

Community Resource Manager Grant

The U.S. District Court for the District of Columbia seeks to identify an organization that is willing to hire, supervise, and manage a Community Resource Manager (CRM) who will provide support to supervisees of the Court. This grant will fund the CRM's salary for at least one year.

Community Resource Manager

The CRM will provide intensive support to individuals who are on pretrial release, probation, or supervised release in the U.S. District Court for the District of Columbia. The CRM will work closely with the Pretrial Services Agency (PSA) for the District of Columbia and the U.S. Probation Office (USPO) to identify supervisees who can benefit from additional services offered by community-based agencies, non-profit organizations, and others. The CRM will report directly to the Grantee Organization.

CRM Duties:

To assist supervisees in overcoming reentry and other obstacles; to work collaboratively with PSA and USPO to help supervisees obtain employment, housing, healthcare, educational programming, and vocational training; to arrange job fairs; to provide assistance with resume writing and training for job interviews; to assist supervisees in obtaining a GED, vocational certificates, and occupational licenses; and to collect, maintain, and analyze statistical data to assess the effectiveness of services provided.

Details related to a similar position established and funded by the United States District Court for the Northern District of California are available at <http://www.cjcf.org/Direct-services/Federal-Reentry-Project.html>.

Qualifications:

Advanced degree in Social Work, Psychology, Law, or related field, or substantial experience in the reentry/criminal justice field; an understanding of the federal criminal justice system, including PSA, USPO, and reentry and diversion programs; knowledge of reentry and other community resources; familiarity with confidentiality requirements that apply to federal offenders and ethical rules that apply to the federal judiciary; and must pass applicable background checks, including by the Court.

Skills:

The ability to form positive working relationships with supervisees and stakeholders in the criminal justice system, including USPO and PSA officers, judges, attorneys, community service providers, and law enforcement agencies; to work independently to establish and accomplish priorities; to analyze and present information and statistical data in a concise manner; to work effectively and efficiently under time pressures. Must also have sound, ethical judgment; effective oral and written communication skills; strong executive function, problem-solving, and time management skills; and a working knowledge of spreadsheet applications, word processing, and other software.

Eligible Grantees

Organizations that have expertise in reentry and community services and a general knowledge of the federal criminal justice system. The Grantee must also have the financial and other resources: to hire the CRM and provide employment benefits, information technology equipment, and logistical support; to supervise and manage the CRM effectively; to establish benchmarks and assess the effectiveness of the CRM; and to manage grant funding.

Grant

The Grantee organization will receive a grant for \$80,000 to fund the CRM position for a 12-month period. At the end of the 12-month period, the U.S. District Court for the District of Columbia may, in its sole discretion, award \$80,000 to fund the CRM for an additional 12 months.

Grant funding must be used exclusively to fund the CRM position. The Grantee shall expect to incur administrative and other costs to support, supervise, and manage the CRM position.

The Court reserves the right to conduct an audit of the Grantee's use of grant funds.

Applications

Applications shall be submitted to the DCD_CRMGrantProposal@dcd.uscourts.gov on or before November 14, 2022. Applications shall explain why the organization is uniquely qualified for a grant to hire, supervise, and manage the CRM. Applications shall also include a detailed proposal for hiring, supervising, and managing the CRM position.

The U.S. District Court for the District of Columbia will review all applications and award the grant.