date. Add the site location where you will be providing the service as well. On the proposal documents tab, upload all the required and optional documents here. The system will not let you submit the proposal unless you have uploaded all of the required documents. HHS Accelerator has a file size limit of 12 megabytes per file. Only level 2 users can submit proposals on your organization's behalf. Check off the boxes at the bottom, enter in your full email address and HHS Accelerator password, and then click submit proposal. We encourage you to submit within at least 24 hours of the proposal date in advance, just in case you encounter any issues. This way, there's still time to resolve them. You'll have three indicators that you've successfully submitted your proposal. The first, you'll get a green confirmation bar across the top of the screen confirming your submission. Second, you'll receive an email confirming you have submitted a proposal. And lastly, your proposal status will change from</p>

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	draft to submitted. Are there any questions? Thank you.
ACCO:	<p>O.K. thank you, Lena, so much. As Lena noted, we strongly encourage getting those proposals in, as soon as possible in advance of the deadline. We do encounter technical issues on both sides of the system, and it's best to have those identified as quickly as possible. Sometimes people have issues with uploading files, whatever it may be, and it's... it's not a position anybody wants to be in, to be, you know, approaching 2 o'clock and not being able to submit and us not being able to do much to work with you to get that proposal submitted on time. Also, I believe Lena provided some... yes, the help at MOCS? O.K. We ask if you do contact HHS Accelerator, that you just keep, you [U/I] you email help at MOCS and also email the ACCO email address. Sometimes it's a helpdesk issue; sometimes it's a probation issue. This way, we're all just in the loop about what's going on. And there are things that MOCS can help you with on a technical side... there are things that we have to address on an agency side. So, this way, it... it just makes the, any issues, troubleshooting issues, just happen a lot faster. So, with that, I think we're going to open up the floor for questions. We're using the mic? O.K. So, we're going to have available, if folks just come up one at a time so we don't have a... a backlog of, of people. And since this pre-proposal conference is being recorded, there will be a transcript issued. We ask that before you ask your question, if you would please state your name for the record, and the organization that you are representing.</p>
FORTUNE SOCIETY:	<p>My name is Barbara Greenwald. I'm with the Fortune Society. I noticed that they mentioned stipends for the students, which was separate from Metro Cards. You know, that they're... could you give an example of, like... is it like a reward thing, like, you know, you give them a gift card, so they show up? Is it like... just an example of what the stipend would be.</p>
DP:	<p>Well, this... I mean, we don't want to, refer to it as a payment, but it is an incentive.</p>
FORTUNE SOCIETY:	<p>An incentive, right.</p>

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DP:	<p>It's definitely an incentive. So, I guess you have two categories of... of incentives, right? We have the stipends, right? Which would be based on reaching certain milestones, if you will, that would be built into the program. And then we have a category where you would have incentives, so to speak, which is more so, provider-based, right? You would kind of decide what that type of incentive would be. So, for example, you may have... and I'm going to call Shermika just to give examples of incentives that they would give. But like I would say, if you have a young person who has great attendance, good attendance or something like that, you could give them, like, a gift card, right? Of course, that would be paid through the budget as well, so you would budget on that line certain amounts for incentives as well. Could you just give one or two examples of incentives would be?</p>
DOPPMSS:	<p>O.K., so, we have... let's say trips. Let's say you want to do a trip. Some providers have used that, like, gift cards for the trips. The thing about a stipend, you get... the participants get a debit card, and it's supposed to kind of help with financial training. We do professional clothing; say you want to get professional ties for your participants to give gift cards. We take down [U/I], and you choose the clothing. Thanks.</p>
DP:	<p>Yeah, so, it's important just to point out. So, again, I just want to make sure that that's clear. So, if look at it as one being maybe mandatory, so to speak, right? One being... and again, we don't want to use the word payment, but one being an amount that's given for reaching certain milestones, right?</p>
FORTUNE SOCIETY:	<p>That has to be in every proposal? O.K.</p>
DP:	<p>That should... It should be. So, you will be developing that chart, stipend chart, so to speak, of how much you're giving and what, you know. So, we would basically give you an amount and then you would break down the amount of how much you would like to give for each milestone, O.K.? And then you have incentives, which is a little different. O.K. Yes?</p>

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UNION SETTLEMENT ASSOCIATION:	Hi. I have two questions, actually. I'm Kirsten Cowal from Union Settlement Association. In my reading of the RFP is that... that the eight core activities, that all of them need to be available to participants on a case-by-case basis. Each participant is required to participate in at least four, but the full menu of the eight core activities must be offered. Is that correct?
ACCO:	Correct.
DP:	That is... that is correct.
UNION SETTLEMENT ASSOCIATION:	O.K. My second question is whether there is some kind of, like, a floor or a minimum on sort of level of, sort of programming. Would it be, like, you know, that you would engage... since there's a six-month period of, you know, engage... of sort of engage... active participant engagement, right? Is there sort of... like, for example, like some kind of floor minimum. Like, say once a week, participants come in for either... you know, some kind of work readiness, sort of type activity, or case management. You know, again, because there's not, sort of really, an indication of that.
DP:	I mean, I think we purposefully left it vague. I'm sorry, you want to address that?
ACCO:	I think the word is, is flexible. Flexible. We've... we've purposefully left some flexibility to the providers because it is so individually based, right? You're really looking at each person as they come in and figuring out what mix of services is really best for them, within those... those activities that you provide. But I think we can take a look at, our existing programming just in terms of if there are any minimums, and if there are, we... we can certainly clarify that in the addendum.
DP:	Yeah, I mean, keep in mind that when they first come in for intake, you're doing some sort of assessment on this individual to kind of determine exactly the... the level of work readiness,

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	you know and services needed. So, it'll basically be tailored to each individual.
CENTER FOR COURT INNOVATION:	Hello. My name is Yohely, I work at the Center for Court Innovation. I have two questions. Uhm, the first one is, can you clarify your expectations about expanding required staff roles compared to the Justice Plus without an increase in funding? So, in other words, there are additional staff required.
ACCO:	So... so, O.K. So, you're not required to have every staff title that's in the RFP. What we did... and like I said, I can't stress enough that this is a very flexible program. The idea is we compiled, we did a survey of all of our current Justice Plus programs and looked at what roles and titles were included in those existing programs. And based on that list... so we [U/I], that's what was put into the RFP. So, if you look at the beginning of the staffing section, it says that you might utilize your own titles or combine [U/I]... the idea is to fulfill the responsibility, it isn't necessarily to utilize all of those staff titles.
CENTER FOR COURT INNOVATION:	O.K. And then my... sorry. My next question is, can Justice, Justice Plus alumni participate in Works Plus? So, can past participants... no?
ACCO:	So, no. So, I mean... Justice... Works Plus is a new name; it's still the same...
CENTER FOR COURT INNOVATION:	Uhm-hum. O.K.
ACCO:	... program. The idea is no, we would not be serving individuals twice.
CENTER FOR COURT INNOVATION:	Thank you.

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NEIGHBORS IN ACTION:	Hi. Leah Alper from the Center of Court Innovation and Neighbors in Action. I have two questions. My first question is, I know that historically, the TABE test has been used as sort of that, like, preliminary assessment tool, and I'm wondering if, you guys will continue to provide a preliminary assessment tool, or if we should be planning to develop our own.
DP:	That is a good question. At the moment, we are flexible. You know, however, and let me point out that we do have an assessment tool that's, for those of you that have existing contracts with Justice Plus, we do have an assessment tool on our DOP Connect system that we would expect to be used and we would like to move towards a more uniform universal assessment tool moving forward. But I guess just to answer your question; initially you would provide your assessment tool and develop an assessment tool. Initially, yeah.
NEIGHBORS IN ACTION:	Thank you. And my second question is I know that currently, there is sort of like a cap on the stipend size for each participant, and then we were able to determine sort of how much each milestone was worth with this upper limit. And I noticed that in this RFP, there is no upper limit besides dividing the total budget by 17 or whatever.
ACCO:	So, yeah, so, I think we're going, we're going to add a little bit more information on the stipends in the addendum, but yes, we... I would... I believe the same cap would apply, and that we would then... we'll then include that in the addendum for you to have for your proposals.
NEIGHBORS IN ACTION:	Thank you.
ACCO:	Oh, and I'm sorry, just wait. Before we move on, I'm sorry. The question about the assessment tools, I just want to extra-clarify that. So, on page 8 of the RFP, there's a footnote number 9 that says that, DOP will be... we anticipate that we will be issuing the standardized, a standardized assessment tool. So, based on that, you know, we're not asking you to

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	develop your own at this time.
DP:	Well, initially... I mean, I think initially, just for startup, we may not, because we're looking towards maybe... we're looking toward taking another look at the current assessment tool that we have on the system, so I'm not 100% sure that it would be up on the system by start date. But I think the more important thing is to know that we're moving towards a more universal... so, at some point, we would issue an assessment tool for you.
ACCO:	And, I guess that there's still some lingering questions about this. Just for purposes of writing your proposals, we'll just make that very clear in the addendum what you need to do to submit your proposal.
BRONX PARENT HOUSING NETWORK:	O.K. Good morning. You indicated on page 2 that the total funding...
ACCO:	Oh, I'm sorry, could we have your name, please?
BRONX PARENT HOUSING NETWORK:	I'm sorry?
ACCO:	Your name?
BRONX PARENT HOUSING NETWORK:	Oh, I'm sorry. I'm Candia Richards-Clark. I'm the Chief Administrative Officer of Bronx Parent Housing Network up in the Bronx. O.K. So, on the second page, you indicated the total maximum available funding is just over \$6.5 million. Is that the total award for the three years?
ACCO:	That's, that's for all sites. So, that's... that's for every contract that's awarded out of this RFP for three years.
BRONX PARENT	I know. I'm asking if it's for the entire three years, or if that's

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HOUSING NETWORK:	an annual amount.
ACCO:	Yes. [U/I] for... I believe it's for the three years. Yes, total maximum available funding, it's for the full three years. Yes.
BRONX PARENT HOUSING NETWORK:	For the full three years, so, if we divide it up by 16, you expect an average award to be about, just over \$412,000 for the three years, correct?
ACCO:	Yeah, so, I would also just ask everybody, in terms of the funding by competition, to just take a look at attachment F, because that's going to tell you... that's your annual funding amount for each precinct that we've identified, and realizing that for one of the precincts, it's a double... it's double capacity, so it does skew the numbers a little bit.
BRONX PARENT HOUSING NETWORK:	O.K., thank you.
ACCO:	Sure.
EXODUS TRANSITIONAL COMMUNITY:	Hi. Good afternoon... no, good morning still. My name is Nora Reissig, I'm the Vice President for developmental and programs at Exodus Transitional Community. Hi, Eileen. Finally, nice to meet you in person, right?
ACCO:	Hi. Nice to put a name... face to the name.
EXODUS TRANSITIONAL COMMUNITY:	I have a question, back to the police precincts, right? So, East Harlem has two police precincts, the 25 and the 23. We're located technically within the confines of the 25, but we service all of East Harlem, right? Would we be eligible in those circumstances to apply for, you know, for... for the designated precinct, the 23?

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ACCO:	So, the technical answer to your question is you're still eligible to apply. There's no minimum qualification right now that says that if your site is outside the geography that you can't apply, but please realize that that will affect your score, the request of the RFP, and the requirement [U/I] you know, the request in the RFP is that you be located within the precinct, and I'll just say on a programmatic level, it's really extremely important to how the services are delivered, because of the community-focused element of it, and how crisis management works in terms of this very concentrated, specific, block-by-block area. It's, it's vitally important that you have a site... a place to serve individuals within that geography.
EXODUS TRANSITIONAL COMMUNITY:	So, that was my follow-up question. If we had a place to serve individuals within the confines of the designated precinct though the main office is a few blocks up, that would be...
ACCO:	That's perfectly fine. Yeah, absolutely fine.
EXODUS TRANSITIONAL COMMUNITY:	One last question. What about the PSA's, right? So, that's the police service area 5. Are they part of this equation at all?
ACCO:	So, I think... I don't exactly have the answer to your question. I'll try to give... I'll try to answer it as best as we can. But since this program is so tied to MOCJ's crisis management... also... it's also been known as Cure Violence. I think a lot of that precinct area is very much tied to what happens on the MOCJ side for crisis management, whereas this program, is really serving individuals that come from that... you know, from that, I'm calling it kind of an umbrella program, but, you know, this is just a wraparound to that, so I think a lot more of those considerations apply to the MOCJ side of it.
EXODUS TRANSITIONAL COMMUNITY:	Thank you.
GMACC:	Hello. Hi, my name is Shanduke McPhatter. I'm the founder of GMACC, Incorporated and I have two Cure Violence sites,

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	<p>one in east Flatbush, and one in the 88th precinct, downtown Fort Greene. So, 67th precinct, 88th precinct, and those are crisis management Cure Violence sites, but as I look at the precincts here, none of those sites are mentioned.</p>
<p>ACCO:</p>	<p>So, we also anticipate... we've... we've only recently been having some conversations with MOCJ about... the full Justice Plus portfolio, because as you noted, some of the Cure Violence geography is not included in this RFP and we anticipate that we will be... as part of the addendum, be issuing some additional Justice Plus sites, so that you'll see the full... you'll see... you'll be able to match, then, right, the full Cure Violence...</p>
<p>GMACC:</p>	<p>Attachments in pieces.</p>
<p>ACCO:</p>	<p>[U/I] yes, to Justice Plus, correct.</p>
<p>GMACC:</p>	<p>O.K., and to follow with that. So, just to help me clarify and understand, what would you say is the difference between Justice Plus and Work Plus? Cause I myself haven't been able to...</p>
<p>ACCO:</p>	<p>It's really a name. It's really the name.</p>
<p>GMACC:</p>	<p>So, as far as service of participants, it's pretty much the same difference?</p>
<p>ACCO:</p>	<p>It is, yes. And I think, too, I just... I think... to make the point that we've been making over and over again, there's a reason why the RFP was designed to be very flexible. Based on the origins of Justice Plus, it grew out of a city council funded program. It's... it's... you know, we don't... we don't... we don't want to preclude the people that have been providing those services from being able to apply to this by setting very rigid requirements within the RFP. Justice Plus has always been a very flexible program, and we intend to keep that moving forward.</p>

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GMACC:	Thank you.
ACCO:	Yes.
UNION SETTLEMENT ASSOCIATION:	Good morning. My name is Sheila Wells, Union Settlement. I'm right here. I just have a question in regards to the enrollment, and if possible, is there a soft handoff from MOCJ to the CBO, and if a client does not complete a program, what does that... is there, like, a penalty in terms of funding?
ACCO:	In terms of funding, no. I mean, there isn't a penalty for... for not completing. I mean, obviously, the expectation is the providers that are working with these individuals are going to do everything they can, right, to have them complete, and part of the model of Justice Plus, and now Works Plus, it's... it's incredibly... it's integral to the model that there is flexibility for the participants, right? There's flexibility for the provider, to try... you know provide the most appropriate services to them so they do complete the program. Which again, is why you have these very broad categories of activities that individuals can take part in, and really the focus of this program is for those that come into it, to come out better than they started. It's not necessarily, you know, our outcomes are very focused on personal growth and development and moving towards, ... moving towards... you know, like I said, some, some personal growth and personal betterment. We don't have very strong, I don't want to use the word strong, but, you know, we have very flexible... I mean, like I said, if you look at the outcomes on 11, they're very flexible, and very much looking at you having your enrollment numbers, right? You have four out of eight core activities that the participant completes, which should be very closely tied to that assessment and what they're coming in and needing. You're going to have participants coming in on all different levels, all different... you know, levels of... of... of work readiness or not work readiness, right? So, the idea is you're meeting those participants where they are geo... geographically and in terms of their, their readiness and their ability to be successful in the program and... and really tailoring that experience to what... you know... we don't... I think, to your first question about, you know, if somebody

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	<p>doesn't complete, we're not looking for very lofty goals that everybody that comes out of this program is going to have a job. That's completely unrealistic, right? That's not what this program is about. It's about getting people to a place that they are ready for some next step in their lives, right? So, I just want to be very clear about that. This is... we... I'd like to think we do a lot of non-traditional work here, and as Paul mentioned, I think that comes a lot from, you know... that's reflected in our work, our direct service work in probation, but also in, in the types of contracts and services that we provide, through our non-profit partners. So, I hope... I know that was a little... a lot of information, but I hope that that... that addressed what you were asking.</p>
<p>GOOD SHEPHERD SERVICES:</p>	<p>So, my name is Bret Ratner from Good Shepherd Services. First off, thank y'all for taking the time to speak with us today. Just, I guess, kind of a clarifying question quickly. So, we have two Justice Plus contracts currently. One that we got a number of years ago that is through the Department of Probation, and another one that we got last year that's through MOCJ, which is [U/I] kind of ended up being two different systems, two different [U/I] ways, which has caused a lot of issues on the ground in terms of how they're administered. So, am I understanding correctly that the ones through MOCJ are going to be RFP'd out through this through an addendum, or am I mistaken in that assumption?</p>
<p>ACCO:</p>	<p>Correct, yes.</p>
<p>GOOD SHEPHERD SERVICES:</p>	<p>O.K.</p>
<p>ACCO:</p>	<p>Yeah, so for those of you who are already involved in the crisis management system, probation will be taking on all the Justice Plus, Works Plus geography moving forward.</p>
<p>MAN UP:</p>	<p>So. Good morning, everybody. My name is Minyarn Johnson, Director of Employment Services for Man Up, Inc., and I have one simple question. How do small nonprofits that have been doing this work for a very long time compete with the larger</p>

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	nonprofits?
ACCO	Well, that's a great question and...
MAN UP:	[U/I] RFP.
ACCO:	<p>It's a question that I think the city as a whole has been tackling, very recently, and I think... I can't stress enough that Justice Plus is being so community-based and community-focused is also a great place for smaller, very, you know, community-based nonprofits... to have the opportunity to contract with the city. We've tried very hard to structure the RFP and the experience requirements in a way that does not discriminate on the size of your organization or, you know, the... the very much on the length of your... even your existence. So, I know you've... I know specifically for Man Up, you guys have been around for a long time, you've worked with us for a long time, and I... I mean, we look forward to seeing your proposal, and I... I just... I... it's not an easy question to answer, but we've done our best to design an RFP that's accessible to everybody and that does not, you know, like I said, does not give you points for, you know, being a large organization or anything like that. It's very open and very focused on... on your community ties and your, you know, your presence in the community and your ability to serve this particular area, so...</p>
ARGUS COMMUNITY INC.	<p>Good morning. My name is Denisse Paulino, I work with Argus Community, and I have a question that relates to the 17 participants in the contract. I wanted to know if this is open enrollment, or do we just get the initial 17 participants, and then we have to service them throughout the fiscal year? Like, what happens if throughout the enrollment process, we lose a couple of participants?</p>
ACCO:	It's open. It's open enrollment, yep.
UNION SETTLEMENT ASSOCIATION:	<p>Sheila Wells again from Union Settlement. I have a question in regards... and you may have answered it, but I... may... may have just flew over my head. So, the work progress program RFP that's... I mean, renewal that's currently out. If</p>

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	we have a program that we're renewing by the end of July, we're putting in an application, are you guys going to be linking this along with the Works Plus?
ACCO:	Sorry, what's the other program that you mentioned?
UNION SETTLEMENT ASSOCIATION:	The Work Progress Program.
ACCO:	No, it has no bearing on it.
UNION SETTLEMENT ASSOCIATION:	So, you won't, it's O.K.? But it's O.K. that we kind of use the same kind of program model? You don't know.
ACCO:	Well, I mean, it has to... you know what I mean, it has to fit within what we've asked for in the RFP. I mean, those are two separate programs that you're describing. Works Plus is not affiliated with the HRA program that you mentioned.
UNION SETTLEMENT ASSOCIATION:	O.K., thank you.
CENTER FOR COURT INNOVATION:	Hi, Talia Warmflash, Center for Court Innovation, Staten Island Justice Center. So, I know the start date is getting pushed back along with the proposal deadline. I just wanted some... to get some clarity around what is expected at start date. So, does that mean participants recruited and beginning the program on start date and staff trained up, or is that, you know, when we would start that process?
ACCO:	So, I mean, keep in mind, you're not recruiting participants, especially not at the beginning. The expectation is your participants will be referred through your MOCJ partner. So, it's... in some ways, it's a difficult question to answer because everybody's circumstances are going to be different. If you're

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	<p>an existing provider who happens to win the RFP and you continue, this process will probably not look that different to you than what you've already been doing. In instances where we're going to have to transition participants into a new program, you know, there's going to have to be at least some soft launch of your program by the start date to enable, participants who have you know may not have completed with their prior provider to at least continue with some form of program services to be able to complete. I mean, we'll do our best, I think, to hold off on enrollment for, you know, as we're winding down the existing program. But, you know, yes, there is an expectation you will be providing services as of the start date, but there is always a little bit of flexibility to work with you once everything's identified in terms of when you're... you know, when your full program launch would be.</p>
<p>CENTER FOR COURT INNOVATION:</p>	<p>Thank you.</p>
<p>JCCGCI:</p>	<p>Hi. My name is Sharone Waldman; I'm from JCCGCI in Coney Island. Question about the stipends and metro cards. Are they within the budget or outside of the budget?</p>
<p>ACCO:</p>	<p>Within the budget.</p>
<p>JCCGCI:</p>	<p>Within the budget, O.K., and I think you answered this, but I'll ask you anyways. If we have 17 participants year one, they finish four core activities and it's clear that they need more help, we can give them the other four activities. Are they allowed to participate in year two or three?</p>
<p>ACCO:</p>	<p>If they've completed the program, then no. If their... if their participation in the program... I mean, we're looking... we... we generally see like a six month... up to... right? Like, it's a six-month active participation in the program, generally speaking, then they've completed those four core activities within those six months, then they're entitled to about six months... up to six months of aftercare, which is again, very, dependent on the individual and their needs. Some individuals</p>

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	<p>maybe need a couple of text messages and that's it. Some might need more intensive follow-up after that. So, your engagement with the participant could last then up to approximately a year, but the expectation is once they've at least finished the core activities, that their program... their... their participation in the programming isn't continuing any more than six months after that.</p>
JCCGCI:	<p>Is it necessary that they finish within those six months, or it's more flexible? And if for some reason the participant has life things going on, that it extends to eight months, or? Flexible?</p>
DP:	<p>Yes, it's flexible.</p>
JCCGCI:	<p>Flexible? O.K. And my last question is if we have internal partners, so that... we're an organization that also has, let's say, a workforce development or case management, do we need to sign an internal linkage with that organization, or do we...</p>
ACCO:	<p>If it's, if it's within... this... that's an interesting question, because this does come up, it has come up before. If it's within your own organization that you would be utilizing their whatever that is, you know, utilizing their services for something or utilizing them as a referral, a place to refer people to... it would not need to... you would not necessarily need a linkage agreement. I'm not going to offer like a... a hard answer to that, because I think circumstances may be different for different individuals and different organizations. I mean, especially if you were very clear in your proposal that you're simply referring to another program within your organization or an entity that is within that same organization, then you would not need the linkage, but I would just caution to be very clear about that in your proposal narrative. Especially in instances where that sub-organization or whatever it may be might have a different name. So, I would just be careful about that. If it's just x program within a broader organization, then no, you don't need it. I would leave it up to your discretion in terms of how it makes the most sense in your proposal depending on some of those circumstances.</p>

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FORTUNE SOCIETY:	Barbara Greenwald again. Do participants have to be referred by Department of Parole, or if, you know, if we already have participants that meet the criteria?
ACCO:	Primary... primary referral is through MOCJ Cure Violence providers. We only allow other recruitment if for some reason, Cure Violence does not have enough participants to refer to you, but that's not something that you're able to do without working with DOP first. We would have to give you the O.K. after speaking with MOCJ and... and coordinating with them, whether it would be necessary for you to look for participants on your own.
DP:	In the past, we've allowed referrals from other entities, but they still needed to be within the umbrella of crisis management, right? So, it may not have specifically been Cure Violence, but it was still under the umbrella of crisis management.
FORTUNE SOCIETY:	O.K. And I... just about the 17 participants. It's 17 participants at a time, but you're talking about more than one cohort, right, if it's every six months? So, it'd be like... I mean, just broadly, 17 for the first six months, 17 for the second six months, like that?
ACCO:	It's for the year, 17 for the year.
FORTUNE SOCIETY:	17 for the year, O.K.
DP:	You know, keep in mind, some participants... remember, it's six months of actual programming. It could be six months of aftercare as well.
BRONX PARENT HOUSING NETWORK:	Candia again. What are the parameters around sub contractual agreements? So, is there a limit on the dollar amount that you can give to the subcontractor, a percentage of the funding, what are those limitations, if any?

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ACCO:	<p>Hang on one second. O.K. So, in terms of dollar value, we don't have a maximum in terms of what you're allowed to subcontract. I would just caution to be careful about who you identify as a subcontractor to make sure that they also meet the requirements that we set forth in the RFP. So, this is on page two, I believe... talks about subcontracting. So, our assumptions, unless we note them specifically otherwise, our assumptions regarding experience and things like that apply equally to subcontractors, and we also ask that if you're going to subcontract, that you identify those subcontractors in your proposal because subcontractors are subject to DOP approval, so it is better, you know, to start that process within your proposal. But there is no limit in terms of how much you can subcontract.</p>
CENTER FOR COURT INNOVATION:	<p>Hi, Lia from Center for Court Innovation. So I know that in our Care Violence programs, participants are anonymous. So, in any system where they're tracked, they're tracked by not their, like, personal identifying information and I'm curious how that translates to this program when... if you're primary referral source is gonna be Care Violence sites but I believe in this database, you would be tracking their personally identifiable information so that you can confirm whether or not they've done the program more than once. Like, I know that our young people who do Justice Community Plus bring in... you know, their... part of their first milestone is bringing in, like, their information so that they can get paid or get their stipend and things like that, but how does that sort of balance out with Care Violence's [U/I] key component of it, is anonymity.</p>
DOPPMSS:	[U/I].
DP:	Yeah [U/I] banking [U/I].
DOPPMSS:	<p>[U/I] we don't... [U/I] we do not give out, like, names, but we do, for data stuff, we do manage, but it's by the number of participants, but it's not like we're offering anybody's name [U/I].</p>

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ACCO:	<p>Right. So, just to reiterate what Shermika said, each participant is assigned an ID, a participant ID within that DOP Connect system. Some of it's beyond our control in terms of, uhm, data that we need to collect. You know, like you mentioned, in terms of making sure people aren't served twice or whatever it may be. In the former iteration of, Justice Plus, we used a DOP stipend system which had banking considerations where we could not keep people anonymous. And I think for stipend distribution in general, you know, there has to be ability for us to track who is getting stipends to avoid any type of fraud. So, I just want to keep that, you know, put that in the forefront, but, you know, in terms of moving forward and anybody that's awarded a contract, we certainly can work, you know, to allay any concerns about confidentiality or whatever it may be. But as Shermika mentioned, we're not... we're not... we're not distributing any type of information without anybody's, uhm, consent first of all, and, you know, there's... there's been a... a move in the city towards safeguarding personally identifiable info... identifying information. Which means that we have a Chief Privacy Officer that has to review all types of data that's collected. So, I mean, there is an initiative city-wide to limit the... the types of data that, you know, we do collect if it's not necessary. Is this working? Is that mic working?</p>
SHARONE WALDMAN:	<p>I wanted to ask for a little, sort of, some elaboration on the partnership... partnership with the linkage agreements. Sort of how, sort of, exhaustive, and sort of, detailed you expect them to be. You know, I think, you know, and if there is sort of a... an accompanying expectation that, sort of, participants, you know, sort of the full range of their needs are going to be addressed through case management, whether it be like, mental health issues, housing, legal issues, you know, food insecurity. You know, the whole... the whole gamut, so.</p>
ACCO:	<p>O.K. So, in terms of linkages, I would say... I can't specify a depth of linkage. That's really up to you and to your proposal and how much information you feel is needed to demonstrate the information that was asked for in the RFP. I will say, just a flag for everybody, if you mention some type of a linkage in your proposal narrative, please make sure to attach a signed linkage agreement with it. Please also make sure that you use the linkage agreement form that's included in HHS Accelerator</p>

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	<p>with the RFP. It's... you know, it... for standardization reasons in terms of proposal review, it... it makes a big difference that... that it's on that form. And again, that we do check to make sure that linkages that you mention in your proposal are back... backed up with a linkage agreement, but like I said, I mean, the depth of the information that you're providing is really going to be dependent on your individual proposal and what information you feel you need to convey in order to submit a successful one. And then the other question, I'm sorry, if you could just repeat the second question.</p>
SHARONE WALDMAN:	<p>Oh, it's O.K. just sort of the depth of case management in terms of...</p>
ACCO:	<p>I think we have to be realistic that your case management has to, you know, conform with the budget that's provided. I think, there's an expectation of case management. There's at least at minimum, you know, needs are being looked at and addressed as best as possible. We're not asking that you address all of those needs either through the program or yourself. At best that you can to provide referrals and, and you know, support, but not that we are expecting obviously that you're going to provide all that service yourself and in the budget that... that's allotted for this program. But I think, you know, for individuals coming into this pro... you know, coming in through Cure Violence and then coming into this program, may be their first touch of, you know, any type of social service type of, you know, look, and even just connecting them to other city resources or whatever it may be. Just that they're, you know, some of their... they're on the track to... to... to that increase in wellbeing. I hope that helps. Do you have any other questions? Give everybody a couple of minutes, I know sometimes last minute... no? Go ahead... Go ahead just give her [U/I].</p>
SHARONE WALDMAN:	<p>I'm sorry, just... I just wanted to... be... because I think it said in the RFP that, specifically that non-monetary incentives and metro cards were specifically not part of the budget, so I just wanted to... I... I... that was... that was our reading. Or maybe... we may have misread, so I just wanted to make sure that basically stipends and metro cards, incentives, are all sort of part of the budget.</p>

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DP:	Yeah, it's... it's most definitely a part of the budget. I... we'll have to take a look at that, and maybe that... maybe addressed in the addendum if it says otherwise, but I can assure you yes, that is included in the budget.
SHARONE WALDMAN:	Hi... to follow up on the metro card question, is there an amount that you require? We looked at amounts, and if we were going to give, say, unlimited for 12 months to 17 people, that would be a good chunk of the budget.
ACCO:	No, so, it's not an expectation that you... at minimum, you're looking at providing metro cards so that individuals enrolled in this program can get to this program, right? That that's not a barrier to their participation... that they're able to, you know, pay for their... their transit. Beyond that, whatever, you know, you might decide to do... and again, it may be very individually based. You know, the folks that are coming into the program, not everybody might require a metro card. Especially, you know, dealing...if they live within that community and you're very close to where they live or whatever it may be, it might not be required for their ability to come to the program, but I would also encourage... just thinking about, you know, if there's a referral that's given to them some place, they have the ability to get there or, you know. I mean, this is a work readiness program, for those that are more work ready, you know, there's a component to your program that might require their... their transportation outside, especially of that geographic area. That at least, you know, they have whatever the subway... \$2.75, to get there.
FORTUNE SOCIETY:	So, for the budget, we would estimate what we might be... [U/I]
ACCO:	Yes, but I think... you know, unlimited metro cards, yes, would probably be beyond... for everybody, would be beyond what... what the program contemplates.
FORTUNE SOCIETY:	Thank you.

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ACCO:	Sure. Oh, so we have Jim Ralston [PH] has joined us in the back. He is our Assistant Commissioner for Financial Operations, so...
ACFO:	[U/I].
ACCO:	Right, so... to keep in mind also that there is similar to stipend distribution, but also in terms of metro cards, to avoid any types of abuses with distribution of metro cards to those that are not entitled to receive them, we do require signatures for metro cards, and as Jim said, it's a lot easier for us to be able to track those that are getting, like, pay-per-ride metro cards or the two-fare metro card as opposed to... as opposed to unlimited, so we would certainly discourage that in that case.
CENTER FOR COURT INNOVATION:	Hi, one quick thing. I noticed that in this RFP, the program is for people ages 18 to 30, but in past iterations of the program, it's ages 18 to 29. Is that co... Or 16 to 30?
ACCO:	16 to 30.
CENTER FOR COURT INNOVATION:	Is that... am I correct that it has gained one year?
ACCO:	My understanding is it's always been 30.
CENTER FOR COURT INNOVATION:	Oh, we've...
FEMALE VOICE 1:	I thought it was 16 to 26.
DOPPMSS:	No, it's 16 to 24...

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CENTER FOR COURT INNOVATION:	Yeah...
DOPPMSS:	... and have up to the 30. That's what it said originally.
ACCO:	Right.
CENTER FOR COURT INNOVATION:	Oh, I thought it was 29. O.K., thank you.
ACCO:	Do we have any other questions? I thought I saw another hand.
ARGUS COMMUNITY INC.	Hi, my name is Denisse Paulino again from Argus Community. In terms of tracking and documentation, are we going to have a system where we're going to be able to input the data?
ACCO:	Yes, you'll be using DOP... we have an online data management system called DOP Connect; you'll be utilizing that for this program. Do you have any other questions?
BROOKLYN COMMUNITY SERVICES:	Hi, Angela from Brooklyn Community Services. I'm wondering, with the 17 participants enrolled annually could you give me a little bit of a sense. Do you usually get referrals at the beginning of a program, so you would get all 17 referrals at once? I know you said that it's an open enrollment, so they could potentially role in all year. I'm just trying to figure out, like, structure wise for a program, is it better to run it in, like, one cohort for one six months and a second cohort for another six months, or?
DP:	Well, in certain situations where your partner... your... your own partner, right, on the Care Violence side, there may be an opportunity to enroll all 17 at one time and run a cohort, but for the most part, it's... it's open enrollment. The majority of our providers are running open enrollment programs, and youth are coming and going at all times.

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BROOKLYN COMMUNITY SERVICES:	Yes. O.K., thank you.
ACCO:	I would just say just generally speaking, there might be some activities that are more... depending on the mix of things that you offer and whatever it may be, I know we do some... like, some of our providers now, one of the things that they provide are like a vocational training class. For something like that, you might want to hold people until you have... obviously, you have enough people to do it. But, I mean, there are certainly you know some things that are more one-on-one services that you know could occur while you're waiting for that particular activity to start. Anybody else? Had a lot of really great questions. Anybody have any other lingering concerns? One more.
FEMALE VOICE 2:	I'm sorry. I know that you were clear... clear about the metro cards and not using unlimited, but in terms of incentives. Like, maybe after they complete the program can we give them unlimited seven-day metro cards so that they can do job interviews and things of that nature?
ACCO:	I think... I would just say specifically on metro cards, I think we would have to work with you case-by-case on that. As Jim said, you know, there's definitely some implications, in terms of our, you know, our ability to have oversight over that. So, but I mean, I... you know, certainly understanding what you're... what you're getting at. Any other questions? There are a couple more minutes, anybody else? Oh.
EXODUS TRANSITIONAL COMMUNITY:	Thank you Nora Reissig again, Exodus. the... the current providers of the crisis management program that MOCJ has, are they identified somewhere for each of the precincts? Who are they?
ACCO:	Hi. We have Jessica... Jessica Mofield [PH], right, from, so.

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MAYOR'S OFFICE OF CRIMINAL JUSTICE:	Right, so, they're identified on our website. So if you all will go to nyc/gov. No, nyc.gov/peacenyc, you all will be able to go to the community partners tabs and all of the providers by precinct are listed. So, you'll be able to see which provider corresponds with your precinct area or is in the closest proximity.
DP:	Jessica. Can we... can we ask you to repeat that? For the simple reason we're recording, that's why.
MAYOR'S OFFICE OF CRIMINAL JUSTICE:	Sorry.
ACCO:	It's O.K., thank you.
MAYORS OFFICE OF CRIMINAL JUSTICE:	But any other questions about the program, etcetera, I'm happy to answer any questions that anyone may have, in regards to how, like, the linkage agreements, etcetera, could potentially work in responding to this RFP.
DP:	And can you repeat the information [U/I].
ACCO:	I'll just say... go ahead.
MAYOR'S OFFICE OF CRIMINAL JUSTICE:	Oh, sorry. Paul is trying ...so, if you go to our website, nyc/peace... no, nyc.gov/peacenyc and go to the community partners tab, you can see all of the crisis management system partners that implement Care Violence in that corresponding precinct area. Thank you.
ACCO:	And since we have Jessica here, if anybody has any specific questions right now about the Care Violence component or anything, she is your best resource, so I would encourage you to take a couple of minutes and think about it, if there's anything you want to ask in that regard now.

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EXODUS TRANSITIONAL COMMUNITY:	Nora Reissig again, Exodus... technical question. So, the current Cure Violence partners, would we need to have a linkage agreement with them or is this sort of embedded into the program model that they will make the referrals?
ACCO:	So... so, no linkage agreement is required. O.K. I think that concludes our session, then. Thank you very much for coming. Please, thank you again for all of your great questions. Please keep your eye out for that addendum in the system and also, please keep that acco email close at hand if you have any other additional questions. And we can also interface with MOCJ if you have questions regarding Cure Violence. But we ask that your primary method of communication regarding this RFP is that acco email. I am your only authorized contact authorized to give you answers regarding your questions for the RFP, O.K.? Thank you very much.
	[END OF RECORDING]