

Reentry Demonstration Initiative

Cohort 2: Initial participation requirements

This guidance document shares the requirements for carceral facilities to complete **after** the Health Care Authority (HCA) formally accepts your Intent to Participate form. Submitting this form completes **Milestone 1** and makes your facility eligible to receive funding. The next steps are:

1. Finalize and return your facility’s Reentry Initiative contract with HCA

HCA will send individual contracts to each participating facility. Your facility will need to review, sign, and return the contract to HCA before we release funding to your facility.

2. Set up your facility as a statewide vendor/payee in the Financial Executor (FE) Portal

HCA will contact you to set up your facility’s accounts as a statewide vendor/payee through the FE Portal. Participating facilities in Cohort 2 will receive their first funding payment no earlier than December 2024 through the statewide vendor process. All other capacity building payments will be made through the FE Portal.

3. Write your facility’s Capacity Building Application

HCA released the Capacity Building Application in July 2024. This application includes your facility’s Implementation Plan and budget, which is due **April 1, 2025**. Each facility will describe how it plans to support pre-release services. The budget will detail the funding necessary to support the services provided. Once HCA formally accepts your application, your facility will receive additional funding.

4. Work with HCA on your facility’s Capacity Building Application

HCA will be hosting learning webinars in early 2025 to discuss your facility’s progress toward completing the Capacity Building Application and answer any questions.

Submitting the Capacity Building Application completes **Milestone 2**.

Table 1: Reentry Initiative cohorts, milestones, & timing

	1) Intent to Participate	2) Implement. Plan	3) Readiness Assessment	Go-live with pre-release services	4) Interim Progress Report	5) Final Progress Report
Cohort 1	June 1, 2024	Oct. 1, 2024	March 1, 2025	July 1, 2025	May 1, 2026	Oct. 1, 2026
Cohort 2	Nov. 1, 2024	April 1, 2025	Sept. 1, 2025	Jan. 1, 2026	Dec. 1, 2026	May 1, 2027
Cohort 3	May 1, 2025	Oct. 1, 2025	March 1, 2026	July 1, 2026	May 1, 2027	Oct. 1, 2027

Table 2: Distribution of capacity building funding

Funds are contingent upon your facility’s completion of each milestone and HCA’s acceptance of each milestone submittal.

Milestones	Capacity building funding	IT funding	Timing for Cohort 2
Planning milestones BEFORE go-live with pre-release services			
1) Intent to Participate submission	10% of total capacity building funding upon submission: <ul style="list-style-type: none"> Tier 1 (1-49): \$100,000 Tier 2 (50-249): \$125,000 Tier 3 (250-1,000): \$150,000 Tier 4 (more than 1,000): \$175,000 	N/A	Due date: November 1, 2024 Funding paid no earlier than: December 1, 2024
2) Capacity Building Application submission & approval	Up to 40% of total capacity building funding upon approval: <ul style="list-style-type: none"> Tier 1 (1-49): Up to \$400,000 Tier 2 (50-249): Up to \$500,000 Tier 3 (250-1,000): Up to \$600,000 Tier 4 (more than 1,000): Up to \$700,000 	Up to \$500,000 upon approval of the application	Due date: April 1, 2025 Funding paid no earlier than: June 1, 2025
3) Readiness Assessment submission & approval	Up to 40% of total capacity building funding upon approval: <ul style="list-style-type: none"> Tier 1 (1-49): Up to \$400,000 Tier 2 (50-249): Up to \$500,000 Tier 3 (250-1,000): Up to \$600,000 Tier 4 (more than 1,000): Up to \$700,000 	Up to \$500,000 upon approval of Readiness Assessment	Due date: September 1, 2025 Funding paid no earlier than: January 1, 2026
Implementation milestones AFTER go-live with pre-release services			
4) Interim Progress Report submission	Up to 5% of total capacity building funding upon submission: <ul style="list-style-type: none"> Tier 1 (1-49): Up to \$50,000 Tier 2 (50-249): Up to \$62,500 Tier 3 (250-1,000): Up to \$75,000 Tier 4 (more than 1,000): Up to \$87,500 	N/A	Due date: December 1, 2026 Funding paid no earlier than: February 1, 2026
5) Final Progress Report submission	Up to 5% of total capacity building funding upon submission: <ul style="list-style-type: none"> Tier 1 (1-49): Up to \$50,000 Tier 2 (50-249): Up to \$62,500 Tier 3 (250-1,000): Up to \$75,000 Tier 4 (more than 1,000): Up to \$87,500 	N/A	Due date: May 1, 2027 Funding paid no earlier than: August 1, 2027