



Work and Gain Education & Employment Skills Program (WAGEES)

Request for Proposal Guidance

Pueblo County

State Fiscal Year 2026-2027

October 1, 2026 - June 30, 2027

Deadline for Submission: 5:00 pm MDT on September 10, 2026

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I. About the WAGEES Program

The **Work and Gain Education & Employment Skills (WAGEES)** program is a statewide, community-based reentry initiative established by the Colorado General Assembly (House Bill 14-1355). The purpose of the program is to facilitate and support a strong partnership between the CDOC and community-based reentry programs (CBP) to increase the success of inmates on parole to enhance public safety, reduce recidivism, and to reintegrate inmates into society successfully.

Who the Program Serves

WAGEES serves people returning to their communities from the Colorado Department of Corrections (CDOC) who:

- Are assessed as “medium-risk” or “high-risk” for returning to prison AND
 - Are within 60 days of being released from a CDOC facility, OR
 - Are on Parole, OR
 - Under CDOC supervision at a community corrections facility (not including diversion), OR
- Are released and discharged from CDOC on a mandatory release date that are not on parole, regardless of risk level for recidivism.

What WAGEES Aims to Do

The goal of WAGEES is to support successful reentry by helping participants:

- Gain employment
- Advance their education
- Build the skills and support systems needed to thrive in the community

How It Works

Organizations funded by WAGEES (called community partners) provide community-based, reentry support services and work in collaboration with:

- Latino Coalition for Community Leadership (LCCL)
- Other WAGEES-funded community partners across the state
- CDOC

- Division of Adult Parole – Transitional Services Unit (Parole Officers, Community Reentry Specialists, and Employment Training Navigators)
- RESTORE - ReformativE, Engaging System of Transitional Opportunities for Reentry (for individuals preparing to discharge from CDOC facilities)

Services WAGEES Community Partners Provide

WAGEES community partners must either directly provide or connect participants to a wide range of reentry services, including:

- Mentoring and peer support
- Educational advancement (GED, vocational, or higher ed)
- Employment training and placement
- Family reunification and relationship support
- Cognitive behavioral support and life skills
- Help obtaining ID documents and public benefits
- Gang disengagement and violence interruption
- Referrals for substance abuse or mental health treatment
- Housing assistance or referrals
- Transportation assistance
- Support groups and pro-social activities
- Referrals to other local services or basic needs support

Note: Participants in the WAGEES program are expected to actively work toward employment and/or education goals as part of their reentry plan.

II. The Latino Coalition for Community Leadership

The LCCL administers WAGEES for the CDOC, overseeing program execution and operations. LCCL's mission is to *Find, Form, Fund, Feature nonprofits in marginalized communities meeting the needs of individuals and families*. As a grantmaking intermediary, the LCCL advances resource equity and community wellbeing by building partnerships and facilitating effective collaboration among community-based organizations (CBOs), funders, and government agencies.

[I am Ready To Learn More About the Latino Coalition for Community Leadership](#)

III. WAGEES Grant Opportunity

Number of Awards

- One grant will be awarded to a single nonprofit organization located in Colorado

Service Area

- Pueblo County

Who Can Apply

- Not-for-profit community-based and faith-based organizations, including those without 501(c)(3) designation
- Colorado Tribal entities

Note: For-profit organizations and government agencies are not eligible.

Project Timeline

- Grant term: October 1, 2026 – June 30, 2027
- Participant services begin: November 1, 2026
- The State of Colorado operates on a fiscal year from July 1 to June 30

Grant Award Amount

- Up to \$150,000 for the initial 9-month project term

Note: Current sub-grantee relationships are to be maintained where practical, provided the sub-grantees are in good standing. Continued funding is subject to availability from the Colorado Department of Corrections (CDOC) and the Colorado General Assembly. LCCL may require a reapplication process based on program performance and compliance.

Additional Housing Award

While not required, LCCL recognizes that stable housing is a critical factor in successful community reentry and long-term recovery. Applicants that currently operate, or have established partnerships providing access to, transitional housing, recovery housing, or sober living opportunities for participants in the Pueblo County region are encouraged to describe these resources within their application. Additional consideration may be given to organizations that can demonstrate the ability to connect participants to safe, stable housing as part of a comprehensive continuum of care. Organizations may request additional funds to support stable housing placements through LCCL's *Housing Support Payment (HSP)* program, which operates similarly to a place-based housing voucher system.

- HSP funds are not automatically awarded and will be negotiated after the grant is awarded.
- Priority will be given to organizations that own or master lease reentry housing beds.
- HSP agreements help create, preserve, or reserve reentry beds specifically for WAGEES participants.

Definitions

- **Stable Housing:** A long-term housing or recovery placement where the participant has a written agreement or lease with the housing provider.
- **Transitional Housing:** Short-term housing (e.g., hotel stays or third-party leases) without a written agreement ensuring housing security.

Startup Costs

- One-time startup costs for housing programs may be included in your Year 1 budget (9-month period).
- Organizations may propose lower total budgets with a corresponding reduction in participant targets (to be approved by LCCL).

Award Disbursement

- WAGEES grants are issued on a cost-reimbursement basis.
- The selected community partner may request up to one month of their total award upfront for startup costs.
- Reimbursement of eligible expenses is available up to twice per month.

IV. Cultural Specificity & Responsiveness

The LCCL seeks organizations whose leadership, staff, and services reflect the community they serve. This includes:

- Organizations that serve a specific cultural community.
- Organizations led and staffed by people from that community or by people impacted by the justice system.
- Organizations that show a deep understanding of the community's shared experiences.

Lived experience means personal experience with incarceration, recovery, or the justice system.

Shared experience includes being close to someone (such as a partner, parent, or child) who has been incarcerated or in recovery.

This competitive RFP, administered by the LCCL, emphasizes responsive reentry programming aligned with WAGEES program performance and seeks to meet the specific needs and challenges of people in the criminal justice system.

Program content recognizes the unique pathways that often lead formerly incarcerated people into contact with the criminal justice system. Interventions are also tailored to meet the formerly incarcerated person's criminogenic risks and needs, including parenting stress and mental health issues.

V. Required Program Performance & Organizational Commitments

Performance in the WAGEES program is assessed using metrics for enrollment, employment or educational placement, attainment, and retention, starting from the moment the community partner begins enrolling participants.

WAGEES Performance Measures

Performance Measure	Measurement	Goal
Enrollment Rate	$\frac{\text{= \# Actual participants}}{\text{\# Planned participants}}$ Verification: This will be calculated by the number of enrollments shown in the CaseMGR data system and the number of planned enrollments on a Community Partner's WAGEES Enrollment Plan.	100%
Placement Rate	$\frac{\text{= \# of participants placed in employment, short- or long-term occupational training, post-secondary education}}{\text{Total \# of participants at enrollment}}$ Verification Example: Copy of documents such as employment offer letter, paycheck stub, bona fide certificates or licenses, enrollment verification from a bona fide education institution.	60%
Retention Rate	$\frac{\text{= \# of participants remaining in employment or post-secondary placement for at least 90 days after placement}}{\text{Total \# of participants placed in employment \& post-secondary education}}$ Verification Example: Copy of paycheck stubs from an employer or letter from employer (on company letterhead) attesting that they are currently employed. Official documentation from post-secondary institutions (i.e. course schedule).	50%
Credential Attainment Rate	$\frac{\text{= \# of participants that receive GED/diploma or recognized vocational training certificate}}{\text{Total \# of participants participating in services for GED/diploma or vocational training}}$ Verification Example: Copy of GED/diploma, transcript showing award of GED/diploma, or copy of industry-recognized certificate, degree or diploma.	50%

Performance Measure	Measurement	Goal
Recidivism Rate	$\frac{= \# \text{ of participants returned to prison on new charges}}{\text{Total \# of participants}}$ Verification Example: Programmatic data entry of this data element.	<20%

The organization awarded WAGEES funds under this competitive RFP further commits to the following required activities:

VI. Onboarding & Training Requirements

The selected WAGEES community partner will participate in onboarding and training activities from October 1–31, 2026, including:

- **WAGEES Orientation (2 Days):** Required for all staff, including executive leadership, fiscal, and program teams.
- **Fiscal & Program Reimbursement Training:** Mandatory for the same staff groups as above.
- **Policy & Procedures Manual:** Provided via Google Classroom. All partners are expected to review and follow WAGEES policies.
- **CaseMGR© Data System Training:** Training on using the required web-based system for tracking intake, case management, services, incentives, and outcomes.
- **Parole Team Introductions:** LCCL will coordinate introductions with local CDOC Parole teams covering the designated service area.
- **Background Checks:** WAGEES recognizes the value lived experience brings to service delivery and effectiveness. While a CDOC background check is required for all staff who will have direct contact with participants (including leadership and program staff), the existence of a criminal background or current supervision is not blanket grounds for denial of approval.

VII. Site Visits & Ongoing Support

Bimonthly Program & Fiscal Site Visits

The selected WAGEES community partner will participate in bimonthly site visits (virtual or in-person) with their assigned LCCL WAGEES Program Manager. These visits serve as a primary tool for capacity-building and technical assistance.

Key areas of focus during site visits include:

- Ensuring program fidelity and addressing performance issues
- Reviewing data quality in CaseMGR©
- Strengthening collaboration with local Parole teams
- Identifying and resolving barriers to fiscal reimbursement
- Delivering targeted training on WAGEES program components (see Section VIII: Scope of Service)
- Supporting transitions in reentry program staffing
- Highlighting participant achievements

Quarterly Executive Leadership Meetings

Executive leadership from the WAGEES community partner will meet quarterly with the LCCL Justice Services Program Director and assigned Program Managers to:

- Review overall program performance
- Identify long-term capacity-building and technical assistance needs
- Evaluate spending relative to the approved WAGEES budget

Fiscal Team Collaboration

The WAGEES partner's fiscal team and/or staff authorized to manage grant funds will meet regularly with the LCCL Fiscal Team. These meetings are scheduled by LCCL and will:

- Monitor organizational spending and budget adherence
- Ensure strong fiscal controls, as required by the WAGEES MOU
- Resolve any reimbursement issues for services provided to enrolled participants

Additional Onboarding Requirements

- Other onboarding and training activities as required by the LCCL may be added during the project period.

VIII. Case Staffing, Reporting & Events

Case Staffings with Parole

The WAGEES community partner's case management team will participate in monthly case staffing meetings with the local CDOC Parole team assigned to their service area. These staffings are intended to:

- Discuss participant progress
- Address barriers to successful reentry
- Strengthen coordination and information sharing

Monthly & Quarterly Reporting

WAGEES community partners are required to submit the following:

- **Monthly Reports:** Submit the CaseMGR© Monthly Data Report Form by the 10th of each following month.
- **Quarterly Reports:** Submit a CaseMGR© Quarterly Narrative Report and at least one participant success story every quarter.

WAGEES Program Events

Community partners must ensure that relevant leadership and program staff attend scheduled WAGEES events hosted by the LCCL, including:

- In-person meetings
- Trainings
- Conferences
- Capacity-building events

IX. Scope of Service

WAGEES community partners **must** either directly provide or ensure access to the following required services:

Employment Strategies

- Job placement
- Transitional jobs
- On-the-job training
- Job readiness training

- Leadership development
- Financial literacy

Training & Educational Strategies

- Vocational training must be offered by programs issuing industry-recognized credentials
- Academic remediation (math, reading, writing, English language)
- High school equivalency preparation
- Access to registered apprenticeships
- Two-year community college programs

Mentoring

- In-house mentoring programs, or
- Referral to a community partner with an established mentoring model
- Case managers with lived experience may serve as mentors throughout the participant’s reentry journey

Case Management (Mandatory)

- Must employ full-time case manager(s)
- Case load should not exceed 40 active participants per case manager
- Case managers must:
 - Track participant progress
 - Enter timely data into CaseMGR
 - Coordinate supportive services
 - Problem-solve with participants
 - Collaborate with CDOC on reentry planning
 - Refer to housing, mental health, substance use, and other services

Additional Services

- Behavioral health and substance use recovery services
- Housing and stability support
- Aging services
- Pro-social, community-connected activities
- Other localized supports tailored to individual needs

Note: Clinical mental and behavioral health services must be delivered by providers licensed in good standing with the Colorado Department of Regulatory Agencies.

X. How to Apply

1. Virtual Proposers Webinar and One-on-One Get Ready Events

Virtual Proposers Webinars will be held on **Thursday, August 20, 2026 from 11-12:30 pm and Wednesday, August 26, 2026 from 2-3:30 pm**. Registration for this event is required. During the Proposers Webinar, LCCL staff will review the RFP process, requirements of the RFP, and respond to questions. The LCCL also invites interested organizations to meet directly with LCCL staff, in person or virtually, by way of a One-on-One, Get Ready Consultation, which can be scheduled by way of the contact information presented in the table below. A One-on-One “Get Ready” Consultation is your organization’s opportunity to meet with the LCCL to learn more about WAGEES and if WAGEES is aligned with your organization’s mission, vision, and strategic direction. If you are not able to attend, please visit the LCCL’s webpage at www.latinocoalition.org for a recording of the Virtual Proposers Webinar 24 hours after the webinar.

Date	Time	How to Participate
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Schedule a One-on-One Get Ready Consultation with LCCL staff members beginning August 10th, 2026 and through September 10th, 2026	By Appointment	Please contact Rich Marquez, Justice Services Program Director, rmarquez@latinocoalition.org
Virtual Proposers Webinar (Zoom)	Thursday, August 20, 2026 from 11-12:30 pm Or Wednesday, August 26, 2026 from 2-3:30 pm	Register for the Virtual Proposers Webinar on August 20th here: https://us02web.zoom.us/j/84458112603 Or Register for the Virtual Proposers Webinar on August 26th here: https://us02web.zoom.us/j/84458112603

2. Application

Applications must be submitted online through LCCL's GivingData platform, which is available at the link below. No other forms of submission will be accepted.

Application: <https://lccl.givingdata.com/portal/campaign/pueblo2026>

3. Notification

LCCL anticipates notifying the successful applicant the week of September 27, 2026.

XI. Timeline and Dates

A. Application Deadline

The deadline for submissions is 5:00 pm MDT on September 10, 2026. Timely submission of proposals is the sole responsibility of the proposer. The LCCL reserves the right to determine the timeliness of all proposal submissions.

Activity	Date(s)
Request for Proposal Released	August 10, 2026
Application Portal Opens	August 10, 2026
Virtual Proposers Webinars (registration required)	August 20 and 26, 2026
One-on-One Get Ready Consultation	August 10 - September 10, 2026
Applications Due	No later than 5:00 pm MDT on September 10, 2026
Grantees Notified of Award	Week of September 27, 2026
Memorandum of Understanding Issued	By October 1, 2026
Memorandum of Understanding Grantee Signature due date	October 1, 2026
Program Start Date Begins (Onboarding and Training)	October 1, 2026
Participant Enrollment Begins	November 1, 2026
WAGEES FY2026-2027 Project Term Completion Date	June 30, 2027

B. Grant & Funding Restrictions

1. Grant award disbursement may not occur until a Memorandum of Understanding (MOU) has been executed and all required information is received by the LCCL.
2. Grantees must submit documentation of allowable costs on a monthly basis. Disallowed costs are the responsibility of the grantee.
3. Reimbursement of expenses will be based on guidance contained in the Office of Management and Budget (OMB) Uniform Guidance. The Uniform Guidance establishes principles for determining the costs of grants, contracts, and other agreements with non-profit organizations. CDOC may provide guidance as applicable.
4. Construction expenses are not allowable under the WAGEES grant.
5. Any equipment with a per-unit acquisition cost of \$5,000 or more and a useful life of more than one year must have prior written approval from the LCCL. Substantial justification will be required for any such requests.
6. Grantees must keep the CaseMGR and CDOC- EOMIS databases up-to-date with information concerning enrolled participants and program activities. No other data systems may serve as a substitute.
7. Travel expenses associated with the organization's delivery of the WAGEES program will utilize the [U.S. General Services Administration](#) (GSA) rates.
8. Grantee will not require participants to pay for, apply for a loan, or incur personal debt to participate in the program. Fees related to housing may be charged under LCCL-approved agreements. If a Grantee collects program service revenue such as program fees or other revenue from a Participant or Vendor for an investment subsidized by the WAGEES grant award, it must be recorded as WAGEES Program Services Revenue and reinvested into the WAGEES program. Any program service revenue generated in this manner must only be used for WAGEES expenses.
9. Grantee cannot require participation in inherently religious activities in order to receive other services.

XII. Fine Print - Read Me!

A. Funding Requests

The LCCL will determine funding amounts based on the evaluation of proposals and the availability of funds and as further described in Table 1 below.

B. Negotiations Process

The LCCL reserves the right to negotiate funding regarding all or portions of a proposal.

C. Costs Incurred by Proposers

All costs of proposal preparation and submission shall be borne by the proposer. The LCCL shall not, in any event, be liable for any pre-award expenses incurred by proposers in the preparation and/or submission of the proposals. Proposals shall not include any such expenses as part of the proposed budget. Furthermore, agreements to pay grant writers a percentage of the award amount, retainer, or similar compensation for proposal preparation and submission are not allowable.

D. Accuracy and Completeness

The proposal must set forth accurate and complete information as required in this RFP. Unclear, incomplete, and/or inaccurate documentation, or falsification of any information, may result in disqualification from the grant either pre- or post-award.

E. Withdrawal of Proposals

Proposals may be withdrawn by written request of the authorized signatory on the proposer's letterhead at any time. Once a proposal is withdrawn, it may not be reconsidered.

I. General Reservations

The LCCL reserves the right to extend the submission deadline in part or in total if such action is in the best interest of the WAGEES program. In the event the deadline is extended, proposers have the right to revise and resubmit their proposals.

- The LCCL makes no representation that any award will be awarded to any offer responding to this RFP.

- The LCCL reserves the right to request additional information or documentation.
- Proposals shall be reviewed and rated as submitted. The proposer may not make changes or additions after the deadline for receipt of proposals.
- The LCCL reserves the right to verify all information in the proposal. If the information cannot be verified, the LCCL reserves the right to reduce the rating points awarded or disqualify the proposal.

J. Standing of Proposer and Staff/Volunteers

Regardless of the merits of a proposal submitted, a proposer may not be recommended for funding if it has a history of unresolved MOU/contract non-compliance with similar organizations or any other funding source, poor past or current MOU/contract performance with the LCCL or any other funding source, or current disputed or disallowed costs with the LCCL or any other funding source.

K. Failed Competition

The LCCL reserves the right to reject any or all proposals that are not responsive to the specifications of this RFP. A competition is considered failed if no proposals are received or, if the LCCL determines that any organization responding to this RFP cannot guarantee full commitment to the expectations and service delivery proposed in this RFP. If in whole or part a competition has been declared failed, the LCCL then has the option to re-compete this RFP.

L. Insurance and Indemnification

Before the first WAGEES grant reimbursement, the Grantee shall be required to maintain at all times during the term of this MOU insurance in the following kinds and amounts:

- Commercial general liability insurance coverage (\$1,000,000 each occurrence, \$1,000,000 general aggregate, \$1,000,000 products and completed operations aggregate, \$50,000 any fire) with CDOC named as Additional Insured;
- Automobile liability insurance (\$1,000,000 each accident, combined single limit);
- Protected information (\$1,000,000 each occurrence, \$2,000,000 general aggregate);
- Workers' compensation coverage as required by state statute for paid positions;
- Fidelity bond coverage (\$100,000).

Professional liability insurance is required if services requiring a state-issued license are provided by a Grantee employee (e.g., addiction counseling, professional counseling, or medical treatment).

The Grantee will Indemnify, save, and hold harmless the State and LCCL, its employees, and agents, against any and all claims, damages, liability, and court awards including costs, expenses and attorney fees, and related costs as a result of any act or omission by the Grantee, or its employees, agents, subcontractors or assignees pursuant to the terms of the WAGEES MOU.

XIII. Proposal Checklist

The following documents must be included with the submission of your proposal.

Checklist Item	Check Or N/A
All items should be submitted online through GivingData at: https://lccl.givingdata.com/portal/campaign/pueblo2026	
Complete RFP Response	
Complete WAGEES Budget & Budget Narrative	
Proposed WAGEES Enrollment Plan	

IRS 501(c)(3) Non-Profit Determination Letter (if applicable)	
Colorado Secretary of State Organizational Certificate of Good Standing (required)	
OPTIONAL: Supporting Documentation (maximum of 5 pages, single-sided). This may include supporting information such as references, resumes, performance data, and other materials referenced in the proposal.	

NOTE: Required documents not received with a timely proposal will be deemed incomplete. Incomplete RFP responses will not move forward in the scoring process and may be disqualified. Please ensure your grant application is complete.

XIV. How Your RFP is Scored

The RFP submission process is overseen by the LCCL. Responses to this RFP are submitted via the electronic platform called GivingData. LCCL reviews the proposals and makes recommendations to CDOC.

The RFP response scoring matrix is as follows:

Table 1. LCCL-WAGEES RFP Response Scoring Matrix

Category	Description	Point Allocation
Demonstrated History & Ability to Meet Performance Measures	This category evaluates the Offeror's experience in providing services, demonstrated ability to meet performance measures and grant requirements, and historical attachment to the target area proposed.	30 points
Program Design	This category evaluates how clearly the proposal addresses services as required in the RFP. Offerors should articulate how the activities will help engage the target population and achieve the desired performance measures. Program design should describe strategies for collaboration and service coordination with existing community resources.	20 points
Case Management & Performance Metrics	This category evaluates the Offeror's ability to provide case management services which are required to effectively administer and document the needs, status, progress, and results of the activities and services provided to participants enrolled in the project. Offerors should describe their case management philosophy and the ways in which it will promote success for participants.	20 points
Cultural/Target Population Competency	This category evaluates the accessibility of proposed programs and the Offeror's experience working with the target or similar populations. The Offeror should identify strategies for reaching vulnerable groups in the service area and explain cultural competencies that will be deployed to effectively engage these populations. See IV. Cultural Specificity & Responsiveness	20 points

Program Cost	This category evaluates the cost of the proposed program to determine if it is fair and reasonable based on program services and/or historical data, and the degree to which expenditure of funds relates to performance measures. Budgets will be reviewed for accuracy and completeness. Additionally, all proposals will be reviewed for costs that are reasonable, allowable, necessary, fully justified, and competitive as measured by the review of the line item budget, the program design, and comparison to proposals similar in target area or scope.	10 points
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