

3-2018

## Vocational and Life Skills Quarterly Report: Quarter 7 (January-March 2018)

UNO Nebraska Center for Justice Research

Johanna Peterson  
*University of Nebraska at Omaha*

Follow this and additional works at: <https://digitalcommons.unomaha.edu/ncjrreports>

 Part of the [Criminology and Criminal Justice Commons](#)

Please take our feedback survey at: [https://unomaha.az1.qualtrics.com/jfe/form/SV\\_8cchtFmpDyGfBLE](https://unomaha.az1.qualtrics.com/jfe/form/SV_8cchtFmpDyGfBLE)

---

### Recommended Citation

UNO Nebraska Center for Justice Research and Peterson, Johanna, "Vocational and Life Skills Quarterly Report: Quarter 7 (January-March 2018)" (2018). *Reports*. 33.

<https://digitalcommons.unomaha.edu/ncjrreports/33>

This Report is brought to you for free and open access by the Nebraska Center for Justice Research at DigitalCommons@UNO. It has been accepted for inclusion in Reports by an authorized administrator of DigitalCommons@UNO. For more information, please contact [unodigitalcommons@unomaha.edu](mailto:unodigitalcommons@unomaha.edu).



# VOCATIONAL AND LIFE SKILLS QUARTERLY REPORT

Quarter 7 (January-March, 2018)

Johanna Peterson, MA  
Research Coordinator  
Nebraska Center for Justice Research  
[jpeterson@unomaha.edu](mailto:jpeterson@unomaha.edu)



UNIVERSITY OF NEBRASKA AT OMAHA

**NEBRASKA CENTER FOR JUSTICE RESEARCH**

# TABLE OF CONTENTS

<b>EXECUTIVE SUMMARY</b>	<b>2</b>
<b>GRANT CYCLE 2 DATA OVERVIEW</b>	<b>3-4</b>
<b>PARTICIPANT PROGRAM AND DEMOGRAPHIC DATA</b>	<b>5-12</b>
<b>PROGRAM AREA DATA</b>	<b>13-18</b>
<b>APPENDIX 1: PROGRAM SUCCESS OVERVIEW</b>	<b>19</b>
<b>APPENDIX 2: PROGRAM AREA DESCRIPTIONS</b>	<b>20-54</b>

## EXECUTIVE SUMMARY

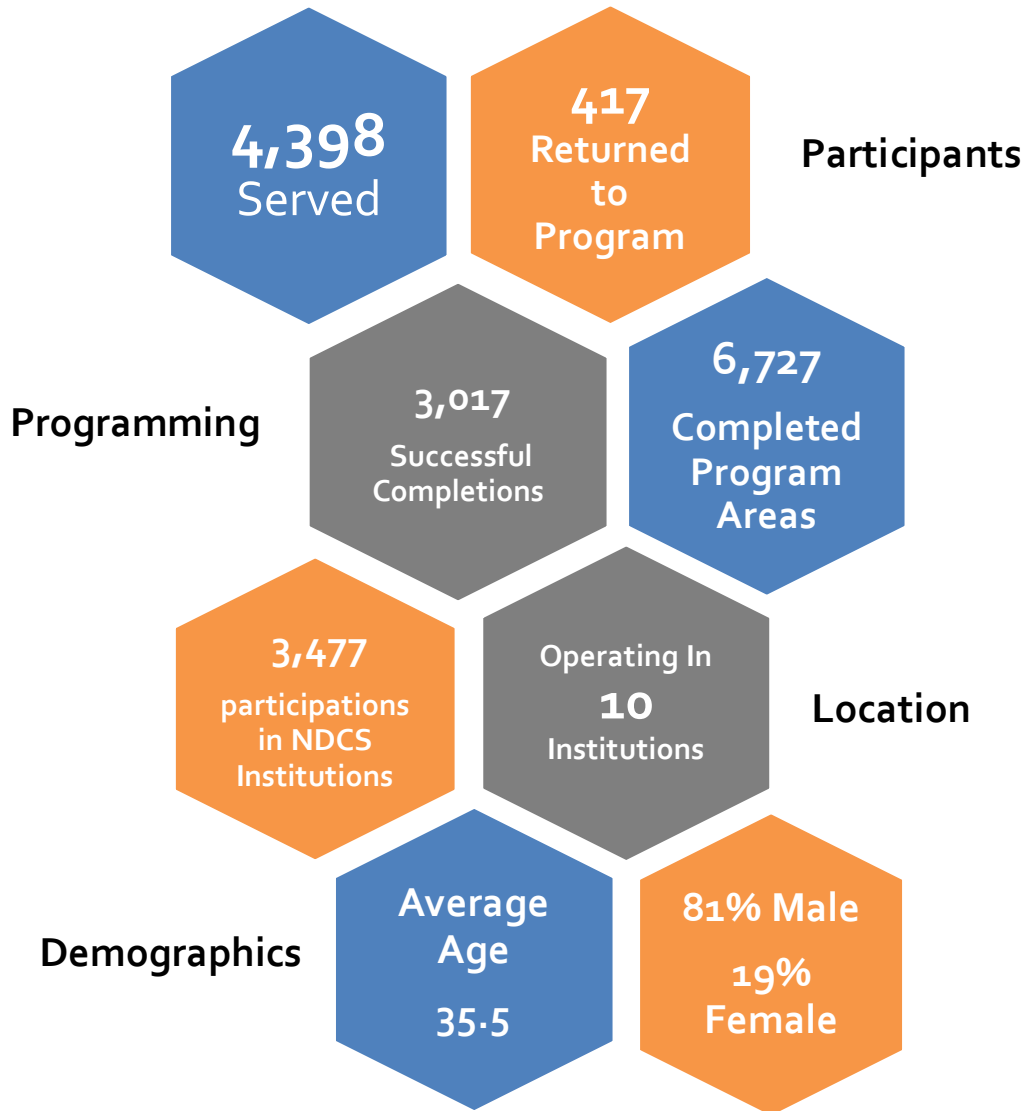
The Vocational and Life Skills Program was created by Nebraska Legislative Bill 907 in 2014 with the goals of reducing recidivism and increasing employment for individuals who are incarcerated, who have been incarcerated within the prior 18 months or who are under parole or probation supervision. Participants must begin programming under these conditions, but they may continue programming as the program sees fit for his or her individual needs. Eight programs were funded in Grant Cycle 2, which runs from July 2016-June 2018. The Nebraska Center for Justice Research (NCJR) evaluation was initiated in May 2016 with the primary goal of identifying types of programming and services that best serve the population by reducing recidivism and increasing employment. We provide support to grantees through trainings and site visits as needed and manage all participant data that is entered into the online data management system that was created specifically for Vocational and Life Skills data collection. We also provide feedback and information to the Nebraska Department of Correctional Services (NDCS) on the implementation process and data updates on a monthly and quarterly basis.

This grant cycle has built upon the work of many programs and the NDCS reentry team in the first grant cycle, which has increased capacity to provide programming as well as increased the ability to gather data on participants in these programs. In recent months, VLS has benefitted from continued service expansion in programming as well as more local and state interest in connecting reentry resources to one another to better serve participants. The establishment of a reentry advisory council and having an opportunity to speak to Nebraska State Legislators greatly increased the visibility of the Vocational and Life Skills programming in the state. This report details evaluation updates and participant data from Quarter 1 through Quarter 7 of this grant cycle. New information from Quarter 7 is added to the text of this report from previous quarters. All graphs and tables are current through Quarter 7.

## GRANT CYCLE 2 DATA OVERVIEW

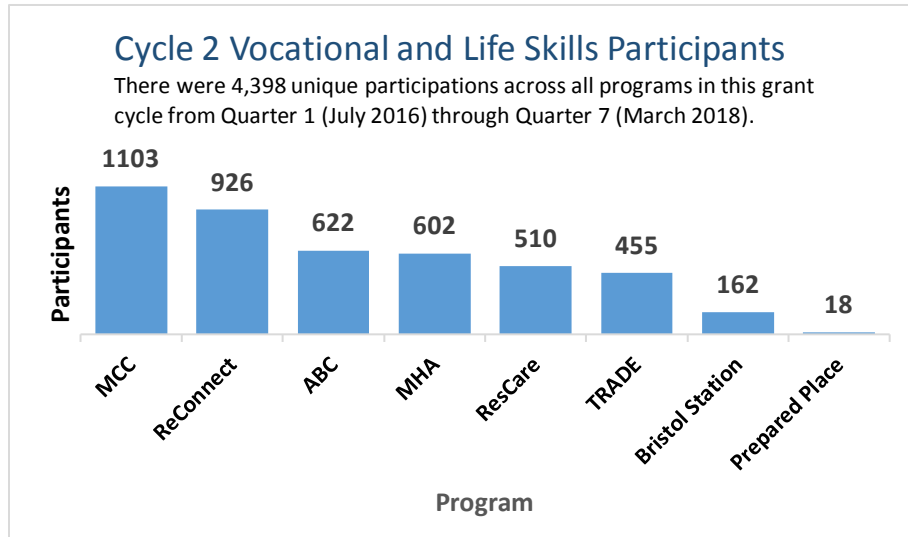
The Vocational and Life Skills programs continue to grow and serve more participants in the second grant cycle through Quarter 7. There is a marked difference in how services are being provided compared to the first grant cycle as most programming is being provided to participants before they reenter the community. Most participants began programming in a correctional or work release facility this grant cycle. Programs also serve participants who have previously jammed their time or are on parole or probation supervision. Throughout the grant cycle, program continued to increase program services to best reach the VLS population both in facilities and in the community. Because of this, program areas are added frequently as well as locations served. This has resulted in a large increase in participants served throughout this grant cycle. Program updates are added to Appendix 2 each quarter to reflect new services provided.

All of the data presented below is current through March 2018. Quarter specific data includes information on participants from January 2018-March 2018 while Grant Cycle 2 data includes all data on participants from July 2016 through March 2018. The VLS contract with ResCare ended in September 2017. All ResCare program data includes participant information from July 2016 through September 2017. The VLS contract with Prepared Place ended in January 2018. Prepared Place data includes participant information from July 2016 through the end of their contract. Self-reported employment information is not included in this report as the Nebraska Department of Labor is now providing employment information on Vocational and Life Skills participants for all employment in Nebraska. This information will be included in supplementary reports and will provide more insight into participant employments and wages during and after program participation for those who have already reentered the community.

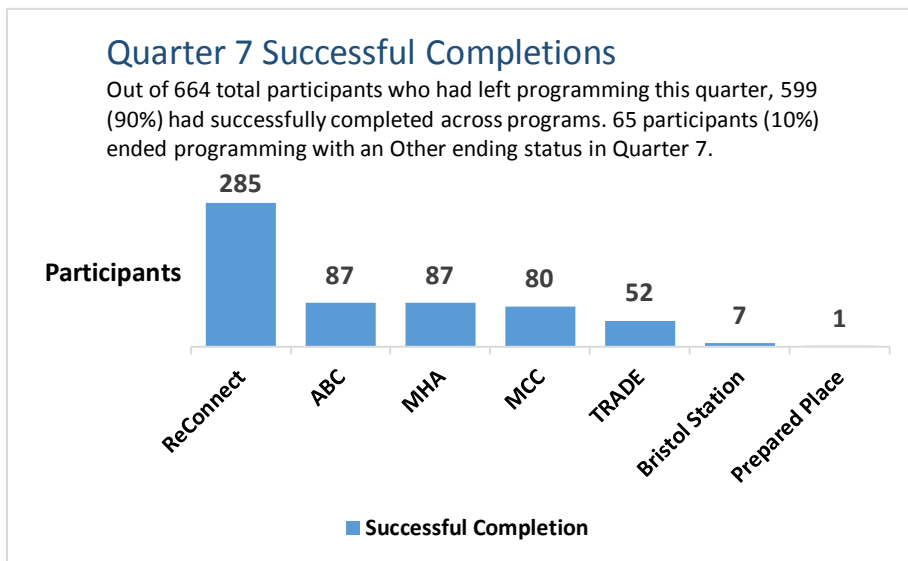


## GRANT CYCLE 2, QUARTER 7: OVERALL PARTICIPATION AND COMPLETIONS

This report provides a brief overview of participant data submitted by grantee programs for the first seven quarters of this grant cycle (July 2016-March 2018). Evaluators work with programs on a continuous basis to correct any data issues. Therefore, this data is subject to change as changes are made in the database. Program specific data is available by request.



Since the beginning of this grant cycle, **3,017** Vocational and Life Skills participants have successfully completed programming across all eight programs. In the first year of the grant cycle, there were **1,533** successful completions across all programs.<sup>1</sup> In the first three quarters of the second year, **1,484** participants successfully completed. The table below highlights Successful Completions just in Quarter 7 (January 2018-March 2018).



<sup>1</sup> Previous quarterly successful completion numbers may have changed from earlier reports as participant data is updated continuously based on changes in participation and programming.

## QUARTER 7 PARTICIPANTS SERVED

Program	Total Served (Q7) <sup>2</sup>	New Participants (Q7)	Successfully Completed (Q7)	Total Participants (Cycle 2)	Total Successfully Completing (Cycle 2)	Cost Per Participant
Associated Builders and Contractors	171	90	87	622	507	
Bristol Station	35	14	7	162	91	
Center for People in Need	145	89	52	455	297	
Mental Health Association	226	82	87	602	408	
Metropolitan Community College	370	158	80	1,103	613	
Prepared Place <sup>3</sup>	4	0	1	18	3	
ReConnect	406	105	285	926	753	
ResCare <sup>4</sup>	0	0	0	510	345	
<b>Total</b>	<b>1,357</b>	<b>538</b>	<b>599</b>	<b>4,398</b>	<b>3,017</b>	

## DEFINITIONS

### TOTAL SERVED

Total served is a count of unique active participants for the quarter. Any participant that does not have an end date to their programming during the quarter is counted as a unique participant served. If the same person is a participant in multiple programs, they are counted once in each program as a unique participant for the quarter they began participating.

<sup>2</sup> All participants are included here if they finished programming in the quarter or they do not have an end date.

<sup>3</sup> Prepared Place ended VLS programming in January 2018.

<sup>4</sup> ResCare ended VLS programming in September 2017.



## NEW PARTICIPANTS

---

New participants are the subset of the total who were new to the programs this quarter. Participants are counted only once which is reflected in the month they began their participation. Many participants are carried over from the previous grant cycle so their participation is not reflected in the new participants served for this grant cycle. They are counted in the total served for the quarter and in the successfully completed numbers.

## SUCCESSFULLY COMPLETED

---

Participants are considered successful when they meet the individualized plan set up for them upon intake into the programs. Once they meet this threshold, they are exited from the program and marked as successfully completed. Success looks different for each participant and varies across programs as well (see Appendix 1). Because of this, there will be no comparisons between programs based on successful completion numbers. Additional program area data shows the different program areas individuals are participating in along with their status of completion in each program area. Many participants have completed program areas within programs and are still making progress towards successfully completing the program.

## TOTAL PARTICIPANTS (CYCLE 2)

---

The total number of participants served during grant cycle 2 is reported here. Anyone who began programming from July 1, 2016 through the end of the current quarter is included in this total. If the same person is a participant in multiple programs, they are counted once in each program as a unique participant.

## TOTAL SUCCESSFULLY COMPLETING (CYCLE 2)

---

Participants are included in the total successfully completing for the grant cycle if they meet the definition of successful completion mentioned above. This captures anyone who has an ending status of successful completion from the beginning of the grant cycle (July 1, 2016) to the end of the current quarter.

## COST PER PARTICIPANT

---

The cost per participant is calculated by NDCS based on program reimbursements. Cost per individual might be lower because payment for the previous month has not been processed.

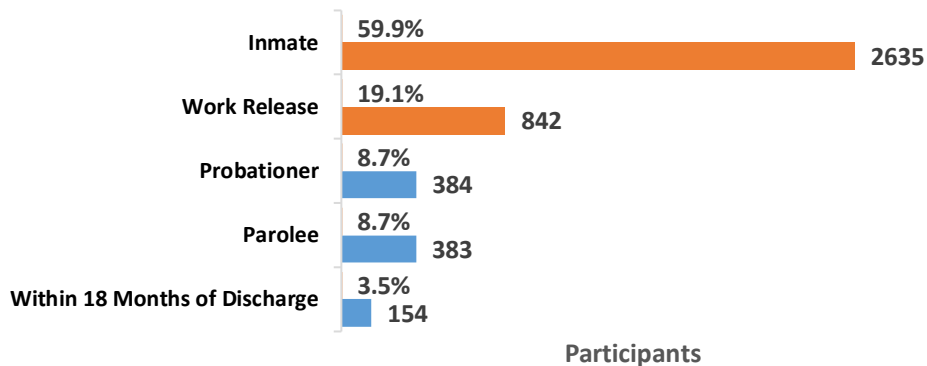
## PARTICIPANT STATUS

In Grant Cycle 2, Vocational and Life Skills programming became more accessible to individuals inside correctional facilities. Now, most participants begin programming while incarcerated as many programs began offering additional services inside facilities. This change has allowed more participants to receive programming under VLS funding and has created opportunities for participants to be involved in multiple programs during their sentence. Programs continue to offer services in the community to reach participants at other points of supervision and to provide additional programming and support in the reentry process<sup>5</sup>.

Participant Intake Status by Program						
Program	Inmate	Work Release	Parolee	Probationer	Within 18 Months of Discharge	Total
ABC	519	94	0	0	9	622
Bristol Station	0	0	150	8	4	162
MCC	816	174	46	20	47	1,103
MHA	223	273	50	8	48	602
Prepared Place	0	0	6	9	3	18
ReConnect	637	154	82	27	26	926
ResCare	183	0	13	311	3	510
TRADE	257	147	36	1	14	455
<b>Total</b>	<b>2,635</b>	<b>842</b>	<b>383</b>	<b>384</b>	<b>154</b>	<b>4,398</b>

### Participants by 1st Intake Status

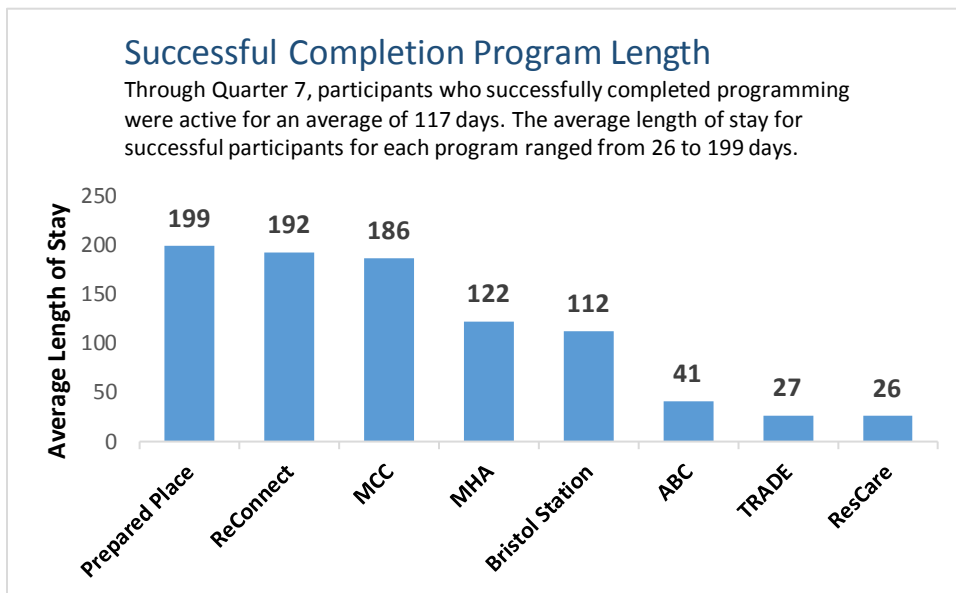
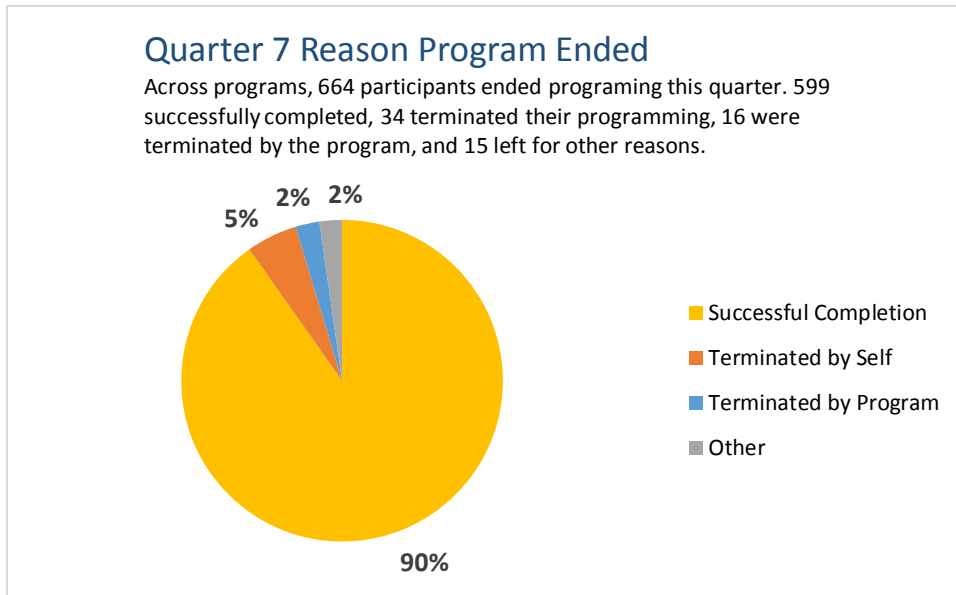
When participants enter programming, they are classified under an intake status that reflects their current supervision level. 79% of participants began programming while in a correctional or work release facility.



<sup>5</sup> There were 417 individuals who returned to a program they had already received services from. The intake status for second program participation included: 234 inmates, 74 work release, 54 parolees, 33 probationers, and 22 within 18 months of release. There were also 25 individuals who returned to the same program for a third time and 4 for a fourth time.

## REASON PROGRAM ENDED AND AVERAGE LENGTH OF STAY

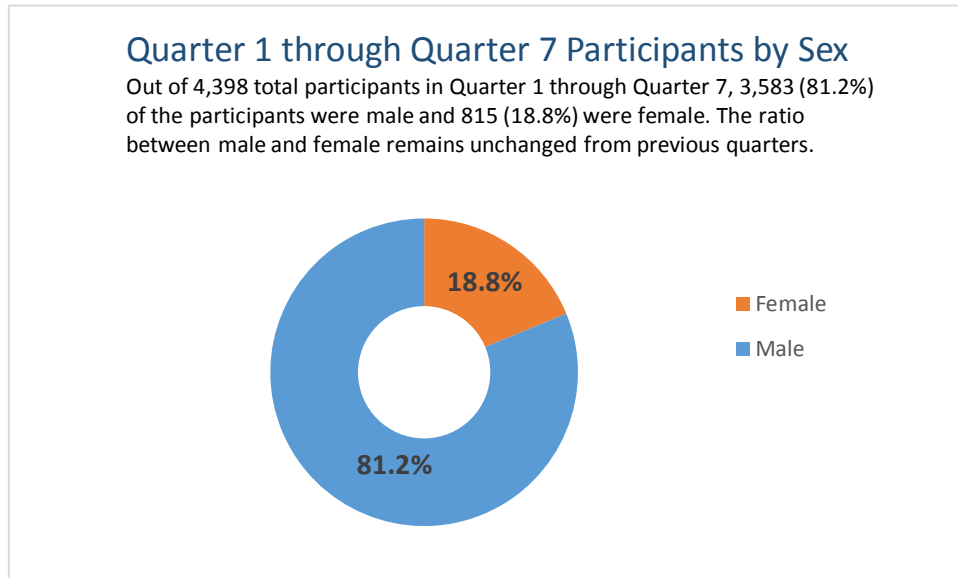
When participants leave the program, program staff indicate the reason for their departure. Participants successfully complete when they meet requirements of their individual plan with the program staff (See Appendix 1). Participants are also closed out if they leave on their own accord (Terminated by Self), the program asks them to leave (Terminated by Program), or they may leave for another reason. The Other category includes Referred to Other Agency, Moved, and Terminated Due to Employment.<sup>6</sup>



<sup>6</sup> Data on this page represent all first participations across all programs. Participants are unique to each program, but may be duplicated if they are in multiple programs. Second and third program participation information is available by request.

## PARTICIPANT DEMOGRAPHICS—SEX

Program staff collect self-reported demographic information from participants in their programs. This demographic information includes information like sex, age, race, ethnicity, marital status and education level. If an individual participated in multiple programs, their demographic information is counted for each participation so the data is based on individual participations and not necessarily individual people.



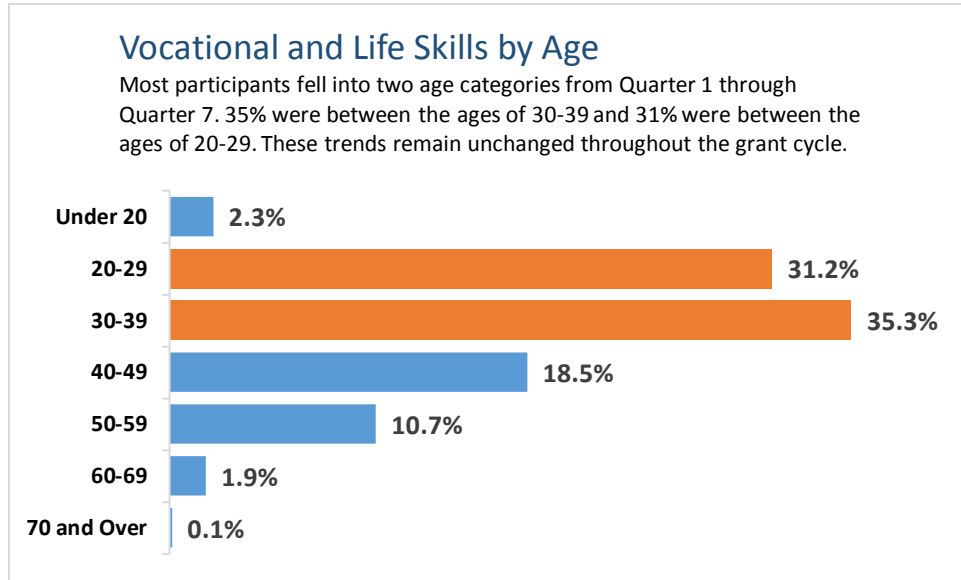
### QUARTER 1 THROUGH QUARTER 7 PARTICIPANTS BY PROGRAM

All programs served more males than females through Quarter 7. Metropolitan Community College served the highest numbers of males (1,103) while ReConnect served the highest percentage of males (94.4%). ResCare served both the highest number (210) and the highest percentage (40.8%) of females though their VLS contract ended in September 2017.

Program	# Males	% Male	# Females	% Female	Total Participants
ABC	459	72.9%	163	27.1%	622
Bristol Station	146	91.1%	16	8.9%	162
CFPN—TRADE	385	87.5%	70	12.5%	455
MCC	947	85.4%	156	14.6%	1,103
MHA	460	75.9%	142	24.1%	602
Prepared Place	12	73.3%	6	26.7%	18
ReConnect	874	94.4%	52	5.6%	926
ResCare	300	59.2%	210	40.8%	510
<b>Total</b>	<b>3,583</b>	<b>81.2%</b>	<b>815</b>	<b>18.8%</b>	<b>4,398</b>

## PARTICIPANT DEMOGRAPHICS—AGE

Over 66% of participants served began programming while they were between the ages of 20-39. The average age across all participants is 35.5. These trends remain unchanged throughout the grant cycle. The following graph shows Vocational and Life Skills participant age distributions.<sup>7</sup>



### VOCATIONAL AND LIFE SKILLS BY AGE

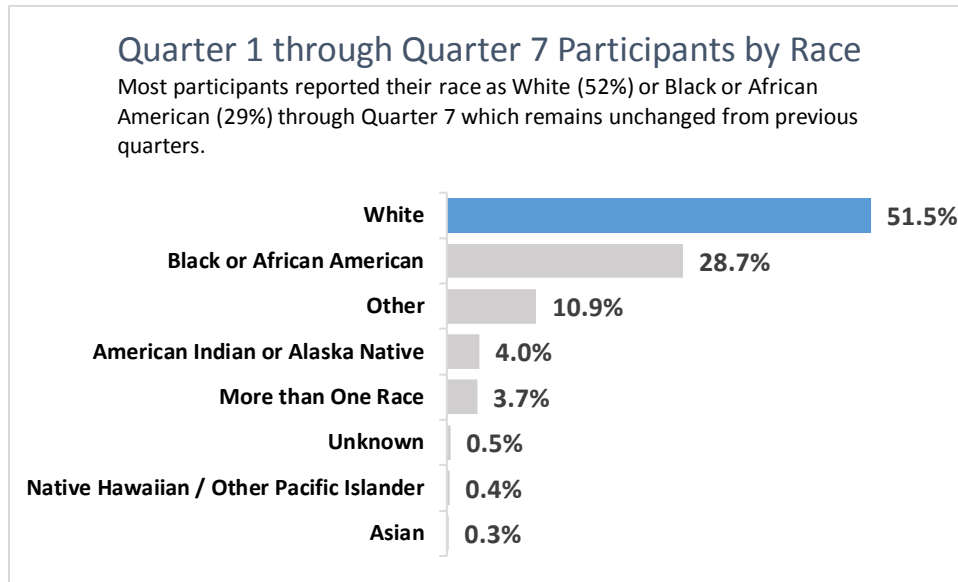
The table below displays the number of participants served in each program by age category. All programs served higher numbers of participants in the 20-29 and 30-39 age categories.

Program	Under 20	20-29	30-39	40-49	50-59	60-69	Over 70	Total
ABC	2	177	240	133	64	6	0	<b>622</b>
Bristol Station	0	60	58	29	13	2	0	<b>162</b>
CFPN—TRADE	1	134	161	89	60	8	0	<b>453</b>
MCC	39	341	389	217	96	18	3	<b>1,103</b>
MHA	2	167	197	118	96	19	2	<b>601</b>
Prepared Place	0	7	3	3	5	0	0	<b>18</b>
ReConnect	33	276	329	157	100	29	1	<b>925</b>
ResCare	23	209	174	67	35	1	0	<b>509</b>
<b>Total</b>	<b>100</b>	<b>1,371</b>	<b>1,551</b>	<b>813</b>	<b>469</b>	<b>83</b>	<b>6</b>	<b>4,393</b>

<sup>7</sup> There were 5 participant who had an incorrect birthdate. They were not included in the age reporting this quarter.

## PARTICIPANT DEMOGRAPHICS—RACE

**Note:** Hispanic or Latino/a is captured as a separate ethnicity variable in the data in addition to the racial categories. There are **491** participants (**11.2%**) listed as Hispanic or Latino/a during this grant cycle. Those that identify as Hispanic or Latino/a are most often represented in the Other (**73.5%**) or White (**15.5%**) racial categories.



### QUARTER 1 THROUGH QUARTER 7 PARTICIPANTS BY RACE

Race	ABC	Bristol Station	CFPN-TRADE	MCC	MHA	Prepared Place	ReConnect	ResCare
White	48.9%	69.8%	45.3%	52.5%	55.5%	61.1%	45.8%	57.8%
Black or African American	25.4%	25.3%	34.9%	28.6%	27.9%	16.7%	34.3%	19.8%
Other	12.9%	0.6%	10.8%	10.9%	8.5%	11.1%	13.0%	11.0%
American Indian or Alaska Native	3.9%	3.7%	4.2%	3.4%	4.8%	5.6%	3.2%	5.9%
More than One Race	8.8%	0.0%	4.2%	4.2%	2.7%	0.0%	3.0%	0.0%
Unknown	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	4.1%
Native Hawaiian/ Other Pacific Islander	0.2%	0.0%	0.4%	0.2%	0.2%	0.0%	0.4%	1.2%
Asian	0.0%	0.6%	0.2%	0.3%	0.5%	5.6%	0.2%	0.2%
<b>Total</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

## PROGRAM AREA OVERVIEW

Program area participations for Quarter 1 through Quarter 7 (July 2016-March 2018) are presented below. Program staff work with each participant to develop an individualized plan of programming unique to their needs. Many participants are involved in multiple program areas at each program and some program areas offered are not suitable for each participant. It is not necessary for a participant to complete each program area to be considered a successful participant. Some may only complete one program area, while others may participate in multiple areas either back-to-back or simultaneously in order to complete the program. It is only when participants complete the necessary program areas that program staff will mark an individual as successfully completing. This is determined on an individual basis.

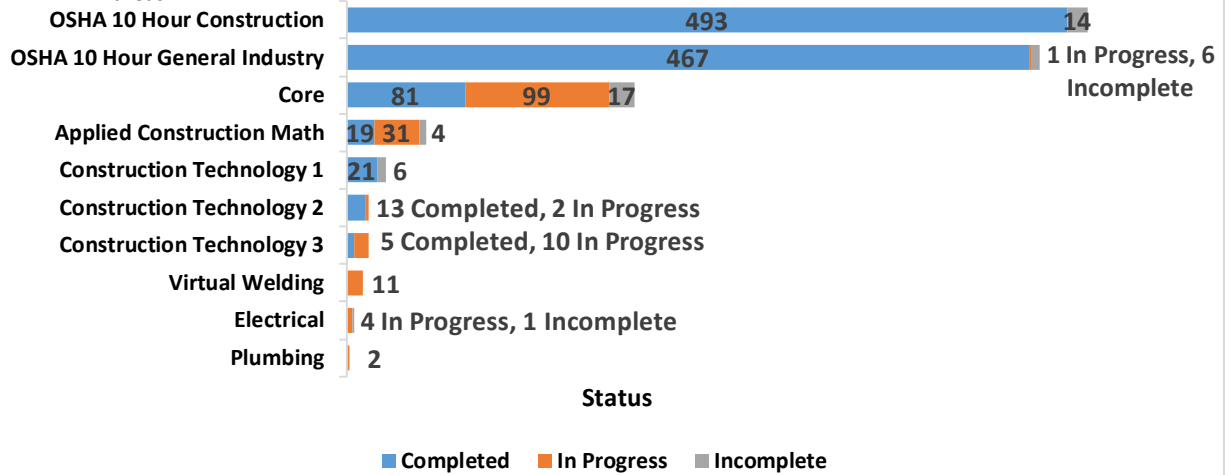
An overview of all program areas each program offers and any updates to program areas is provided in Appendix 2 of this report. Program areas have changed, and in some cases, will continue to change. Therefore, some of the data presented will not match exactly with previous quarterly reports on program areas.

**Note:** The VLS contract for ResCare ended in September 2017. The program areas listed for ResCare include all participations through that date. The VLS contract for Prepared Place ended in January 2018 and their program areas include everything through that date.

## PROGRAM AREAS (QUARTER 1-QUARTER 7)

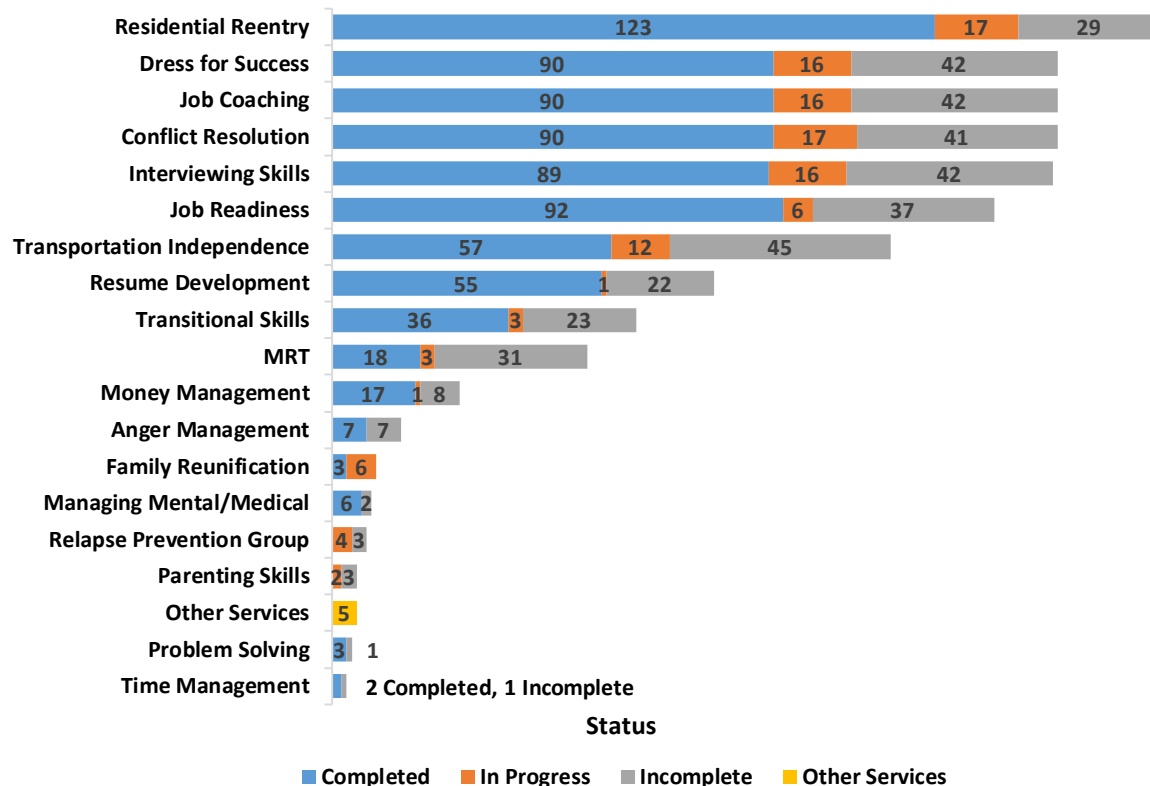
### Associated Builders and Contractors Program Areas

There were 1,307 total program area participations from Quarter 1 through Quarter 7. Of these participations, 1,099 were completed and 160 were in progress. There were 48 incomplete program areas.



### Bristol Station Program Areas

There were 1,282 total program area participations from Quarter 1 through Quarter 7. Of these participations, 778 were completed and 120 were in progress. There were 379 incomplete program areas. 5 other services were provided.

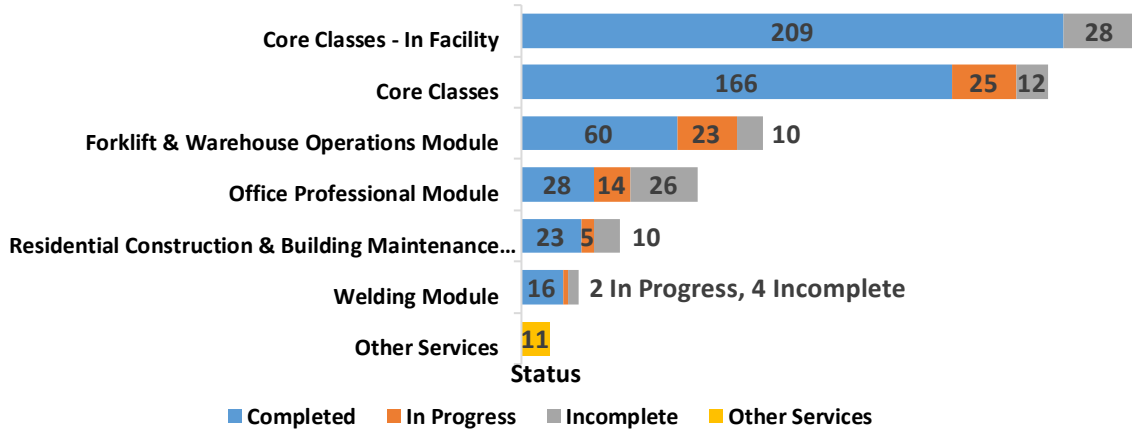




## PROGRAM AREAS (QUARTER 1-QUARTER 7)

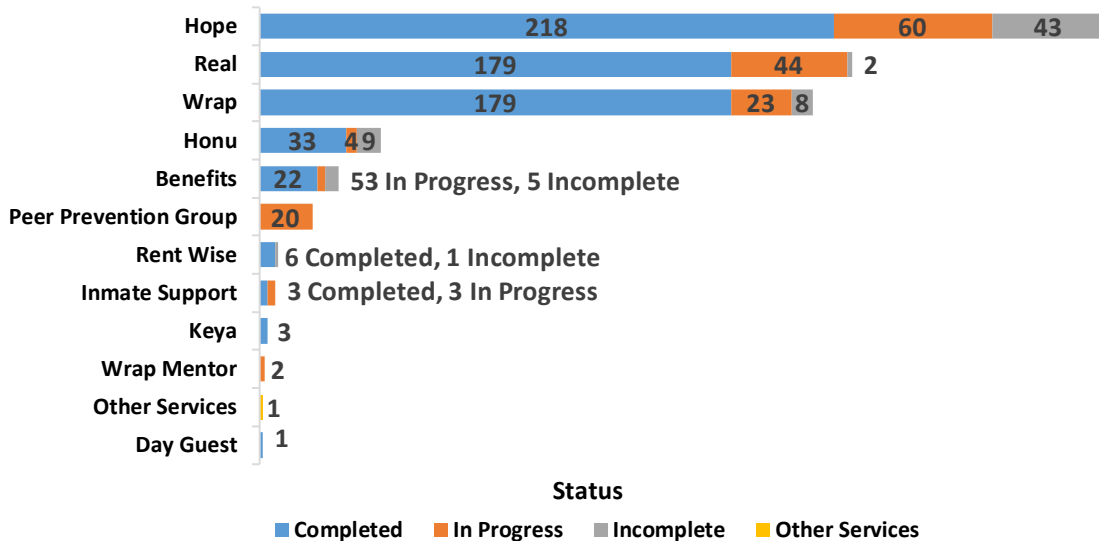
### Center for People in Need-TRADE Program Areas

There were 672 total program area participations from Quarter 1 through Quarter 7. Of these participations, 502 were completed and 69 were in progress. There were 90 incomplete program areas. 11 other services were provided.



### Mental Health Association Program Areas

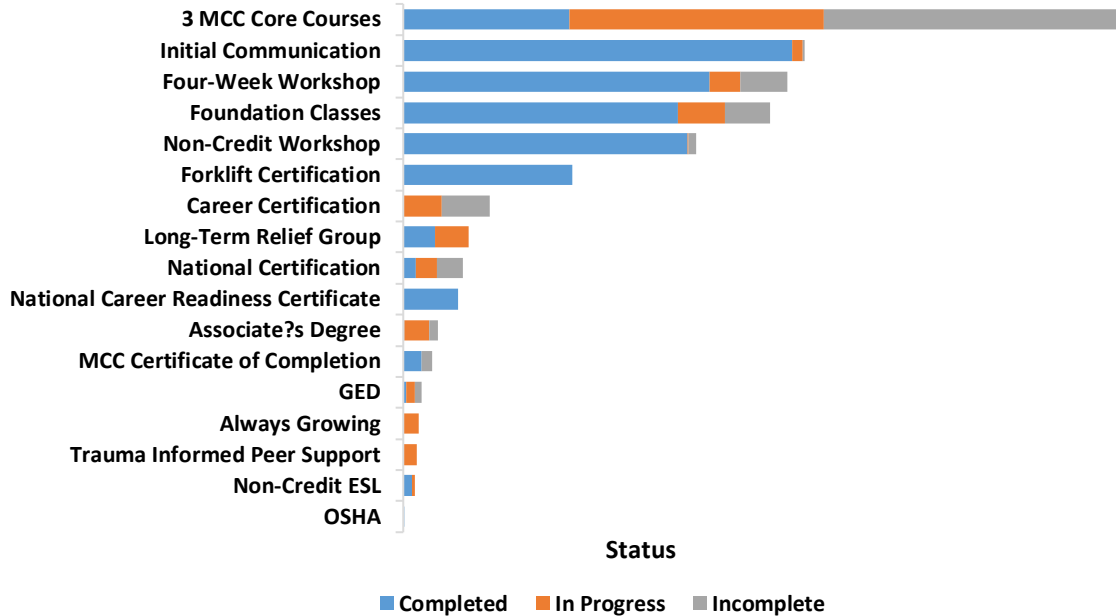
There were 872 total program area participations from Quarter 1 through Quarter 7. Of these participations, 644 were completed and 159 were in progress. There were 68 incomplete program areas. 1 other service was provided.



## PROGRAM AREAS (QUARTER 1-QUARTER 7)

### Metro Community College Program Areas

There were 2,418 total program area participations from Quarter 1 through Quarter 7. Of these participations, 1,527 were completed and 444 were in progress. There were 447 incomplete program areas.

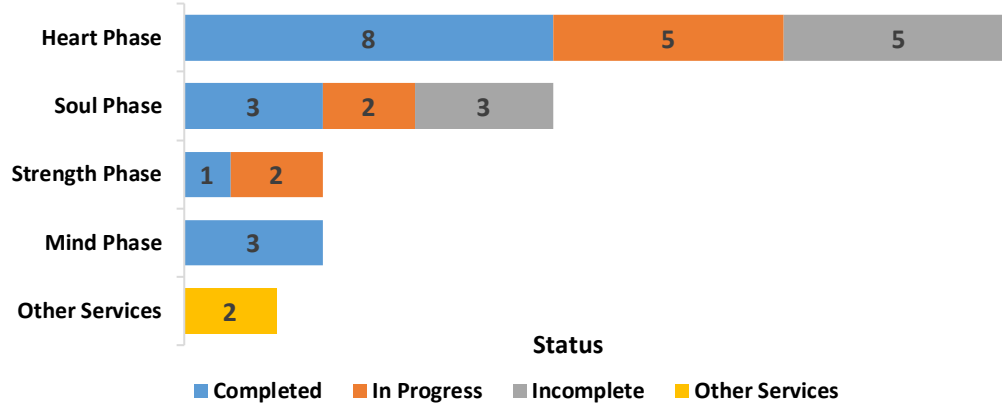


MCC Program Areas	Completed	In Progress	Incomplete	Grand Total
3 MCC Core Courses	147	226	266	639
Initial Communication	345	9	2	356
Four-Week Workshop	272	27	42	341
Foundation Classes	244	41	40	325
Non-Credit Workshop	252	1	7	260
Forklift Certification	150	0	0	150
Career Certification	0	34	43	77
Long-term Relief Group	28	30	0	58
National Certification	11	19	23	53
National Career Readiness Certificate	49	0	0	49
Associate's Degree	1	22	8	31
MCC Certificate of Completion	16	0	10	26
GED	3	7	6	16
Always Growing	0	14	0	14
Trauma Informed Peer Support	0	12	0	12
Non-Credit ESL	8	2	0	10
OSHA	1	0	0	1
<b>Grand Total</b>	<b>1,527</b>	<b>444</b>	<b>447</b>	<b>2,418</b>

## PROGRAM AREAS (QUARTER 1-QUARTER 7)<sup>8</sup>

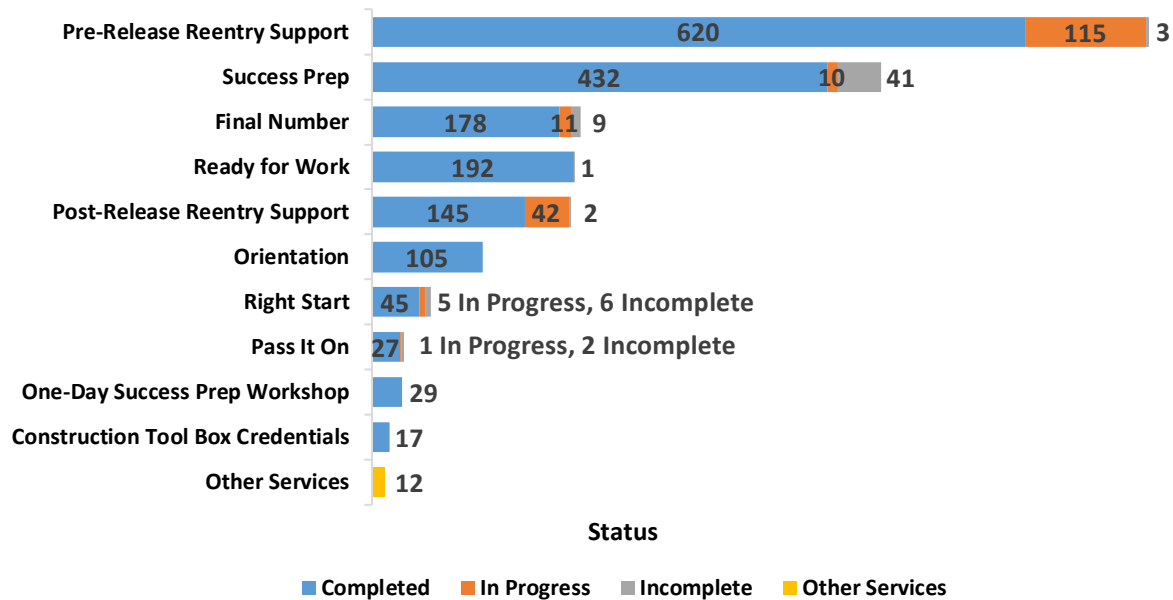
### Prepared Place Program Areas

There were 34 total program area participations from Quarter 1 through Quarter 7. The VLS contract was ended in January 2018. Of these participations, 15 were completed and 9 were in progress. There were 8 incomplete program areas.



### ReConnect Program Areas

There were 2,050 total program area participations from Quarter 1 through Quarter 7. Of these participations, 1,790 were completed and 184 were in progress. There were 64 incomplete program areas. 12 other services were provided.

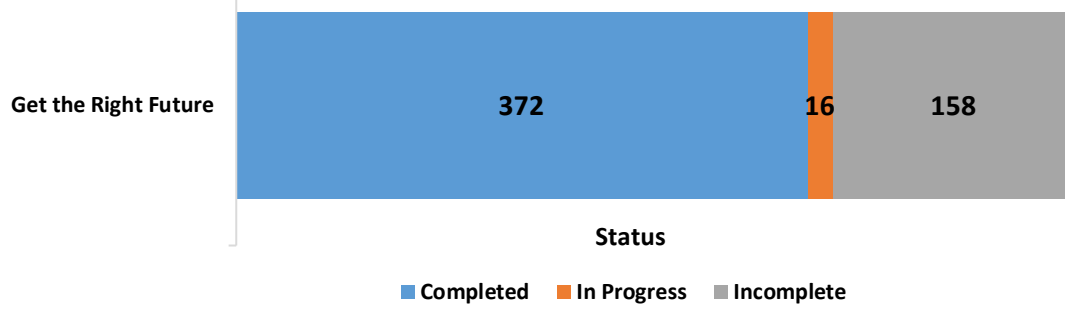


<sup>8</sup> Prepared Place is no longer funded to provide VLS programming after January 2018. Program areas reflect the data at the end of their contract.

## PROGRAM AREAS (QUARTER 1-QUARTER 7)<sup>9</sup>

### ResCare Program Areas

There were 546 total program area participations from Quarter 1 through Quarter 5. The VLS contract was ended in September 2017. Of these participations, 372 were completed and 16 were in progress. There were 158 incomplete program areas.



<sup>9</sup> ResCare is no longer funded to provide VLS programming after September 2017. Program areas reflect the data at the end of their contract.

## APPENDIX 1: VLS PROGRAM SUCCESS OVERVIEW (UPDATED THROUGH Q7)

**Associated Builders and Contractors:** Participants are marked as successfully completing programming depending on where they are taking classes and their individual needs. Success is generally captured after completing OSHA 10 Hour Construction and General Industry training while in correctional facilities. Some participants also move on to a core class in facilities or may take additional classes out in the community after release.

**Western Alternative Corrections Bristol Station:** Every participant's success will look different. The program plan is very individualized based on risk and needs assessments. Each participant has a different path in both the residential side of the program and the vocational and life skills areas and they work with case managers to determine their programming needs.

**Center for People in Need (TRADE):** TRADE participants in facilities successfully complete once they have finished the Core classes. Those at the work release facility or on parole are successful once the core class is completed and they gain employment. For all other participants, completing Core and one vocational module or securing employment is a successful completion.

**Mental Health Association:** A participant in the Hope program area is successful after maintaining employment for 90 days. A participant in the Benefits program is successful after all applications and a benefit analysis is complete. A Real participant's success varies as it is a highly individualized program. A participant at the Honu house is successful when he or she is able to transition out of the Honu house. Participants may be involved in one or multiple program areas and will be marked successful after completing their program plan.

**Metropolitan Community College (180 RAP):** A participant that completes a class, workshop, or other program area is successful based on the individual plan that is set up with staff. Some participants are in long-term educational courses leading to a degree and may be active for years while others may only participate in a short-term training or workshop.

**Prepared Place:** A successful participant will have gained and maintained employment, completed substance abuse treatment program without reoffending, and will have spent six months in aftercare. **The VLS contract with Prepared Place ended in January 2018.**

**ReConnect:** A participant is successful on a case-by-case basis. Any participant that has completed Success Prep, Final Number, Right Start, or Pass it On while incarcerated is successfully completed. Participants in programming post-release are successfully completed when they reach 85% of their reentry plan which is developed by the client and staff. If a participant does not contact ReConnect for services for 90 days after finishing a program area, that participant will be completed.

**ResCare Workforce Services:** A participant is successful if he or she completes all four weeks of the Get the Right Future program or secures employment during the course of the programming. **The VLS contract with ResCare ended in September 2017.**

## APPENDIX 2: PROGRAM AREA DESCRIPTIONS (UPDATED THROUGH QUARTER 7)

The following program area descriptions provide information on different services offered in each program. Each area details the services provided, the benefit or result a participant can hope to get from completing the area, the duration of programming, and the locations the program area is offered. Not all program areas or services are offered at all times and participants may not participate in all program areas during their programming. As each participant goes through programming differently based on their individual needs, these descriptions provide more insight into the program area participations reported. Program areas are updated quarterly to reflect what is currently offered.

## ASSOCIATED BUILDERS AND CONTRACTORS (ABC)

**Overall Program Description:** The goal of the program is to provide individuals associated with the Nebraska Department of Correctional Services programs with pre-employment training. ABC offers this training through trade-specific apprenticeship training and work-based learning opportunities to facilitate transition to future careers in the construction industry.

### Program Areas

- **NCCER Core Curriculum**
  - **Description:** The NCCER Core Curriculum is a prerequisite to all other Level 1 craft curriculum. The CORE curriculum includes Basic Safety, Introduction to Construction Math, Introduction to Hand Tools, Introduction to Power Tools, Introduction to Construction Drawings, Introduction to Basic Rigging, Basic Communication Skills, Basic Employability Skills and Introduction to Material Handling.
  - **Benefit/Result:** Prerequisite/Certificate/Card
  - **Duration:** 12 weeks attending 2 nights per week
  - **Location:** NSP, CCCL, CCCO, NCCW, TSCI, WEC
  
- **OSHA 10 Hour Construction**
  - **Description:** This course provides the worker with an overview of the safety applications on a construction site and increases awareness and understanding of governmental regulations and applications to the trade practices. All certificates received are issued directly from the OSHA Training Institute Outreach Program and meet every application to the OSHA requirements currently in place.
  - **Benefit/Result:** Certificate/Card
  - **Duration:** 10 hours
  - **Location:** NSP, CCCL, CCCO, NCCW, TSCI, WEC

- **OSHA 10 Hour General Industry**
  - **Description:** This training program is intended to provide entry-level general industry workers information about their rights, employer responsibilities, and how to file a complaint as well as how to identify, abate, avoid, and prevent job related hazards on a job site. The training covers a variety of general industry safety and health hazards that a worker may encounter. Training should emphasize hazard identification, avoidance, control and prevention, not just OSHA standards.
  - **Benefit/Result:** Certificate/Card
  - **Duration:** 10 hours
  - **Location:** NSP, CCCL, CCCO, NCCW, TSCI, WEC
  
- **Construction Technology 1, 2, and 3**
  - **Description:** This curriculum will ground the trainee in the basic knowledge and principles of carpentry, masonry, concrete finishing, electrical work, HVAC, and plumbing. He or she will become skilled in different phases of a project from start to finish. Once completing this course, the trainee will be able to interpret construction drawings; perform quality concrete and brickwork; frame walls, ceilings, and floors of a structure; and install the proper wiring and piping for electrical, and plumbing systems.
  - **Benefit/Result:** Certificate/Card
  - **Duration:** 12 weeks per level, 2 nights per week
  - **Location:** NSP, NCCW, TSCI
  
- **Applied Construction Math**
  - **Description:** Just seeing the word “math” strikes fear and frustration in the heart and mind of most students. Teachers also understand that a math lesson gets the same reception of any other dreaded chore: “eat your Brussel sprouts, take out the garbage, and learn your MATH”. Students and teachers must see the relevance in learning before they will invest the time and commitment needed to master the subject. This book will help you understand the fundamentals of math in a way that is engaging, interesting, and relevant. This book’s unique and real-life approach will help you understand how learning and more importantly understanding math will allow you to reach your personal goals as a student and craft professional.
  - **Benefit/Result:** Certificate
  - **Duration:** 9 weeks 2 nights / week
  - **Location:** NSP, NCCW, TSCI, WEC

- **HVAC**
  - **Description:** HVAC Curriculum is a four level program that will be taught during a 4-year period. Each level will be 26 weeks, 1 day per week and 2.5 hours per day for a total of 80 hours. The increasing development of HVAC (heating and air-conditioning systems) technology causes employers to recognize the importance of continuous education and keeping up to speed with the latest equipment and skills. Hence, technical school training or apprenticeship programs often provide an advantage and a higher qualification for employment. NCCER's program has been designed by highly qualified subject matter experts with this in mind. Our four levels, North American Technician Excellence (NATE) recognized, present theoretical and practical skills essential to your success as an HVAC installer or technician.
  - **Benefit/Result:** Certificate/Card – and ultimately earning license in the trade
  - **Duration:** 1 year per level, 1 night per week
  - **Location:** ABC Training Centers
  
- **Electrical**
  - **Description:** Electrical Curriculum is a four level program that will be taught during a 4 year period. Each level will be 26 weeks, 1 day per week and 2.5 hours per day for a total of 80 hours. Electricians install electrical systems in structures; they install wiring and other electrical components, such as circuit breaker panels, switches, and light fixtures, and they follow blueprints, the National Electrical Code® and state and local codes. To prepare trainees a career in the electrical field, NCCER offers a comprehensive, 4-level Electrical curriculum that complies with DOL time-based standards for apprenticeship.
  - **Benefit/Result:** Certificate/Card – and ultimately earning license in the trade.
  - **Duration:** 1 year per level, 1 night per week
  - **Location:** ABC Training Centers
  
- **Drywall**
  - **Description:** Drywall Curriculum is a two level program that is taught during a 2-year period. Each level will be 26 weeks, 1 day per week and 2.5 hours per day for a total of 80 hours. Drywall applicators often install walls and ceilings, as well as place insulation, soundproofing, and fire stopping materials behind and onto those walls and ceilings. They may also apply textures and trims to enhance both the interiors and exteriors of the buildings. The two-level curriculum for Drywall covers such subjects as Thermal and Moisture Protection, Steel Framing, and Acoustical Ceilings.
  - **Benefit/Result:** Certificate/Card
  - **Duration:** 1 year per level, 1 night per week
  - **Location:** ABC Training Centers



- **Carpentry**
  - **Description:** Carpentry Curriculum is a three level program that is taught during a 3-year period. Each level will be 26 weeks, 1 day per week and 2.5 hours per day for a total of 80 hours. Carpenters make up the largest building trades occupation in the industry and those with all-around skills are in high demand. Carpenters are involved in many different kinds of construction activities, from building highways and bridges to installing kitchen cabinets. Carpenters construct, erect, install, and repair structures and fixtures made from wood and other materials. This four-level curriculum covers content such as Building Materials, Cabinet Fabrication, and Advanced Wall Systems.
  - **Benefit/Result:** Certificate/Card
  - **Duration:** 1 year per level, 1 night per week
  - **Location:** ABC Training Centers
  
- **Masonry**
  - **Description:** Masonry Curriculum is a three level program that is taught during a 3-year period. Each level will be 26 weeks, 1 day per week and 2.5 hours per day for a total of 80 hours. The study of masonry is one of the world's oldest and most respected crafts. Masonry construction existed for thousands of years. The remains of stone buildings date back 15,000 years, and the earliest manufactured bricks unearthed by archaeologists are more than 10,000 years old. These bricks were made of hand-shaped, dried mud. Among the most well-known works of masons are the pyramids of ancient Egypt and Notre Dame Cathedral in Paris. NCCER's three-level curriculum encompasses modules such as Mortar, Metalwork in Masonry, and Estimating.
  - **Benefit/Result:** Certificate/Card
  - **Duration:** 1 year per level, 1 night per week
  - **Location:** ABC Training Centers

- **Plumbing**

- **Description:** Plumbing Curriculum is a four level program that will be taught during a 4-year period. Each level will be 26 weeks, 1 day per week and 2.5 hours per day for a total of 80 hours. Most people are familiar with plumbers who come to their home to unclog a drain or install an appliance. In addition to these activities, however, plumbers install, maintain, and repair many different types of pipe systems. For example, some systems move water to a municipal water treatment plant and then to residential, commercial, and public buildings. Other systems dispose of waste, provide gas to stoves and furnaces, or supply air conditioning. Pipe systems in power plants carry the steam that powers huge turbines. Pipes also are used in manufacturing plants, such as wineries, to move material through production processes. NCCER's four-level curriculum covers topics such as Plumbing Tools, Types of Valves, and Potable Water Treatment.
- **Benefit/Result:** Certificate/Card – and ultimately earning license in the trade.
- **Duration:** 1 year per level, 1 night per week
- **Location:** ABC Training Centers

**Overall Program Description:** It is the mission of Western Alternative Corrections, Inc. to provide offenders with an opportunity of self-discovery and re-education relating to behavior and thought process. Through the implementation of a two-pronged approach utilizing both behavioral and cognitive systems, offenders begin to reconfigure their perceptions, interpretations and responses to stimuli; thus reinforcing constructive behavior and focus on goals that replace old habits and mindsets with healthier conduct. This treatment philosophy is evident through the service delivery of the company and community based service providers utilized by Western Alternative Corrections, Inc. The result will be an enhancement of community and offender safety, while at the same time empowering offenders to become valuable assets to their families, friends, and employers.

### **Correctional Case Management Program Areas**

- **Residential Reentry**
  - **Description:** Bristol Station is based on the Federal reentry model which utilizes evidence-based practices to deliver offender specific programming. Reentry services are guided by the Risk, Need and Responsivity principles which dictate the degree of individualized services and programming. Bristol Station offers a variety of programming components to foster life and vocational skills. Some of the programming components include, but are not limited to Correctional Case Management, Moral Reconciliation Therapy, anger management, transition skills, parenting, job readiness and conflict resolution. Community resources are utilized for substance abuse, mental health and offense-specific treatment.
  - **Benefit/Result:** The overall goal remains that each individual will successfully reintegrate with their family and transition back into their community. In order to achieve this goal each individual, in conjunction with their case manager, will develop a dynamic transition plan to foster employability skills, obtain and maintain gainful employment, and successfully complete all facets of programming aimed toward lowering recidivism risk.
  - **Duration:** 3-12 Months
  - **Location:** Bristol Station Residential Reentry Center, Hastings, NE

- **Program planning and progress**
  - **Description:** Each participant is assigned a case manager for the duration of his/her stay at Bristol Station. The participant meets with the case manager on a weekly basis for the first 6 weeks and then every other week thereafter. The case manager completes the Risk/Need assessment (Ohio Risk Assessment System (ORAS)) and Quality of Life Inventory (QOLI) with the participant which is the basis of the individualized program plan. Upon discharge from the program the case manager completes the ORAS and QOLI as well. Another part of the correctional case management component is the weekly program review team in which the case managers, home reintegration specialist, executive director and parole or probation officer meet to discuss the progress of each participant.
  - **Duration:** Ongoing
  - **Location:** Bristol Station Residential Reentry Center, Hastings, NE

### Vocational Program Areas

- **Resume Development**
  - **Description:** Bristol Station utilizes components of the Offender Workforce Development Specialist (OWDS) curriculum for this facet of programming. Participants will attend Employment Skills Group or work one on one with their case manager to develop a functional resume.
  - **Benefit/Result:** With the aid of their resume, participants will have more access to interviews with perspective employers.
  - **Duration:** 1 to 2 weeks
  - **Location:** Bristol Station Residential Reentry Center, Hastings, NE
  
- **Interviewing Skills**
  - **Description:** Bristol Station utilizes components of the Offender Workforce Development Specialist (OWDS) curriculum for this facet of programming. Participants will attend Employment Skills Group or work one on one with their case manager to develop behavioral interviewing skills, learn how to answer interview questions in an appropriate manner, prepare a narrative to explain their criminal history in an interview, and participate in mock interviews.
  - **Benefit/Result:** Development of effective interviewing skills to increase likelihood of obtaining gainful employment
  - **Duration:** 1 to 3 weeks
  - **Location:** Bristol Station Residential Reentry Center, Hastings, NE

- **Job Readiness**
  - **Description:** Bristol Station utilizes components of the Offender Workforce Development Specialist (OWDS) curriculum for this facet of programming. Participants will attend Employment Skills Group or work one on one with their case manager and will utilize interest profilers, such as ONET, to help identify employment interests which in turn assists in the development of a targeted job search. Participants will obtain all necessary documents required to gain employment (i.e. birth certificate, state identification, driver's license, and Social Security Card). Participants will learn how to fill out job applications on-line and using paper formats. Participants will also be introduced to effective job search strategies.
  - **Benefit/Result:** Participants will be ready to begin their job search in order to find a personally rewarding career. Increased likelihood of obtaining gainful employment.
  - **Duration:** 1 to 3 weeks
  - **Location:** Bristol Station Residential Reentry Center, Hastings, NE
  
- **Dress for Success**
  - **Description:** Bristol Station utilizes components of the Offender Workforce Development Specialist (OWDS) curriculum for this facet of programming. Participants will work with their case manager to locate local resources for clothing and obtain appropriate clothes for interviews and working conditions.
  - **Benefit/Result:** Participants will have appropriate clothing for interviews and work.
  - **Duration:** 1 week
  - **Location:** Bristol Station Residential Reentry Center, Hastings, NE
  
- **Conflict Resolution**
  - **Description:** Bristol Station utilizes components of the Offender Workforce Development Specialist (OWDS) curriculum for this facet of programming. Participants will attend Employment Skills Group or work one on one with their case manager to learn proper techniques in dealing with supervisors and fellow co-workers when conflict arises in the work place.
  - **Benefit/Result:** Participants will be able to appropriately address stressors and communicate in the workforce in order to minimize the risk of losing their employment.
  - **Duration:** On going for the duration of their stay at Bristol Station.
  - **Location:** Bristol Station Residential Reentry Center, Hastings, NE

- **Job Coaching**
  - **Description:** Bristol Station utilizes components of the Offender Workforce Development Specialist (OWDS) curriculum for this facet of programming. Participants will work one on one with their case manager to learn techniques of maintaining their employment.
  - **Benefit/Result:** Participants will be able to recognize and utilize techniques of personal communication to ensure career goal enrichment. Participants will also learn how to go about appropriately leaving a place of employment.
  - **Duration:** On going for the duration of their stay at Bristol Station.
  - **Location:** Bristol Station Residential Reentry Center, Hastings, NE

### Life Skills Program Areas

- **MRT**
  - **Description:** Moral Reconciliation Therapy (MRT) is a systematic treatment strategy that seeks to decrease recidivism among juvenile and adult criminal offenders by increasing moral reasoning. MRT is a “systematic, cognitive-behavioral, step-by-step treatment strategy designed to enhance self-image, promote growth of a positive, productive identity, and facilitate the development of higher stages of moral reasoning.” MRT systematically focuses on seven basic treatment issues:
    - confrontation of beliefs, attitudes and behaviors
    - assessment of current relationships
    - reinforcement of positive behavior and habits
    - positive identity formation
    - enhancement of self-concept
    - decrease in hedonism and development of frustration tolerance
    - development of higher stages of moral reasoning
  - **Benefit/Result:**
    - MRT is designed and developed to target issues specific to an offender population.
    - MRT has shown to reduce the recidivism rate of offenders by between 30% and 50% for periods up to 20 years after release
    - MRT improves offender compliance to rules in an institution or while under supervision in the community
    - MRT will increase offenders’ moral reasoning, decrease dropout rates, increase sense of purpose and reduce antisocial thinking and behavior
  - **Duration:** MRT is delivered in weekly open-ended groups, which allows for maximizing resources. There are 12 steps in the MRT curriculum.
  - **Location:** Bristol Station Residential Reentry Center, Hastings, NE

- **Family Reunification**
  - **Description:** The Family Reunification course utilizes the journaling program titled; Getting it Right, Contributing to the Community, Personal Growth by The Change Companies. Participants will be assigned homework and the last session of the family reunification class would involve the participants' family attending.
  - **Benefit/Result:** Increased positive communication with family, development and/or repair of family relationships and development of a positive support system.
  - **Duration:** The group will be facilitated by a Bristol Station employee and would be offered for a total of four one hour sessions.
  - **Location:** Bristol Station Residential Reentry Center, Hastings, NE
  
- **Parenting Skills**
  - **Description:** Bristol Station utilizes two different curriculums for parenting. The curriculum utilized for the participant would be based on the needs of the participant based on the risk/need assessment. Bristol Station utilizes 24/7 Dad™ & Parenting Wisely. The 24/7 Dad™ program, offered through the National Fatherhood Initiative, is the most comprehensive fatherhood program available. Individuals having the need for additional parenting skills/training outlined in their Individual Program Plan (IPP) will be referred to community agencies for this support service.
  - **Benefit/Result:** Development of parenting skills
  - **Duration:** Parenting Wisely, offered through Family Works, Inc., is eight hours of classroom time and the course would be set up in four, two hour sessions.
  - **Location:** Bristol Station Residential Reentry Center, Hastings, NE

- **Transitional Skills**
  - **Description:** Bristol Station utilizes The Change Companies, Interactive Journaling product, Transition Skills Program. The group will be facilitated by WAC Staff and will be no larger than 12 participants. There are multiple journaling sections that focus on a different topic relevant to re-entry. The sections are:
    - Realistic expectations
    - Healthy relationships
    - Managing your time
    - Handling social influences
    - Roadblocks in transition
    - Thinking for a change
    - Authority figures
    - Managing your anger
    - Your safety net
  - **Benefit/Result:** Participants work to develop key skills that help them make responsible choices and avoid future incarceration.
  - **Duration:** It will be designed so that residents can join the group at any point in the process which generally takes approximately nine weeks. The group will meet for no less than one hour and will be scheduled to compliment the offenders work hours.
  - **Location:** Bristol Station Residential Reentry Center, Hastings, NE
  
- **Money Management**
  - **Description:** Participants will work independently with their assigned case manager utilizing the "Basic Money Management" workbook. The curriculum will address challenges with the management of finances and making healthy financial choices.
  - **Benefit/Result:** Development of a working budget and development of financial responsibility.
  - **Duration:** Ongoing
  - **Location:** Bristol Station Residential Reentry Center, Hastings, NE
  
- **Relapse Prevention**
  - **Description:** Bristol Station will utilize The Change Companies', evidence-based, interactive journaling product, Relapse Prevention. Relapse Prevention will provide group participants with the tools needed to identify the pattern of relapse and interrupt that pattern before they slip back into criminogenic behaviors.
  - **Benefit/Result:** Each participant will identify personal relapse warning signs and develop a relapse prevention plan that will help in maintaining motivation for responsible living and sobriety.
  - **Duration:** 6 to 8 weeks
  - **Location:** Bristol Station Residential Reentry Center, Hastings, NE



- **Anger Management**
  - **Description:** Bristol Station will utilize The Change Companies', evidence-based, interactive journaling techniques that apply Motivational Interviewing principals, cognitive-behavioral strategies and the behavior change model to address anger and the triggers.
  - **Benefit/Result:** Participants will develop frustration tolerance skills, anger reducing techniques in order to make changes in their thinking, feelings and behaviors.
  - **Duration:** 4 to 6 Weeks
  - **Location:** Bristol Station Residential Reentry Center, Hastings, NE
  
- **Managing Mental/Medical**
  - **Description:** Bristol Station utilizes community resources for mental health needs. Participants are referred by their assigned case manager to ensure continuity of care or to establish care.
  - **Benefit/Result:**
  - **Duration:**
  - **Location:**
  
- **Health**
  - **Description:** Bristol Station utilizes community resources for health needs. Participants are referred by their assigned case manager to ensure continuity of care or to establish care.
  - **Benefit/Result:**
  - **Duration:**
  - **Location:**
  
- **Problem Solving**
  - **Description:** Bristol Station will utilize The Change Companies' Communication Skills, evidence-based, interactive journaling techniques that will address three problem areas for participants: effective communication skills, anger management, and healthy relationships.
  - **Benefit/Result:** Development of appropriate problem solving techniques and skills.
  - **Duration:** 6 weeks
  - **Location:** Bristol Station Residential Reentry Center, Hastings, NE

- **Time Management**
  - **Description:** Participants will work with their case manager to assist in identifying and practicing good time management techniques.
  - **Benefit/Result:** Participants will utilize good time management techniques to maximize their efficiencies and minimize unhealthy down time.
  - **Duration:** Ongoing
  - **Location:** Bristol Station Residential Reentry Center, Hastings, NE
  
- **Transportation Independence**
  - **Description:** Participants will work one on one with their case managers to obtain and maintain a reliable mode of transportation.
  - **Benefit/Result:** Participants will have obtained a vehicle or other mode of transportation that is suitable to their needs.
  - **Duration:** 1 to 6 months
  - **Location:** Bristol Station Residential Reentry Center, Hastings, NE

**Overall Program Description:** MHA-NE programs and services are designed to work together to provide people living with severe behavioral health issues with meaningful and effective "wrap-around" support services. This holistic approach provides program participants with the ability to access the services they need as they need them.

### Program Areas

- **HOPE**
  - **Description:** Supported employment programs help people find competitive jobs that are based on the person's preferences and abilities.
    - Eligibility is based on an individual's choice. Employment specialists coordinate plans with the treatment team if desired by participant.
    - Competitive employment is the goal. The focus is community jobs that pay at least minimum wage or better. The job search starts immediately.
    - There are no requirements for completing extensive pre-employment assessment and training or intermediate work experiences.
    - Follow-along support is continuous. Choices and decisions about work and support are individualized based on the person's preferences, strengths, and experiences.
  - **Benefit/Result:** Employment
  - **Duration:** 90 Days
  - **Location:** Honu, Region V, Community
  
- **REAL**
  - **Description:** REAL provides ongoing community-based support services to participants including advocating and supporting participants wishing to find their own housing, referral and assistance obtaining other community services, interpersonal and conflict resolution skills, and helping inmates prepare for discharge back into the community. Some of the REAL program services include:
    - Assistance in finding and maintaining safe, affordable and adequate permanent housing of their choice
    - Assistance over-coming barriers and challenges
    - Community integration activities
    - Support groups
    - Community education on reentry
    - Acquiring basic life needs (food, clothing, personal hygiene products)
    - System navigation (behavioral and physical health services)
    - Other assistance as identified by the participant
  - **Benefit/Result:** Housing and Public Assistance
  - **Duration:** Varies by Participant Need
  - **Location:** In Community, Region V, Facilities, Honu House, Keya House

- **Honu**
  - **Description:** HONU Home provides participants with 90 days of transitional housing in a safe, stable and supportive environment along with:
  - 24/7 peer support, wellness and recovery education to help them manage their behavioral health issues, life skills training including tenant education (RentWise), communication and interpersonal skills, navigating the community, transportation and other activities identified by the participant, warm line where anyone can call in and access a friendly and supportive person to talk to, basic life needs - food, clothing, personal hygiene products, accessing healthcare, healthcare system navigation, and community/social integration activities
  - **Benefit/Result:** Transitional Living
  - **Duration:** Up to 90 days
  - **Location:** Honu House
  
- **Keya**
  - **Description:** Keya is a short-term stay facility for participants transitioning to treatment facilities or other housing. Participants complete Wellness Vision and Action Plan and participate in group events.
  - **Benefit/Result:** Keeps participants out of ER and expensive treatment centers
  - **Duration:** Up to five days
  - **Location:** Keya House
  
- **Benefits**
  - **Description:** The comprehensive benefits program is designed to help individuals who receive social security benefits be able to make informed choices when they return to work. Often times, benefits are affected by income from work. Beneficiaries receiving Social Security Disability Insurance and/or Supplemental Security Income receive a written benefits analysis that is tailored to the individual participant's benefits situation and stated work goal. The Benefits Specialist will provide education about applicable work incentives. Follow-up services are provided at regular scheduled intervals and at critical touch points which are identified at the initial meeting. Beneficiaries can receive assistance in communicating with the Social Security Administration, Nebraska Department of Health and Human Services, General Assistance, Housing or any other public assistance. The Benefits Specialist promotes, teaches, and emphasizes benefits literacy.
  - **Benefit/Result:** Documentation/Income/Housing/Other Public Assistance
  - **Duration:** Varies based on need
  - **Location:** Region V

- **Inmate Support**
  - **Description:** Peer and social support for those individuals still incarcerated.
  - **Benefit/Result:** Support
  - **Duration:** Varies by Participant Need
  - **Location:** NDCS Facilities
  
- **Rent Wise**
  - **Description:** RentWise is a six module curriculum that helps individuals prepare to be successful renters. Participants in the group receive a RentWise Workbook and Organizer.
  - **Modules include:** Communication and Conflict Resolution, Managing Money, Finding a Place to Call Home, Getting Through the Rental Process, Taking Care of Your Home, and When You Move Out. The workbook contains the six modules and the organizer provides a place for renters to store rental records such as leases and letters to and from the landlord. The workbook also includes twelve worksheets and a resource guide. The groups are held in the community. The workshop is held one day a week for six weeks and each session is an hour and a half in length. Participants will receive a certificate at the completion of the course that they can show to landlords that they have a desire to be good tenants.
  - **Benefit/Result:** Certificate
  - **Duration:** Six Weeks
  - **Location:** In Community, Region V
  
- **Day Guest**
  - **Description:** The Day Guest program is for previous or new corrections participants who may only utilize Keya or Honu for the day. The Day Guest option is for people who can't or don't want to find sitters for the 5 day respite stay at Keya or who just need to get support for a few hours.
  - **Benefit/Result:** Short-term peer support
  - **Duration:** Up to 1 Day
  - **Location:** Keya or Honu

- **WRAP**

- **Description:** WRAP has been proven to be a highly effective education tool that provides participants with the opportunity to individually craft their own wellness program. MHA-NE was instrumental in bringing WRAP to Nebraska in 2005. All staff have participated in WRAP workshops, and MHA currently has two advanced (Train the Trainer) and 12 group facilitators on staff.
  - **The key elements of a WRAP Plan include:**
  - **Wellness Toolbox:** This is a listing of things the participant has done in the past, or could do, to help them stay well, and also things they could do to help them feel better when they are not doing well.
  - **Daily Maintenance Plan:** Helps the participant recognize those things which they need to do to remain healthy. The three elements of the plan include 1.) A description of yourself when you are well; 2.) The Wellness Tools you know you must use every day to maintain your wellness; and 3.) A list of things you might need on any day to stay well.
  - **Identifying Triggers and an Action Plan:** Triggers are external events or circumstances that may produce very uncomfortable emotional or psychiatric symptoms, such as anxiety, panic, discouragement, despair, or negative self-talk.
  - **Identifying Early Warning Signs and an Action Plan:** Early warning signs are internal and may or may not arise in reaction to stressful situations. In spite of a person's best efforts to take care of themselves, they may begin to experience early warning signs, subtle signs of change that indicate they may need to take further action.
  - **Identifying When Things Are Breaking Down and an Action Plan:** Sometimes a person experiences feelings and behaviors that indicate he or she needs to take immediate action to prevent his or her mental health from worsening. When the consumer writes the action plan, he or she prepares for times when things are breaking down by listing actions that will reduce symptoms.
  - **Crisis Planning:** Similar to a medical advanced directive, the crisis plan gives the person the opportunity to identify how they would like to be treated when a crisis occurs. Although not recognized as a legal document in Nebraska, many law enforcement and emergency services personnel will honor it wherever possible.
  - **Post Crisis Planning:** A prepared course of action to help the person regain their mental wellness, identifying preferred care and support personnel, course of treatments and medications.
- **Benefit/Result:** Action Plan
- **Duration:** 8 Weeks
- **Location:** Honu House, NDCS Facilities

**Overall Program Description:** MCC currently provides an extensive array of education and work readiness training both within area correctional facilities and to individuals re-entering society.

### Program Areas

- **Initial Communication**
  - **Description:** Meet with students to discuss career planning, program determination, scholarship information, registering for classes and training, financial aid/funding information, conduct assessments, create educational plans and assist students with community resources referrals.
  - **Benefit/Result:** Help students determine a career pathway and/or access immediate employment or community resources. Initial communication helps to determine program participants' next steps.
  - **Duration:** Varies
  - **Location:** OCC, CCC-O, NCYF, TSCI, NCCW, MCC (Re-Entry)
  
- **Forklift Certification**
  - **Description:** Comprehensive training for population to gain forklift certification
  - **Benefit/Result:** Receipt of Certificate of Completion and possible employment
  - **Duration:** 1 day
  - **Location:** MCC's Fort Omaha Campus or South Omaha Campus
  
- **OSHA: One-day training**
  - **Description:** Comprehensive training in mandated job safety requirements and guidelines
  - **Benefit/Result:** Receipt of OSHA certification and possible employment
  - **Duration:** 1 week or 4 weeks (1 week for 10 hour; 4 week for 30 hour)
  - **Location:** OCC, MCC
  
- **Non-Credit Workshops**
  - **Description:** Life skills training and education
  - **Benefit/Result:** Receipt of Certificate of Completion, acquire life skills and possible employment
  - **Duration:** 1 – 2 days
  - **Location:** OCC, CCC-O, NCYF, TSCI, NCCW, MCC (Re-Entry)

- **National Certification – Certified Production Technician, Manufacturing Skills Standards Council**
  - **Description:** Participants complete four courses in safety, quality practices and measurement, manufacturing processes and production and maintenance awareness. After successfully passing four assessment tests, participants receive a national certification.
  - **Benefit/Result:** Opportunities for gainful employment in manufacturing
  - **Duration:** 1 quarter to 1 year (depending on location of participant)
  - **Location:** OCC, MCC
  
- **GED**
  - **Description:** Noncredit study to prepare for official GED testing (high school equivalency)
  - **Benefit/Result:** Acquisition of official GED
  - **Duration:** Dependent on skill level of participant
  - **Location:** MCC
  
- **Non-Credit ESL**
  - **Description:** Noncredit course offering basic introduction to the English language by those whose second language is English
  - **Benefit/Result:** Building language skills in order to communicate more effectively
  - **Duration:** Dependent on skill level of participant
  - **Location:** OCC, MCC
  
- **Foundation Classes**
  - **Description:** Credit classes: WORK 1400 Employability Skills and WORK 0900 Intro to Microcomputers
  - **Benefit/Result:** These are the core classes for the program and give participants skills to succeed in other MCC courses. They develop life skills, as well.
  - **Duration:** 1 quarter
  - **Location:** OCC, MCC, NCCW, NCYF, TSCI
  
- **3 MCC Core Courses**
  - **Description:** Completion of any 3 college credit courses
  - **Benefit/Result:** college credit
  - **Duration:** 9 months or longer
  - **Location:** OCC, NCYF, NCCW, TSCI, CCC-O, MCC



- **MCC Certificate of Completion - noncredit**
  - **Description:** Issued to program participants who complete MCC noncredit workshops or trainings
  - **Benefit/Result:** Helps participants to build life skills
  - **Duration:** Ongoing
  - **Location:** OCC, NCYF, NCCW, TSCI, CCC-O, MCC
  
- **MCC Certificate of Completion – credit (Diversified Manufacturing)**
  - **Description:** Participants who complete four core diversified manufacturing courses receive a certificate from MCC and have an opportunity to receive a national certification
  - **Benefit/Result:** Participants will be introduced to various employers with gainful employment opportunities
  - **Duration:** 1 quarter to 1 year (depending on location of participant)
  - **Location:** OCC, MCC
  
- **Career Certificate:** Professional Skills, Financial Studies, General Management, Customer Service Representative, Manufacturing Process Operations, Residential Carpentry, General Construction/Remodeling
  - **Description:** Participants complete an average of 28-32 focused credit hours
  - **Benefit/Result:** Participants achieve a career certificate and may continue on to the next stackable credential
  - **Duration:** 1 year – 2 years (depending on location of participant)
  - **Location:** OCC, MCC
  
- **Associate degree**
  - **Description:** Any one of the 100+ associate degree programs offered at MCC
  - **Benefit/Result:** Receipt of an associate degree
  - **Duration:** Dependent on student commitment and schedule
  - **Location:** OCC, NCYF, NCCW, TSCI, MCC
  
- **Long Term Relief**
  - **Description:** Group created to support individuals who have been incarcerated for over 10 years and/or served multiple sentences with the purpose of increasing knowledge of current technology, referrals to community resources for transition preparation and to build peer support.
  - **Benefit/Result:** Successful transition to community and healthy relationships
  - **Duration:** Ongoing or self-terminated
  - **Location:** CCC-O and MCC

- **ACT National Career Readiness Certificate (NCRC)**
  - **Description:** The NCRC measures and certifies essential work skills needed for job success. It is widely used by employers, educators, workforce developers, and others to provide evidence that job seekers have the skills employers are looking for. During this course, participants will have an opportunity to participate in NCRC testing. The testing consists of three assessments: Applied Mathematics, Locating Information, Reading for Information.
  - **Benefit/Result:** Certificate
  - **Duration:** 3 Hours
  - **Location:** OCC, NCCW, TSCI, MCC, NCYF, CCCO
  
- **Always Growing (also Always Growing II and Always Growing III)**
  - **Description:** Noncredit course that offers basic introduction to conservation practices encouraging the repopulation of the Monarch butterflies while learning about how to grow as a leader and work on a team. The course includes hands-on activities.
  - **Benefit/Result:** The population will learn about conservation practices, basic horticulture and leadership skills, in tandem.
  - **Duration:** Three (3) Four-Week Sessions
  - **Location:** OCC
  
- **Orientation**
  - **Description:** Participants fill out all necessary paperwork, including the Participant Enrollment Form, Holland Code worksheet, and other college paperwork. Participants will leave with an appointment with the lead coach to register for classes, if necessary. Orientations are for any person who has not previously taken classes with us.
  - **Benefit/Result:** Ability to participate in 180 RAP.
  - **Duration:** One Hour
  - **Location:** MCC
  
- **Job Readiness**
  - **Description:** Participants meet with Employment Specialist to create resumes, sign up for an email address, write turnaround and cover letters, submit job applications, transport to and from job interviews and job fairs, and any other necessary service to help participants become job ready. The Employment Specialist also works with the Department of Labor to increase chances of employment.
  - **Benefit/Result:** Resume, Letters, Applications, often job placement
  - **Duration:** One Hour (many often schedule multiple appointments)
  - **Location:** MCC

### Four-Week Workshops

- **Welding**
  - **Description:** Noncredit training and credit education
  - **Benefit/Result:** Skilled laborers for entry level welding employment upon release
  - **Duration:** 4 weeks to 11 weeks
  - **Location:** OCC
  
- **Keyboarding**
  - **Description:** Introduction to keyboarding and keyboard skill building
  - **Benefit/Result:** Able to navigate keyboard and utilize technology more efficiently
  - **Duration:** 4 weeks
  - **Location:** OCC
  
- **Mastering Soft Skills: Time Management**
  - **Description:** Enables participants to explore the value of time and diagnosing time management issues in personal planning as well as workplace.
  - **Benefit/Result:** Improve personal development and gain employability skills
  - **Duration:** 4 weeks
  - **Location:** OCC
  
- **Mastering Life Skills: Decision Making**
  - **Description:** Assists students in the study of identification and choice determination of alternatives based on the values and preferences as it relates to individual decision making
  - **Benefit/Result:** Achieve maximum results in personal and employment related areas
  - **Duration:** 4 weeks
  - **Location:** OCC
  
- **Mastering Soft Skills: Goal Setting**
  - **Description:** Participants explore personal capabilities and effective goal setting strategies along with relationship skills.
  - **Benefit/Result:** Establishing steps in a timeline in which goals and objectives are accomplished
  - **Duration:** 4 weeks
  - **Location:** OCC

- **Mastering Soft Skills: Relationship Building**
  - **Description:** Participants reengineer attitude and understand its influence on behavior as it relates to mastering soft skill strategies in the workplace and in general.
  - **Benefit/Result:** Enhanced holistic development of participants and improved employability skills
  - **Duration:** 4 weeks
  - **Location:** OCC
  
- **Note Taking and Listening**
  - **Description:** Four-week workshop where participants will explore various note-taking strategies and develop mind maps that assist in retention and application of information in the classroom and in general.
  - **Benefit/Result:** Completion Certificate
  - **Duration:** Four Weeks
  - **Location:** OCC
  
- **Communication Skills**
  - **Description:** Effective communication skills, including listening and responding.
  - **Benefit/Result:** Healthy communication skills as well as the opportunity to take college credit courses
  - **Duration:** Four Weeks/1.5 hours each week
  - **Location:** NCYF
  
- **Conflict Resolution**
  - **Description:** Appropriate conflict resolution for different situations
  - **Benefit/Result:** Effective ways to deal with conflict, the opportunity to take college credit courses
  - **Duration:** Four Weeks/1.5 hours each week
  - **Location:** NCYF
  
- **Practical Skills**
  - **Description:** Problem solving solutions for today's youth
  - **Benefit/Result:** Learning to utilize positive behaviors for life choices.
  - **Duration:** Four Weeks/1.5 hours each week
  - **Location:** NCYF

- **Choices**
  - **Description:** Teaches healthy behavior choices for a productive life.
  - **Benefit/Result:** Learning to utilize positive behaviors for life choices.
  - **Duration:** Four Weeks/1.5 hours each week
  - **Location:** NCYF
  
- **Relationship Building**
  - **Description:** This four-week noncredit course is designed to enable participants to reengineer attitude and understand its influence on behavior as it relates to mastering soft skill strategies in the workplace and in general. Participants will explore personal capabilities and effective goal setting strategies along with relationship skills. Communication and problem-solving abilities will be investigated to enhance holistic development of participants and improve their employability skills.
  - **Benefit/Result:** Soft Skills
  - **Duration:** Four Weeks
  - **Location:** OCC
  
- **Financial Empowerment**
  - **Description:** This course designed by the Consumer Financial Protection Bureau introduces students to the tools needed for answering financial questions and overcoming barriers/concerns regarding their present and future financial needs. 9 modules will explore the areas of setting goals and planning for large purchases, saving for emergencies, tracking and managing income, paying bills and other expenses, budgeting, dealing with debt, understanding credit reports, money services, card and loans, and protecting their money.
  - **Benefit/Result:** Certificate of Completion
  - **Duration:** Four Weeks
  - **Location:** OCC

**Overall Program Description:** Our organization's mission and the objectives of ReConnect2Success, our reentry program, relates to increasing public safety and reducing recidivism by helping men and women returning from prison gain skills, connect with resources, and grow their capacity to become self-sufficient so they are no longer vulnerable to engaging in behaviors that cause them to reoffend or prey on the community. Our program's primary purpose is to help increase the reentry success rate of returning men and women by providing them with the support to help them reach their full potential while recognizing the concerns of public safety.

### Program Areas

- **Orientation/Pre-Release Reentry Support/Post-Release Reentry Support/Ready for Work**
  - **Description:**
    - ReConnect2Success (R2S) is a comprehensive reentry program that provides support and services to help clients navigate reentry barriers with focus on employment.
    - Client is referred to program by parole, probation, community partners, or voluntary walk-in.
    - Client participates in **Orientation** Workshop that focuses on helping client identify and address overall reentry barriers and develop a reentry plan.
    - Client must complete the Orientation Workshop to participate **Ready4 Work**-Job and Career Readiness workshop to prepare clients for the world of work with emphasis on employment readiness and job retention skills.
    - Client participates in **Reentry Support** to help client manage reentry plan, meet reentry goals and effectively utilize available community resources
  - **Benefit/Result:** To help clients begin to develop skills to make them more successful in the labor market
  - **Duration:** Workshop plus ongoing support. In 4-6 weeks, we hope to have participants employed.
  - **Location:** ReConnect2Success Office
  
- **One-Day Success Prep Workshop**
  - **Description:** Life Skills Program offered only once while visiting WEC facility
  - **Benefit/Result:** Certificate
  - **Duration:** One day
  - **Location:** WEC

- **Success Prep**
  - **Description:** Success Prep is a 5-week life skills program offered in LCC, NSP, TSCJ, CCCO, OCC, and NCYF. Client enrolls in the class or is assigned to the class. Intake is completed during the first class, and participant becomes a client. Upon completion of Success Prep, Client may participate in pre-release reentry support. Client is assisted with developing transition and reentry plan, provided career and educational resources upon request and helped with identifying community resources for help upon release. Client is encouraged to engage with R2S upon release.
  - **Benefit/Result:** To help clients examine thinking skills and begin preparing for reentry and to help them look at their prison sentence as a positive experience for growth
  - **Duration:** 5 weeks with follow up support
  - **Location:** NDCS facilities
  
- **Final Number**
  - **Description:** The purpose of Final Number to prepare participants to take advantage of opportunities provided in prison to make this their final number. Client participates in Final Number, a two-week workshop. Upon completion, client is encouraged to enroll in Success Prep. Client may begin requesting reentry support and participate in Reentry Support Programming and will begin receiving help to develop reentry planning, explore job and career options, and hone life skills.
  - **Benefit/Result:** Help clients to shift their thinking regarding prison so they can take advantage of all opportunities to make this their final number. Also prepares clients to participate in Success Prep.
  - **Duration:** 2 weeks
  - **Location:** DEC only
  
- **Construction Tool Box Credentials**
  - **Description:** Provides training that leads to what the profession refers to as portable credentials in the construction industry.
  - **Benefit/Result:** To help participants gain entry level industry recognized credentials to maximize their opportunities for employment
  - **Duration:** 40 hours – 5 Days
  - **Location:** ReConnect2Success Office

- **Right Start**
  - **Description:** Right Start focuses on utilizing participant's Holland Code to identify job/occupational interests based on the Code and helps clients identify occupations/jobs based on their skills, interests, and experiences. This includes a career interest assessment and participants will be given the Holland Self- Directed Search Assessment, along with information and best practices for conducting an effective job search that will lead to employment in an area that matches their interest based on their Holland Code. Participants will then be instructed on how to use the US Dept. of Labor to identify occupations in the context of their criminal background, educational and skill level. ReConnect, Inc. will purchase five Occupational Outlook Handbooks and leave at CCCO for check out by participants.
  - **Benefit/Result:** Holland Code and ability to use the Department of Labor to identify occupations.
  - **Duration:** 3 week workshop
  - **Location:** CCCO
  
- **Pass It On**
  - **Description:** Beginning in September, ReConnect, Inc. will offer Pass It On, an intense 5-week Life Skills program that strictly focuses on personal development in terms of resiliency, problem solving, and communication. The unique feature of Pass it On is it targets men serving lengthy sentences up to life and prepares them to help change the culture of prison by developing themselves through inform education and self-development and it also teaches them facilitation skills so what they learn they may teach to others. Pass it On was developed to meet the needs of the men who participated in Success Prep, and liked the class, but failed to see how the class could help them because of the length of their sentences. Once the participants finish the course, they will go on to facilitate the course to further growth and development.
  - **Benefit/Result:** Pro-Social Skills
  - **Duration:** Five Weeks
  - **Location:** TSCI



**Overall Program Description:** ResCare's purpose is to assist people to achieve their highest level of independence, and this philosophy guides the nearly 50,000 employees of ResCare in every one of its lines of business. In our existing Nebraska reentry program, this purpose is expressed by RWS through our commitment to understanding each ex-offender's needs, addressing their unique barriers to employment, and offering them the post-incarceration support and motivation they need to move forward in their lives.

### Program Areas

#### Get the Right Future/Pathway (includes the following components)

- **Weekly Job Search**
  - **Description:** Research local job listings and apply for positions as appropriate
  - **Benefit/Result:** Identify employment opportunities that are available. Gain meaningful employment.
  - **Duration:** 4 weeks
  - **Location:** Omaha, Norfolk, Gering
  
- **Master Application**
  - **Description:** Document that contains job seeker's skills, employment history, education and reference information
  - **Benefit/Result:** Accurate and complete employment applications with little need for research
  - **Duration:** 1 day
  - **Location:** Omaha, Norfolk, Gering, NCCW, NSP
  
- **Turnaround Letter**
  - **Description:** Letter to employer that describes the job seeker's conviction and subsequent personal and professional growth
  - **Benefit/Result:** Job seeker shares conviction information in a positive manner
  - **Duration:** One Day
  - **Location:** Omaha, Norfolk, Gering, NCCW, NSP
  
- **Resume PRO**
  - **Description:** ResCare online resume generator
  - **Benefit/Result:** professional and complete resumes in various styles that uses key words for recruitment search engines
  - **Duration:** 1 day
  - **Location:** Omaha, Norfolk, Gering, NCCW

- **NE WORKS Resume**
  - **Description:** Complete set of employment tools for job seekers including employment opportunities, resume posting, education, training, and labor market information
  - **Benefit/Result:** Networking, job opportunities, labor market education
  - **Duration:** over 4 weeks
  - **Location:** Omaha, Norfolk, Gering
  
- **Cover Letter Template**
  - **Description:** Provides a personalized introduction of the job seeker and position-specific skills, education, and employment history
  - **Benefit/Result:** Allows job seeker to tailor relevant skills and abilities directly related to the employment opportunity
  - **Duration:** 1 day
  - **Location:** Omaha, Norfolk, Gering, NCCW, NSP
  
- **2 Mock Interview & Turn Talk**
  - **Description:** Simulated job interview to prepare job seeker for future interviews
  - **Benefit/Result:** Reduces stress and anxiety related to interviewing. Provides feedback to the job seeker to prepare for future employer interviews. Provides accountability and opportunity to disclose conviction and share how conviction has positively impacted professional and personal growth.
  - **Duration:** 2 days
  - **Location:** Omaha, Norfolk, Gering, NCCW, NSP
  
- **Community Service (2 days)**
  - **Description:** voluntary work to help an organization
  - **Benefit/Result:** Opportunity for job seekers to provide service to the community to build mutual trust and respect. Allows job seeker to practice soft skills. Provides opportunity to observe and provide feedback regarding soft skills.
  - **Duration:** 2 days
  - **Location:** Norfolk
  
- **4 (minimum) ResCare Academy Certificates**
  - **Description:** online courses to close skill gaps and strength skill sets to prepare job seekers for employment
  - **Benefit/Result:** enhance and gain additional job readiness skills, soft skills and marketable skills. Job seeker demonstrates competency by a score of 80% or higher on learning test and receives a certificate of achievement
  - **Duration:** 4 weeks
  - **Location:** Omaha, Norfolk, Gering, NCCW

**Overall Program Description:** TRADE’s mission is to provide comprehensive services and opportunities to support low-income, high needs families and individuals as they strive to lift themselves out of poverty and achieve economic self-sufficiency. This is done by assisting other human service agencies that are providing for the social and economic needs of low-income, high needs families and individuals, providing for the emergency, basic needs of families through delivery of direct services, actively advocating for systemic changes through federal, state and local policy makers, developing and supporting educational programs, increasing job training, and improving computer skills for low-income workers.

### Program Areas

- **Core Classes**
  - **Description:** The Core Schedule is held over a two-week period with participants spending four hours in class, five days a week. Core classes currently consists of the following: Effective Communication, Conflict Resolution, Workplace Etiquette, Personal Finance, Healthy Relationships, OSHA general industry, Basic Computers, Victim Impact, Workplace Diversity, and Relapse Prevention, Job prep ( master application, resume, turnaround letter).
  - **Description as of 10/12/17:** The Core Schedule is held over a two-week period with participants spending four hours in class, five days a week. Core classes currently consists of the following: resume building, turnaround letter, cover letter, application checklist, and mock interviews.
  - **Benefit/Result:** Positive Workplace Attitudes and Behaviors, as well as personal responsibility. OSHA general 10-hour safety card, master application, resume, turnaround letter, communication workshop certificate.
  - **Duration:** Two Weeks, schedule varies when provided in facilities
  - **Location:** Center for People in Need, NSP\*, LCC\* (\*Relapse prevention, OSHA not offered in facilities)

- **Family Support**
  - **Description:** The Center for People in Need provides yearlong case management and a multitude of community based support programs. These other support services include: daily food programs, emergency utility assistance, low income bus passes, healthcare enrollment and general assistance enrollment, city wide resource handbook, six major client give away events per year to include, back to school, and holiday specific events. Trade graduates earn bonus points through program participation to be used for household items such as, kitchenware, bedding, furniture, clothing, and cleaning supplies.
  - **Benefit/Result:** Support to overcome barriers to success
    - **Duration:** Indefinite based on federal low-income qualifications
    - **Location:** Center for People in Need
  
- **Office Professional Module**
  - **Description:** This training encompasses a wide variety of occupations that continues to be in growth distribution mode for the foreseeable future. There are a wide variety of occupations that fall under the heading of Office and Administrative Support Occupations. Example occupations are customer service representative, administrative assistants, retail salespersons and managers, insurance processing and claims clerks, dispatching and distribution workers to names a few. Our skill-building courses include but are not limited to the following topics: typing and keyboarding for business professionals, computer training, customer service training and business telephone etiquette, Microsoft Office software education and training. Each lesson will build on the lesson before it, utilizing a combination of classroom training and hands on scenarios in office settings.
  - **Description as of 10/12/17:** includes the above AND a Life Skills portion that is made up of budgeting, personal finance, communication, assertiveness, self-confidence, goal setting, and getting things done.
  - **Benefit/Result:** Technology and customers service skills, competency profile, certified typing test, and completion certificate
  - **Benefit/Result as of 10/12/17:** benefit above AND certificates for each individual life skill.
  - **Duration:** Six Weeks
  - **Location:** Center for People in Need

- **Forklift & Warehouse Operations Module**
  - **Description:** This training provides participants with skills in warehouse and dock safety, proper lifting techniques, handcart and pallet jack handling, pallet loading and stacking and inventory control. Successful program participants receive forklift certification, preparing them to enter directly into warehouse/forklift employment.
  - **Description as of 10/12/17:** includes the above AND a Life Skills portion that is made up of budgeting, personal finance, communication, assertiveness, self-confidence, goal setting, and getting things done.
  - **Benefit/Result:** Warehouse operation and workplace safety knowledge, forklift certification card
  - **Benefit/Result as of 10/12/17:** benefit above AND certificates for each individual life skill.
  - **Duration:** Six Weeks
  - **Location:** Center for People in Need
  
- **Welding Module**
  - **Description:** This training provides participants with skills in MIG welding techniques, vertical, horizontal, and pipe welding. Participant will also be provided with skills and techniques in grinding, Steele band saw cutting, and plasma cutting, preparing them to enter directly into welding/metal fabrication employment.
  - **Description as of 12/12/17:** includes the above AND a Life Skills portion that is made up of budgeting, personal finance, communication, assertiveness, self-confidence, goal setting, and getting things done.
  - **Benefit/Result:** Welding/Metal fabrication skills and knowledge, National welding safety certification.
  - **Benefit/Result as of 12/12/17:** benefit above AND certificates for each individual life skill.
  - **Duration:** minimum Three weeks/ Maximum Six Weeks
  - **Location:** Center for People in Need

- **Residential Construction & Building Maintenance**
  - **Description:** Construction carpentry skills training provides trainees with knowledge and skills in the use of carpentry tools and materials, rough carpentry and framing, exterior finishing, and interior finishing. The training will cover the use of hand tools, portable power tools, stationary power tools, wood and wood products, fasteners, blueprint reading and building codes, building layout, floor framing, wall and ceiling framing, the use of scaffolds and ladders, roof framing, windows and doors, interior finish, insulation and wall finish, and stair framing and finish. Training will occur in both the classroom and in the construction lab. Contextualized instruction will be used for construction carpentry skills.
  - **Description as of 10/12/17:** includes the above AND a Life Skills portion that is made up of budgeting, personal finance, communication, assertiveness, self-confidence, goal setting, and getting things done.
  - **Benefit/Result:** Equipment safety, workplace safety, skills for construction industry, competency profile, completion certificate
  - **Benefit/Result as of 10/12/17:** benefit above AND certificates for each individual life skill.
  - **Duration:** Six weeks; **Location:** Center for People in need
  - **Location:** Center for People in Need

## PREPARED PLACE

**Overall Program Description:** Hope of Glory Ministries brings restoration and hope to homeless and addicted individuals in the Greater Omaha Area by providing family support, housing, employment, spiritual support, and substance abuse counseling services. Our purpose is to assist individuals and families to attain self-sufficiency through spiritual awareness programs, rehabilitation programs, life skills, career development and job training. Hope of Glory's Prepared Place program is a transitional living facility offering prisoner re-entry supportive services and substance abuse treatment, serving men and women who would otherwise be homeless during their transition from incarceration, on parole, or under supervision of State/ Federal Probation back into the community. Our mission directly aligns with the NDCS's call for non-profit community-based organizations to provide life skills training that prepares such individuals for and results in meaningful employment. The mission statement embodies our systemic approach, attending not only life skills, career development and job training, but also by providing basic needs supports for family, housing, spiritual and substance abuse counseling. **Note:** William's Prepared Place rebranded to Prepared Place in March 2017.

### Program Areas

- **Heart Phase**
  - **Description:**
    - Two month minimum & four month maximum
    - 90 days restriction
    - Assigned to counselor
    - Intake screening paperwork completed
    - CD evaluation completed
    - 30-day treatment plan
    - Review and demonstrate understanding of rules, policies, and guidelines
  - **Benefit/Result:** Transition to Soul Phase
  - **Duration:** Two-four months
  - **Location:** Prepared Place

- **Soul Phase**
  - **Description:**
    - Two month minimum & four month maximum
    - Adapt to the program's community, principles and environment
    - Demonstrate acceptance of the program's principles and culture
    - Gain employment or participate in community service
    - Regular completion of power statements, gratitude lists, daily inventory
    - Weekly budget completed
  - **Benefit/Result:** Transition Certificate
  - **Duration:** Two-four months
  - **Location:** Prepared Place
  
- **Mind Phase**
  - **Description:**
    - Two month minimum & four month maximum
    - Advanced participation actions
    - Service work completed
    - Role model for new program members
    - Community give back
    - Relapse prevention plan completed
  - **Benefit/Result:** Transition to strength phase
  - **Duration:** Two-four months
  - **Location:** Prepared Place
  
- **Strength Phase**
  - **Description:**
    - Aftercare actions
    - Confirm pre-discharge/discharge plan
    - Floor leader
  - **Benefit/Result:** Graduation certificate
  - **Duration:** Two-four months
  - **Location:** Prepared Place